



Limestone Coast  
Local Government  
Association

## GENERAL MEETING AGENDA

Friday 5<sup>th</sup> April 2019

10.00am – 1.00pm

**Host – City of Mount Gambier**

**City Hall, Main Corner Complex**

(Entrance Via Cave Garden)

**1 Bay Road, Mount Gambier, SA 5290**

### Program

9.30am	Registration and Morning Tea
10.00am	Open of the LC LGA General Meeting and President's Welcome
10.05am	Welcome Mayor Lynette Martin, City of Mount Gambier
10.15am	Guest Speakers  Emma Herriman Partner - HWL Ebsworth (Contracted through LGASA Legal Connect a sub-brand of LGASA Commercial Solutions)
10.35am	Karen Raffin, CEO Brand South Australia
1.00pm	Close of the LC LGA General Meeting
1.10pm	Lunch

**AGENDA FOR THE GENERAL MEETING OF THE LIMESTONE COAST LOCAL GOVERNMENT ASSOCIATION  
TO BE HELD ON FRIDAY 5<sup>TH</sup> APRIL 2019 FROM 10.00AM IN THE CITY OF MOUNT GAMBIER AT CITY  
HALL.**

**1.0 MEMBERS/DEPUTY MEMBERS**

**1.1 Present**

Naracoorte Lucindale Council	Mayor Erika Vickery (President)
City of Mount Gambier	Mayor Lynnette Martin
Wattle Range Council	Mayor Des Noll Cr Glenn Brown
District Council of Grant	Cr Bruce Bain
Kingston District Council	Mayor Kay Rasheed Cr Jodie Gluyas
District Council of Robe	Mayor Alison Nunan
Tatiara District Council	Mayor Graham Excell Cr Robert Mock

**1.2 In Attendance**

City of Mount Gambier	Mr Graeme Maxwell (Acting CEO)
District Council of Grant	Mr David Singe (CEO)
Wattle Range Council	Mr Ben Gower (CEO)
Naracoorte Lucindale Council	Mr Trevor Smart (CEO)
District Council of Robe	Mr Roger Sweetman (CEO)
Kingston District Council	Mr Andrew MacDonald (CEO)
Tatiara District Council	Ms Anne Champness (CEO)
LCLGA	Mrs Biddie Shearing (Interim EO)

**1.3 Guests and Observers**

Member for Mount Gambier	Mr Travis Fatchen (Office Manager)
LGA SA	Mr Stephen Smith (Director – Policy)
Tate Consulting	Mr Jeff Tate
PIRSA	Ms Peta Crewe (Regional Manager – Limestone Coast)
RDA Limestone Coast	Mr David Wheaton (CEO)
DPTI	Mr David Lake (Principal Planner, Planning and Land Use Services)
Substance Misuse Limestone Coast	Ms Sophie Bouchier (Project Officer)
LC LGA	Mrs Biddie Shearing, Tourism Industry Development Manager. Ms Ali Auld (Special Projects Officer – Road Safety & Leadership) Ms Mae Steele (Executive Support Officer)

**1.4 Apologies**

District Council of Grant	Mayor Richard Sage (Vice President)
Federal Member for Barker	Mr Tony Pasin MP
Member for Mount Gambier	Mr Troy Bell MP
Member for MacKillop	Mr Nick McBride MP
UniSA	Mr Ian McKay

LC LGA	Mr Tony Elletson (STARCLUB Field Officer & LC Regional Sporting Academy Manager) Mrs June Saruwaka (Regional Waste Management Coordinator) Mrs Prae Wongthong (Regional Waste/Climate Adaptation Project Officer) Mrs Michaela Bell (Project Manager)
--------	---

**“That the apologies be accepted.”**

**Moved,**

**Seconded,**

## **2.0 DISCLOSURE OF INTERESTS**

Any Delegate or staff member with a potential conflict of interest is asked to declare the interest on the supplied **Conflict of Interests Declaration Form** detailing what the conflict is and why they will not be participating in any item relating to that issue.

## **3.0 MINUTES OF MEETINGS**

- 3.1 Confirmation of the Minutes of the February LC LGA General Meeting held in Kingston SE on 8<sup>th</sup> February 2019 – *Refer to pages 10-19*

**“That the Minutes of the LC LGA General Meeting held on 8<sup>th</sup> February 2019 be taken as read and confirmed as a true and correct record of the proceedings at that meeting.”**

**Moved,**

**Seconded,**

## **4.0 MATTERS ARISING FROM THE MINUTES**

Business arising from the Minutes of the General Meeting, 8<sup>th</sup> February 2019.

## **5.0 ACTION SHEET**

*Refer pages 20-22*

## **6.0 CORRESPONDENCE**

*Refer to pages 23-25*

### **6.1 Inwards and Outwards**

Correspondence register to 29<sup>th</sup> March 2019.

Many of these correspondence items will have been received directly by member councils. Should any delegate wish to access any correspondence items listed, but not included with this agenda, they can be made available by contacting the LC LGA Executive Officer.

**“That correspondence be received and noted by LC LGA delegates.”**

**Moved,**

**Seconded,**



## **7.0 REPORTS**

### **7.1 LC LGA President's Report**

*To be tabled*

#### **7.1.1 LGA Board**

- (i) Draft Minutes of LGA Board of Directors Meetings held on Thursday 21<sup>st</sup> February 2019, Wednesday 6<sup>th</sup> March & Thursday 21<sup>st</sup> March 2019. *Refer pages 26-45*

#### **7.1.2 SAROC**

- (ii) Draft Minutes of SAROC Meeting held on Wednesday 6<sup>th</sup> March 2019  
*Refer pages 46-52*

### **7.2 Local Government Association of SA**

Stephen Smith

### **7.3 Report from Coastal Alliance Project Coordinator**

Anita Crisp & Prae Wongthong

*Refer to pages 53-59*

### **7.4 Report LC LGA Climate Adaptation Project Officer**

Prae Wongthong

*Refer to pages 60-61*

### **7.5 Report from LC LGA Starclub Field Officer**

Tony Elletson

*Refer to pages 62-65*

### **7.6 Report from LC LGA Tourism Industry Development Manager**

Biddie Shearing

*Refer to pages 66-67*

### **7.7 Report LC LGA Regional Waste Management Coordinator**

June Saruwaka

*Refer to pages 68-69*

### **7.8 Report from LC LGA Regional Community Road Safety Officer**

Ali Auld

*Refer to pages 70-73*

### **7.9 Report from Special Projects Officer**

Ali Auld

*Refer to pages 74-75*

### **7.10 Report from LC LGA Project Manager**

Michaela Bell

*Refer to pages 76-78*

It is recommended that LC LGA:





“That the reports from the LC LGA President, Local Government Association SA, Coastal Alliance Project Coordinator, Climate Adaptation Project Officer, Starclub Field Officer, Tourism Industry Development Manager, Regional Waste Management Coordinator, Regional Community Road Safety Officer, Special Projects Officer and Project Manager be received and noted.”

**Moved,**

**Seconded,**

## **8.0 RECOMMENDATION REPORTS**

### **8.1 LCLGA Business Plan & DRAFT Budget 2019.2020**

Interim Executive Officer

*Refer pages 79-91*

It is recommended that LCLGA;

1. Receive and note the report.
2. Refer the Draft Business Plan and Budget to member councils for comment prior to final adoption at the June meeting of the LCLGA Board.
3. Request any comments and/or amendments to the Draft Business Plan and Budget be communicated back to the Interim Executive Officer by Friday 31<sup>st</sup> May 2019.
4. Note the Interim Executive Officer will be presenting the Draft Budget and Business Plan to member councils throughout the months of April & May 2019.

**Moved,**

**Seconded,**

### **8.2 Limestone Coast Joint Planning Board**

Jeff Tate

*Refer pages 92-142*

It is recommended that LC LGA:

1. Receive and note the report.
2. Refer the Draft Business Case for proposed Planning Agreement to member councils for comment prior to final adoption at the 14<sup>th</sup> June 2019 meeting of the LCLGA Board.
3. Request any comments and/or amendments to the Business Case be communicated back to the Interim Executive Officer by Friday 31<sup>st</sup> May 2019.
4. Note the Interim Executive Officer will be presenting the Draft Business Case to member councils throughout the months of April & May 2019.

**Moved,**

**Seconded,**

### **8.3 Regional Development Australia Limestone Coast – Funding**

Interim Executive Officer

*Refer pages 143-144*



It is recommended that LC LGA:

1. Receive and note the report.
2. Note the inclusion of the request by the RDA Limestone Coast for funding in the LCLGA Draft Business Plan and FY 2019 Draft Budget.

**Moved,**

**Seconded,**

#### **8.4 Limestone Coast Economic Development Group**

Interim Executive Officer

*Refer pages 145-152*

It is recommended that LC LGA:

##### **Recommendation 1**

1. Receive and note the report.
2. Consider the Proposal for LCLGA to host the LCRMC under the Sub-Committee of LC Economic Development Group.
3. For discussion and decision

**Moved,**

**Seconded,**

##### **Recommendation 2**

1. Receive and note the report.
2. Adopt the Terms of Reference (TOR) for the LC Leadership Steering Committee
3. Refer the TOR for the LC Leadership Program to member councils to seek nominations for appointment to the LC Leadership Steering Committee.

**Moved,**

**Seconded,**

#### **8.5 LC LGA Bank Signatories**

Interim Executive Officer

*Refer page 153*

It is recommended that LC LGA:

1. Authorise the cancelation of Dominic Testoni as LCLGA Bank Signatory and cancel the Credit Card in Dominic Testoni's name.
2. Authorise the cancelation of Jan Shanahan as a LCLGA Bank Signatory.
3. Authorise the LC LGA Bank Signatories on all LCLGA Bank Accounts including the Term Deposit, Business Saver Account and Society Cheque Account. Authorise Online Banking access/ authority to all accounts to all Signatories below:



- a. Tony Wright, newly appointed Executive Officer (Commencing 3<sup>rd</sup> June 2019)
  - b. Erika Vickery, President
  - c. Richard Sage, Vice President
  - d. Mae Steele, Executive Support Officer
4. Authorise the LC LGA Bank Signatories to approve a Credit Card with a balance of \$4000 per month Tony Wright, newly appointed Executive Officer (Commencing 3<sup>rd</sup> June 2019).
  5. The LCLGA Board authorises the President, Vice President and Executive Support Officer to complete the appropriate Bank SA Amendment to Authority forms and Credit Card Application forms for Tony Wright.

**Moved,**

**Seconded,**

## **9.0 FINANCIAL**

### **9.1 Financial Statements**

*Refer to pages 154-160*

It is recommended that LC LGA:

1. Receive and note the reports:
  - a. The Consolidated Profit and Loss Budget Analysis for the period 1<sup>st</sup> July 2018 to 28<sup>th</sup> February 2019 be received and noted.
  - b. The Balance Sheet for the period ending 28<sup>th</sup> February 2019 be received and noted.
  - c. The Jobs Profit and Loss Report to the 28<sup>th</sup> February 2019 be received and noted.
  - d. Note the term deposit matured at 19<sup>th</sup> March with a balance of \$691,798.72 and has been rolled over for 4 months with an interest rate of 2.35% (\$5433.94) paid at maturity in July/August 2019.

**Moved,**

**Seconded,**

## **10.0 LCLGA SUB-COMMITTEE MINUTES & REPORTS**

### **10.1 LCLGA Tourism Management Group 18<sup>th</sup> March 2019**

*Refer to pages 161-165*

### **10.2 LCLGA Roads & Transport Management Group 14<sup>th</sup> March 2019**

*Refer to pages 166-168*

### **10.3 LCLGA Economic Development Group**

*Refer pages 169-177*

### **10.4 LCLGA Regional Waste Management Committee**

*Refer pages 178-181*

### **10.5 LCLGA Climate Adaptation Committee**

*Refer pages 182-183*



**10.6 LCLGA Sport & Recreation Advisory Group – Draft Terms of Reference**  
*Refer pages 184-192*

It is recommended that LC LGA:

“The Minutes and reports from the LCLGA Tourism Management Group, LCLGA Roads and Transport Management Group, LCLGA Economic Development Group, LCLGA Regional Waste Management Committee, LCLGA Climate Adaptation Committee and LCLGA Sport & Recreation Advisory Group having first been circulated amongst members, be adopted.”

**Moved,**

**Seconded,**

**11.0 OUTSIDE ORGANISATIONS AND COMMITTEES**

**11.1 Regional Development Australia Limestone Coast**  
*David Wheaton - Chief Executive Officer*  
*Refer to pages 193-197*

**11.2 Substance Misuse Limestone Coast**  
*Sophie Bouchier Project Officer*  
*Refer to pages 193-197*

**11.3 Limestone Coast Heritage Adviser**  
*Refer to pages 198-203*

It is recommended that LC LGA:

“Receives and note the Reports.”

**Moved,**

**Seconded,**

**12.0 OTHER BUSINESS**

**13.0 ANTICIPATED MEETING CLOSURE – 1pm**

The next LC LGA General Meeting is to be held in the Wattle Range Council area **Friday 14<sup>th</sup> June 2019**. Acceptances and apologies to Mae Steele, LC LGA Executive Support Officer Phone 8723 7310 or Email [admin@lclga.sa.gov.au](mailto:admin@lclga.sa.gov.au)



## LC LGA CALENDAR

Date	Meeting	Location
11 <sup>th</sup> & 12 <sup>th</sup> April 2019	Council Best Practice Showcase LGA Ordinary GM	Adelaide Entertainment Centre
16 <sup>th</sup> May 2019	SAROC	LGA House, Adelaide
14 <sup>th</sup> June 2019	LC LGA GM	Wattle Range Council
18 <sup>th</sup> July 2019	SAROC	LGA House, Adelaide
9 <sup>th</sup> August 2019	LC LGA GM	District Council of Robe
14 <sup>th</sup> - 16 <sup>th</sup> August 2019	LGA Roads & Works Conference	Renmark.
19 <sup>th</sup> September 2019	SAROC	LGA House, Adelaide
11 <sup>th</sup> October 2019	LC LGA	Grant District Council
31 <sup>st</sup> October 2019	LGA Conference & AGM	Adelaide Oval, Adelaide.
21 <sup>st</sup> November 2019	SAROC	LGA House, Adelaide
13 <sup>th</sup> December 2019	LC LGA GM & Christmas Lunch	Tatiara District Council
TBA January 2020	SAROC	TBA
14 <sup>th</sup> February 2020	LG LGA AGM & GM	Naracoorte Lucindale Council



# MINUTES FROM THE GENERAL MEETING OF THE LIMESTONE COAST LOCAL GOVERNMENT ASSOCIATION FRIDAY 8<sup>TH</sup> FEBRUARY 2019 HELD AT KINGSTON DISTRICT COUNCIL, HOLLAND STREET, KINGSTON.

## Presentations from Guest Speakers

Frank Brennan – Chairman, SANFL Regional Football Council – South East and Matthew Duldig, SANFL Community Football Manager.

- A merger between SACFL and the SANFL will now allow greater focus on football in regional areas
- Sustainability of clubs is the critical issue
- *For every \$1 invested in Community Football there is at least \$4.40 social return*
- Ultimate competition on the field, Ultimate collaboration off the field
- Regional Re-Structure - Build the capacity of the region, enhance competitions structures, Consolidate the administration & management activities of many Leagues, Promote the image of the game
- SANFL Regional Council will take ultimate responsibility for football in the region
- Football Operations Coordinator
- First Implementation – Limestone Coast
- A change of governance structure for Country football which will provide greater strategic focus, more effective decision-making at a regional level, and an investment of resources directly in regions.
- Approx. \$100K to implement Football Operations Role & Regional
- State Infrastructure Audit Findings
- SE - Field Lighting, SE – Unisex change rooms, SE – Umpire facilities, Addressing the Gaps for female facilities.
- Regional Planning Project, SANFL Modular Construction Project
- Football, Cricket and Netball Facility Fund
- Working Together and Council Engagement
- Partnership Request to councils \$500 per club per council \$12k total for LC Councils

Pippa Pech - Zone Emergency Management Program Officer, SES

- LCLGA delegates encouraged to attend meetings – 4 meetings per year
- State Emergency Management plan - strategic level management of emergency management in the Limestone Coast
- ZEMC – Monitoring
- National Government Guidelines Risk Assessments
- LC Emergency Management Plan – 3 levels of information. Public Summary, 2 Page Summary and Full risk assessment

Please links below for further information;

[Local Emergency Management Arrangements](#)

[State Emergency Management Plan](#)

[Natural Disaster Resilience Program.](#)

John Chapman - Small Business Commissioner, South Australia

- Council Friendly Initiative
- \$195 per party per day
- Fair Trading – Industry Codes
- 2 new priorities September 2018 / Mediation
- Farmers & the Mining Act, Geothermal Act
- Retail Act, Debts to Government, Food Truck Rules and Local Government Act. Process is now set out under the act.
- Building & Construction Industry – eg Royal Adelaide hospital
- Roadworks – working with Councils, LGA to assist with the impact on small business during roadworks.
- Procurement Support for Small Business – working with Ian Nightingale

Please links below for further information;

[Small Business Commissioner](#)

[Small Business Friendly Council](#)

Meeting opened at 12.10pm

## 1.0 MEMBERS/DEPUTY MEMBERS

### 1.1 Present

Naracoorte Lucindale Council	Mayor Erika Vickery (LC LGA President)
City of Mount Gambier	Mayor Lynnette Martin
Wattle Range Council	Mayor Des Noll Cr Glenn Brown
District Council of Grant	Mayor Richard Sage (LCLGA Vice President)
Kingston District Council	Mayor Kay Rasheed Cr Jodie Gluyas
District Council of Robe	Mayor Alison Nunan
Tatiara District Council	Mayor Graham Excell

## 1.2 In Attendance

LC LGA	Mrs Biddie Shearing (Interim EO)
City of Mount Gambier	Mr Mark McShane (CEO)
District Council of Grant	Mr David Singe (CEO)
Wattle Range Council	Mr Ben Gower (CEO)
Naracoorte Lucindale Council	Mr Trevor Smart (CEO)
District Council of Robe	Mr Roger Sweetman (CEO)
Kingston District Council	Mr Andrew MacDonald (CEO)
Tatiara District Council	Ms Anne Champness (CEO)

## 1.3 Guests and Observers

UniSA	Mr Ian McKay
LGA SA	Mr Stephen Smith (Director – Policy)
Coorong District Council	Mayor Paul Simmons Deputy Mayor Jeff Arthur
PIRSA	Ms Peta Crewe (Regional Manager – Limestone Coast)
RDA Limestone Coast	Mr David Wheaton (CEO)
Small Business Commissioner	Mr John Chapman
SANFL Regional Football Council – South East	Mr Frank Brennan (Chairman) Mr Matthew Duldig (SANFL Community Football Manager) Ms Jessica Wainwright (SANFL Projects & Government Relations Officer)
NRM SE	Mrs Fiona Rasheed (Presiding Member)
SES	Pippa Pech (Zone Emergency Management Program Officer)
LC LGA	Mr Tony Elletson (STARCLUB Field Officer & LC Regional Sporting Academy Manager) Mrs June Saruwaka (Regional Waste Management Coordinator) Ms Ali Auld (Special Projects Officer – Road Safety & Leadership) Ms Mae Steele (Executive Support Officer)

## 1.4 Apologies

Federal Member for Barker	Mr Tony Pasin MP
Member for Mount Gambier	Mr Troy Bell MP Mr Travis Fatchen (Office Manager)
Member for MacKillop	Mr Nick McBride MP
City of Mount Gambier	Cr Sonya Mezinac
Kingston District Council	Cr Jodie Gluyas



Tatiara District Council	Cr Robert Mock
Substance Misuse Limestone Coast	Ms Sophie Bouchier (Project Officer)
Limestone Coast Leadership Program	Miss Kirsty Starling (Participant)
LC LGA	Mrs Prae Wongthong (Regional Waste/Climate Adaptation Project Officer) Mrs Michaela Bell (Project Manager)

**“That the apologies be accepted.”**

**Moved,** District Council of Grant

**Seconded,** Tatiara District Council

**CARRIED**

## **2.0 DISCLOSURE OF INTERESTS**

Any Delegate or staff member with a potential conflict of interest is asked to declare the interest on the supplied **Conflict of Interests Declaration Form** detailing what the conflict is and why they will not be participating in any item relating to that issue.

## **3.0 MINUTES OF MEETINGS**

- 3.1 Confirmation of the Minutes of the December LC LGA General Meeting held in the Naracoorte Lucindale Council on 14<sup>th</sup> December 2018

**“That the Minutes of the LC LGA General Meeting held on 14<sup>th</sup> December 2018 be taken as read and confirmed as a true and correct record of the proceedings at that meeting.”**

**Moved,** Tatiara District Council

**Seconded,** Wattle Range Council

**CARRIED**

## **4.0 MATTERS ARISING FROM THE MINUTES**

Business arising from the Minutes of the General Meeting, 14<sup>th</sup> December 2018.

## **5.0 ACTION SHEET**

### 7<sup>th</sup> December Actions

5.0.3 LCLGA Selection Panel is progressing with applications and the process for the recruitment of a new LCLGA Executive Officer. Shortlisting completed and Interviews to be held with in two weeks.

### 12<sup>th</sup> October 2018

8.3.2 SEGRA Conference Subcommittee met to progress the application process and familiarisation planning.

## **6.0 CORRESPONDENCE**

### **6.1 Inwards and Outwards**

Correspondence register to 2<sup>nd</sup> February 2019.

Many of these correspondence items will have been received directly by member councils. Should any delegate wish to access any correspondence items listed, but not included with this agenda, they can be made available by contacting the LC LGA Executive Officer.





**“That correspondence be received and noted by LC LGA delegates.”**

**Moved,** Tatiara District Council

**Seconded,** City of Mount Gambier

**CARRIED**

## **7.0 REPORTS**

### **7.1 LC LGA President's Report**

- Attended meetings with Dominic Testoni, Andy Stott, Biddie Shearing and David Wheaton.
- Attended and gave speech at the Limestone Coast Leadership Program Launch at Struan House on 23<sup>rd</sup> January.
- LGA Board Meeting 31<sup>st</sup> January.
- AMRC Board meeting 6<sup>th</sup> February – Community Settlement and Community Services meeting will be held in the Limestone Coast region 21-22 February. AMRC provide migrant support in Mount Gambier, Naracoorte and Bordertown.

#### **7.1.1 LGA Board**

- (i) Draft Minutes of LGA Board of Directors Meeting held on Thursday 29<sup>th</sup> November 2018 & 31<sup>st</sup> January 2019.

Key outcomes Endorsement of the LGA's submission on the Local Government (ratepayer Protection and Related matters) Amendment Bill, Approval of the R7D Scheme 2019-20 Annual Business Plan, Support for Dog and Cat Management Board to waive dog registration fees for prescribed accreditation bodies, agreement for the LGA President to write to the Premier requesting an LGASA Board Director be invited onto the Board of Infrastructure SA on an ex-officio basis.

#### **7.1.2 SAROC**

- (ii) Draft Minutes of SAROC Special Meetings held on Friday 26<sup>th</sup> October 2018 and Wednesday 19<sup>th</sup> December 2018.

### **7.2 Local Government Association of SA**

#### **Regional Topical**

Stephen Smith

- Small Business Commissioner – LGA Advocate for changes on behalf of councils.
- Federal Election Opportunity for SA to unite for fair funding eg Supplementary Road Funding & non road infrastructure funding. Encouraged LCLGA Councils to talk to your Federal Member.
- Supplementary Road Funding – Short Fall
- LGA Board of Directors – Regional consultation for Strategic Plan
- 

### **7.3 Report from Coastal Alliance Project Coordinator**

Prae Wongthong

### **7.4 Report LC LGA Climate Adaptation Project Officer**

Prae Wongthong

- Successful 2015-18 Natural Disaster Resilience Program funding for \$30,000 for Planning for Flood Inundation and Sea Level Rise in the Limestone Coast.

### **7.5 Report from LC LGA Starclub Field Officer**



Tony Elletson

- LC Regional Sporting Academy grown from 12 to 42 athletes in second year
- Partnerships with Hockey SA & Athletics SA
- Sponsors – M7G Hotel Group
- New partnership with Tennis SA
- Wished Mark McShane & Roger Sweetman all the best for their retirements

**7.6 Report from LC LGA Tourism Industry Development Manager**

Biddie Shearing

- SATC Winter Campaign featuring Limestone Coast
- Corporate and Business Travelers Update – Attendance at the Destination SA Trade Event
- SA Life, ARB & Postcards in region or visiting soon
- Mixed Dozen Interactive Trails Project progress update - one of 21 projects across Australia and LCLGA 34% completed.

**7.7 Report LC LGA Regional Waste Management Coordinator**

June Saruwaka

- LC Region Waste and Resource Recovery Infrastructure Plan & Implementation Planning.

**7.8 Report from LC LGA Regional Community Road Safety Officer**

Ali Auld

- Motor Accident Commission (MAC) to be wound down from July 2019.

**7.9 Report from Limestone Coast Leadership Development Program Coordinator**

Ali Auld

- Leadership Program Update including budget, sponsorship and participants.

**7.10 Report from LC LGA Project Manager**

Michaela Bell

“That the reports from the LC LGA President, Local Government Association SA, Coastal Alliance Project Coordinator, Climate Adaptation Project Officer, Starclub Field Officer, Tourism Industry Development Manager, Regional Waste Management Coordinator, Regional Community Road Safety Officer, Limestone Coast Leadership Development Program Coordinator and Project Manager be received and noted.”

Moved,

Seconded,

**CARRIED**

**8.0 RECOMMENDATION REPORTS**

**8.1 Substance Misuse Limestone Coast**

Interim Executive Officer

It is recommended that LC LGA:

1. Receive and note the report.
2. Substance Misuse Limestone Coast comes under the auspices of the LCLGA.
3. Authorise the LCLGA President and Interim Executive Officer to make the financial/contractual arrangements and sign related.



**Moved**, City of Mount Gambier **Seconded**, District Council of Robe

**CARRIED**

## **8.2 Limestone Coast - Use of Terminology**

Interim Executive Officer

It is recommended that LC LGA;

1. Receive and note the report.
2. Authorise the President and Executive Officer to write to the Stand Like Stone Foundation and outline the LCLGA's intention to advocate for the State Government to make this change across all departments.

**Moved**, Wattle Range Council **Seconded**, Tatiara District Council

**CARRIED**

## **8.3 Independent Commissioner against Corruption (ICAC)**

Mayor Martin

It is recommended that LCLGA;

1. Receive and note the report.
2. The Presiding Member of the LCLGA write to the ICAC Commissioner inviting him, the Ombudsman and the Auditor-General to present the forum on their office's role in the Limestone Coast Region, to ensure regional Councils can access this important information

**Moved**, City of Mount Gambier **Seconded**, Wattle Range Council

**CARRIED**

With the leave of the meeting LCLGA president deferred item 8.4 to the end of the meeting.

## **9.0 FINANCIAL**

### **9.1 Financial Statements**

It is recommended that LC LGA:

1. Receive and note the reports:
  - a. The Consolidated Profit and Loss Budget Analysis for the period 1<sup>st</sup> July 2017 to 31<sup>st</sup> December 2018 be received and noted.
  - b. The Balance Sheet for the period ending 31<sup>st</sup> December 2018 be received and noted.
  - c. The Jobs Profit and Loss Report to the 31<sup>st</sup> December 2018 be received and noted.



## **10.0 OUTSIDE ORGANISATIONS AND COMMITTEES**

10.1 **Regional Development Australia Limestone Coast**  
*David Wheaton - Chief Executive Officer*

10.2 **South East NRM Board**  
Fiona Rasheed  
- Local Government Review  
- Department of Environment Restructure  
- Landscapes SA

10.3 **Limestone Coast Substance Misuse Project Officer**  
Sophie Bouchier

10.3 **Limestone Coast Bushfire Management Committee**

It is recommended that LC LGA:

“Receives and note the Reports.”

Moved, District Council of Grant **Seconded**, Robe District Council

**CARRIED**

## **11.0 LCLGA SUB-COMMITTEE MINUTES**

11.1 **LCLGA Tourism Management Group – 21<sup>st</sup> January 2019**

11.2 **LCLGA Roads & Transport Management Group – 21<sup>st</sup> January 2019**

It is recommended that LC LGA:

“The Minutes of the LCLGA Tourism Management Group and the LCLGA Roads and Transport Management Group having first been circulated amongst members, be adopted.”

Moved, Tatiara District Council

**Seconded**, District Council of Grant

**CARRIED**

## **1.0 Late Report**

### **Regional Development Australia Limestone Coast (RDALC) – Funding Agreement**

It is recommended that LC LGA:

1. Receive and note the report.
2. Endorse the Terms of Reference.
3. Authorise the LCLGA President and Interim Executive Officer to formalise the funding agreement between RDALC & LCLGA for FY 2018/2019.
4. Authorise the Interim Executive Officer to facilitate joint meeting with RDALC & LCLGA Boards during March 2019.



**Moved,** Tatiara District Council

**Seconded,** District Council of Grant

**CARRIED**

## **12.0 OTHER BUSINESS**

### **12.1 Electoral Office Closure – Mount Gambier**

Motion without notice

It is recommended that LCLGA;

1. Authorise the LCLGA President to write to the Electoral Commission to advocate for the reinstatement of the Mount Gambier Electoral Office.

**Moved,** District Council of Grant **Seconded,** City of Mount Gambier

**CARRIED**

### **12.2 Letter of Thanks**

Motion without notice

It is recommended that LCLGA;

1. Authorise the LCLGA President to write to Mr David Hood thanking him for his service to outside organisations representing LCLGA.

**Moved,** District Council of Grant **Seconded,** Tatiara District Council

**CARRIED**

- Ian McKay Uni SA - Update
- Peta Crewe, PIRSA – Fruit Fly Border Control in place, Fisheries have been busy, 2017 primary Industries Scorecard – LC Region performing very well.
- Mayors discussed having an informal gathering regarding LCLGA on a regular basis.
- Mayor Kay Rasheed – Kingston SE Update
  - o Successful summer season with great weather, Christmas and Events on each weekend.
  - o Largest Regional Triathlon in SA held in Kingston
  - o Both boat ramps operating
  - o Rock Seawall at Pinks Beach has been completed

### **Farewell Presentations**

LCLGA President Erika Vickery thanked Mark McShane and Roger Sweetman for their support of and contributions to LCLGA and the Limestone Coast Region. Wish them well in the new endeavors and retirement plans.

## **8.4 Limestone Coast Region Waste and Resource Recovery Infrastructure Plan and Technical Appendices (Confidential)**

Interim Executive Officer



Circulated under a separate cover

1. Pursuant to Section 3.6.18 of the LCLGA Charter, and Section 90 of the Local Government Act 1999, the Association orders that the public with the exception of:

Mr Mark McShane (CEO) City of Mount Gambier  
Mr David Singe (CEO) District Council of Grant  
Mr Ben Gower (CEO) Wattle Range Council  
Mr Trevor Smart (CEO) Naracoorte Lucindale Council  
Mr Roger Sweetman (CEO) District Council of Robe  
Mr Andrew MacDonald (CEO) Kingston District Council  
Ms Anne Champness (CEO) Tatiara District Council  
Mrs June Saruwaka (Regional Waste Management Coordinator), LCLGA  
Mrs Biddie Shearing (Interim EO) LCLGA

be excluded from attendance at the meeting in order to consider and discuss Confidential Item No 8.4 LCLGA Limestone Coast Region Waste and Resource Recovery Infrastructure Plan and Technical Appendices.

2. Is satisfied that the principle that meetings of LCLGA should be conducted in a place open to the public has been outweighed in relation to this matter because it relates to information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person.

**Moved,** Kingston District Council **Seconded,** Tatiara District Council

**CARRIED**

## **RECOMMENDATION**

1. The LCLGA Board receives noting the 'Limestone Coast Region Waste and Resource Recovery Infrastructure Plan' and the 'Technical Appendices'.
2. The LCLGA Board resolves that the 'Limestone Coast Region Waste and Resource Recovery Infrastructure Plan and Technical Appendices' remain In Confidence.
3. The LCLGA President and Interim Executive Officer to arrange an informal workshop with LCLGA Board Members and the Regional Waste Management Steering Committee with Rawtec to present prior to approving the development of an implementation plan.

**Moved:** Tatiara District Council

**Seconded:** District Council of Robe

Moved for the reports to stay in confidence

**Moved,** District Council of Grant **Seconded,** Tatiara District Council

**CARRIED**

## **13.0 MEETING CLOSURE – 1.55pm**



The next LC LGA General Meeting is to be held at City Hall in the City of Mount Gambier on **Friday 5<sup>th</sup> April**. Acceptances and apologies to Mae Steele, LC LGA Executive Support Officer  
Phone 8723 7310 or Email [admin@lclga.sa.gov.au](mailto:admin@lclga.sa.gov.au)

## LC LGA CALENDAR

Date	Meeting	Location
11 <sup>th</sup> & 12 <sup>th</sup> April 2019	Council Best Practice Showcase LGA Ordinary GM	Adelaide Entertainment Centre
TBA May 2019	SAROC	TBA
14 <sup>th</sup> June 2019	LC LGA GM	Wattle Range Council
TBA July 2019	SAROC	TBA
9 <sup>th</sup> August 2019	LC LGA GM	District Council of Robe
14 <sup>th</sup> - 16 <sup>th</sup> August 2019	LGA Roads & Works Conference	Renmark.
TBA September 2019	SAROC	TBA
11 <sup>th</sup> October 2019	LC LGA	Grant District Council
31 <sup>st</sup> October 2019	LGA Conference & AGM	Adelaide Oval, Adelaide.
TBA November 2019	SAROC	TBA
13 <sup>th</sup> December 2019	LC LGA GM & Christmas Lunch	Tatiara District Council
TBA January 2020	SAROC	TBA
14 <sup>th</sup> February 2020	LG LGA AGM & GM	Naracoorte Lucindale Council



Item	5.0 ACTION LIST	STATUS
	<b>8<sup>th</sup> February 2019</b>	
8.0.1	LCLGA President and Interim Executive Officer to make the financial/ contractual arrangements and sign related documents to bring the Substance Misuse Program under the auspice of the LCLGA.	Ongoing
8.2.2	President and Executive Officer to write to the Stand Like Stone Foundation and outline the LCLGA's intention to advocate for the State Government to make this change across all departments.	Ongoing
8.3.2	City of Mount Gambier Mayor Lynette Martin to write to the ICAC Commissioner inviting him, the Ombudsman and the Auditor-General to present the forum on their office's role in the Limestone Coast Region, to ensure regional Councils can access this important information on behalf of LCLGA.	Ongoing
Late Item 1.0	Authorise the LCLGA President and Interim Executive Officer to formalise the funding agreement between RDALC & LCLGA for FY 2018/2019.  Authorise the Interim Executive Officer to facilitate joint meeting with RDALC & LCLGA Boards during March 2019.	Ongoing
12.1	Authorise the LCLGA President to write to the Electoral Commission to advocate for the reinstatement of the Mount Gambier Electoral Office.	Ongoing
12.2	Authorise the LCLGA President to write to Mr David Hood thanking him for his service to outside organisations representing LCLGA.	Ongoing
8.4	The LCLGA President and Executive to arrange an informal workshop with Regional Waste Management Steering Committees with Rawtec to present prior to approving the development of an implementation plan.	Completed
	<b>14<sup>th</sup> December 2018</b>	
7.2	LCLGA President and Executive Officer to Continue to advocate for monitoring of the Solid Waste Levy on behalf of Limestone Coast Councils.	Ongoing
10.3	LCLGA Executive Officer to investigate and write to the appropriate organisation or Minister seeking transparency regarding guidelines for the Drug and Alcohol Program: South Australian Alcohol and Other Drugs Treatment Grant opportunity and the exclusion of the Limestone Coast from the eligible regions.	Ongoing
	<b>7<sup>th</sup> December 2018 (Special General Meeting)</b>	
5.0.3	Appoint AME Recruitment Pty Ltd to Undertake the recruitment Process for the position of LCLGA Executive Officer.	Complete
5.0.4	Selection Panel to undertake recruitment process and provide a recommendation to the LCLGA Board for appointment.	Ongoing
	<b>12<sup>th</sup> October 2018</b>	
	LCLGA nomination letters outlining the process will be issued to council within the next 2 weeks	Complete



7.4	Tourism Management Group Data Collection Project Road Trippers Teleconference link sent with the minutes.	Completed
	Executive officer to send a letter to Minister David Speirs MP on the concerns noted regarding Landscapes SA and forward a copy to the LGA SA.	Completed
8.3.2	Establish a sub-committee of the <i>Limestone Coast Economic Development Group</i> to assess the feasibility of staging SEGRA 2020 and prepare a draft Expression of Interest for the Boards consideration to be presented to the December 2019 Board meeting.	Ongoing
8.4.2	Authorise the President of the LCLGA to sign the funding agreement.	Complete
8.4.3	Authorise the Executive Officer to establish a steering committee to oversee the project.	Complete
8.5.3	A copy of the LCLGA Annual Report along with the audited financial statements be provided to each Constituent Council on or before the 31 <sup>st</sup> October 2018	Completed
8.7.3	Write a letter of thanks to the Office for Recreation, Sport and Racing and the University of South Australia regarding the LCRSA.	Complete
<b>15<sup>th</sup> June 2018</b>		
8.1.2	Present and refer the Regional Growth Strategy Action Plan to the Economic Development Reference Group to determine prioritisation of projects and allocation of resources and project leads.	Ongoing
8.1.3	Arrange further discussions with RDA LC regarding Limestone Coast Regional Growth Strategy project funding that supports the Actions identified in the Limestone Coast Regional Growth Strategy.	Ongoing
8.1.4	Consider the development of an effective communication plan to support the identified outcomes and under pin the importance of the Limestone Coast Regional Growth Strategy.	Ongoing
8.2.5	Develop a consultation plan for the review of the Limestone Coast Strategic Plan and present to the August Board meeting. The review is to also include a review of the annual Subscriptions to align with the Strategic Plan, Resourcing Plan and long-term Financial Plan.	Ongoing
<b>6<sup>th</sup> April 2018</b>		
8.1.2	Allocate \$24,358 ex Gst from the Waste Reserve fund to deliver the Limestone Coast Waste and Resource Recovery Plan.	Ongoing
<b>9<sup>th</sup> February 2018</b>		
8.1.2	Establish a Business Case including the formation of a Joint Planning Board, Regional Assessment Panel, Regional Assessment Manager and a Regional Authority for Council planning staff. - Joint Planning Board Workshop planned for 20 <sup>th</sup> July 2018	Ongoing
8.6	LiDAR Mapping Tender/ South East Coastal Elevation 2018 Project - award the contract to RPS Australia - amendment to the adopted 2018 LCLGA annual budget up to the value of \$17,700	Complete

	Confirm the final amount once the Coorong District Council have responded to the request to contribute to the project	
--	---	--

In/Out	Date	Subject	Name & Title	Organisation/ Location
In	24/01/2019	SA Power Networks - regional Councils LED street light roll out	Adam Gray	Gray Consulting
In	12/02/2019	Attachment B: LCLGA Sponsorship Request - SEGRA 2020 (A3865595)	Peta Crewe	PIRSA
In	13/02/2019	RDALC Funding Proposal to LCLGA 2019-20	Peter Gandolfi	RDALC
In	14/02/2019	Board Rep for ac.care	Erin Rowley	AC Care
In	15/02/2019	RAA Limestone Coast Regional Road Assessment	Matthew Vertudaches	RAA
In	18/02/2019	Breakfast with Federal Minister for Health Greg Hunt - 28th February 2019	Tony Pasin	Liberal Party - Barker FEC
In	20/02/2019	Business Assistance with NEIS	Darwin Terry	Darwin Terry
In	20/02/2019	Our Coorong   Our Coast Project Launch	Jordan, Kellie	DEW
In	21/02/2019	First Aid/CPR Places still available MOUNT GAMBIER 01/03/2019	Tania Plunkett	Tafe SA
In	22/02/2019	Heavy Vehicle National Law Review	Olson, John	HDS
In	25/02/2019	Employment opportunities: LGA Council Ready program		LGASA
In	26/02/2019	International Women's Day (IWD) Forum 2019 - Invitation	Eugenia Tsoulis	AMRC
In	27/02/2019	Sideline Help Course	Various Recipients	Sport and Rec Database
In	1/03/2019	Limestone coast heritage advisory report January 2019	Richard Woods	Habitable Places
In	4/03/2019	Resignation - LCBMC	Dickson, Paul (CFS)	LCBMC
In	4/03/2019	Rex Disappointed to be Excluded from Mount Gambier Regional Airport Strategy Committee	Joanne Patrick	Rex Media
In	6/03/2019	Invitation - Launch of In Our Own Voices Exhibition and Nowruz Festival 23 March 2019	Eugenia Tsoulis	AMRC
In	7/03/2019	Mount Gambier	Judy Crisp	-
In	8/03/2019	Finance + Admin Assistance	Trevor Smart	Naracoorte Lucindale Council/ CEO Group
In	10/03/2019	Media release: \$2m capital raising to pump elite sport rehydration project	-	Flinders University News
In	11/03/2019	Rex Welcomes Actions Taken by The District Council of Grant	Joanne Patrick	Rex Media
In	13/03/2019	Launch of In Our Own Voices Exhibition and Nowruz Festival 23 March 2019 - Invitation	Eugenia Tsoulis	AMRC
In	13/03/2019	Inquiry into migration - proposed visit to the Limestone Coast	Joshua Forkert	Parliament of South Australia
In	13/03/2019	Appointments to LGA working groups and committees	Roger Sweetman	DC Robe
In	14/03/2019	SA Refugee Week 2019 - Registration	Eugenia Tsoulis	AMRC
In	14/03/2019	Have your say on the future of our tourism industry	Harrex, Rodney	SATC
In	14/03/2019	Costal Connection Program	Jane Fetherstonhaugh	DC Grant
In	19/03/2019	Invitation to provide information to the Strategic Regional Growth Panel	Matt Pinnegar	LCGSA
In	20/03/2019	Calling for Expressions of Interest - Curriculum of Giving SA Working Group	McArdle, Samantha (DHS)	Dept Human Services SA

In/Out	Date	Subject	Name & Title	Organisation/ Location
In	20/03/2019	LCBMC Meeting #40 - teleconference 26/03/2019	Quigley, Sam (CFS)	LCBMC
In	21/03/2019	Letter from - Mount Gambier Regional Airport Strategy Committee	David Singe	District Council of Grant
In	21/03/2019	City of Mount Gambier Representative on Roads and Transport Working Group	Michael McCarthy	City of Mount Gambier
In	21/03/2019	South Australian Arts Plan consultancy	Stephen Smith	LGASA
In	25/03/2019	MAC Offer of Extension	Matthew Hanton	MAC
In	26/03/2019	Motion / Resolution - Waste & Resource Recovery Infrastructure Plan	Des Noll	Wattle Range Council
In	26/03/2019	Motion / Resolution - Waste & Resource Recovery Infrastructure Plan	Erika Vickery OAM	Naracoorte Lucindale Council
In	26/03/2019	Motion / Resolution - Waste & Resource Recovery Infrastructure Plan	Kay Rasheed	Kingston DC
In	26/03/2019	Motion / Resolution - Waste & Resource Recovery Infrastructure Plan	Mayor Martin	City of Mount Gambier
In	27/03/2019	Motion / Resolution - Waste & Resource Recovery Infrastructure Plan	Alison Nunan	DC Robe
In	27/03/2019	Motion / Resolution - Waste & Resource Recovery Infrastructure Plan	Richard Sage	DC Grant
In	27/03/2019	Motion / Resolution - Waste & Resource Recovery Infrastructure Plan	Various Recipients	LCLGA Member Councils
In/out	6/02/2019	Proposed item of business - LGA General Meeting	Judy O'Heir	District Council of Grant
In/Out	7/02/2019	Limestone Coast Regional Tourism Framework	Helen Edwards	Visit Adelaide Hills
In/Out	18/02/2019	IFISH TV	MacDonald;Roger Babolka	Tourism Management Group
In/Out	19/03/2019	Followup	Martin Borgas	LGASA Procurement
In/Out	22/03/2019	Nine News Winter Road Trip - Coming to Limestone Coast	Adam Gibbons	Channel 9
In/Out	22/03/2019	Nine News Winter Road Trip - Coming to Limestone Coast	Parisi, Suzanna (SATC)	SATC
Out	5/02/2019	Tourism Marketing Tips	Sam	Frances Strawberries
Out	7/02/2019	Office for Recreation Sport and Racing Updates	Various Recipients	Sport and Rec Database
Out	7/02/2019	Final Report from RAWTEC	Waste Management Committiee	LCLGA
Out	11/02/2019	Office for Recreation, Sport and Racing Funding Program's Now Open!	Various Recipients	Sport and Rec Database
Out	11/02/2019	Link to watch LC RS Academy Education - Sports Nutrition	Various Recipients	Sport and Rec Database
Out	18/02/2019	Limestone Coast Regional Sporting Academy	Matt Chesterman	Golf Australia - SA
Out	18/02/2019	Limestone Coast nutrition 11 Feb 2019 - LCRSA	Various Recipients	Sport and Rec Database
Out	21/02/2019	local statistics	Linda Hay	Echo Farm
Out	5/03/2019	SANFL Inclusive State Team Trial - Mt Gambier	Various Recipients	Sport and Rec Database
Out	7/03/2019	We need your help.. it's easy!	Various Recipients	Tourism Industry Database
Out	8/03/2019	Letter of Support - Keith Diesel and Derby	Amanda Kroehn	Keith Diesel and Derby
Out	8/03/2019	Letter of Support - Community Events funding	Kate Hill	Port Mc Donnell - Bay Escape
Out	12/03/2019	Limestone Coast Road Trauma Support Information and Meeting Dates	Various Recipients	Road Safety Database
Out	13/03/2019	Letter of Support- 2019 Tour of the Great South Coast.	John Craven	2019 Tour of the Great South Coast
Out	13/03/2019	John Olson - Meeting Attendance Via Skype	Various Recipients	Roads & Transport Committee
Out	14/03/2019	Agenda - Roads & Transport Management Meeting	Various Recipients	Roads & Transport Committee
Out	19/03/2019	Letter of Support - Penola Coonawarra Arts Festival	Cathy Schmidt	Penola Coonawarra Arts Festival

In/Out	Date	Subject	Name & Title	Organisation/ Location
Out	19/03/2019	Rotary Clubs Annual Light Checks	Kevin Bryan	Rotary
Out	19/03/2019	Link to last nights Education Session Video - LCRSA	Various Recipients	Sport and Rec Database
Out	19/03/2019	RSA Training	Various Recipients	Sport and Rec Database
Out	19/03/2019	AGENDA - LCLGA Tourism Management Group, Monday 18th March, Naracoorte	Various Recipients	Tourism Management Group
Out	21/03/2019	ATE19 - New or Refurbished rooms	Various Recipients	Tourism Industry Database
Out	21/03/2019	Potential Coach Planner Famil.	Various Recipients	Tourism Industry Database
Out	21/03/2019	RSA Training with CHTS	Various Recipients	Sport and Rec Database
Out	22/03/2019	New Executive Officer Appointment	Various Recipients	LCLGA Member Councils & LCLGA Employees
oUT	25/03/2019	Motion / Resolution - Waste & Resource Recovery Infrastructure Plan	Biddie Shearing	LCLGA
Out	27/03/2019	Project Number NDRP1718 -09 Acceptance of Offer	Smith, Angela	SAFECOM
Out	28/03/2019	RSA Training Millicent	Various Recipients	Sport and Rec Database

Draft

## **Draft Minutes of the LGA Board of Directors Meeting held on Thursday 21 February 2019 at 1:00pm in the Boardrooms at Local Government House, 148 Frome Street, Adelaide**

### **1. Welcome, Present & Apologies**

The President opened the meeting at 1.00pm and welcomed members and staff and acknowledged that the land we meet on today are the traditional lands of the Kaurna people.

#### **1.1 Present**

Mayor Sam Telfer	Director / LGA President
Mayor Gillian Aldridge OAM	Director / Office of the Immediate Past President
Mayor Kevin Knight	Director (from 1.07pm)
Mayor Peter Matthey	Director
Mayor Clare McLaughlin	Director
Mayor David O'Loughlin	Director
Mayor Keith Parkes	Director
Mayor Karen Redman	Director / Chair of GAROC
Mayor Erika Vickery OAM	Director / Chair of SAROC

#### **LGA Secretariat:**

Matt Pinnegar	Chief Executive Officer
Lisa Teburea	Executive Director Public Affairs
Dr Andrew Johnson	CEO, LGA Mutual
Andrew Wroniak	Director Corporate Services
Jacqui Kelleher	Office Manager (minutes)

#### **1.2 Apologies & Absences**

Mayor Jan-Claire Wisdom	Director
-------------------------	----------



Draft

## **2. Minutes of Previous Meeting**

### **2.1 Minutes of Meeting held on Thursday 31 January 2019**

Moved Mayor Matthey Seconded Mayor Redman that the LGA Board of Directors confirms the minutes of the meeting held on Thursday 31 January 2019 as a true and accurate record of the proceedings held.

**Carried**

### **2.2 Resolutions and actions from previous meetings**

Moved Mayor Aldridge Seconded Mayor Vickery that the LGA Board of Directors notes progress with resolutions resulting from the meeting of 31 January 2019 and outstanding resolutions from earlier meetings.

**Carried**

## **3. LGA Updates**

### **3.1 Report from the LGA President – February 2019**

The President provided a verbal update on the report.

Moved Mayor O'Loughlin Seconded Mayor Vickery that the LGA Board of Directors notes the report.

**Carried**

*1.07pm Mayor Knight arrived at the meeting.*

### **3.2 ALGA Update**

The President and Mayor David O'Loughlin (ALGA President) provided a verbal update on the activities of the ALGA Board.

Moved Mayor Parkes Seconded Mayor McLaughlin that the LGA Board of Directors notes the report and receives a verbal update on the outcomes of ALGA's 2019 Strategic Planning Meeting.

**Carried**

### **3.3 Report from the LGA CEO**

The CEO provided a verbal update on the report and the tabled additional information.

Moved Mayor Aldridge Seconded Mayor McLaughlin that the LGA Board of Directors notes the report and additional information tabled at the meeting.

**Carried**

Draft

#### **4. Reports from Bodies Established Pursuant to the LGA Constitution**

##### **4.1 LGA Audit & Risk Committee**

Moved Mayor Vickery Seconded Mayor Aldridge that the LGA Board of Directors notes the draft minutes of the LGA Audit and Risk Committee meeting held on 6 February 2019.

**Carried**

##### **4.2 Greater Adelaide Region Organisation of Councils (GAROC) Committee**

GAROC Committee Chairperson, Mayor Karen Redman, provided a verbal update on the workshop held on 21 February 2019.

Moved Mayor Redman Seconded Mayor O'Loughlin that the LGA Board of Directors notes the verbal update.

**Carried**

##### **4.3 South Australian Region Organisation of Councils (SAROC) Committee**

SAROC Committee Chairperson, Mayor Erika Vickery, provided a verbal update.

Moved Mayor Vickery Seconded Mayor Redman that the LGA Board of Directors notes the verbal update.

**Carried**

##### **4.4 CEO Advisory Group**

The key outcomes summary of the meeting held on 18 February was tabled.

Moved Mayor O'Loughlin Seconded Mayor Matthey that the LGA Board of Directors notes the key outcomes.

**Carried**

##### **4.5 LGASA Mutual Board**

LGASA Mutual CEO, Mr Andrew Johnson, provided a verbal update.

Moved Mayor Knight Seconded Mayor Parkes that the LGA Board of Directors notes the verbal update.

**Carried**

##### **4.6 LGA Procurement Board**

LGA Procurement Chairperson, Mayor David O'Loughlin, provided a verbal update.

Moved Mayor Redman Seconded Mayor McLaughlin that the LGA Board of Directors notes the report and verbal update.

**Carried**



## 5. Invited Guest Speakers

Nil.

## 6. Proposed Items of Business submitted by Member Councils

Nil.

## 7. Reports for Discussion

### 7.1 State Government Waste Reviews

Moved Mayor Aldridge Seconded Mayor Redman that the LGA Board of Directors:

1. notes the information provided in this report; and
2. endorses the LGA submission on the review of single-use plastic in South Australia and the scope of the review of South Australia's container deposit scheme.

**Carried**

### 7.2 Progress Update - Notices of Motion

Moved Mayor Knight Seconded Mayor Vickery that the LGA Board of Directors:

1. notes the report; and
2. endorses the proposed actions to progress and finalise the notices of motion passed at the 2018 Annual General Meeting.

**Carried**

### 7.3 Policies - Corporate Services

Moved Mayor Matthey Seconded Mayor Aldridge that the LGA Board of Directors notes and approves the following policies:

1. Internal Controls
2. Risk Management Policy and Framework

**Carried**

### 7.4 Mid-Year Budget Review (2018/19)

Moved Mayor Vickery Seconded Mayor Parkes that the LGA Board of Directors approves the adjustments detailed in the report to the full year budget resulting in:

1. operating budget deficit remaining unchanged at \$366,000; and
2. project budget which had budgeted a net expenditure of \$253,000 in 2018/19, being reduced to a net expenditure budget of \$103,000.

**Carried**



# Draft

## 7.5 Proposed Items of Business for General Meetings

Moved Mayor Redman Seconded Mayor McLaughlin that the LGA Board of Directors:

1. adopts the Considering Proposed Items of Business for LGA General Meetings Guidelines attached to this report; and
2. notes that a review of the Guidelines will be undertaken following the LGA Ordinary General Meeting in April 2019.

**Carried**

## 7.6 Meetings of the LGA Board of Directors in Regional Locations in 2019

Moved Mayor Matthey Seconded Mayor O'Loughlin that the LGA Board of Directors:

1. notes the report and verbal update; and
2. confirms that the Board shall convene meetings in regional locations in 2019 at Copper Coast and Whyalla and requests the Secretariat to liaise with the two councils regarding timing and all other related arrangements.

**Carried**

## 8. Confidential Reports

### 8.1 Grounds for moving into confidence

Moved Mayor Vickery Seconded Mayor Aldridge that the LGA Board of Directors resolves to consider the following items in confidence being satisfied that there are reasonable grounds for the information received, discussed or considered in relation to these items to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures and orders all observers at the meeting, with the exception of LGA staff on duty, be excluded from attendance at the meeting.

1. Agenda Item 8.2 - Confidential Minutes of Previous Meetings;
2. Agenda Item 8.3 Confidential Resolutions and Actions from previous meetings;
3. Agenda Item 8.4 LGA Audit and Risk Committee Confidential Minutes of Meeting;
4. Agenda Item 8.5 - Public Lighting Tariff Dispute Update;
5. Agenda Item 8.6 Update on Audit Findings;
6. Agenda Item 8.7 External Auditor for LGA and subsidiaries;
7. Agenda Item 8.8 - Long Term Financial Plan 2019/20 to 2028/29; and
8. Agenda Item 9.1 - Review of Industrial Awards.

**Carried**

Draft

8.2 Confidential Minutes of previous meetings (31 January 2019)

Moved Mayor Aldridge Seconded Mayor O'Loughlin that the LGA Board of Directors:

1. notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures;
2. confirms the confidential minutes of the meeting of 31 January 2019 as a true and accurate record of the proceedings held; and
3. having considered Agenda Item 8.2 - *Confidential Minutes of Previous Meetings* in confidence resolves to retain the attachment and discussion in confidence within the parameters of the original resolutions contained within.

**Carried**

8.3 Confidential Resolutions and Actions from previous meetings

Moved Mayor McLaughlin Seconded Mayor O'Loughlin that the LGA Board of Directors:

1. notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures;
2. notes progress of confidential resolutions resulting from the meeting of 31 January 2019 and outstanding confidential resolutions from earlier meetings including the LGA Executive Committee meeting of 18 October; and
3. having considered Agenda Item 8.3 - *Confidential Resolutions and Actions from Previous Meetings* in confidence resolves to retain the attachment in confidence within the parameters of the original resolutions contained within; and release the resolution.

**Carried**

8.4 LGA Audit & Risk Committee Confidential Minutes of Meeting

Moved Mayor Redman Seconded Mayor Parkes that the LGA Board of Directors:

1. notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures;
2. notes the draft confidential minutes of the LGA Audit and Risk Committee meeting held on 6 February 2019; and
3. having considered Agenda Item 8.4 *LGA Audit and Risk Committee Confidential Minutes of Meeting* in confidence resolves to retain the attachment in confidence within the parameters of the original resolutions contained within.

**Carried**

Draft

8.5 Public Lighting Tariff Dispute Update

Moved Mayor O'Loughlin Seconded Mayor Redman that the LGA Board of Directors:

1. notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures;
2. notes the report and receives a verbal update; and
3. having considered Agenda Item 8.5 – *Public Lighting Tariff Dispute Update* in confidence resolves to release the resolution immediately and retain the report in confidence until the matter is finalised.

**Carried**

8.6 Update on Audit Findings

8.7 External Auditor for LGA and subsidiaries

8.8 Long Term Financial Plan 2019/20 to 2028/29

**9. Late Reports**

9.1 Review of Industrial Awards (Confidential)

The CEO provided a verbal update.

Moved Mayor Matthey Seconded Mayor Knight that the LGA Board of Directors:

1. notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures;
2. notes the report;
3. authorises the LGA Chief Executive Officer to consult with council CEOs, make submissions to the South Australian Employment Tribunal and engage with relevant stakeholders to represent the interests of councils in the review of local government sector industrial awards; and
4. having considered Agenda Item 9.1 – *Review of Industrial Awards* in confidence resolves to release the resolution immediately and retain the report in confidence until the matter is finalised.

**Carried**

**10. Questions With / Without Notice**

Nil.

## 11. Any Other Business

### 11.1 HWL Ebsworth – Michael Durrant

The CEO advised the Board that Michael Durrant has been appointed as a Judge of the Environment, Resources and Development Court of South Australia. Mr Durrant will cease as a partner of HWL Ebsworth and Kate Brandon will be the primary LGA contact.

## 12. Calendar of Key LGA Dates

- LGA Board of Directors - 21 March
- SAROC - 6 March
- GAROC - 4 March
- CEO Advisory Committee - 18 February
- Audit and Risk Committee - 18 April
- LGA Ordinary General Meeting - 12 April

## 13. Next Meeting

The next meeting of the LGA Board of Directors will be held on Thursday 21 March 2019 at 1.00 pm in the Boardrooms at Local Government House, 148 Frome Street, Adelaide.

Note : there will be a media training session for Board Directors prior to the meeting.

## 14. Close

The meeting was declared closed at 2.47 pm.

### Minutes confirmed

.....

Chairperson signature

Date .....

Draft

## **Draft Minutes of the special meeting of the LGA Board of Directors held on Wednesday 6 March 2019 at 2:00pm in the Boardrooms at Local Government House, 148 Frome Street, Adelaide**

### **1. Welcome, Present & Apologies**

The President opened the meeting at 2.00pm and welcomed members and staff.

#### **1.1 Present**

Mayor Sam Telfer	Director / LGA President
Mayor Gillian Aldridge OAM	Director / Office of the Immediate Past President <i>(via teleconference from 2.20 pm and until 3.05 pm)</i>
Mayor Kevin Knight	Director
Mayor Peter Matthey	Director
Mayor David O'Loughlin	Director
Mayor Karen Redman	Director / Chair of GAROC
Mayor Erika Vickery OAM	Director / Chair of SAROC

#### **LGA Secretariat:**

Matt Pinnegar	Chief Executive Officer
Lisa Teburea	Executive Director Public Affairs
Jacqui Kelleher	Office Manager (minutes)

#### **1.2 Apologies & Absences**

Mayor Clare McLaughlin	Director
Mayor Keith Parkes	Director
Mayor Jan-Claire Wisdom	Director

### **2. Proposed Items of Business submitted by Member Councils**

#### **2.1 Engineering Principles for Development (Campbelltown)**

Moved Mayor O'Loughlin Seconded Mayor Redman that the LGA Board of Directors approves the following item of business requested by the City of Campbelltown being included on the agenda for the LGA Ordinary General Meeting on 12 April 2019:

Draft

*That the Ordinary General Meeting requests the LGA to investigate whether there is sufficient evidence across Local Government to change the Standards used to determine space allocation for parking on site and on street, including turning circles, given the wider use of SUV vehicles that require more space than standard vehicles.*

**Carried**

### **3. Reports for Discussion**

#### **3.1 2019 Ordinary General Meeting (OGM) Agenda Reports**

Moved Mayor Vickery Seconded Mayor Matthey that the LGA Board of Directors approves the agenda items outlined in the report being submitted for consideration at the 2019 LGA Ordinary General Meeting.

**Carried**

### **4. Confidential Reports**

#### **4.1 Local Government Reform**

Moved Mayor Vickery Seconded Mayor Redman that the LGA Board of Directors resolves to consider this item in confidence being satisfied that there are reasonable grounds for the information received, discussed or considered in relation to this item to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures and orders all observers at the meeting, with the exception of LGA staff on duty, be excluded from attendance at the meeting.

**Carried**

*There were no observers present to leave the meeting.*

*2.20pm Mayor Aldridge joined the meeting (via teleconference).*

### **5. Late Reports**

#### **5.1 Proposed Items of Business submitted by Member Councils - Climate Emergency Declaration (Gawler)**

Moved Mayor Vickery Seconded Mayor Matthey that the LGA Board of Directors advises the Town of Gawler that:

1. it has considered the late proposed motion submitted for the 2019 Ordinary General Meeting (OGM):

*“That the Ordinary General Meeting requests the LGA:*

- a) notes the October 2018 Special Report of the Intergovernmental Panel on Climate Change (IPCC);*
- b) notes the Federal government’s latest emissions data showing we are increasing, not reducing our carbon emissions;*
- c) notes the recent data published by 2020 Vision Plan ‘Australia’s Suburbs Most Vulnerable To Extreme Heat’, by the Australia Institute*

Draft

report 'Heat Watch: Extreme Heat In Adelaide', and by BOM, all reported in recent editions of the Advertiser, that Adelaide is rated as one of Australia's 'hot spots' for urban Heat Islands; that South Australia will be subject to the worsening effects of climate change due to global warming; that Adelaide has the highest level of heat related mortality in the nation; and that the recent reality of Adelaide and SA breaking heat wave records is expected to continue unabated.

- d) acknowledges that Adelaide and South Australia are highly likely to continue to be adversely affected by climate impacts, such as heat waves, bushfires, drought, floods and ocean rise according to local data and that provided by numerous reports and agencies such as BOM, CSIRO, Australia Institute and 202020.
- e) declare that we are facing a 'Climate Emergency' and that urgent action is required by all levels of government.
- f) be part of the growing number of local government and council organizations in Australia and worldwide who are declaring / acknowledging that we face a Climate Emergency and who are both accelerating and giving priority to policy and actions that will provide for both mitigation and adaptation in response to accelerating global warming and climate change.
- g) give priority to developing a high level Climate Emergency Action Plan (CEAP), to assist Councils throughout the state to do the same, and to use the CEAP as a guiding reference point for future policy development, decision making and advocacy, in order to effectively reduce our carbon footprint, to achieve reductions in CO2 emissions and, primarily, to achieving significant climate change mitigation but also to guide climate change adaptation and community protection."

and has determined that the proposed motion does not meet the LGA's *Guiding Principles for Considering Proposed Items of Business for LGA General Meetings*;

- 2. the LGA does not have the capacity and resources to effectively investigate the veracity of the supporting evidence and to deliver the outcomes set out in the proposed motion;
- 3. it has noted that the OGM to be held on 12 April 2019 will be considering two climate risk related motions; and
- 4. the LGA has an adopted policy statement on managing the risks of climate change (LGA Policy Manual - statement 4.4).

**Carried Unanimously**

3.05 pm Mayor Aldridge left the meeting.



Draft

**6. Next Meeting**

The next ordinary meeting of the LGA Board of Directors will be held on Thursday, 21 March 2019 at 1pm in the Boardrooms at Local Government House, 148 Frome Street, Adelaide.

**7. Close**

The meeting was declared closed at 3.08 pm.

**Minutes confirmed**

.....

Chairperson signature

Date .....

Draft

## **Draft Minutes of the LGA Board of Directors Meeting held on Thursday 21 March 2019 at 3:00pm in the Boardrooms at Local Government House, 148 Frome Street, Adelaide**

### **1. Welcome, Present & Apologies**

The President opened the meeting at 3.03pm and welcomed members and staff and acknowledged that the land we meet on today are the traditional lands of the Kaurna people.

#### **1.1 Present**

Mayor Sam Telfer	Director / LGA President
Mayor Gillian Aldridge OAM	Director / Office of the Immediate Past President
Mayor Kevin Knight	Director
Mayor Peter Matthey	Director
Mayor Clare McLaughlin ( <i>until 4.36pm</i> )	Director
Mayor David O'Loughlin	Director
Mayor Keith Parkes	Director
Mayor Karen Redman	Director / Chair of GAROC
Mayor Erika Vickery OAM	Director / Chair of SAROC
Mayor Jan-Claire Wisdom	Director

#### **LGA Secretariat:**

Matt Pinnegar	Chief Executive Officer
Lisa Teburea	Executive Director Public Affairs
Steve Nolis	Executive Director Commercial
Ashlea Lyall	Executive Assistant (minutes)

#### **1.2 Apologies & Absences**

Nil.

### **2. Minutes of Previous Meeting**

#### **2.1 Minutes of Meeting held 21 February 2019**



Draft

Moved Mayor Matthey Seconded Mayor Redman that the LGA Board of Directors confirms the minutes of the meeting held on 21 February 2019 and the special meeting of 6 March 2019 as true and accurate records of the proceedings held.

**Carried**

**2.2 Resolutions and actions from previous meetings**

Moved Mayor Wisdom Seconded Mayor Parkes that the LGA Board of Directors notes progress with resolutions resulting from the meeting of 21 February 2019, the special meeting of 6 March 2019 and outstanding resolutions from earlier meetings.

**Carried**

**3. LGA Updates**

**3.1 Report from the LGA President – March 2019**

The President provided a verbal update on the report.

Moved Mayor Aldridge Seconded Mayor Wisdom that the LGA Board of Directors notes the report.

**Carried**

**3.2 ALGA Update**

Mayor David O'Loughlin (ALGA President) provided a verbal update on the activities of the ALGA.

Moved Mayor Knight Seconded Mayor Vickery that the LGA Board of Directors notes the report.

**Carried**

**3.3 Report from the LGA CEO**

The CEO provided a verbal update on the report.

Moved Mayor Aldridge Seconded Mayor McLaughlin that the LGA Board of Directors notes the report.

**Carried**

**4. Reports from Bodies Established Pursuant to the LGA Constitution**

**4.1 LGA Audit & Risk Committee**

As no meeting of this group has been held since the last Board meeting there was no update to note.

Draft

4.2 Greater Adelaide Regional Organisation of Councils (GAROC) Committee

GAROC Committee Chairperson, Mayor Karen Redman, gave a verbal update.

Moved Mayor Redman Seconded Mayor Wisdom that the LGA Board of Directors notes the draft minutes of the Greater Adelaide Region Organisation of Councils (GAROC) Committee meeting held on 4 March 2019.

**Carried**

4.3 South Australian Regional Organisation of Councils (SAROC) Committee

SAROC Committee Chairperson, Mayor Erika Vickery OAM, gave a verbal update.

Moved Mayor Vickery Seconded Mayor Aldridge that the LGA Board of Directors notes the draft minutes of the South Australian Region Organisation of Councils (SAROC) Committee meeting held on 6 March 2019.

**Carried**

4.4 CEO Advisory Group

As no meeting of this group has been held since the last Board meeting there was no update to note.

4.5 LGASA Mutual Board

The Chair advised that a confidential update on this matter would be provided at items 8.6 and 9.1.

4.6 LGA Procurement

The Chair advised that a confidential update on this matter would be provided at items 8.4.

**5. Invited Guest Speakers**

Nil.

**6. Motions on Notice**

Nil.

**7. Reports for Discussion**

7.1 GAROC Member Financial Contributions

Moved Mayor O'Loughlin Seconded Mayor Redman that the LGA Board of Directors approves that a total contribution of \$40,693 be sought from GAROC

Draft

member councils for the 2018-19 financial year in line with the long-standing practice of councils contributing funds equal to the Regional Capacity Building grant provided through the Local Government Research and Development Scheme.

**Carried**

**7.2 Dog and Cat Management Board Budget**

Moved Mayor Matthey Seconded Mayor Redman that the LGA Board of Directors:

1. notes this report on the Dog and Cat Management Board budget; and
2. advises the Dog and Cat Management Board that they endorse the proposed budget carry over.

**Carried**

**7.3 LGA Financial Results Year to 28 February 2019**

Moved Mayor Vickery Seconded Mayor Matthey that the LGA Board of Directors notes the report on the LGA's year to date finances to 28 February 2019.

**Carried**

**7.4 Dog and Cat Management Board Nominations**

Moved Mayor Redman Seconded Mayor Parkes that the LGA Board of Directors forwards a panel of six nominees to the Minister for Environment and Water (at least three males and three females) for the appointment of two positions on the Dog and Cat Management Board, for a three year term commencing immediately; being (in alphabetical order):

- a) Mayor Moira Jenkins (City of Victor Harbor)
- b) Cr Bronwyn Lewis (Alexandrina Council)
- c) Cr Graham Nitschke (City of West Torrens)
- d) Cr Shiralee Reardon (City of Salisbury)
- e) Cr Kelly Thomas (City of Charles Sturt)
- f) Cr Steve Woolley (District Council of Lower Eyre Peninsula)

**Carried**

**7.5 Local Government Ministerial Advisory Committee Nominations**

Mayor Aldridge declared an interest on the basis that she had nominated for a position on the Local Government Ministerial Advisory Committee and left the room.

*3.50pm Mayor Aldridge left the meeting*

Moved Mayor O'Loughlin Seconded Mayor Redman determines to accept and consider the late nomination received from the City of Salisbury on 12 March 2019.

Draft **Carried**

Moved Mayor Redman Seconded Mayor Parkes that the LGA Board of Directors:

1. notes the report;
2. forwards a panel of four nominees (at least one male and one female) to the Minister for Planning for the appointment of one position to the Local Government Ministerial Advisory Committee, for a three year term commencing immediately upon appointment and expiring on 30 June 2020; being (in alphabetical order):
  - a) Mayor Gillian Aldridge (City of Salisbury)
  - b) Ms Shanti Ditter (City Of Adelaide)
  - c) Ms Cate Hart (City of Prospect)
  - d) Cr Don Palmer (City of Unley)

**Carried**

*4.02pm Mayor Aldridge returned to the meeting*

7.6 South Australian Meat Food Safety Advisory Committee Nominations

Moved Mayor O'Loughlin Seconded Mayor Redman that the LGA Board of Directors forwards a panel of two nominees (at least one male and one female) to Biosecurity SA for the appointment of one Member and one Deputy Member to the South Australian Meat Food Safety Advisory Committee, for a one year term, commencing in April 2019; being (in alphabetical order):

- a) Ms Katie Koto (Adelaide Hills Council)
- b) Mr Craig Nicks (City of Onkaparinga)

**Carried**

## **8. Confidential Reports**

8.1 Grounds for moving into confidence

Moved Mayor Vickery Seconded Mayor McLaughlin that the LGA Board of Directors resolves to consider the following items in confidence being satisfied that there are reasonable grounds for the information received, discussed or considered in relation to these items to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures and orders all observers at the meeting, with the exception of LGA staff on duty, be excluded from attendance at the meeting.

1. Agenda Item 8.2 - Confidential Minutes of Previous Meetings;
2. Agenda Item 8.3 - Confidential Resolutions and Actions from previous meetings;

Draft

3. Agenda Item 8.4 - LGA Audit and Risk Committee Confidential Minutes of Meeting;
4. Agenda Item 8.5 - LGA Procurement Transformation Update;
5. Agenda Item 8.6 - LGASA Mutual Board Confidential Minutes of Meeting;
6. Agenda Item 8.7 - Update on Audit Findings;
7. Agenda Item 9.1 – LGASA Mutual Reinsurance and Staffing; and
8. Agenda Item 9.2 – Statewide Super Board Appointment.

**Carried**

*There were no observers present to leave the meeting.*

#### 8.2 Confidential Minutes of Previous Meetings

Moved Mayor Aldridge Seconded Mayor Vickery that the LGA Board of Directors:

1. notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures;
2. confirms the confidential minutes of the meeting of 21 February 2019 and the special meeting of 6 March 2019 as true and accurate records of the proceedings held; and
3. having considered Agenda Item 8.2 - *Confidential Minutes of Previous Meetings* in confidence resolves to retain the attachments and discussion in confidence within the parameters of the original resolutions contained within.

**Carried**

#### 8.3 Confidential Resolutions and Actions from previous meetings

Moved Mayor Vickery Seconded Mayor Redman that the LGA Board of Directors:

1. notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures;
2. notes progress of confidential resolutions resulting from the meeting of 21 February 2019, the special meeting of 6 March 2019 and outstanding confidential resolutions from earlier meetings including the LGA Executive Committee; and
3. having considered Agenda Item 8.3 - *Confidential Resolutions and Actions from Previous Meetings* in confidence resolves to retain the attachment in confidence within the parameters of the original resolutions contained within; and release the resolution.

**Carried**

Draft

8.4 LGA Procurement Transformation Update

8.5 LGASA Commercial Update

Moved Mayor Redman Seconded Mayor Wisdom that the LGA Board of Directors:

1. notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures;
2. notes the report;
3. having considered Agenda Item 8.5 – *LGASA Commercial Update* in confidence resolves to retain the report in confidence indefinitely.

**Carried**

8.6 LGASA Mutual Board Confidential Minutes of Meeting

Moved Mayor Aldridge Seconded Mayor Parkes that the LGA Board of Directors:

1. notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures;
2. notes the confidential minutes of the LGASA Mutual Board meeting held 7 March 2019; and
3. having considered Agenda Item 8.6 – *LGASA Mutual Board Confidential Minutes of Meeting* in confidence resolves to retain the attachment in confidence within the parameters of the original resolution contained within.

**Carried**

8.7 Update on Audit Findings

## 9. Late Reports

The President asked and was given leave of the meeting to consider item 9.1 as the last item of business for the meeting.

9.2 Statewide Super Board Appointment

*4.36pm Mayor McLaughlin left the meeting*

*4.40pm Lisa Teburea, Steve Nolis and Ashlea Lyall left the meeting.*

9.1 LGASA Mutual Reinsurance and Staffing

## 10. Questions With / Without Notice

Nil.



Draft

**11. Any Other Business**

Nil.

**12. Calendar of Key LGA Dates**

LGA Ordinary General Meeting - 12 April

LGA Board of Directors - 17 April

Audit & Risk Committee - 18 April

GAROC Committee - 6 May

CEO Advisory Group - 9 May

SAROC Committee - 16 May

**13. Next Meeting**

The next meeting of the LGA Board of Directors will be held on Wednesday, 17 April 2019 at Local Government House, 148 Frome Street, Adelaide, commencing at 1:00pm.

**14. Close**

The meeting was declared closed at 5:01 pm.

**Minutes confirmed**

.....

Chairperson signature

Date .....

Draft

**Draft Minutes of the South Australian Region Organisation of Councils (SAROC) Committee meeting held at 10am on Wednesday 6 March 2019 in the Boardrooms at Local Government House, 148 Frome Street, Adelaide**

**1. Welcome, Present & Apologies**

The Chairperson opened the meeting at 10:01am and welcomed members and staff.

**1.1 Present**

**SAROC Members**

Mayor Erika Vickery <i>OAM*</i>	Member / Chairperson
Mayor Dave Burgess	Member
Mayor Peter Hunt <i>(until 12noon)</i>	Member
Mayor Dean Johnson	Member
Mayor Peter Matthey*	Member
Mayor Bill O'Brien	Member
Mayor Richard Sage	Member
Mayor Leon Stephens	Member
Mayor Sam Telfer*	Member / LGA President

\* LGA Board Director

**LGA Secretariat**

Lisa Teburea	Executive Director, Public Affairs
Lea Bacon	Director, Policy
Stephen Smith	Director, Policy
Cheryl Goult	Administration & Research Coordinator (minutes)
Astrid Crago	Administration Coordinator

**Regional Executive Officers**

Peter Bond <i>(until 12.27pm)</i>	Murraylands & Riverland LGA
Graeme Martin	Southern & Hills LGA
Tony Irvine	Eyre Peninsula LGA

**1.2 Apologies and Absences**

Mayor Clare McLaughlin	Member
Mayor Keith Parkes*	Member
Mayor Glen Rowlands	Member
Mayor Leon Stephens	Member
Matt Pinnegar	LGA Chief Executive Officer

Draft

## 2. Minutes of Previous Meeting

### 2.1 Minutes of Meeting

Moved Mayor Hunt Seconded Mayor Johnson that the SAROC Committee confirms the minutes of previous SAROC meetings held on 12 September, 26 October and 19 December 2018 as true and accurate records of the proceedings held.

**Carried**

### 2.2 Resolutions and Actions

As this is the first ordinary meeting of the SAROC Committee under the new LGA Constitution there are no previous resolutions and actions to update. A report on the actions of the previous SAROC committee will be presented to the next meeting.

**Carried**

## 3. Invited Guest Speakers

Nil.

## 4. Regional Executive Officers' Update

Nil.

## 5. Proposed Items of Business Submitted by Member Councils

### 5.1 State of Climate Change Emergency

Moved Mayor Burgess Seconded Mayor Sage that the SAROC Committee approves the following item of business requested by the Mount Barker District Council, as amended, being included in the agenda for the LGA Ordinary General Meeting to be held on 12 April 2019:

*That the Ordinary General Meeting requests the LGA to investigate opportunities for giving a higher priority to lobbying state and federal governments on climate change, as well as facilitating appropriate responses from member councils, due to the escalating environmental, economic, social and risk related issues faced by the local government sector.*

**Carried**

### 5.2 Jetties

Moved Mayor Telfer Seconded Mayor Matthey that the SAROC Committee approves the following item of business requested by the District Council of

Draft

Tumby Bay is included on the agenda for the LGA Ordinary General Meeting on 12 April 2019:

*That the Ordinary General Meeting requests that the LGA immediately begin negotiations with the current State Government to draft a lease or other agreement with local government collectively to safeguard the future of jetties in South Australia without creating a financial burden on ratepayers, especially in rural and regional areas.*

**Carried**

### **5.3 Local Government Leadership in Climate Risk Management**

Moved Mayor Burgess Seconded Mayor Johnson that the SAROC Committee approves the following item of business requested by the Southern and Hills LGA being included in the agenda for the LGA Ordinary General Meeting to be held on 12 April 2019:

*That the Ordinary General Meeting agrees to enhance Local Government leadership in climate risk management, by:*

- 1. Advocating that the South Australian Government (including DPTI and DEW) establishes and manages a centrally coordinated climate hazard mapping framework to inform decision-making in collaboration with Councils;*
- 2. Advocating to ensure Local Government priorities on climate risk management are considered in the State Government's new cross-agency Climate Change Strategy; and*
- 3. Investigating opportunities for the LGASA to increase its support to councils to accurately assess the climate risk exposure of Council plans and projects.*

**Carried**

### **5.4 Lack of Medical Services to Regional Areas**

Moved Mayor Johnson Seconded Mayor Telfer that the SAROC Committee approves the following item of business requested by councils in the Eyre Peninsula LGA being included in the agenda for the LGA Ordinary General Meeting to be held on 12 April 2019:

*That the Ordinary General Meeting requests the LGA to lobby the State and Commonwealth governments for the provision of improved health services in regional and rural Australia.*

**Carried unanimously**

# Draft

## 5.5 Little Corella Management

Moved Mayor Burgess Seconded Mayor Hunt that the SAROC Committee approves the following item of business requested by Alexandrina Council being included in the agenda for the LGA Ordinary General Meeting to be held on 12 April 2019:

*That the Ordinary General Meeting asks the LGA to continue to advocate to State Government for:*

1. *the urgent adoption (in consultation with the local government sector) of a state-wide strategy for the management of Little Corellas; and*
2. *a commitment to fund implementation of the strategy, which must include financial assistance to local governments for:*
  - (a) *the development of integrated local management plans; and*
  - (b) *the implementation of medium and long term management options at a local-scale.*

**Carried**

## 5.6 Funding for Regional Road Safety

Moved Mayor Matthey Seconded Mayor Sage that the SAROC Committee approves the following item of business requested by Alexandrina Council being included in the agenda for the LGA Ordinary General Meeting to be held on 12 April 2019:

*That the Ordinary General Meeting asks the LGA to call on State Government to:*

1. *actively advocate to Federal Government for the permanent reinstatement of South Australia's supplementary local roads funding; and*
2. *allocate increased funds for the maintenance and upgrade of safe and high quality regional roads, in line with their pre-election commitment to establish a dedicated Regional Roads and Infrastructure Fund.*

**Carried**

## 5.7 Regional Road Funding

Moved Mayor Sage Seconded Mayor Burgess that the SAROC Committee not approve the item of business requested by Wattle Range Council regarding regional road funding on the basis that the LGA is focused on achieving effective outcomes through sector-wide advocacy on road funding with partnership opportunities between local, state and federal governments.

**Carried**

Draft

## **5.8 Regional Economic Growth and Development**

Moved Mayor Burgess Seconded Mayor Johnson that the SAROC Committee approves the following item of business requested by Wattle Range Council, as amended, being included in the agenda for the LGA Ordinary General Meeting to be held on 12 April 2019:

*That the Ordinary General Meeting asks that the LGA continue to lobby the State Government to develop and implement initiatives that will assist with the growth and development of regional South Australia.*

**Carried**

*11.12am the meeting adjourned briefly for morning tea.*

*11.28am all members returned to the room and the meeting resumed.*

## **6. Reports for Discussion**

### **6.1 SAROC Strategic Plan 2019-2023 and Annual Business Plan 2019-2020**

Executive Director Public Affairs, Lisa Teburea provided a presentation on the requirements of the LGA Constitution and the SAROC Terms of Reference.

There was general discussion.

*12:00pm Mayor Peter Hunt left the room*

Moved Mayor Burgess Seconded Mayor Johnson that the SAROC Committee:

1. receives the draft SAROC Strategic Plan 2019-2023 , with the addition of minor agreed adjustments, for consultation with members within the SAROC Regional Group ; and
2. requests that the LGA Secretariat circulate an updated draft Annual Business Plan to SAROC Committee members and Regional LGA Executive Officers for further comment and out of session endorsement prior to commencing consultation with members within the SAROC Regional Group

**Carried**

### **6.2 Community Sporting Club Insurance and Capitation Fees – Spencer Gulf Cities**

Moved Mayor Matthey Seconded Mayor Johnson that the SAROC Committee requests the Spencer Gulf Cities to provide additional information and evidence to support the proposed item 'Community Sporting Club Insurance and Capitation Fees'.

**Carried**

Draft

### **6.3 Meeting Dates for 2019**

Moved Mayor Johnson Seconded Mayor O'Brien that the SAROC Committee: confirms meetings for the remainder of 2019 as:

1. 16 May
2. 18 July
3. 19 September
4. 21 November

**Carried**

## **7. Confidential Reports**

Nil

## **8. Late Reports**

### **8.1 The Clearing of Roadside Vegetation and Declared Plants, Particularly for Fire Prevention – District Council of Grant**

Moved Mayor Telfer Seconded Mayor Matthey that the SAROC Committee requests that the District Council of Grant refer the item 'The Clearing of Roadside Vegetation and Declared Plants, Particularly for Fire Prevention' to the Limestone Coast LGA meeting.

**Carried**

### **8.2 The Need for TAFE SA Regional Budgets, Regional Boards and for Regions to have Increased Responsibility – District Council of Grant**

Moved Mayor Telfer Seconded Mayor Matthey that the SAROC Committee requests that the District Council of Grant refer the item 'The Need for TAFE SA Regional Budgets, Regional Boards and for Regions to have Increased Responsibility' to the Limestone Coast LGA meeting.

**Carried**

## **9. Any Other Business**

Nil.

## **10. Next Meeting**

The next meeting of the SAROC Committee will be held on Thursday 16 May 2019 at 10am in the Boardrooms at Local Government House, 148 Frome Street, Adelaide.

Draft

**11. Close**

The meeting was declared closed at 12.50pm.

**Minutes confirmed**

.....

Chairperson signature

Date .....



## RECOMMENDATION REPORT

**TO:** LC LGA DELEGATES

**FROM:** Anita Crisp – Project

**RE:** Coastal Alliance

### Background

Limestone Coast LGA is the lead region in the state-wide project, funded through the Local Government Research and Development Fund to establish a South Australian Coastal Councils Alliance on behalf of the 34 Coastal Councils in the state.

The project recognises that protection and management of the coastline and coastal assets is becoming increasingly complex and costly for Councils. Growing intensity and frequency of storm events and development pressures are exacerbating issues associated with coastal erosion, inundation, sand and seagrass loss, coastal access and pollution.

The Metropolitan Seaside Councils, Eyre Peninsula Local Government Association, Southern & Hills LGA, Spencer Gulf Cities Association and Legatus Group of Councils in the Mid North/Yorke Peninsula are all partners in the project, along with the Local Government Association. The Local Government Mutual Liability Scheme and Coast Protection Board are also supporting the project through participation on the steering committee. There has also been a good level of early engagement with the Australian Coastal Councils Association, who advocate for Councils on a national basis.

R&D scheme grant funding of \$100,000 has been allocated to engage a part-time project coordinator (Anita Crisp from Spencer Gulf Cities) and project research support (Prae Wongthong from LCLGA), along with a small operating budget. The project commenced in December 2018 and aims to be complete by November 2019,

The main outcomes of the project will be to:

1. Establish the governance and resourcing arrangements for a South Australian Coastal Councils Alliance that supports an informed, coordinated advocacy voice.
2. Prepare a Coastal Councils advocacy document including:
  - a list of current and emerging coast protection works and costings
  - options for more sustainable funding and cost-sharing arrangements.

### Project Milestones

1. Key Stakeholder Meetings (Dec18)
2. Initial visit to all Coastal Councils (Dec/Jan)
3. Situation Analysis - Data for each Council (Dec/Feb)
4. LGA Conference Showcase Session – Overview of findings to date (Apr19)
5. Legislative, Governance and Methodology Review (Mar/May19)
6. Regional Workshops – Confirm Preferred Arrangements (Jun/Jul19)
7. Finalise Alliance and Document (Aug/Sep19)



## RECOMMENDATION REPORT

8. Coastal Councils SA Launch/Conference (Oct/Nov19)

9. Project Steering Committee and Reporting

### Progress Report

Since commencement of the project, the progress against milestones includes:

#### 1. Initial visit to all Coastal Councils

To date the Project Coordinator has met with 28 of the 34 Coastal Councils to explain the project aim, identify local coastal issues and council expenditure trends and to gain insight into what's working well and what needs to improve; and gain initial views on the formation of the coastal alliance in relation to structure, membership, role, resourcing, links, focus etc. A number of site visits were also undertaken, particularly in the South-East, as coordinated through LCLGA.

#### 2. Key Stakeholder Meetings

Initial discussions have also been undertaken with representatives from staff of the Coast Protection Board staff, LG Mutual Liability Scheme, with both organisations highly engaged in the project and willing to support the initiative with access to data and expertise, where appropriate. Representatives from LCLGA, along with the Project Coordinator have also met with relevant staff from the Local Government Association to provide an initial briefing on the project.

#### 3. Situation Analysis – Data Collection for each Council

This milestone aims to identify current and emerging coastal issues, strategies and priorities, confirm coastal assets owned or managed by Councils, quantify the expenditure and expected future costs to Councils and identify issues around data consistency/gaps that are hampering decision making.

The Local Government Grants Commission has provided the statewide data from the Council supplementary returns identifying Council expenditure on coast protection and management works. This data demonstrates a very clear upward trend in expenditure by Councils across SA over the past 10 years. Data sets for individual Councils has also been extracted, with feedback from Councils sought regarding the accuracy of the expenditure and any additional capital or operational expenditure that may be relevant to the coast, but coded to a different Grants Commission category. This historic data will provide a good baseline to demonstrate the rising costs and resourcing pressure on Councils.

Discussions with individual Councils is also revealing a commonality of issues across the state, including: Sand/beach management; Cliff erosion protection/stabilisation; Access management; Environmental – weeds, shorebirds, revegetation, illegal dumping; Dredging; Protection infrastructure – levees, seawalls, groynes; Coastal infrastructure – jetties, boat ramps, marinas; Planning and development.

Work is currently underway to better quantify the funding/resourcing requirements for future coastal works. This data is being provided progressively through Council budgets for 2019/20, along with forecasts/estimates for future works over the coming years and decades. Much of the capital and maintenance tasks have been identified in various local or regional coastal or climate change adaptation plans, with Councils now increasingly needing to identify more precise timeframes and trigger points to implement the identified structural or retreat options.

During Council visits the issue of marine infrastructure – particularly jetties – has emerged as a significant and reasonably time-critical issue for many Councils. It is also an issue surrounded in substantial confusion, disparity and inequity.

As a result, the Project Coordinator prepared a background paper on jetties, highlighting the anomalies in management and funding across the state and raising a number of potential actions being considered by Councils. The paper proved quite timely given recent media attention on this issue across the state. The paper is attached under separate cover.

A further summary paper is currently being prepared highlighting the scale of unfunded protection works across the state.



## RECOMMENDATION REPORT

This report will link to the advocacy work being undertaken by the Australian Coastal Councils Association, ahead of the Federal Election.

### Next Steps

#### Project Update - LGA Showcase (April 2019)

The Coastal Councils Alliance project will be presenting at the April LGA Showcase, and will have a display booth that visually highlights the range of coastal issues facing Councils across SA. Councils have been encouraged to submit photos of damage or degradation to coastal infrastructure or environments as part of this display. The presentation will provide Councils with an update on progress and initial consideration to a range of governance options for the Alliance.

#### Legislative, Governance and Methodology Review

LCLGA is leading this component of the project, which will include:

- Review of coastal legislation from other jurisdictions
- Literature review of similar Coastal Council alliance initiatives from other jurisdictions
- Literature review coastal issue prioritisation methodologies
- Identifying options for long term funding/resourcing of coastal works.

#### Regional Workshops (Jun/Jul19)

Workshops with each regional association to present initial findings and gain feedback from Councils on:

- Draft structure and governance of SA Coastal Alliance
- Draft Coastal management advocacy paper
- Sustainable funding and cost-sharing options for particular activities
- Methods to engage more effectively with state and federal governments

#### Finalise Alliance and Strategy (Aug/Sep19)

- Finalise SA Coastal Councils Alliance governance, structure, membership, resourcing
- Finalise SA Coast Protection and Management Strategy

#### Formal Launch and Coastal Councils SA Conference (Oct/Nov19)

- Formal launch of Coastal Councils SA and advocacy document at the LGA AGM (Oct19)
- SA Coastal Conference – to incorporate specific local government coastal stream to progress identified issues (Nov19)

### RECOMMENDATION

It is recommended that the LCLGA;

1. Receive and note the report.
2. Note the Jetty Management Summary Paper requiring individual council feedback, can be provided to the Coastal Alliance Research Support – Prae Wongthong at LCLGA by Friday 26<sup>th</sup> April 2019.

Moved:

Seconded:



**Jetty Management Summary Paper– Statewide Context**  
**AUTHOR: Anita Crisp, Coastal Alliance Project Coordinator**  
**DRAFT 2 – FOR COUNCIL FEEDBACK PLEASE**

## **History of Jetties in SA**

Jetties were originally constructed across South Australia to provide safer and more efficient handling of livestock, agricultural produce, passengers, mail and general goods transported by sea. They also provided for the storage and launching of lifeboats, sites for navigation lights, berths for pilot vessels and convenient places for undertaking customs and immigration procedures. In the 1870-1880s jetty numbers increased as new areas in the state opened up. While the Government built many jetties, others were the result of local funding (Brighton) or private enterprise (Largs, Port Vincent).

The management and cost of jetty maintenance has been a contentious issue in South Australia for well over a century.

From the late 1880's, the Marine Board controlled most marine jetties and some on the River Murray and its lakes. From 1888 unprofitability and high maintenance costs prompted the State Government to transfer many jetties to Local Government control, but when Councils encountered difficulties, the Marine Board resumed control of some.

Two Royal Commissions into the control and management of jetties and wharves in 1897 and again 1911 resulted in a new State Harbors Board being established as the authority controlling jetties.

From 1914 the Harbors Board policy favoured deep-water ports with facilities to service large districts. Bulk handling of grain further reduced the number of export jetties, road transport competed with intrastate shipping and coastal trade waned. By 1957 the Harbors Board maintained more jetties for recreation and fishing purposes than for shipping.

During the 1970s the Department of Marine and Harbors began to demolish all or parts of unprofitable jetties to reduce maintenance costs. Restructuring from 1989 led to the new South Australian Ports Corporation (now 'Flinders Ports') controlling commercial shipping jetties such as those at Port Adelaide, Port Lincoln, Port Pirie, Port Giles, Klein Point, Thevenard and Wallaroo. (excluding privately owned jetties, such as BHP's at Whyalla and Mobil Oil's at Port Stanvac).

Around this time, the State again sought to transfer or lease many remaining jetties and wharves to Local Government. Whilst some Councils rebuffed the approach from the Government, under threat that the structures would be demolished if the Council did not take on management and maintenance responsibility, many felt the risk of losing a key community recreation and tourism asset was too great, and entered into a lease arrangement.

In 1993 the then Department of Marine and Harbors compiled a *Facilities Hazard and Condition report* into the state's recreational jetties, which estimated the cost to minimise hazards would be in the order of \$1.1 million, plus \$4.2 million for a five year maintenance program. In 1996, the State Government allocated \$12.8 million for the repair and upgrade of recreational jetties to bring them to an acceptable standard as part of the transfer to Councils for day to day management and maintenance.

There is now a substantial disparity of ownership and management responsibility of recreational jetties and wharves across the state that has created a complex and inequitable system for local ratepayers and communities. There are also a number of critical, emerging issues in relation to pending expiry of leases, asset deterioration, inconsistency in co-contributions from the Government and the financial impost facing Councils to undertake the necessary repair, upgrade and in some cases, replacement works needed to maintain these structures in safe working order into the future.

A number of Councils have cited that DPTI historically provided financial assistance to purchase materials for repair and upgrade work, however, following an internal review of the program by DPTI, this support ceased several years ago. It is understood that, whilst the financial support was welcome, there were serious flaws in its implementation, with grants allocated at an equal, flat rate per Council, not per asset. This meant Councils with only one jetty under their care and control received the same level of funding as Councils with multiple DPTI assets to manage.

## Current Status

Today, there are around 100 public recreational jetties and wharves across metropolitan and country South Australia, with an additional number of commercial and private facilities.

Ownership, responsibility for maintenance, funding support, lease terms and conditions vary across the state.

Thirty six recreational jetties and wharves are owned by DPTI and leased to Councils. This occurs in Port Augusta (Eastside and Westside), Ceduna (Ceduna, Denial Bay, Smoky Bay), Cleve (Arno Bay), Copper Coast (Port Hughes), Holdfast Bay (Glenelg), Tumby Bay (Tumby Bay, Port Neill), Yankalilla (Normanville, Second Valley), Lower Eyre Peninsula (North Shields, Coffin Bay, Mount Dutton Bay, Louth Bay), Onkaparinga (Port Noarlunga), Yorke Peninsula (Wool Bay, Stansbury, Port Victoria, Point Turton, Marion Bay, Edithburgh, Sultana Point, Ardrossan, Port Rickaby, Port Julia, Port Vincent), Kangaroo Island (Emu Bay), Streaky Bay (Haslam), Alexandrina (Port Elliot), Mount Remarkable (Port Germein), Port Lincoln (town jetty), Robe, Kingston and Elliston.

Thirty nine recreational jetties and wharves across the state are all owned and fully maintained by the State Government (DPTI) including: Kingscote, Penneshaw, American River and Vivonne Bay (Kangaroo Island); Adelaide Shores (West Torrens); Beachport and Southend (Wattle Range); Brighton (Holdfast Bay); Cape Jaffa (Kingston); Coffin Bay (Lower Eyre Peninsula); Cowell (Franklin Harbour); Henley and Grange jetties (Charles Sturt); Rosetta Head and Granite Island (Victor Harbor); Port Broughton (Barunga West); Port Kenny and Venus Bay (Elliston); Port Lincoln No. 1 berth (Port Lincoln); Port MacDonnell (Grant); Port Wakefield (Wakefield); Cape Jervis and Rapid Bay (Yankalilla); Largs Bay, Semaphore, North Arm, Outer Harbor (Port Adelaide Enfield); Streaky Bay (Streaky Bay); Moonta Bay and the Wallaroo Spur jetty (Copper Coast).

Port Augusta Eastside wharf and Great Western timber bridge are owned and maintained by Council, following their 'gifting' from the State Government in 1971; the Solomontown and Port Davis jetties in Port Pirie, the Whyalla jetty, boat ramp, marina loading wharf/moorings, Point Lowly Wharf and marina moorings, the Narrung and Meningie jetties in the Coorong, are all owned and maintained by Council.

Alexandrina Council manages 11 public jetties, the Beacon 19 barrage and Goolwa wharf on behalf of the Department of Environment and Water. The Council also administers the annual licence for a further 219 privately owned jetties, under a 1964 arrangement with the Department for Environment and Water. The Innes National Park jetty on Yorke Peninsula is fully owned and maintained by DEW.

Boat ramps/jetties/pontoon infrastructure at Solomontown (Port Pirie Council) and Cape Jervis (Yankalilla) are owned and maintained by Council, on land leased from DPTI. The Yankalilla lease can be terminated by giving one month's notice.

## Recent Issues and Trends

### Lease Arrangements and Expiry

A number of leases are close to expiry, with the assets close to the end of their life. There is a strong desire by many Councils to either revoke the lease altogether, or to ensure a consistent and united approach to re-negotiation is taken by Local Government across the state.

Lease terms vary across the state anywhere between 1 and 99 years. Alexandrina Council's Horseshoe Bay jetty at Port Elliot is subject to an annual lease with DPTI.

The first of the long term leases due to expire is Tumby Bay in December 2024, followed by Port Neil, Haslam, North Shields, Coffin Bay, Mount Dutton Bay, Arno Bay, Ceduna, Denial Bay, Smoky Bay, Emu Bay and Port Noarlunga all between 2025 and 2028.

Port Vincent, Point Turton, Marion Bay, Edithburgh, Ardrossan, Port Rickaby, Port Julia, Normanville, Second Valley, Stansbury, Port Victoria, Penneshaw, Wool Bay, Glenelg and Kingston don't expire until approximately 2048-2051, with Port Hughes, Port Pirie's Berth 1 and 3 and Port Augusta not until 2099-2100.

### Funding, Lease and Management Inconsistencies

Whilst not responsible for any maintenance of the Port Broughton jetty, the Barunga West Council does assist DPTI with minor emergency maintenance for safety/risk purposes, from time to time. DPTI are also asking Council to maintain the channel

markers. The Port Wakefield Boat ramp and wharf are both DPTI owned and maintained, yet Council is responsible for maintaining the channel. Conversely, In Onkaparinga, (O'Sullivan's beach boat ramp), DPTI own and manage the boat ramp and facilities but want Council to build a new pontoon and carpark.

Whilst some lease arrangements between DPTI and Council provide that the Council will pay the cost of the first \$10,000 (CPI adjusted since 2001) towards repair for significant damage by vandalism, fire, earthquake, storm or other act of third party, with the State Government to fund the balance, others appear to only be able to claim this Government support for storm damage.

A number of leases contain a special condition that after 15 or 25 years, the Council can terminate the lease if, based on engineering advice, the structural integrity of the jetty has deteriorated at a greater rate than that expected by the Council. Many Councils are seeking to test this clause.

Some lease agreements require that Councils must maintain the jetty to an agreed standard, generally to above 30% of the life of the asset.

### **Asset Deterioration**

The Port Augusta Council has very recently demolished the DPTI leased Eastside Mill Jetty, which had been closed since 2014 after engineering reports found a range of structural issues that rendered the structure unsafe.

Whilst the situation in Port Augusta has reached a particularly critical point, there are a number of Councils across the state facing similar issues.

The Kingston jetty is currently closed due to lower landing damage, the Port Noarlunga jetty stair access is closed due to storm damage, the Port Lincoln town jetty has no lateral strength, Port Pirie F jetty mooring has structural issues and cannot be used.

Tumby Bay jetty is in poor condition with major renewal works estimated at \$2.5 million required. Glenelg also requires significant maintenance works at Council expense.

The Cleve District Council budgeted \$60,000 in 2017/18 to replace 6 piles and repair a set of stairs for the Arno Bay jetty.

The Robe jetty is in poor condition and of limited community value, with Council open to demolishing.

### **Next Steps**

Across the state, Councils are considering a number of options to try and find a financially sustainable solutions for recreational jetty and wharf infrastructure. These include:

- Seeking support of the LGA to commence a collective negotiation for development of a new jetty lease arrangement (note Tumby Bay has submitted this to the April OGM)
- Coordinating a statewide audit of jetties/wharfs to determine the costs to fully upgrade/repair this infrastructure, rather than continue to maintain at a minimum standard, with a view to preparing a collective funding bid to Commonwealth.
- Council to hand back lease to the State Government.
- Asset demolition.

Councils and their communities will have different needs and views on the future of their local jetties and wharves. As such, there will not be a universal solution across the state, but instead, a range of measures.

Fundamentally however, it will be important that the full range of measures are explored and developed collectively and that cost-sharing arrangements are redefined in a more transparent and equitable way and do not create a financial burden on local ratepayers alone, especially in rural and regional areas.

Given the pending expiry of the first tranche of long-term DPTI leased jetties within the next five years and the perilous state of many assets, it will be important that local government starts to explore the full range of options to safeguard for the future management, maintenance and repair of recreational jetties/wharves sooner, rather than later.

**References:**

Lesley Abell, 'Jetties', SA History Hub, History Trust of South Australia, <http://sahistoryhub.com.au/subjects/jetties>, accessed 18/02/19

Collins N, 2010, The Jetties of South Australia – Past and Present, Hyde Park Press, Richmond SA

LGA, Local Government Jetty and Wharf Survey, April 2017

DPTI, Mooring to government-owned jetties or wharves, <https://www.sa.gov.au/topics/boating-and-marine/Moorings-marinas-and-boat-havens/government-owned-jetties-or-wharves>, accessed 18/02/19

Feedback from Coastal Councils Dec 2018 – February 2019

**ACTION:**

1. Member councils to provide feedback on the Jetty Management Summary Paper– Statewide Context to Coastal Alliance Research Support – Prae Wongthong at LCLGA by Friday 26<sup>th</sup> April 2019.

**TO:** LC LGA DELEGATES  
**FROM:** CLIMATE ADAPTATION PROJECT OFFICER  
**RE:** UPDATE ON SEA FLOOD MAPPING

### Projected sea level rise flood mapping along the coastline of the limestone coast

- Successfully received \$30,000 grant from Natural Disaster Resilience Program (NDRP) to undertake sea flood mapping and erosion mapping of priority settlements in the Limestone Coast.
- The Project Officer has been in discussion with the Department of Environment and Water (DEW) Information Branch and Coastal Management Branch over the past few months to ensure that the project scope, requirements and delivery outputs are aligned with SA State requirements.
- The University of Adelaide was selected a suitable supplier based on their previous experience providing spatial imagery analysis, ability to meet the requirements of the project and ability to deliver the priority deliverables by the required due date.
- A response to Request for Quote from the University of Adelaide was received on 12<sup>th</sup> March 2019 with a total cost of \$13,560.84 (GST ex)/\$14,916.93 (GST inc). The breakdown of costs:
  - Spatial layer derivation of water level in 6 scenarios (\$8,130 GST inc) and
  - Map creation for 10 overview areas and 13 settlements (\$6,786 GST inc).
- The Evaluation Team, comprising James Cameron (DEW Information Branch), Jason Quin and Sharie Detmar (DEW Coastal Management Branch), Susan Stovel (DEW Eyre Peninsula) and Prae Wongthong (LC LGA), were satisfied with the University of Adelaide's technical expertise to undertake both the spatial analysis and mapping components, and the delivery timeframes to complete both solutions within this financial year.
- Six scenarios being considered:
  - i) 2019: mean high water spring tide level
  - ii) 2019: 1 in 100 (ARI) storm surge
  - iii) 2050: mean high water spring tide level + 0.3m
  - iv) 2050: 1 in 100 (ARI) storm surge + 0.3m
  - v) 2100: mean high water spring tide level + 1m
  - vi) 2100: 1 in 100 (ARI) storm surge + 1m

Contract commencement date: 18<sup>th</sup> March 2019.

- Ongoing discussion with the DEW and consultants regarding the development of erosion risk assessment (erosion modelling and erosion mapping).
- Ongoing discussion with the DEW regarding the development of an online interactive tool or incorporation into an existing tool within the DEW.
- Ongoing discussion with Councils over the need for community engagement strategy prior to the launch of online web application.





**Limestone Coast Climate Adaptation Committee Meeting**

The 7<sup>th</sup> LCCAC meeting was held on Tuesday 19<sup>th</sup> February 2019 at Naracoorte Town Hall.

The Sector Agreement will expire on 30<sup>th</sup> June 2019 and the RDA LC and SE NRM have indicated that they are not able to commit to any additional funding for the next Financial Year. The Committee agreed that if the Climate Adaptation Program were to continue, the priority should be around advocacy, collaboration and education and awareness for vulnerable community (i.e. coastal communities, elderly, people with disability, children and people living in remote isolated areas) customised to each district area.

Please refer to meeting minutes attached.

**DEW Climate Change Directions**

According to Neil McFarlane, DEW Director Climate Change, the Government is working on a Directions Statement on Climate Change that will set a whole-of government strategy for departments to work to (e.g. including Departments for Planning, Transport and Infrastructure, Energy and Mining, Environment and Water). This will be a high-level strategy setting the Government's agenda in the climate change and emissions reduction space.

The Department is no longer driving the sector agreements, but the Minister is open to maintaining/resigning them if they are useful to regions.

**RECOMMENDATION**

It is recommended that LC LGA;

1. Receive and note the report.

**Moved:**

**Seconded:**



## INFORMATION REPORT

**TO:** LCLGA DELEGATES  
**FROM:** STARCLUB Field Officer  
**RE:** LCLGA Update

### HIGHLIGHTS

- The Active Club Program – Round 47, opened on the 6<sup>th</sup> February and will close on the 10<sup>th</sup> April (12pm). The Active Club Program has two funding rounds per year, and helps active recreation and sports club with:
  - facility upgrade requests up to \$25,000 (Round 47 only)
  - program and equipment up to and including \$5,000 (Round 47 and Round 48)
- The Community Recreation and Sport Facilities Program (CRSFP), opened on the 6<sup>th</sup> February and closes on the 10<sup>th</sup> April (12pm). The CRSFP helps eligible organisations to establish or improve sport and active recreation facilities that meet the needs of the community in South Australia. Organisations can apply under the following categories:
  - Minor facility development (requests \$25,000 - \$200,000)
  - Major facility development (requests \$200,000 - \$1,000,000)
  - Annual budget
  - 2018/19 - \$4,280,000
- The Bordertown Netball Club, Naracoorte Squash Club and the Mount Gambier and District Pony Club are the latest fully Recognised STARCLUB's from our region.
- The 42 Limestone Coast Regional Sporting Academy athletes are working hard on their Strength and Conditioning programs. They have also attended 2 Education sessions since February. One about Sports Nutrition, which provided education on meal plans for different levels of training and competition, reading food labels, when to be eating certain foods, etc. The other session was on Injury Prevention and Recovery. These sessions were facilitated by Uni SA and presented by a Sports Nutritionist that works with National/International Level Sporting Athletes and a fitness coach who has worked with the Socceroos, Sydney Swans and is currently with Athletics Australia. These sessions were attended by Academy Athletes, Parents and Coaches. Athletes attend education sessions monthly. The Academy and



## INFORMATION REPORT

Uni SA provide live video links for athletes based outside of Mount Gambier to be able to watch the sessions live, if they are unable to travel.

- Thank you to the Tatiara District Council for allowing Academy Athletes to be presented to the Mayor and elected members on the 12<sup>th</sup> February. The athletes and families were extremely excited and pleased to have this opportunity.
- The Academy has many athletes selected to compete at the Hockey National Championships and Athletics National Championships in April. This is a great result and helps build the relationship between the Academy and our partner State Sporting Bodies. We also have athletes competing at the highest level of sport in their chosen field across the country and state. One athlete has been selected by former Australian Coach Darren Lehman to travel to India in April for a cricket tour.
- High performance testing at the Uni SA High Performance Centre in Adelaide is continuing to prove a wonderful experience for athletes and their families. We just completed more testing in March. Athletes are able to compare themselves with elite athletes and have a focus and goal to achieve with their Academy programs.



## INFORMATION REPORT



## INFORMATION REPORT

### BACKGROUND

- Funded by the Office of Recreation and Sport and the 7 Limestone Coast Councils
- Provides ongoing support, training and resources to recreation clubs in the Limestone Coast with Governance, Funding, Volunteer protection, recruitment and retention, Child Safe Laws, Strategic Planning and general sustainability of a sporting club. This is done in partnership and with resources from the Office of Recreation and Sport.

### RECOMMENDATION

It is recommended that the LCLGA;

1. Receive and note the report.

**Moved,**

**Seconded,**



## INFORMATION REPORT

**TO:** LC LGA DELEGATES  
**FROM:** TOURISM INDUSTRY DEVELOPMENT MANGER (TIDM)  
**RE:** Activity Update

### International Trade Activity

Limestone Coast will attend Australian Tourism Exchange, Perth from 8<sup>th</sup>- 12<sup>th</sup> April. The appointment schedule is still being finalized, but should be around 120 appointments with the focus this year on Inbound Tour Operators and getting more of our regional accommodation and experiences contracted with them, which will lift our regional book-ability.

The region has been featured in the Tourism Australia media campaigns in a number of our key inbound markets. And also South Australia campaigns, in South East Asia Markets and UK/Europe.

In addition, the Limestone Coast has hosted or is about to host the following.

Date	Activity
February 2018	SA Weekender South Aussie with Cosi SA Life TV
March 2018	Qantas Magazine In-Daily (Adelaide) Postcards with Ron Kandelaars Adelaide Review Caravan & Camping SA
April 2018	Tourism Australia pre + post ATE Famil Nine News – Live Weather Crosses I-Fish TV Program
May	Expanding Horizons (ITO Famil)

### Limestone Coast Digital Campaign

Final touches are being added to a targeted digital campaign that will involve scheduled Social Media posts that highlights our tourism experiences, media releases that builds the on the reputation of Limestone Coasts' successful visitor economy that also demonstrates how 'open for business' the region is and overall lifts the level of awareness of the Limestone Coast.

This campaign is partnership with South Australian Tourism Commission and supports the SATC Winter Campaign which includes Limestone Coast.



## INFORMATION REPORT

### Regional Events & Festivals Program + Community Events Fund

Applications closed on Friday 15<sup>th</sup> March 2019. Support Letters were provided for the following events - which is a condition of the application process.

- Keith Dirt & Diesel
- Bay Escape, Food, Wine & Lifestyle
- Penola Coonawarra Arts Festival
- 2019 Tour of the Great South Coast Road Cycling Classic

Coonawarra Cabernet Celebrations are in a 3-year funding agreement with 2 years remaining.

### Corporate & Business Traveler

The Limestone Coast has secured 19 appointments for Destination SA Trade Show on 28<sup>th</sup> March, in Adelaide.

The Limestone Coast has submitted an application under the Regional Business Events Fund to host the Sustainable Economic Regional Growth for Regional Australia Conference (SEGRA) in 2020. The assessment panel meet on the 22<sup>nd</sup> March, with the hope of securing \$50-80k in funding. The total required to host the conference is \$100-120k. A regional working group has been established should the funding application be successful.

### Mixed Dozen Update

The research component of the project has been extended due to Uni SA Researchers unable to be in field. It is anticipated that it will not affect the project timelines.

The project has secured additional contributions from City of Mount Gambier (\$5k), Wattle Range Council (\$5k) Glenelg Shire (\$2.5k) and the project manager has implemented 42% of the project plan.

### RECOMMENDATION

The Board notes and receives the report.





## INFORMATION REPORT

**TO:** LC LGA DELEGATES  
**FROM:** REGIONAL WASTE MANAGEMENT COORDINATOR  
**RE:** LC LGA WASTE MANAGEMENT UPDATE

### HIGHLIGHTS

- Limestone Coast Region Waste and Resource Recovery Infrastructure Plan
- Information exchange
- Bioenergy

### DISCUSSION

#### Limestone Coast Region Waste and Resource Recovery Infrastructure Plan

- At the LCLGA Board meeting held on the 8th of February 2019, the Board requested that the consultant, Rawtec, presents the Limestone Coast Region Waste Management and Resource Recovery Infrastructure Plan (the Limestone Coast Plan) to the LCLGA Board and the Regional Waste Management Steering Committee, prior to the Board endorsing the document.
- The Regional Waste Management Coordinator (RWMC) successfully negotiated for a reduced presentation workshop, which amounted to \$1,500 as this activity had not been budgeted for in the original scope of works, bringing the total project cost to \$26,603.50 (including GST).
- A meeting was arranged by the RWMC and held at the Naracoorte Town Hall in Naracoorte, on the 12<sup>th</sup> of March 2019. The presentation was attended by a total of 18 people excluding the 2 presenters from Rawtec.
- Following the presentation and broad discussion the LCLGA Board:
  - Received and endorse the 'Limestone Coast Region Waste and Resource Recovery Infrastructure Plan' and the 'Technical Appendices'. An endorsement was sought via e-mail for a vote to carry the motion.
  - Resolved that the 'Technical Appendices' remain In Confidence. The 'Limestone Coast Region Waste and Resource Recovery Infrastructure Plan' be released from confidence.
  - Authorised the Regional Waste Management Steering Committee to prepare an Implementation Plan for the Limestone Coast Region Waste Resource and Recovery Plan.





## INFORMATION REPORT

- There is potential funding for infrastructure projects from Green Industries SA as follows:

Funding	Funding available	Status
<b>Recycling Infrastructure Grants</b>	\$50,000 to \$250,000 (grants contribute a maximum of 50% of eligible project costs)	Open. Applications close 5pm on April 5, 2019.
<b>Solid Waste Opportunities Program (SWOP)</b>	Up to \$15,000	Accepting expressions of interest. Application is by invitation, which may be offered after registering interest and discussing project with GISA.
<b>Lead, Educate, Assist, Promote (LEAP)</b>	Up to \$50,000	Accepting expressions of interest. Application is by invitation, which may be offered after registering interest and discussing project with GISA.

### Information exchange

- The RWMC attended an information session via live streaming on the State Government Waste Review. The State Government conducted reviews on the regulation of single use plastics in SA and SA's Container Deposit Scheme. The officer had an opportunity to provide feedback to the draft LGA submission.

### Bioenergy

- The RWMC attended Bio-energy Steering Committee Meetings on the 12<sup>th</sup> of February and 12<sup>th</sup> of March 2019.
- The RWMC attended a BioHub workshop on the 13<sup>th</sup> of March in Hamilton. Following on from the successful Bioenergy Seminar held in Mt Gambier last December, interest was generated to pursue the concept of developing a BioHub across the Greater Green Triangle (GGT) region. This project could provide the scale to realise the full potential of the region's biomass in terms of energy and high value products and ultimately create a collaboration to enter the emerging bioeconomy.

**Bioeconomy** is a sustainable economic system based on the use of renewable raw materials and bio-based innovations. A bioeconomy can create growth, prosperity and employment, but does so on a renewable resource base.

## RECOMMENDATION

It is recommended that the LCLGA;

1. Receive and note the report.

Moved,

Seconded,



**TO:** LC LGA DELEGATES  
**FROM:** REGIONAL COMMUNITY ROAD SAFETY OFFICER  
**RE:** LC LGA STRATEGIC PLAN &  
THE REGIONAL ROAD SAFETY PARTNERSHIP  
PROJECT (March 2019 Report)

### BACKGROUND

A project in collaboration with the Motor Accident Commission (MAC) on the benefit of a regionally based officer to work with community road safety groups, local government, industry and road safety stakeholders.

Figure 1: Limestone Coast **Fatalities** to 25 March 2019

2019	2018	2017	2016
4	2	1	0

Limestone Coast **Collision Serious Injuries** -YTD figures to 25 March 2019

2019	2018	2017	2016
15	13	12	14

Limestone Coast **Collision Casualties** -YTD figures to 25 March 2019

2019	2018	2017	2016
56	48	42	47

A  
Limestone  
Coast  
Snapshot

Figures 1.2: State wide numbers for YTD to 25 March 2019  
South Australia

State Wide	2019	2018	2017	2016
Fatalities	26	17	14	15
Collision Serious Injury	85	106	132	138
Collision Casualties	1,195	1,201	1,253	1,223

### ACTIVITIES AND ACHIEVEMENTS FOR THE PERIOD ENDING MARCH 2019

#### Motor Accident Commission

Motor Accident Commission (MAC) formalised a 12-month extension of current arrangement, with no changes. New contract concludes 30 June 2020.

#### Green Triangle Freight Action Plan Update

- Deputy Prime Minister the Honorable Michael McCormack and Member for Wannon the Honourable Dan Tehan announced on Monday 18 March, \$80m funding across four key freight routes leading to the Port of Portland
- The key freight routes for this critical investment include the Princess Highway, Henty Highway, Portland-Nelson Road and Portland-Casterton Road



## REPORT

### **New Road Safety Program Initiatives - Support and Partnerships**

- Bus Awareness Campaign: School Bus and Child Safety campaign 'Protect Our Treasures, Be Bus Aware' safety campaign' with messages of 'Be bus aware - children can pop out of no-where' 'Know the rules and slow down'.in collaboration with Industry and Government of SA (Dept of Education and Troy Bell, MP Member for Mount Gambier). To be introduced into school newsletter's Term 3.
- Caravan Driver Safety Program: Caravan Driver Safety program includes on the road safety, towing vehicles, weight and maintenance checks etc. In collaboration with SAPOL (leading) DPTI, Safe Freight Networks, Caravan Association, Local Businesses, Service Clubs and Limestone Coast Road Safety Groups. A one day event is being planned at this stage.
- Defensive Driving Program: Sourcing industry sponsorship to offer Murcott's Defensive Driving Program at subsidised costs with potential to deliver in Millicent, Naracoorte and Mt Gambier. A national program with regional services available providing venue criteria is met. Program can be offered to 20 people per day.

### **Annual Road Safety Program Support and Partnerships**

- Annual Lights and Tyre Vehicle Check – Thursday 11 April 2019
- Rotary Young Driver Awareness
- The Little Blue Dinosaur Foundation 'Holiday Time, slow down, kids around'.
- See and Be Seen Headlights On

### **Community and Industry Engagement and Input**

- Country Footy SA road safety messages and weekly crash data updates on the webpages of 6 South Australian country football Associations.
- Limestone Coast road safety meetings of the Tatiara Road Safety Group, Wattle Range Road Safety Group, Mount Gambier and Districts Road Safety Group and Rotary Clubs
- Safe freight network and Green Triangle Freight Action Plan meetings
- Princes Highway Corridor Strategy Issue Paper – GHD Advisory
- RAA Limestone Coast Regional Roads Assessments
- Circulate road safety messages and reports across the Limestone Coast
- Circulate Limestone Coast Road Trauma Support Services

### **Media (Inc. Social media)**

- Facebook – sharing MAC messages and Limestone Coast Community News Road Safety
- Radio ABC and Print Road Safety interviews and media releases, messages and awareness
- Promotional advertisement of Road Safety programs eg – Annual Lights and Tyre checks.

### **RECOMMENDATION**

It is recommended that the LCLGA receive and note the report.

**Moved:**

**Seconded:**





File Ref: MAC05/0008  
Doc Ref: MAC18D0114

25 March 2019

Ms Biddie Shearing  
Interim Executive Officer  
Limestone Coast Local Government Association  
PO Box 1445  
MOUNT GAMBIER SA 5290

Dear Ms Shearing

**RE: SPONSORSHIP AGREEMENT (COMMUNITY ROAD SAFETY OFFICER)**

I refer to the Sponsorship Agreement between the Motor Accident Commission (MAC) and the Limestone Coast Local Government Association (LCLGA) for funding of a Regional Community Road Safety Officer, dated 10 August 2017 and subsequent variation dated 19 July 2018.

I write, on behalf of the MAC, to offer to vary and modify the Agreement as follows:

- A. Item 3 of Schedule 1 of the Sponsorship Agreement, "Term", is amended to 30 June 2020.

*The Consultant must continue to provide the Services until 30 June 2020.*

- B. Item 4 of Schedule 1 of the Sponsorship Agreement, "Consultant's Staff", is amended to be "Ms Ali Auld".

The Agreement will be amended to the extent specified in paragraphs A and B above, but in all other respects the Agreement will be unaffected by the terms of this letter.

To accept this offer please sign at the foot of this letter and return it to me no later than Friday 19 April 2019 after which date this offer will lapse.

Yours sincerely

**TRUDY MINETT**  
Chief Executive Officer



**ACCEPTANCE**

The above offer whereby the Motor Accident Commission offers to extend the term of the Consultancy Services Agreement for the Community Road Safety Officer is accepted.

**SIGNED** for and on behalf of )  
**LIMESTONE COAST LOCAL** )  
**GOVERNMENT ASSOCIATION** )  
by its Executive Officer ) .....  
duly authorised to sign on their behalf ) Ms Biddie Shearing  
in the presence of: )

.....  
(Signature of Witness)

.....  
(Print name of witness)

Dated: .....



## REPORT

**TO:** LC LGA DELEGATES  
**FROM:** SPECIAL PROJECTS OFFICER  
**RE:** LIMESTONE COAST LEADERSHIP PROGRAM AND  
SUSTAINABLE ECONOMIC GROWTH REGIONAL AUSTRALIA  
CONFERENCE BID (March 2019 Report)

### LIMESTONE COAST LEADERSHIP PROGRAM

The Limestone Coast Leadership Program Partners;

- Key partners: The Australian Government through the Building Better Regions Fund, Regional Development Australia Limestone Coast, Primary Industries and Region SA, Department of Industry and Skills and program host LCLGA.
- Program scholarship partners: L.V. Dohnt, Beach Energy, EML, South East Natural Resource Management Board, Disability Workforce Project, City of Mt Gambier and District Council of Grant Limestone Coast Council areas have provided in-kind venue and catering support.

### Finance

#### Income:

\$40,000 BBRF	\$20,000 RDA LC
\$20,000 Dept Industry and Skills	\$10,000 PIRSA
\$10,000 LCLGA	\$45,000 Business/Industry/Council Partners
\$26,500 Participant Contributions	Total Income <b>\$170,500</b>

#### Expenses:

\$79,800 Program Delivery – Leaders Institute of SA	\$3,500 Miscellaneous
\$18,000 Program Manager	\$19,224 Psychometric Testing
\$3,000 Graduation Event	\$10,000 Graphic Design/Marketing
	Total Expenses <b>\$133,224</b>

Carried 2020 program \$ 37,276

### Program

- Delivered by Leaders Institute of SA
- Delivered in each Limestone Coast Council Area (in kind venue and catering support)
- Regional content and networking opportunities
- Community Action Projects

### Participants for 2019

- 16 (9 Female and 7 Male)
- Inclusion Aboriginal, Migrant, Disability and Disadvantaged
- Inclusion representatives from each of the seven Limestone Coast Council Areas



## REPORT

### Current Activities:

- Session three is to be delivered in Kingston on April 3 and 4
- 100% participation rate to date
- Program coordinator to secure further sponsorship commitment for 2020 and to support sustainability of program
- BBRF report due March 31

### SUSTAINABLE ECONOMIC GROWTH REGIONAL AUSTRALIA (SEGRA) CONFERENCE BID

The Limestone Coast Local Government Association Board through the Limestone Coast Economic Development Group supported the submitting of an Expression of Interest (EOI) to host the SEGRA 2020 Conference in the Limestone Coast, major funding support dependent.

- The Adelaide Convention Bureau assisted the LC LGA to submit a funding application to the Regional South Australian Business Events Bid Fund
- On Friday 22 March we were advised that this application was successful, with the Regional South Australian Business Events Bid Fund providing \$70,000 in support of our expression of interest to host SEGRA 2020
- Letters of regional support and clear commitment of sponsorship value (combination of cash and in-kind) is required for EOI to the total value \$100,000 to \$120,000. EOI to be submitted by April 2019
- SEGRA Convener and Committee Member attending a familiarisation visit on April 17 and 18
- Steering/Planning Committee consists of: Ian McKay, Regional Manager: Mount Gambier | **University of South Australia**, Sally Klose, Manager Governance and Community Development, **Naracoorte Lucindale Council**, David Wheaton, CEO **Regional Development Australia Limestone Coast**, Leon Rademeyer, **Australian Forest Products Association**, David Singe, CEO **District Council of Grant**, Olivia Nunn, Executive Officer, **Coonawarra Vignerons Association**, Denise Richardson, **Community Events - Team Leader (City Growth)**, Peta Crewe, Regional Coordinator Limestone Coast, **Regions SA, PIRSA**, Ali Auld, Project Officer, **Limestone Coast Local Government Association (LCLGA)**, Biddie Shearing, Tourism Industry Development Manager & Interim Executive Officer, **LCLGA**
- Regional Development Australia Limestone Coast are planning to host their state conference themed 'Infrastructure' in alignment with this conference should our bid to host be successful.

### STRATEGIC ALIGNMENT

LCLGA Business Plan

1. 2. Sustainable Economy - Regional Leadership - Limestone Coast Economic Development Group Work Plan and Partnership – Partnership with RDA LC to drive economic development projects for the region

LCLGA Priorities to grow our visitor economy by 2020

2. Priority Area 4 - Corporate/Business Travellers

### RECOMMENDATION

It is recommended that the LCLGA receive and note the report.

Moved:

Seconded



## INFORMATION REPORT

**TO:** LC LGA DELEGATES  
**FROM:** PROJECT MANAGER  
**RE:** PROJECT UPDATES  
**CURRENT PROJECTS:**

PROJECT: Limestone Coast Regional Growth Strategy THEME: Sustainable Economy		
OUTCOME	ACTIONS	STATUS
Implementation of Limestone Coast Regional Growth Strategy	• Growth Strategy Matrix developed to allow LCEDG to prioritise Actions/project and determine project lead and resources	ONGOING
	• Coordinate Steering Committee Meetings	ONGOING
	• Develop Project Briefs for each Action identified in the LC Regional Growth Strategy	ONGOING
	• Develop a Regional Project List	ONGOING
	• Develop a Regional prioritisation process for the RGS Action Plan	ONGOING
	• Continue to Liaise with RDALC to ensure alignment of RGS & IA Audit	ONGOING
	• Develop Discussion Paper detailing RGS Prioritisation processes for presentation to SC & LCEDG	COMPLETED
	• Send out Project Briefs for Assessment & Review	COMPLETED
Rural Migration Initiative	• Collate Assessment results	
	• Finalise Regional Project Priority	
Limestone Coast Economic Development Group	• Coordinate LCLGA representative to attend workshop in Canberra	COMPLETED
	• Attended workshop Canberra 2 <sup>nd</sup> August	COMPLETED
	• Attend Regions Rising Summit 4 <sup>th</sup> April 2019 Canberra	ONGOING
Limestone Coast Economic Development Group	• Coordinate and organise meetings	ONGOING
	• Coordinate and organise Agendas & Minutes	ONGOING
	• Update TORS	ONGOING
	• Update Work Plan	ONGOING

PROJECT: Activation & Implementation of the Limestone Coast Brand THEME: Sustainable Economy		
OUTCOME	ACTIONS	STATUS
Promote and encourage the use of the Brand to stakeholders and partners	• Oversee Registration process of the LC Brand and management of database of those registered	ONGOING
	• Promote the use of the Limestone Coast name and Brand to agencies within the Limestone Coast	ONGOING





## INFORMATION REPORT

<b>Increase awareness of the Limestone Coast brand through Social media</b>	<ul style="list-style-type: none"> <li>Provide posts &amp; stories to the Limestone Coast Facebook &amp; Instagram sites</li> </ul>	<b>ONGOING</b>
---	---	----------------

PROJECT: Limestone Coast Collaborative THEME: Sustainable Economy		
OUTCOME	ACTIONS	STATUS
<b>Engage with LCC Committee members to optimise awareness and benefits of the LC brand and determine the LCCC role</b>	<ul style="list-style-type: none"> <li>Organise meetings and consultations to discuss the role of relevant stakeholders and partners in the Implementation of the LC Brand.</li> <li>Match stakeholder outcomes</li> <li>Identify potential issues</li> <li>Develop Key messages and delivery</li> <li>Stakeholder roles in implementing &amp; promoting the brand</li> <li>Role of the Limestone Coast Collaborative</li> </ul>	<b>ONGOING</b>

PROJECT: Limestone Coast Regional Sporting Academy THEME: Community & Social Wellbeing		
OUTCOME	ACTIONS	STATUS
<b>Implementation of the Limestone Coast Regional Sporting Academy</b>	<ul style="list-style-type: none"> <li>Provide support and assistance with 2018-2019 applications and enrolments</li> </ul>	<b>ONGOING</b>
	<ul style="list-style-type: none"> <li>Provide ongoing support and assistance to the Sporting Academy Coordinator</li> </ul>	<b>ONGOING</b>

PROJECT: Limestone Coast Region Waste & Resource Recovery Infrastructure Plan THEME: Environmental Sustainability		
OUTCOME	ACTIONS	STATUS
<b>Development of the Limestone Coast Region Waste &amp; Resource Recovery Infrastructure Plan</b>	<ul style="list-style-type: none"> <li>Review Quotes and appoint provider to deliver the project</li> </ul>	<b>COMPLETED</b>
	<ul style="list-style-type: none"> <li>Develop Letter of Engagement Rawtec</li> </ul>	<b>COMPLETED</b>
	<ul style="list-style-type: none"> <li>Project Inception Meeting (24<sup>th</sup> May) with Waste Management SC &amp; Rawtec</li> </ul>	<b>COMPLETED</b>
	<ul style="list-style-type: none"> <li>Provide ongoing support to the Climate Adaptation Project Officer and Rawtec</li> </ul>	<b>ONGOING</b>
	<ul style="list-style-type: none"> <li>Assist with itinerary development for Rawtec visit to the LC in July</li> </ul>	<b>COMPLETED</b>
	<ul style="list-style-type: none"> <li>Review Draft Report</li> <li>Review Final Report</li> </ul>	<b>ONGOING</b>

PROJECT: Planning for Flood Inundation & Sea Level Rise in the Limestone Coast THEME: Environmental Sustainability		
OUTCOME	ACTIONS	STATUS
<b>Develop planning models for flood inundation &amp; sea level rise</b>	<ul style="list-style-type: none"> <li>Prepare grant application for Natural Disaster Resilience Program (NDRP)</li> </ul>	<b>COMPLETED</b>



## INFORMATION REPORT

in Limestone Coast coastal settlements		
--	--	--

PROJECT: SA Coastal Councils Alliance THEME: Environmental Sustainability		
OUTCOME	ACTIONS	STATUS
Support and oversee the establishment of SA Coastal Councils Alliance to provide an informed, coordinated advocacy voice for SA Coastal issues	<ul style="list-style-type: none"> <li>Attended SC meeting LGA house 19/12/2018</li> </ul>	ONGOING
Maintain NDRP reporting requirements		

PROJECT: Other THEME: Sustainable Economy, LC LGA governance, leadership & financial sustainability		
OUTCOME	ACTIONS	STATUS
Provide Support to the LC LGA Project Staff & Executive Officer	<ul style="list-style-type: none"> <li>Provide ongoing support to the LCLGA Executive Officer</li> <li>Provide ongoing support to the Regional Waste Coordinator</li> <li>Provide ongoing support to the Climate Adaptation Project Officer</li> </ul>	ONGOING ONGOING ONGOING
Governance of LCLGA Projects/Programs	<ul style="list-style-type: none"> <li>Review TOR's for Limestone Coast Economic Development Group</li> <li>Prepare LC LGA 2019 – 2024 Strategic Plan</li> </ul>	ONGOING ONGOING
Updated LCLGA Website	<ul style="list-style-type: none"> <li>Meet with Contractor to discuss required updates</li> <li>Prepare information required for website</li> <li>Liaise with Contractor to complete website upgrade</li> </ul>	COMPLETED ONGOING ONGOING
Information Management Review	<ul style="list-style-type: none"> <li>Review &amp; investigate IT options</li> <li>SharePoint training 17/12 – 18/12</li> <li>Set up</li> </ul>	ONGOING COMPLETED ONGOING
LGA Showcase	<ul style="list-style-type: none"> <li>Organise registration, display and staff to attend LGA Showcase April 2019</li> <li>Prepare presentation for LGA Showcase on LC Regional Growth Strategy</li> </ul>	ONGOING ONGOING

### RECOMMENDATION

It is recommended that LC LGA receive and note the report.

Moved:

Seconded:



## RECOMMENDATION REPORT

**TO:** LC LGA DELEGATES

**FROM:** Interim Executive Officer

**RE:** LCLGA 2019-2020 Business Plan and Budget

### BACKGROUND

As per the LCLGA Charter, the draft Business Plan (Attachment 8.1.1) and Budget 2019-2020 is provided for member councils consideration. Under the proposed budget the same methodology for member subscriptions was adopted from the 2018-19 financial year.

### DISCUSSION

The Business Plan provides specific actions and programs to be delivered by LCLGA in the coming financial year and consolidated operating and project budgets.

The scope of the 2019-2020 LCLGA Work Plan is similar from previous years requiring similar level of resources as the current financial year.

Council Contribution	2019-2020 Budget Notes
LCLGA Subscriptions	Member Council contributions are in line with 2018-19 with the no additional contribution to be considered Refer to Attachments 8.1.2 for a breakdown of the individual Council contributions.
RDA Limestone Coast	Subject to a new funding agreement being considered under a separate Recommendation Report.
StarClub Program  Limestone Coast Regional Sporting Academy	This program continues to be a bipartisan funded project by member Councils and the Office of Sport and Recreation. The StarClub program will continue to be active in encouraging sporting clubs to join the StarClub program our officer will work with the OSR to deliver the sporting excellence workshops. The Limestone Coast Regional Sporting Academy has evolved with from 12 athletes participating in FY 2017-18 to 42 athletes in FY 2018-19, noting income from participating athletes of \$14,700. The FY 2019-20 forecasting will see 9 strategic stakeholders and 65 athletes with an income of \$22,700. Noting an allocation of \$30k from LCLGA surplus as per previous FY.
Limestone Coast Substance Misuse	This program has secured 3 year funding of \$175k per year and while this program will be hosted by LCLGA there will require no additional council contributions sought. A resource allocation for administration maybe needed.



## RECOMMENDATION REPORT

Regional Tourism Program	<p>This program continues to be a bipartisan funded program with contributions from member Councils and the South Australian Tourism Commission.</p> <p>The Work Plan for the tourism program will be in line with the adopted Regional Tourism Strategy and the three-year Implementation Plan – year three of the program.</p> <p>Work will continue to develop regional trail initiatives and work closely with the Limestone Coast Mixed Dozen concept.</p> <p>It is noted that the Tourism Management Group is keen to progress, as a priority, the development of a Limestone Coast Destination Tourism Plan &amp; Marketing Plan as outlined in the Regional Growth Strategy.</p>
Regional Waste Program	<p>This is a fully funded project by member Councils. The Regional Infrastructure Plan was delivered in the previous year. Councils to consider the resource allocation required for implementation plan development.</p>
Regional Road Safety Partnership Project	<p>This program is fully funded by Motor Accident Commission (MAC), with no council contributions.</p> <p>MAC formalised an extension of existing arrangements, with no changes to current work plan or funding, noting the contract expires 30<sup>th</sup> June 2020.</p> <p>Any forward negotiation of project will be required to be with either SAPOL or DPTI.</p>
Limestone Coast Leadership Program	<p>FY 2018-2019 - Year one of the program received \$100k in funding from various sources, including \$40k BBRF. The financial modelling for Years 2 + 3 will require sponsorship and participant fee's to remain viable. The LCLGA will look to continue its support of this project by hosting the program, providing external funds are secured for years 2 + 3 of the program.</p>
Limestone Coast Climate Adaptation Program	<p>The partnership with the SE NRM Board, RDA Limestone Coast and the Minister for Climate Change, expires 30<sup>th</sup> June 2019.</p> <p>The LC was successful in securing \$30k from NDRP for Flood Mapping &amp; allows for Erosion mapping and the development of a web-based application. The NDRP funding acquittal is January 2020.</p>
Regional Planning	<p>The Limestone Coast Business Case for establishing a Joint Planning Board is before member councils. Funds have been allocated should the LCLGA Board endorse the Business Case and authorise the development of a Planning Agreement with DPTI. Noting the funds allocated are for 'start-up costs' with financial modelling for ongoing delivery outlined in the Business Case.</p>
Regional Growth Plan	<p>The Region Growth Plan was endorsed by the LCLGA Board in June 2018. Priorities are being determined by the LC Economic</p>



## RECOMMENDATION REPORT

	Development Group. Councils to consider the resource allocation required for LCLGA coordination on action items.
Communication and Regional Promotions	Funding has been allocated to continue the work of rollout of the Limestone Coast Brand and industry engagement. Funding allocation to contribute towards the region hosting the SEGRA Conference in 2020.

### RECOMMENDATION

It is recommended that LCLGA;

1. Receive and note the report.
2. Refer the Draft Business Plan and Budget to member Councils for comment prior to final adoption at the June Board meeting of the LCLGA.
3. Request that any comments and/or amendments to the Draft Business Plan and Budget be communicated back to the Executive Officer no later than the Friday 31<sup>st</sup> May 2019.
4. Note that the Interim Executive Officer will be presenting the Draft Budget and Business Plan to member Councils throughout the months of April and May.

Moved:

Seconded:





# LCLGA

Limestone Coast  
Local Government  
Association

## 2019-2020 Business Plan & Budget



District Council of  
**ROBE**



Naracoorte Lucindale Council  
*Better by Nature*



City of  
Mount Gambier



Level 1, 9 Bay Road, Mount Gambier SA 5290  
P - (08) 87237310 E - [admin@lclga.sa.gov.au](mailto:admin@lclga.sa.gov.au) W - [www.lclga.sa.gov.au](http://www.lclga.sa.gov.au)

## INTRODUCTION

This Business Plan sets the activities and outcomes for the work of the Limestone Coast Local Government Association (LCLGA) in 2019-20.

LCLGA is comprised of seven Constituent Councils in the Limestone Coast Region: The City of Mount Gambier, District Council of Grant, Kingston District Council, Naracoorte Lucindale Council, District Council of Robe, Tatiara District Council and Wattle Range Council.

The Mission of the Association is:

*To lead Local Government in the Region, and to advance the Limestone Coast communities through effective advocacy, facilitation and innovation.*

The five-year direction of the Association is governed by the Strategic Plan 2014-2019. The Plan identifies five themes and Regional Strategies to guide areas of activity.

### **1. Infrastructure**

*Regional leadership and advocacy to ensure that regional infrastructure is fit for purpose and has the capacity to meet the region's current and future needs.*

### **2. Sustainable Economy**

*Regional leadership and advocacy to promote a thriving and sustainable economy capitalising on our diverse resources, sustaining growth, prosperity and employment throughout the region.*

### **3. Environmental Sustainability**

*Advocacy and partnerships to responsibly manage our natural environment and resources, ensuring sustainability and diversity.*

### **4. Community and Social Wellbeing**

*Advocacy and partnerships to enhance the quality of life, health and opportunities for our regional communities.*

### **5. LCLGA governance, leadership and financial sustainability**

*Regional leadership and effective Constituent Council coordination to ensure that LCLGA continues as an efficient and well governed regional organisation.*

This Business Plan will identify the actions to be delivered by LCLGA in 2019-20 under each of these Regional Strategies.

## CONTEXT

LCLGA is constituted under the Local Government Act 1999. It is governed by a Charter, which details the objectives and operation of the Association. The LCLGA Strategic Plan 2014-2019 makes reference to the Constituent Councils' Strategic and Business Plans, ensuring that the strategies and actions are regionally applicable.

The LCLGA Charter identifies a broad range of roles to deliver the objectives of the Association. Given the available resources for LCLGA, it is necessary to closely define the role of LCLGA in delivering the five regional strategies. LCLGA will also work in partnership with other organisations on a number of actions. The various roles are defined below.



Role	LCLGA will...
<b>Regional Leadership</b>	<ul style="list-style-type: none"> <li>Initiate action and lead regional activity</li> <li>Set the agenda and direction</li> </ul>
<b>Advocacy</b>	<ul style="list-style-type: none"> <li>Represent the region, and pursue outcomes on behalf of the Constituent Councils and the region</li> </ul>
<b>Council Coordination &amp; Facilitation</b>	<ul style="list-style-type: none"> <li>Coordinate the activities of Constituent Councils</li> <li>Act as the central organisation for shared Local Government responsibilities</li> <li>Provide a single point of contact to the region's Local Government</li> </ul>
<b>Partnership &amp; Brokerage</b>	<ul style="list-style-type: none"> <li>Join with other stakeholders to deliver a service or project</li> </ul>
<b>Delivery</b>	<ul style="list-style-type: none"> <li>Initiate develop proposals and implement projects with a dedicated budget, staff member or resources</li> </ul>

Figure One provides a summary of the roles LCLGA will focus on to deliver each Regional Strategy.

Theme	LCLGA Role				
	Regional Leadership	Advocacy	Council Coordination & Facilitation	Partnership & Brokerage	Delivery
<b>Infrastructure</b>					
<b>Sustainable Economy</b>					
<b>Environmental Sustainability</b>					
<b>Community and Social Well-being</b>					
<b>LCLGA Governance</b>					

Figure One: the Role of LCLGA in each Regional Strategy

## BUSINESS PLAN

*To be read in conjunction with the LCLGA Strategic Plan 2014-2019 (scheduled to be updated by December 2019)*

The 2019-20 LCLGA Business Plan has been prepared based previous years delivery models. During the 2019 year the new Strategic Plan will be developed and aligned to LCLGA's role to deliver regional programs as directed by the Constituent Councils. This includes council coordination to deliver the Limestone Coast Regional Growth Strategy, progressing the Regional Planning Project and evolving the Limestone Coast Regional Sporting Academy.

In 2019-2020, LCLGA will be delivering a range of projects with specific budget allocations managing partnership contracts for joint delivery of programs. In addition, there are a number of ongoing activities that LCLGA will deliver, in particular through its advocacy and partnership roles.



## 1. INFRASTRUCTURE

Desired Regional Outcome	LCLGA Role	LCLGA Actions 2019-2020
Existing and future regional infrastructure is fit for purpose and has the capacity to meet the region's needs.	Regional Leadership	Lead the implementation of the updated LCLGA 2030 Regional Transport Plan.
	Advocacy	Advocate for appropriate State and Australian Government investment in public infrastructure including the drainage and bridge network.
	Council Coordination	Effectively coordinate regional submissions for the Special Local Roads Program to maximise investment in regional road infrastructure.
Councils to protect built heritage, heritage spaces and the region's cultural heritage.	Council Coordination	Effectively coordinate and manage a regional Heritage Advisory Service for the benefit of Constituent Councils and private owners.
Development of a regional approach to the maintenance and provision of improved and new infrastructure and utility services.	Advocacy	Advocate for the region for improved and sustainable services from State and Australian Governments in meeting our regional needs for: <ul style="list-style-type: none"> <li>• Roads</li> <li>• National Broadband Network</li> <li>• Mobile phone coverage</li> </ul>

## 2. SUSTAINABLE ECONOMY

Desired Regional Outcome	LCLGA Role	LCLGA Actions 2019-20
A growing and diverse economy, based on the region's natural assets and innovative community, under the priorities of: <i>Premium Food and Wine from our Clean Environment</i> ; and <i>Growing Advanced Manufacturing</i> .	Regional Leadership	Convene the Limestone Coast Economic Development Group and maintain the Limestone Coast Economic Development Group Work Plan.
	Advocacy	Strongly advocate for investment, projects, legislation/policy review or development to promote economic growth in the region.
	Partnership	Partner with Regional Development Australia Limestone Coast to drive economic development projects for the Region, including, but not limited to the implementation of the Regional Growth Strategy.
A thriving and well-supported tourism industry, growing the	Advocacy	Advocate for and support industry leadership within regional tourism, including the rollout of the Regional Limestone Coast Brand.

Desired Regional Outcome	LCLGA Role	LCLGA Actions 2019-20
region's status as a visitor destination.	Council Coordination	Coordinate Council investment to implement the Regional Tourism Plan.
	Regional Leadership and Advocacy	Continue to represent the region at relevant trade events, Regional Tourism Chairs Forum at State level and Regional Tourism Managers.
A sustainable population base with the skills and capability to grow regional economic development.	Advocacy	Assist key regional bodies and the South Australian Government with the objective to grow our population, develop our regional workforce, and to build skills and capability in our communities, through implementation of the outcomes developed in the Limestone Coast Regional Growth Plan.

### 3. ENVIRONMENTAL SUSTAINABILITY

Desired Outcome	LCLGA Role	LCLGA Actions 2019-20
Local Government is a key partner in the sustainable management of the environment and natural resources in the region.	Partnership	Investigate the reinstalment of the Coastal Connection program
	Partnership	Finalise the Council Inundation Flood Mapping project, coordinate activities to meet partnership milestones.
A regional approach to landfill minimisation and innovative waste management.	Council Coordination	Coordinate and facilitate a regional approach to waste management including the development the implementation plan for the Regional Waste Infrastructure Plan.
Well-managed and protected terrestrial, wetland, coastal and marine environments, with active partnership from all responsible organisations.	Partnership	Auspice the Coastal Alliance project through partnership across South Australia. Investigate further opportunities for funding of critical environmental outcomes and identified regional projects.

#### 4. COMMUNITY AND SOCIAL WELLBEING

Desired Outcome	LCLGA Role	LCLGA Actions 2019-20
Regional communities have access to appropriate health and education services and facilities.	Advocacy	Advocate, encourage and support for expanded human services and other priority issues which have significant impacts on regional communities.
Regional communities have access to programs and facilities promoting a healthy lifestyle.	Partnership and Delivery	Partner with Constituent Councils to review the Regional Public Health and Well-being Plan.  Partner with the Office of Recreation and Sport to deliver the STARCLUB Program for the Limestone Coast and continue to grow the Sporting Academy across the region.
Local Government is a key regional partner in emergency management, road safety and other community safety programs.	Council Coordination	Assist to coordinate Constituent Councils' role in Zone Emergency Management to ensure appropriate role for Local Government in emergency response and recovery.
	Partnership and Delivery	Partner with the Motor Accident Commission, and work with relevant State agencies and community road safety groups to develop a Limestone Coast Road Safety Strategy.

#### 5. LCLGA GOVERNANCE, LEADERSHIP AND FINANCIAL SUSTAINABILITY

Desired Outcome	LCLGA Role	LCLGA Actions 2019-20
LCLGA is recognised as the regional leadership body which provides a framework and coordination for other regional groups.	Advocacy	Lead regional advocacy and action on priority issues.
	Regional Leadership	Facilitate active engagement and participation of Constituent Councils and partner organisations on issues and decisions that impact Limestone Coast communities.

Desired Outcome	LCLGA Role	LCLGA Actions 2019-20
Regional Local Government is effective and cost efficient.	Council Coordination	<p>Work with the State Government to progress the Joint Planning Board under the new Planning Act.</p> <p>Identify and coordinate practical opportunities for joint investment, shared services and resources between Constituent Councils and the LGA SA that improve service delivery and provide cost savings.</p> <p>Coordinate and convene specialist LCLGA Committees to address and take action on regional issues of common interest to Constituent Councils, including:</p> <ul style="list-style-type: none"> <li>• Limestone Coast Roads and Transport Management Group</li> <li>• Limestone Coast Tourism Management Group</li> <li>• Limestone Coast Economic Development Group</li> <li>• Limestone Coast Regional Waste Steering Committee</li> <li>• Limestone Coast Regional Sport and Recreation Advisory Group</li> <li>• Limestone Coast Climate Adaptation Committee</li> <li>• Limestone Coast Substance Misuse Committee</li> </ul>
A well-governed regional organisation.	Delivery	Ensure the Association operates in alignment with the adopted LCLGA Charter and relevant legislation.
LCLGA maintains its reputation with State and Australian Governments as a leading Local Government body and effective advocate for the Limestone Coast.	Advocacy	<p>Lead effective and targeted advocacy campaigns on priority regional issues, in partnership with Constituent Councils, the LGA SA and regional organisations as appropriate.</p> <p>Continue to be active members of SAROC and links to the LGA SA Board of Directors to support LCLGA's advocacy on regional issues and issues affecting Local Government.</p> <p>Lead the region's response and input to the State and Australian Governments on key issues and opportunities, acting as a single point of contact for regional visits and requests.</p>

Desired Outcome	LCLGA Role	LCLGA Actions 2019-20
Effective communication with Constituent Councils, partner organisations and the community.	Delivery	<p>Develop a communication strategy and plan that provides current and relevant information.</p> <p>Continue LCLGA representation on key outside organisations.</p>
LCLGA financial processes are transparent and efficient, ensuring a sustainable financial position.	Delivery	<p>Manage LCLGA financial processes for long term planning, annual budget development, consultation, adoption and review align to strategic and business plans</p> <p>Ensure that the LCLGA Board and Constituent Councils are provided with bimonthly financial and performance reports, and an Annual Report.</p> <p>Explore approaches to attract funding for LCLGA to deliver or partner on priority regional projects.</p>

## BUDGET

Income for the Limestone Coast Local Government Association is derived from three main sources:

1. Subscriptions and Project Fees from Constituent Councils of LCLGA;
2. Funding from the LGA SA for Regional Capacity Building Projects; and
3. Project funding through partnerships with external organisations.

A small amount of income is derived from interest and project management fees.

Annual expenditure is divided between two key areas:

1. Operating – expenditure required to employ an Executive Officer, support staff and general costs for administration, rent, Board expenses and other general organisational expenses;
2. Projects – expenditure required to deliver specific projects, including where applicable the engagement of a project officer.

INCOME SOURCE	Expenditure	
	Operating	Projects
Constituent Councils	LCLGA Subscriptions	Project Fees
LGA SA	-	Regional Capacity Building
External Organisations	-	Contractual Partnerships

The Income and Expenditure Budget for LCLGA detailing Council contributions via Subscriptions and Project Fees is provided in the Draft Budget 2019-20 in Attachment 1.

## HUMAN RESOURCES

The following human resource allocations are presented as per the previous financial year.

\* Note the addition of the Substance Misuse Officer (TBC).

These will need to be aligned to annual program funding, strategic plans and long term financial plans.

Position	Program Delivered	FTE
Executive Officer	LCLGA Strategic Plan, Annual Business Plan, long term financial Plan and operational management.	1.00
Tourism Industry Development Manager	Regional tourism strategic plan and work program	1.00
Starclub Field Officer Limestone Coast	Regional Starclub Development Program Limestone Coast & Regional Sporting Academy	1.00
*Substance Misuse Project Officer	Delivery of the Substance Misuse Limestone Coast Work Plan.	1.00
Project Administrator	Manage all LCLGA contracts and projects Delivery of specific projects	0.60
Special Projects Officer	LC Leadership Program SEGRA Conference Pitch.	0.20
Executive Support Officer	Administration and Executive support Financial administration	0.64
Regional Community Road Safety Officer	MAC Road Safety Program	0.60
Climate Adaptation Project Officer	Data analysis to acquit the NDRP Funding by January 2020	0.40
Regional Waste Management Coordinator	LCLGA Regional Waste Management Strategy	0.60
<b>TOTAL FTE</b>		<b>7.04</b>

LCLGA Draft Budget FY 2020

LCLGA Proposed Council Contributions FY 2020

	LCLGA Programs				External Programs				
	Subscription	Tourism	Sport & Recreation	Waste	RDALC	Heritage Services	Joint Planning Board	Climate	TOTAL
City of Mount Gambier	\$ 72,985	\$ 29,194	\$ 13,270	\$ 15,924	\$ 24,093	\$ 24,702	\$ -	\$ -	\$ 180,168
District Council of Grant	\$ 35,530	\$ 14,212	\$ 6,460	\$ 7,752	\$ 11,729	\$ 2,476	\$ -	\$ -	\$ 78,159
Wattle Range Council	\$ 58,493	\$ 23,397	\$ 10,635	\$ 12,762	\$ 19,309	\$ 9,903	\$ -	\$ -	\$ 134,499
Naracoorte Lucindale Council	\$ 39,958	\$ 15,983	\$ 7,265	\$ 8,718	\$ 13,190	\$ 4,951	\$ -	\$ -	\$ 90,065
District Council of Robe	\$ 15,758	\$ 6,303	\$ 2,865	\$ 3,438	\$ 5,202	\$ 9,903	\$ -	\$ -	\$ 43,468
Tatiara District Council	\$ 34,458	\$ 13,783	\$ 6,265	\$ 7,518	\$ 11,375	\$ 2,476	\$ -	\$ -	\$ 75,874
Kingston District Council	\$ 17,820	\$ 7,128	\$ 3,240	\$ 3,888	\$ 5,883	\$ 2,476	\$ -	\$ -	\$ 40,435
TOTAL:	\$ 275,000	\$ 110,000	\$ 50,000	\$ 60,000	\$ 90,781	\$ 56,887	\$ -	\$ -	\$ 642,668

LCLGA Department Forecast FY 2020

	Admin	Misc Projects	Waste	Star Club	Sports Academy	Tourism	Road Safety	Climate	Substance	JPB	Total
Income:											
Council Contributions	275,000.00	147,668.00	60,000.00	50,000.00		110,000.00					642,668.00
SATC						67,988.00					67,988.00
LGA Funding		40,000.00			30,000.00			15,000.00		163,000.00	248,000.00
Rec & Sport				56,000.00	64,700.00						120,700.00
MAC							65,000.00				65,000.00
State Heritage Unit		5,000.00									5,000.00
NDRP								22,250.00			22,250.00
Federal									175,000.00		175,000.00
DEW											-
Interest	12,000.00										12,000.00
Total Income	\$ 287,000.00	\$ 192,668.00	\$ 60,000.00	\$ 106,000.00	\$ 94,700.00	\$ 177,988.00	\$ 65,000.00	\$ 37,250.00	\$ 175,000.00	\$ 163,000.00	\$ 1,358,606.00

Expenses:											
- Admin	68,190.00		8,460.00	7,860.00	1,550.00	7,860.00	6,180.00	3,500.00	10,000.00		113,600.00
- Wages & Oncosts	266,388.52		46,997.77	85,086.37	24,151.59	108,896.69	67,042.60	15,182.00	95,000.00		708,745.54
- Project Costs	16,500.00	292,668.00	13,200.00	12,000.00	74,850.00	87,600.00	15,000.00	15,000.00	56,200.00	163,000.00	746,018.00
- Vehicle	19,500.00		2,100.00	13,800.00	800.00	13,800.00	2,100.00	3,500.00	13,800.00		69,400.00
Total Expenses	\$ 370,578.52	\$ 292,668.00	\$ 70,757.77	\$ 118,746.37	\$ 101,351.59	\$ 218,156.69	\$ 90,322.60	\$ 37,182.00	\$ 175,000.00	\$ 163,000.00	\$ 1,637,763.54

Total Profit/Loss	-\$ 83,578.52	-\$ 100,000.00	-\$ 10,757.77	-\$ 12,746.37	-\$ 6,651.59	-\$ 40,168.69	-\$ 25,322.60	\$ 68.00	\$ -	\$ -	-\$ 279,157.54
-------------------	---------------	----------------	---------------	---------------	--------------	---------------	---------------	----------	------	------	----------------

LCLGA Other Projects

Activity	Amount	Notes
RDALC	90,781.00	- Council contribution external program Request Letter from RDALC
Heritage Services	61,887.00	- Council contribution external program & State Heritage Unit
Regional Planning (JPB)	20,000.00	- Carried forward Planning reserves Originally had \$65K. 2019-20 \$13,500 allocated for start up costs
Red Meat Cluster	30,000.00	- To be funded by rubble royalty carried forward reserves \$30k 2017/18 - Auspice Proposal Pending
Regional Growth Strategy	30,000.00	- To be funded by rubble royalty carried forward reserves SEGRA, Migration, Destination Tourism and Marketing Plan + others.
Climate Flood Mapping Inundation Models	15,000.00	- To be funded by rubble royalty carried forward reserves Carry over from 2018-19, NDRP Aquit Jan 2020
Leadership Program	10,000.00	- To be funded by rubble royalty carried forward reserves
Brand development	15,000.00	- To be funded by rubble royalty carried forward reserves
Coastal Connections	20,000.00	- To be funded by rubble royalty carried forward reserves
TOTAL:	\$ 292,668.00	

## RECOMMENDATION REPORT

**TO:** LC LGA DELEGATES  
**FROM:** Interim Executive Officer  
**RE:** **Business Case: Planning Agreement under the**  
***Planning, Development and Infrastructure Act 2016 (PDI Act)***

The *Planning, Development and Infrastructure Act 2016* (PDI Act) provides for groups of Councils (and potentially other bodies) to enter into Planning Agreements with the Minister for Planning to form a Joint Planning Board which is a separate legal entity that can undertake the functions listed in the Agreement.

LCLGA was one of eight groups of Councils (representing 40 of the 68 Councils in the state) to be part of a pilot project in 2017 and 2018 that investigated Planning Agreements and developed template documents (and supporting guidelines) for Councils to use. Those template documents are a Planning Agreement Business Case and a model Planning Agreement which are available on the SA Planning Portal. Six (including LCLGA) of the eight groups proceeded to develop Business Cases. The LCLGA Business Case was developed by a working group consisting of LCLGA Board members and Council CEOs, supported by the then LCLGA Executive Officer and Jeff Tate of Jeff Tate Consulting.

The Business Case was undertaken through a rigorous process that included considering a range of options for Councils in the region to collaborate on planning matters. These options ranged from very informal arrangements to quite formal ones underpinned by legal structures. Work on the Business Case is complete except for information to come from LGASA Mutual Pty Ltd regarding insurance cover and costs. In the meantime, the costs associated with LCLGA insurances have been included in the Business Case for indicative purposes.

Although there is potential for a Joint Planning Board to undertake any functions (as long as they are included in the Planning Agreement) the Business Case is recommending three 'planning' functions:

- Preparation of a Regional Plan (this is the only mandatory function of a Joint Planning Board – if there is no Joint Planning Board the Regional Plan would be prepared by the State Planning Commission)
- Forming a Regional Assessment Panel and appointing an Assessment Manager, with Panel meetings alternating between the north and south of the region, to replace the current Council appointed panels
- Undertaking such research and planning for other local government functions for the Councils that are parties to the Planning Agreement that may be requested by them from time to time (noting that approval of any such plans would remain with the Councils).

Start-up costs for a Joint Planning Board have been estimated as \$13,500 and would be allocated between the Councils on the same basis as the LCLGA subscriptions. Estimated costs for the Joint Planning Board in the first three years are \$163,000 + Insurances in years one and two and \$148,000 + Insurances in year three (the





## RECOMMENDATION REPORT

difference reflecting the estimated cost of \$60,000 for preparing the Regional Plan over three financial years). After year three the costs would reduce as the Regional Plan would have been finalized. The costs include an amount of \$24,000pa to be paid to LCLGA for Executive Officer, administration and governance services which would be reflected as income in the LCLGA budget.

For the Regional Assessment Panel and Assessment Manager estimated costs of \$107,500pa have been identified which would be recovered from the Councils for whom the development applications are assessed.

A fact sheet for distribution to the Councils is also included as an attachment to this report to provide additional information regarding the proposed Planning Agreement and Joint Planning Board. The information in that document should be read in conjunction with this brief covering report.

The proposed next step for this matter is for the Business Case to be distributed to the Councils for their formal consideration and agreement to proceed. Provided agreement is forthcoming LCLGA would then proceed to develop the draft Planning Agreement based on the template for the Board's consideration and then to the Councils for their consideration and potential agreement.

Date	Action	Notes
Friday 5 <sup>th</sup> April 2019	Draft Business Case for proposed Planning Agreement for Limestone Coast Councils presented to LCLGA Board.	Referred to constituent councils for consideration.
Monday 15 <sup>th</sup> April – Friday 17 <sup>th</sup> May 2019	LCLGA President & Interim Executive Officer to meet with individual constituent councils to discuss the LCLGA Business Case and budget considerations.	
Friday 31 <sup>st</sup> May 2019	Feedback required to Interim Executive Officer.	
W/c Monday 3 <sup>rd</sup> June	Final Amendments made to LCLGA Business Case	
Friday 14 <sup>th</sup> June 2019	Business Case for proposed Planning Agreement for Limestone Coast Councils presented to the LCLGA Board for endorsement.	

### RECOMMENDATION

It is recommended that the LCLGA;

1. Receive and note the report.
2. Refer the Draft Business Case for proposed Planning Agreement to member councils for comment prior to final adoption at the 14<sup>th</sup> June 2019 meeting of the LCLGA Board.
3. Request any comments and/or amendments to the Business Case be communicated back to the Interim Executive Officer by Friday 31<sup>st</sup> May 2019.
4. Note the Interim Executive Officer will be presenting the Draft Business Case to member councils throughout the months of April & May 2019.

Moved,

Seconded,



## LCLGA Planning Agreement Fact Sheet

### What is a Planning Agreement?

Under the *Planning, Development and Infrastructure Act 2016* (the PDI Act), a 'Planning Agreement' (an Agreement) is a long-term arrangement that allows for specific functions to be delegated to Joint Planning Boards formed by regional groupings of Councils, and/or other entities (where relevant), subject to agreed performance measures and targets. The Agreement is between the relevant Councils and/or entities and the Minister for Planning (the Minister).

### What should a Planning Agreement include?

An Agreement may include provisions that outline the purposes of the Agreement and the outcomes that the Agreement is intended to achieve. The Agreement must provide for:

- the setting of objectives, priorities and targets for the area covered by the Agreement
- the constitution of the Joint Planning Board (*for LCLGA the Business Case has the Board comprising the Mayor or other Elected Member of each of the seven Councils*)
- the delegation of functions and powers to the Joint Planning Board (*for LCLGA the Business Case recommends Board functions of:*
  - *Preparation of a Regional Plan (this is the only mandatory function of a Joint Planning Board – if there is no Joint Planning Board the Regional Plan would be prepared by the State Planning Commission)*
  - *Forming a Regional Assessment Panel and appointing an Assessment Manager, with Panel meetings alternating between the north and south of the region, to replace the current Council appointed panels*
  - *Undertaking such research and planning for other local government functions for the Councils that are parties to the Planning Agreement that may be requested by them from time to time (noting that approval of any such plans would remain with the Councils).*
- the staffing and other support issues associated with the operation of the Board (*for LCLGA the Business Case recommends the LCLGA Executive Officer also act as Executive Officer of the Joint Planning Board and that administrative services are provided by LCLGA under a service agreement at a fixed cost per month; and the Assessment Manager be an employee of one of the Councils who undertakes the Assessment Manager roles on a cost recovery basis from the Council involved*)
- financial and resourcing issues associated with the operation of the Board
- the establishment of any committee (*for LCLGA the Business Case includes an Executive Advisory Committee comprising the CEOs of the seven Councils*)
- any other relevant matter.

A template for a Planning Agreement is available from DPTI.



## LCLGA Planning Agreement Fact Sheet

### Why should Councils consider being a party to a Planning Agreement?

The LCLGA Business Case states:

*There are several benefits of entering into a Planning Agreement and appointing a JPB with the functions proposed. They are:*

- *Preparation of a Regional Plan by the JPB will provide enable better integration of strategic considerations, greater regional control over the scope and outcomes, and reflect the views of people of the region*
- *A Regional Assessment Panel for the region in place of seven Council Panels will lead to efficiencies and greater consistency in assessing development applications, resulting in cost savings for the Councils and better outcomes for applicants and communities*
- *The impacts of difficulties that some of the Councils have in recruiting and retaining suitably qualified and experienced Planning staff will be reduced through the appointment of a Regional Assessment Manager for the Regional Assessment Panel*
- *Establishing a body with a focus and expertise in planning to assist Councils.*

*It is acknowledged that there are also arguments against centralising land-use and other planning at a regional level - largely about the potential loss of control at the local level and reduced consideration of local nuances. These concerns need to be taken seriously and steps built into the processes for preparing the Regional Plan and assessing development applications to ensure that local circumstances are properly considered.*

### Can an Agreement be varied?

An Agreement is able to be varied by agreement between the parties to the agreement. An agreement is able to be terminated:

- (a) by agreement between the parties to the agreement; or
- (b) by the Minister (because of reasons outlined in the PDI Act, section 5 (b) (A) (B) (C)).

### When does an Agreement expire?

At the end of 10 years from the date of the execution, unless terminated earlier.

At expiration, an Agreement can be replaced by a new Agreement (subject to agreement by all parties).

### Will there be an exit clause written into an Agreement?

This is an optional clause in the Planning Agreement template prepared by DPTI.

### What is a Joint Planning Board?

The Minister must, in connection with the commencement of an Agreement, establish a Joint Planning Board, in accordance with the terms of the Agreement.

A Joint Planning Board constitutes between 3 and 7 members and:

- is a body corporate
- has the name assigned to it under the relevant Planning Agreement
- has the functions and powers assigned to it under this or any Act or conferred under the terms of the relevant Planning Agreement
- must prepare and furnish annual reports in accordance with requirements prescribed by the regulations.



## LCLGA Planning Agreement Fact Sheet

### What is the difference between a *Local Government Act 1999* subsidiary and a Joint Planning Board?

With approval of the Minister for Local Government a subsidiary can be formed under the *Local Government Act 1999* by a Council to:

- provide a specified service or services; or
- manage or administer property, facilities or activities on behalf of the Council; or
- perform a function of the Council under this or another Act.

A group of Councils may also form a subsidiary with the approval of the Minister for Local Government to:

- provide a specified service or services; or
- carry out a specified activity or activities; or (b) to perform a function of the councils under this or another Act

As with a Joint Planning Board, a subsidiary under the *Local Government Act* is a separate legal entity.

A Joint Planning Board is a body formed under the *Planning, Development and Infrastructure Act 2016* through a Planning Agreement between the Councils (and potentially other bodies) and the Minister for Planning. It has the specific functions stated in the Planning Agreement. Although the focus of a Joint Planning Board can be expected to be on planning it is able to carry out other functions, but only if they are included in the Planning Agreement.

A Joint Planning Board has one compulsory function which is to develop a Regional Plan. It may also appoint a Regional Assessment Panel and Assessment Manager. A subsidiary under the *Local Government Act* is unable to carry out either of those functions.

### What is meant by ‘body corporate’?

Joint Planning Boards are independent legal entities with legislative responsibilities.

### What are the functions that a Joint Planning Board can undertake?

A Joint Planning Board is only able to undertake the functions specified in the Planning Agreement. Any change in functions would require an amendment to the Planning Agreement.

### What is a committee and a subsidiary?

A Joint Planning Board may establish committees to advise the Board on any aspects of its functions, or to assist the Board in the performance of its functions. *The LCLGA Business Case recommends formation of one committee – the Executive Advisory Committee comprising the CEOs of the seven Councils.*

A Joint Planning Board may also establish a subsidiary to carry out a specified activity, perform a function or exercise a power of the Board, hold or administer any land, facility or assets. *The LCLGA Business Case does not recommend formation of a subsidiary.*

### What are the criteria for membership of a Joint Planning Board?

The criteria for members of a Joint Planning Board must be consistent with any requirement of the Minister that is intended to ensure that the members collectively have qualifications, knowledge, expertise and experience necessary to enable the Board to carry out its functions effectively.



## LCLGA Planning Agreement Fact Sheet

### How are the Board Members selected?

This will need to be set out in the Planning Agreement. *The LCLGA Business Case recommends the Board comprise the Mayor or other Elected Member of each of the seven Councils.*

### How is the Chair selected?

This will need to be set out in the Planning Agreement.

### Will the Joint Planning Board need to appoint a CEO?

An appointment is not required under the PDI Act but as a matter of good practice a person should be appointed to the role of CEO or Executive Officer. *The LCLGA Business Case recommends the Executive Officer of LCLGA also act as Executive Officer of the Joint Planning Board and that administrative tasks of the Joint Planning Board be carried out by LCLGA staff – both for a fixed fee per month. It also recommends that the LCLGA office also be the office of the Joint Planning Board.*

### What are the costs of a Joint Planning Board and how will they be attributed across the member Councils?

The attribution of costs between constituent Councils should be set out in the Planning Agreement.

*The LCLGA Business Case identified start-up costs of \$13,500 which would be attributed to the member Councils on the same basis as the LCLGA subscriptions. The costs are shown in the following table from the Business Case.*

START-UP COSTS	Cost
<b>Registrations</b>	
Business name	\$500
Domain names	\$1,000
<b>General</b>	
Legal services	\$5,000
Logo/website development	\$1,500
Training	\$2,000
Consultants	\$2,000
<b>Miscellaneous</b>	
Printing	\$1,000
Marketing and advertising	\$500
<b>TOTAL START UP COSTS</b>	<b>\$13,500</b>

*The LCLGA Business Case also includes a draft budget for the first three years of operation of the Joint Planning Board and Assessment Panel and Assessment Manager as shown in the table below. For the Joint Planning Board, the net cost is shown as \$163,000 + Insurances for years one and two and for year three it is shown as \$148,000 + Insurances (inclusive of an amount of \$24,000 pa to be paid to the*



## LCLGA Planning Agreement Fact Sheet

LCLGA for Executive Officer, administration and governance services which would be reflected in the LCLGA budget). The differences in costs between years one and two and year three reflect timing of preparing the Regional Plan over three financial years at an estimated cost of \$60,000. The costs would be attributed to the member Councils on the same basis as the LCLGA subscriptions.

(\* Note: Insurance costs are not yet known. In the interim the insurance costs for LCLGA have been shown.)

For the Assessment Panel and Assessment Manager, estimated costs of \$107,500pa have been identified which would be recovered from the Councils for which Development Applications are assessed.

EXPENSES	Year 1	Year 2	Year 3
<b>Board expenses</b>			
Meeting expenses (Nil – same day as LCLGA board meetings)	\$0	\$0	\$0
Training, conferences, travel (eg to Adelaide events related to JPBs)	\$1,500	\$1,500	\$1,500
<b>Regional Assessment expenses</b>			
Panel Member sitting fees	\$21,000	\$21,000	\$21,000
Panel Members travel	\$5,000	\$5,000	\$5,000
Meeting expenses	\$1,500	\$1,500	\$1,500
Assessment process	\$80,000	\$80,000	\$80,000
<b>Supplies and services</b>			
Administration/governance services service level agreement – paid to LCLGA	\$24,000	\$24,000	\$24,000
Insurances	???	???	???
Website hosting/maintenance	\$500	\$500	\$500
Legal services	\$2,000	\$2,000	\$2,000
Consultants (Regional Plan)	\$25,000	\$25,000	\$10,000
Printing	\$500	\$500	\$500
<b>Other expenses</b>			
Audit fees	\$2,000	\$2,000	\$2,000
<b>Total Expenses</b>	<b>\$163,000 plus insurances</b>	<b>\$163,000 plus insurances</b>	<b>\$148,000 plus insurances</b>
<b>INCOME</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>



## LCLGA Planning Agreement Fact Sheet

EXPENSES	Year 1	Year 2	Year 3
Council contributions - general	\$56,000 plus insurances	\$56,000 plus insurances	\$40,500 plus insurances
Council contributions – assessment of applications	\$107,500	\$107,500	\$107,500
<b>Total income</b>	<b>\$163,000 plus insurances</b>	<b>\$163,000 plus insurances</b>	<b>\$148,000 plus insurances</b>
<b>NET RESULT</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### What is a Regional Plan?

The PDI Act requires a Regional Plan to be prepared for each region.

Regional Plans provide a long-term vision for a region to guide land use planning over a 15 to 30-year period, expressing what the region wishes to achieve in the context of State Planning Policies. The primary focus of a Regional Plan is to guide long-term land use planning and to propose potential changes to the Planning and Design Code, integrating public domain, infrastructure and transport requirements (proposing investment in infrastructure and changes to services) that will be needed to support the long-term land use vision.

A secondary potential focus is on other areas to meet regional circumstances such as where there might be a gap in other regional plans or reinforcing key regional priorities.

There is a Regional Plan template and Guidelines on the SA Planning Portal to assist Joint Planning Boards to prepare a Regional Plan. A Regional Plan prepared by a Joint Planning Board must comply with any practice direction issued by the Commission with the approval of the Minister.

### Who can prepare a Regional Plan?

Where a Board has been constituted in relation to an area of the State the Regional Plan must be prepared by the Board. The Commission must prepare the Regional Plan for the balance of any planning region that is not within an area in relation to which a JPB has been constituted. NOTE: there is no discretion in this part – a Board must prepare the Regional Plan for its area.

### Further information:

Visit the SA Planning Portal website for further information and relevant legislation:

[www.saplanningportal.sa.gov.au](http://www.saplanningportal.sa.gov.au)



# **BUSINESS CASE REPORT: PROPOSED PLANNING AGREEMENT FOR LIMESTONE COAST COUNCILS**

**Prepared by:  
LIMESTONE COAST LOCAL GOVERNMENT  
ASSOCIATION**

**January 2019**



# TABLE OF CONTENTS

<b>EXECUTIVE SUMMARY .....</b>	<b>3</b>
BUSINESS CASE FINDINGS .....	3
RECOMMENDATIONS.....	3
<b>PART A – PLANNING AGREEMENTS UNDER THE PLANNING, DEVELOPMENT AND INFRASTRUCTURE ACT 2016.....</b>	<b>5</b>
1. INTRODUCTION .....	5
2. PLANNING AGREEMENTS.....	5
2.1. PLANNING AGREEMENTS FOR CURRENT LOCAL GOVERNMENT FUNCTIONS .....	6
2.1.1. BAND 1 – LOCAL GOVERNMENT FUNCTIONS UNDER THE PLANNING, DEVELOPMENT AND INFRASTRUCTURE ACT 2016.....	6
2.1.2. BAND 2 – OTHER LOCAL GOVERNMENT FUNCTIONS - BEYOND THE PLANNING, DEVELOPMENT AND INFRASTRUCTURE ACT 2016.....	7
2.2. BAND 3 – FUNCTIONS THAT ARE NOT CURRENTLY UNDERTAKEN BY LOCAL GOVERNMENT.....	7
3. THIS BUSINESS CASE .....	7
<b>PART B – REGIONAL COLLABORATION IN LOCAL GOVERNMENT .....</b>	<b>9</b>
4. LEARNING FROM THE EXPERIENCES OF OTHER COUNCILS.....	9
4.1. DRIVERS .....	9
4.2. LESSONS .....	9
5. TYPES AND FORMS OF COLLABORATION .....	10
<b>PART C – SITUATIONAL ANALYSIS.....</b>	<b>11</b>
6. CURRENT SITUATION .....	11
6.1. BAND 1 – LOCAL GOVERNMENT FUNCTIONS UNDER THE PLANNING, DEVELOPMENT AND INFRASTRUCTURE ACT 2016 .....	11
6.1.1. POTENTIAL FUNCTIONS .....	11
6.1.2. CURRENT ISSUES AND DRIVERS FOR CHANGE.....	11
6.2. BAND 2 – OTHER LOCAL GOVERNMENT FUNCTIONS .....	12
6.2.1. POTENTIAL FUNCTIONS .....	12
6.2.2. CURRENT ISSUES AND DRIVERS FOR CHANGE.....	12
7. COLLABORATION OBJECTIVES AND OPPORTUNITIES .....	12
7.1. BAND 1 – FUNCTIONS UNDER THE PLANNING, DEVELOPMENT AND INFRASTRUCTURE ACT 2016 .....	13
7.1.1. OBJECTIVES AND WEIGHTINGS – BAND 1 FUNCTIONS.....	13
7.1.2. OPPORTUNITIES FOR COLLABORATION – BAND 1 FUNCTIONS.....	13
7.1.3. SELECTED OPPORTUNITIES – BAND 1 FUNCTIONS .....	20
7.2. BAND 2 – OTHER LOCAL GOVERNMENT FUNCTIONS .....	20
7.2.1. OBJECTIVES AND WEIGHTINGS – BAND 2 FUNCTIONS.....	20
7.2.2. OPPORTUNITIES FOR COLLABORATION – BAND 2 FUNCTIONS.....	21
7.2.3. SELECTED OPPORTUNITIES – BAND 2 FUNCTIONS .....	22
8. NEXT STEPS.....	22

<b>PART D –PLANNING AGREEMENT DESIGN .....</b>	<b>23</b>
<b>9. ASSUMPTIONS.....</b>	<b>23</b>
<b>10. JOINT PLANNING BOARD PARTIES, FUNCTIONS, MEMBERS, AREA, RISKS.....</b>	<b>23</b>
10.1. PLANNING AGREEMENT PARTIES.....	23
10.2. EXTENT OF AREA AND RELATIONSHIPS TO ADJOINING COUNCILS .....	24
10.3. BOARD MEMBERSHIP .....	26
10.4. FUNCTIONS OF THE JOINT PLANNING BOARD .....	26
10.5. RISKS AND OPPORTUNITIES .....	27
<b>11. JOINT PLANNING BOARD ADMINISTRATION.....</b>	<b>28</b>
11.1. REGISTRATION DETAILS .....	28
11.2. BUSINESS PREMISES.....	28
11.3. INSURANCE .....	28
11.4. LEGAL CONSIDERATIONS .....	28
11.5. GOVERNANCE STRUCTURE .....	28
11.5.1. APPOINTMENT OF COMMITTEES .....	29
11.5.2. ESTABLISHMENT OF SUBSIDIARIES.....	29
11.6. ORGANISATIONAL STRUCTURE .....	29
11.7. ENGAGEMENT OF AGENCIES, OTHER STAKEHOLDERS AND THE COMMUNITY .....	30
<b>12. IMPLEMENTATION CONSIDERATIONS.....</b>	<b>31</b>
<b>13. JOINT PLANNING BOARD FUNDING AND FINANCIAL MANAGEMENT .....</b>	<b>32</b>
13.1. FUNDING MODEL .....	32
13.2. START-UP COSTS .....	33
13.3. PLANT AND EQUIPMENT.....	34
13.4. STATEMENT OF FINANCIAL POSITION.....	34
13.5. STATEMENT OF COMPREHENSIVE INCOME.....	35
13.6. BALANCE SHEET FORECAST.....	36
13.7. PROFIT AND LOSS FORECAST .....	37
<b>PART E – ASSESSMENT .....</b>	<b>39</b>
<b>14. ASSESSMENT AGAINST OBJECTIVES.....</b>	<b>39</b>
14.1. BAND 1 – FUNCTIONS UNDER THE PLANNING, DEVELOPMENT AND INFRASTRUCTURE ACT 2016 .....	37
14.2. BAND 2 - OTHER LOCAL GOVERNMENT FUNCTIONS .....	37
<b>15. PREPAREDNESS ASSESSMENT .....</b>	<b>38</b>
15.1. BAND 1 - FUNCTIONS UNDER THE PLANNING, DEVELOPMENT AND INFRASTRUCTURE ACT 2016.....	38
15.2. BAND 2 - OTHER LOCAL GOVERNMENT FUNCTIONS .....	38

## EXECUTIVE SUMMARY

### Business Case findings

The Limestone Coast Local Government Association (LCLGA) is a regional subsidiary of Councils established under s43 of the Local Government Act 1999 to coordinate, advocate for, and represent the constituent Councils at a regional level.

Regional planning has been under consideration by LCLGA for several years. The rigorous investigations through the process of developing this business case, in conjunction with the Limestone Coast Councils, has built on previous work of the LCLGA as it was considered that entering into a Planning Agreement with the Minister for Planning and appointing a Joint Planning Board (JPB) could provide an appropriate legal structure to advance regional planning.

Opportunities for various forms of collaboration were considered and are documented in the business case. The conclusion reached from developing the business case and considering these options is that the Councils should agree to proceed to a Planning Agreement with the Minister, under which a JPB would be appointed with responsibility for:

- preparing a Regional Plan;
- forming a Regional Assessment Panel and appointing an Assessment Manager, with Panel meetings alternating between the north and south of the region, to replace the current Council appointed panels; and
- undertaking such research and planning for other local government functions for the Councils that are parties to the Planning Agreement that may be requested by them from time to time (noting that approval of any such plans would remain with the Councils).

Over time it may be that the functions of the JPB would increase but that would be a matter for the parties to the Agreement to address in the future.

There are several benefits of entering into a Planning Agreement and appointing a JPB with the functions proposed. They are:

- Preparation of a Regional Plan by the JPB will provide enable better integration of strategic considerations, greater regional control over the scope and outcomes, and reflect the views of people of the region
- A Regional Assessment Panel for the region in place of seven Council Panels will lead to efficiencies and greater consistency in assessing development applications, resulting in cost savings for the Councils and better outcomes for applicants and communities
- The impacts of difficulties that some of the Councils have in recruiting and retaining suitably qualified and experienced Planning staff will be reduced through the appointment of a Regional Assessment Manager for the Regional Assessment Panel
- Establishing a body with a focus and expertise in planning to assist Councils.

It is acknowledged that there are also arguments against centralising land-use and other planning at a regional level - largely about the potential loss of control at the local level and reduced consideration of local nuances. These concerns need to be taken seriously and steps built into the processes for preparing the Regional Plan and assessing development applications to ensure that local circumstances are properly considered.

### Recommendations

In accordance with the Business Case findings, the following recommendations are made:

1. That the Business Case be adopted

2. That a Planning Agreement be entered into in accordance with this Business Case incorporating the following activities:
  - a. Preparation of a Regional Plan
  - b. Appointment of a Regional Assessment Panel and an Assessment Manager
  - c. Undertaking research and other planning for the Councils as requested.

DRAFT

## PART A – PLANNING AGREEMENTS UNDER THE PLANNING, DEVELOPMENT AND INFRASTRUCTURE ACT 2016

### 1. INTRODUCTION

The *Planning, Development and Infrastructure Act 2016* (the Act) provides Councils with a mechanism to deliver local government functions and potentially, with agreement by the relevant Minister, state government functions on a regional basis. The process begins with a Planning Agreement, which is an agreement between the relevant Councils and the Minister for Planning (and other Ministers or bodies if required), and the formation of a Joint Planning Board (JPB) of three to seven members with the qualifications, knowledge, expertise and experience necessary to enable the board to carry out its functions effectively. Board members may include Elected Members or staff of the Councils, though this is not a requirement and they would need to have the required qualifications, knowledge, experience and expertise.

In 2017/18, a Planning Arrangements Pilot Project was undertaken with a number of local government groups to develop and test documents including:

- Business Case Template (this document)
- Planning Agreement Template
- Supporting Guidelines.

The pilot group found that whilst the inclusion of current local government functions in a Planning Agreement would be relatively straight forward, adding other functions would be more complex and potentially require legislative changes and the agreement of parties beyond the Minister for Planning and Councils. It was therefore concluded that the initial focus of Planning Agreements should be on current local government functions that are capable of being delivered through a JPB with particular emphasis on functions under the *Planning, Development and Infrastructure Act 2016*. These functions and types of Planning Agreements are discussed further below.

### 2. PLANNING AGREEMENTS

The table below, developed during the Planning Arrangements Pilot Project, shows three bands of potential functions for a JPB. The parties to Planning Agreements for activities under band 1 (potential functions under the *Planning, Development and Infrastructure Act 2016*) and band 2 (other local government functions) would be the Minister for Planning and the Councils. A Planning Agreement for band 3 activities would likely include additional parties.

# PLANNING AGREEMENTS

## PLANNING AGREEMENTS BETWEEN COUNCILS AND THE MINISTER FOR PLANNING

### BAND 1

#### Planning, Development and Infrastructure Act functions

Preparing a Regional Plan (mandatory)  
Regional Assessment Panel and Manager  
Code Amendments  
Infrastructure Agreements  
Planning and Building Compliance

### BAND 2\*

#### Other Local Government functions

Local Government functions beyond the Planning, Development and Infrastructure Act 2016 that could be delegated to the Joint Planning Board by the councils

## PLANNING AGREEMENTS THAT MAY INVOLVE OTHER MINISTER(S) OR BODIES

### BAND 3\*

#### Agreed delegation of non-traditional Local Government functions from State Agencies

Functions that are not currently Local Government functions but may be able to be delegated to a Joint Planning Board by another agency subject to agreement and legislative change

*\* May require significant modifications to the Business Case Template, standard Planning Agreement Template and/or legislative change*

Two types of Planning Agreement are envisaged:

- Planning Agreements for current local government functions (bands 1 and 2)
- Planning Agreements for functions that are not currently local government functions (band 3).

This Business Case focuses on a potential Planning Agreement for current local government functions (bands 1 and 2). The template from which this Business Case was developed, and the template for Planning Agreements, would most likely need to be changed significantly for functions not currently undertaken by local government.

### 2.1. Planning Agreements for current Local Government functions

Two bands of functions are envisaged for these types of Agreement.

#### 2.1.1. Band 1 – Local Government functions under the Planning, Development and Infrastructure Act 2016

Band 1 functions under the *Planning, Development and Infrastructure Act 2016* include:

- Development of a Regional Plan (mandatory)  
The only mandatory function of a JPB is the development of a Regional Plan in accordance with s64 of the *Planning, Development and Infrastructure Act 2016*. A Regional Plan is a long-term vision for a region to guide land use and associated planning, and potentially other planning, over a 15 to 30 year period, expressing what the region wishes to achieve in the context of State Planning Policies. It is to be framed around themes (and associated sub-themes) of economy, environment, infrastructure and population.
- Assessment panel and manager (discretionary)  
Regional Assessment Panels and Assessment Managers may be established by a group of Councils. The *Planning, Development and Infrastructure Act 2016* also allows for a Regional Assessment Panel and Assessment Manager to be appointed by a JPB. A Regional Planning Area may have more than one Regional Assessment Panel each with a single (or shared) Assessment Manager.

- Code Amendments (discretionary)

S66(1) of the *Planning, Development and Infrastructure Act 2016* states that the Planning and Design Code must set out a comprehensive set of policies, rules and classifications that may be selected and applied in the various parts of the State through the operation of the Planning and Design Code and the SA planning database for the purposes of development assessment and related matters within the State.

Amendments to the Planning and Design Code may be initiated by a number of parties including a Council or a JPB with the approval of the Minister, acting on the advice of the State Planning Commission.

- Infrastructure Schemes (discretionary)

The *Planning, Development and Infrastructure Act 2016* allows for the development of basic and general infrastructure schemes to ensure that the infrastructure needed to support new developments, suburban infill or the renewal of neighbourhoods and suburbs is identified, committed, costed and funded beforehand and delivered when and where it is needed.

- Planning and building compliance (discretionary)

The *Planning, Development and Infrastructure Act 2016* allows for the enforcement of building and planning approvals and their conditions.

#### 2.1.2. **Band 2 – Other Local Government functions - beyond the Planning, Development and Infrastructure Act 2016**

Planning Agreements can also cover other functions already undertaken by Councils beyond the *Planning, Development and Infrastructure Act 2016*. Consideration must be given to any additional approvals or legislative changes that may be required to allow Councils to delegate functions to a JPB and these must be documented in the Business Case.

#### 2.2. **Band 3 – Functions that are not currently undertaken by Local Government**

Functions that are not currently undertaken by local government fall within Band 3. These are likely to require further legislative change, official delegation from other government agencies or bodies and significant amendments to the Planning Agreement Template. These functions are not envisaged as part of this Business Case.

### 3. **THIS BUSINESS CASE**

This Business Case has been developed by the Limestone Coast Local Government Association (LCLGA) through a structured, rigorous process to investigate options to address regional planning issues and provide clarity about the chosen path forward for the following Councils:

- City of Mt Gambier (CMG)
- District Council of Grant (DCG)
- District Council of Kingston (DCK)
- District Council of Robe (DCR)
- Naracoorte Lucindale Council (NLC)
- Tatiara District Council (TDC)
- Wattle Range Council (WRC).

The Business Case has been developed in six sections:

EXECUTIVE SUMMARY (including recommendations)

Part A – Planning Agreements under the Planning, Development and Infrastructure Act 2016

Part B – Regional Collaboration in Local Government

Part C – Situational Analysis

Part D – Planning Agreement Design (structured to enable it to easily translate into a Business Plan)

Part E – Assessment.

DRAFT



## **PART B – REGIONAL COLLABORATION IN LOCAL GOVERNMENT**

### **4. LEARNING FROM THE EXPERIENCES OF OTHER COUNCILS**

A 2015 report<sup>1</sup> by Jeff Tate Consulting for the Local Government Association of South Australia reviewed several previous reports on collaboration between Councils (whether provided through recognised regional structures or otherwise). It identified common drivers for collaboration along with challenges faced and lessons learned from other experiences. Those common drivers and lessons have been confirmed and added to through other 'collaboration' projects undertaken by Jeff Tate Consulting since.

#### **4.1. Drivers**

In summary, the drivers for considering collaboration included:

- Improved ability to respond to regional strategic planning issues, promote economic development and achieve a regional strategic direction and infrastructure
- Stronger advocacy capacity, improved relationships with other levels of government and greater ability to leverage funds
- Better planning and consistency of approach across the region in relation to decision making and strategic direction
- Cost savings, efficiencies in service delivery, economies of scale, reduced duplication of effort and resources
- Increased organisational capacity
- Better risk management
- Meeting skill shortages and a means for attracting locally based resources in regional areas.

#### **4.2. Lessons**

A number of challenges and lessons have been identified. The key lessons are requirements for:

- Commitment and passion to a regional approach
- Political and community will to pursue a regional approach
- Equity across each Council
- Robust business case including a clear value proposition
- The right governance model
- The infrastructure in place to support the governance model
- Alignment of culture and common purpose between parties.

These challenges and lessons are very important considerations for Councils contemplating collaborative projects or arrangements, including potential shared services. They are the basis of a preparedness assessment of the proposed shared service collaboration at section 15 of this report.

---

<sup>1</sup> Jeff Tate Consulting, Report: Governance Models for Regional Collaboration and Partnerships projects for the Local Government Association of South Australia, 2015, p5

## 5. TYPES AND FORMS OF COLLABORATION

It is important that a proper analysis of potential collaboration is undertaken to give it the best chance of success. Collaboration can be of different types and in varying forms and these are key considerations in the analysis. The adage *form follows function* most certainly holds true with collaboration.

The various types and forms of regional collaboration are shown in the following table.

Type		Description	Suitable forms
1	Information Sharing	Information about activities or services is shared between Councils. This information may be in relation to service levels, costs, delivery methods or it may involve sharing of service/contract specifications.	Ad-hoc or ongoing arrangements, often with low level of formality.
2	Common specifications	Common specifications are used by multiple Councils for a service. The specifications may apply to a service provided in-house but are more likely to relate to services provided by external parties under contract or other agreement.	May be ad-hoc or ongoing arrangements with low or medium level of formality such as exchange of letters or written agreement.
3	Resource sharing	Sharing of resources (staff, consulting advice, equipment, offices, plant etc) often on an occasional basis.	May be ad-hoc or ongoing arrangements with low or medium level of formality such as exchange of letters or written agreement.
4	Joint tendering	A form of resource sharing. Similar to type 2 with an additional step of combining resources to jointly seek tenders for works and services.	May be ad-hoc or ongoing arrangements with medium level of formality such as exchange of letters or written agreement.
5	Joint provision	Combining resources to provide a service often with one Council acting as host employer or party to a contract with an external provider.	Formal arrangements such as a written agreement or contract.
6	Regional subsidiary ( <i>Local Government Act 1999</i> ) or Incorporated Body under the <i>Associations Incorporation Act 1985</i>	An activity or service is fully managed by a separate authority of which the participating Councils are members.	Formal arrangement involving membership of the authority.
7	Planning Agreement/Joint Planning Board ( <i>Planning, Development and Infrastructure Act 2016</i> )	A Regional Plan must be developed, and other functions may also be undertaken.	Formal agreement with Minister for Planning as a party to the agreement.

## PART C – SITUATIONAL ANALYSIS

Part C of the Business Case provides an analysis of the current situation as a basis for consideration of a Planning Agreement.

### 6. CURRENT SITUATION

#### 6.1. Band 1 – Local Government functions under the Planning, Development and Infrastructure Act 2016

##### 6.1.1. Potential functions

The potential JPB functions envisaged as part of Band 1 incorporate both mandatory and discretionary functions under the *Planning, Development and Infrastructure Act 2016* and are:

- Regional Plan (mandatory)
- Assessment Panels and Managers
- Code Amendments
- Infrastructure Schemes
- Planning and Building Compliance.

##### 6.1.2. Current issues and drivers for change

The *Planning, Development and Infrastructure Act 2016* provides Councils with a mechanism to deliver local government and/or state functions on a regional basis by way of a Planning Agreement between and the establishment of a JPB.

Current regional issues that have led to interest of the Limestone Coast Councils in considering a Planning Agreement include:

- A desire to have a greater say in planning for the future of the region
- Challenges in recruiting and retaining qualified, experienced and skilled staff in some positions (which may be exacerbated through new accreditation requirements for Planning staff).

Regional planning has been on the agenda of the LCLGA for several years. In 2014, the LCLGA together with the Local Government Association of South Australia (LGASA) procured a Discussion Paper which examined the ability of its member Councils to achieve regionalisation measures under the *Development Act 1993*. The study confirmed that some degree of regionalisation could occur under the *Development Act 1993* but that a number of constraints would prevent true regionalisation in the form of a single planning authority for the LCLGA region which could undertake all planning functions and powers on the behalf of its constituent Councils.

Since February 2015 LCLGA member Councils have been party to a Memorandum of Understanding (MoU) for a Regional Planning Alliance Implementation Group. The basis of the MoU was that the Councils agreed to work cooperatively in good faith to progress specific actions aimed at investigating and where feasible implementing three key goals for the regionalisation of planning functions in the Limestone Coast.:

- Establishing a Regional Planning Authority
- Establishing one or more Regional Development Assessment Panels
- Developing consistent and aligned Development Plans or preferably one Development Plan.

With the above work having already been considered, the LCLGA submitted one of eight expressions of interest received by the Department of Planning, Transport and Infrastructure (DPTI), which collectively represented 40 Councils, to take part in a 'Planning Arrangements Pilot Project'.

The work undertaken under the MoU informed LCLGA's involvement in the pilot project and the development of this business case.

## **6.2. Band 2 – Other local government functions**

### **6.2.1. Potential functions**

The JPB functions envisaged as part of Band 2 are discretionary and relate to other local government functions beyond the *Planning, Development and Infrastructure Act 2016*.

No Band 2 functions are currently proposed as part of this business case for delegation by the Councils that are parties to the Planning Agreement. However, it is recognised that the establishment of a JPB creates an opportunity for it to undertake additional research and planning for the Councils that are parties to the Planning Agreement at their request, with decisions for approval of any such plans remaining with the Councils. As a result, an additional function is proposed:

*Undertaking other research and planning for Councils that are parties to the Planning Agreement at their request.*

Additional planning functions (e.g. open space planning, environmental planning, community planning, road network planning, economic planning and development) may be considered for delegation to the JPB in the future. Service delivery functions (e.g. shared waste management services, community services, public and environmental health services, local infrastructure delivery, local nuisance and litter control, animal management), whether resulting from these plans or not, may also be considered for delegation to the JPB. Adding any of these functions to those of the JPB would require an amendment to the Planning Agreement.

### **6.2.2. Current issues and drivers for change**

As indicated above, Limestone Coast Councils face numerous challenges including recruiting and retaining qualified, experienced and skilled staff in some positions. Member Councils have in place arrangements that are covered by both formal and informal agreements to cover functions such as:

- Kingston District Council provides a Senior Development Officer/Building Surveyor one day per week to the Robe District Council under a formal agreement
- Wattle Range Council provides an Environmental Health Officer to the Kingston and Robe Councils under a formal agreement
- Ad-hoc support in the building compliance area between the City of Mount Gambier and the District Council of Grant.

In addition to the above resource sharing arrangements, Naracoorte Lucindale and the Tatiara District Council engage contractors for functions related to Public and Environmental Health.

## **7. COLLABORATION OBJECTIVES AND OPPORTUNITIES**

In any potential collaboration considerations, each of the Councils will have its own needs and priorities, which will be reflected in their objectives and relative weightings.

The objectives were identified through previous work under the MoU and consideration at meetings and workshops of the CEOs of the Limestone Coast Councils. The weightings for each Council were identified by each Council CEO.

The results are included in the following tables.

## 7.1. Band 1 – Functions under the Planning, Development and Infrastructure Act 2016

### 7.1.1. Objectives and weightings – Band 1 functions

Objectives and weightings for collaboration in relation to the proposed Band 1 functions identified in section 6.1.1 of this Business Case are detailed in the following table.

Objective	Weightings						
	CMG	DCG	DCK	DCR	NLC	TDC	WRC
1. Effectively plan for regional growth, recognising common issues and opportunities, and speak with one voice.	30	30	35	20	15	30	25
2. Create an environment that encourages regional investment and growth.	20	15	20	15	15	25	25
3. Increase consistency and efficiency in development planning and approvals.	20	30	20	30	30	15	15
4. Share regional data and information that can be accessed across the region.	15	15	15	10	15	15	15
5. Improve access to appropriately qualified and skilled staff.	15	10	10	25	25	15	20
<b>Total</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>

The spread of weightings indicates the priorities given to each objective by each Council. Not surprisingly, there are some significant similarities and also differences in the weightings. The significant differences are mostly situational – in relation to planning for growth, consistency in development planning and approvals, and improving access to appropriately qualified and skilled staff.

### 7.1.2. Opportunities for collaboration – Band 1 functions

Opportunities for collaboration against the collaboration types were identified through previous work under the MoU and consideration at meetings of the CEO committee of LCLGA/workshop/s with relevant Council staff. Opportunities are listed in the table below.

Collaboration type	Opportunities	Advantages/disadvantages
<b>Regional Plan</b>		
<b>Information sharing</b>	Share information and ideas for the Regional Plan between Councils and with the Commission.	<p><b>Advantages</b> Consistency and stronger voice in responding to the Commission. Less duplication of effort by Councils leading to cost savings.</p> <p><b>Disadvantages</b> Ad hoc and potentially inconsistent involvement from Council to Council.</p>
<b>Common specifications</b>	Develop common specifications for research by or for each Council in providing input to the Commission.	<p><b>Advantages</b> Sharing of costs in preparing the specifications. Consistency creates greater certainty for contractors which should lead to cost savings.</p> <p><b>Disadvantages</b> Ad hoc and potentially inconsistent involvement from Council to Council.</p>
<b>Resource sharing</b>	Share staff to develop individual or joint submissions from the Councils to the Commission on matters for the Regional Plan.	<p><b>Advantages</b> Consistency and stronger voice in responding to the Commission. Less duplication of effort by Councils leading to cost savings.</p> <p><b>Disadvantages</b> Ad hoc and potentially inconsistent involvement from Council to Council.</p>
<b>Joint tender</b>	Jointly tender across the Region (and possibly with the Commission) for specialist studies required to feed into the Regional Plan.	<p><b>Advantages</b> Consistency and stronger voice in responding to the Commission. Less duplication of effort by Councils leading to cost savings.</p> <p><b>Disadvantages</b> Ad hoc and potentially inconsistent involvement from Council to Council. Potentially some compromise by individual Councils.</p>
<b>Joint provision</b>	No opportunity identified.	Not applicable.
<b>Regional subsidiary</b>	<p>LCLGA could:</p> <ul style="list-style-type: none"> <li>• advocate to Commission about the content of the Plan</li> <li>• establish a specific committee to work with the Commission</li> <li>• bring Councils and agencies together to identify and propose actions relating to issues to be addressed in the Regional Plan.</li> </ul>	<p><b>Advantages</b> Greater influence than separate Councils. Potentially cost savings for Councils.</p> <p><b>Disadvantages</b> Potentially unable to get buy in from agencies. Land use planning not an existing function of the LCLGA. Committee may be seen to be duplicating the processes for developing the Regional Plan.</p>
<b>Joint Planning Board</b>	Prepare Regional Plan in accordance with the provisions of the <i>Planning, Development and Infrastructure Act 2016</i> for Minister's approval.	<p><b>Advantages</b> Legal, governance and administrative structures in place to manage this function.</p> <p>Board (and thus the Councils) would have greater control over the scope, development and outcomes of the Regional Plan (prepared by the Region for the Region). It would also be likely to get buy in from Agencies.</p> <p>More likely to achieve a good balance between consistency across the Region and recognition of local variations.</p> <p>Could also stimulate further collaboration between Councils.</p>

		<b>Disadvantages</b> Slight loss of autonomy of individual Councils. Resourcing required to support a separate organisation and prepare the Regional Plan. Minister still has to sign off on the Regional Plan.
<b>Assessment panel and manager</b>		
<b>Information sharing</b>	Exchange ideas about Assessment Panels and information about Terms of Reference, Meeting Procedures, and Codes of Conduct.	<b>Advantages</b> Potential for greater consistency of approach (benefits for Councils, applicants and representors) and cost savings for the Councils.  <b>Disadvantages</b> Ad hoc and potentially inconsistent involvement from Council to Council.
<b>Common specifications</b>	Adopt common Terms of Reference, Meeting Procedures, and Code of Conduct.	<b>Advantages</b> Potential for greater consistency of approach (benefits for Councils, applicants and representors) and cost savings for the Councils.  <b>Disadvantages</b> Ad hoc and potentially inconsistent involvement from Council to Council.
<b>Resource sharing</b>	Appoint common members on Council Assessment Panels or a single Regional Assessment Panel.	<b>Advantages</b> Consistency in decision making through common membership. Potential cost savings through Regional Assessment Panel and Assessment Manager.  <b>Disadvantages</b> Lack of local knowledge of Assessment Manager and/or members on Regional Assessment Panel.
<b>Joint tender</b>	Not an actual tender but undertake a single process for seeking applicants for membership of Council Assessment Panels.	<b>Advantages</b> Cost savings for Councils when calling for Panel members.  <b>Disadvantages</b> Ad hoc and potentially inconsistent involvement from Council to Council.
<b>Joint provision</b>	No opportunity identified	<b>Advantages</b> Not applicable  <b>Disadvantages</b> Not applicable
<b>Regional subsidiary</b>	LCLGA could undertake a single process for seeking applicants for membership of Council Assessment Panels.	<b>Advantages</b> Cost savings for Councils when calling for Panel members.  <b>Disadvantages</b> Ad hoc and potentially inconsistent involvement from Council to Council. Land use planning not an existing function of the LCLGA.
<b>Joint Planning Board</b>	Create one or more Regional Assessment Panels with Assessment Manager/s.	<b>Advantages</b> JPB would have the legal, governance and administrative structures in place to manage this function. Greater consistency. Assessment Manager an independent person.  <b>Disadvantages</b> Some loss of local knowledge, autonomy and control.

Code Amendments		
<b>Information sharing</b>	Exchange ideas and information about Code Amendments.	<p><b>Advantages</b> Potential for greater consistency, relevance to the region, and cost savings for Councils.</p> <p><b>Disadvantages</b> Ad hoc and potentially inconsistent involvement from Council to Council.</p>
<b>Common specifications</b>	Develop common policy provisions on regional/common matters, standardised wording.	<p><b>Advantages</b> Potential for greater consistency, relevance to the region, and cost savings for Councils.</p> <p><b>Disadvantages</b> Ad hoc and potentially inconsistent involvement from Council to Council. Potential lack of agreement on common issues.</p>
<b>Resource sharing</b>	<p>Second staff from one or more Councils to others to prepare Code Amendments.</p> <p>Jointly prepare Code Amendments through a working group of staff from the Councils.</p>	<p><b>Advantages</b> Potential for:</p> <ul style="list-style-type: none"> <li>• greater consistency, relevance to the region, and cost savings for Councils</li> <li>• staff capacity building</li> <li>• attracting additional funding from external bodies.</li> </ul> <p><b>Disadvantages</b> Ad hoc and potentially inconsistent involvement from Council to Council. Some loss of control by individual Councils. Potential lack of agreement on common issues.</p>
<b>Joint tender</b>	Jointly tender for the preparation of Code Amendments for Councils.	<p><b>Advantages</b> Potential for:</p> <ul style="list-style-type: none"> <li>• greater consistency, relevance to the region, and cost savings for Councils</li> <li>• attracting the best contractors/consultants.</li> </ul> <p><b>Disadvantages</b> Ad hoc and potentially inconsistent involvement from Council to Council. Potential lack of agreement on common issues.</p>
<b>Joint provision</b>	One or more of the Councils provides services to other Councils to prepare (through their staff and/or contractors) Code Amendments.	<p><b>Advantages</b> Potential for:</p> <ul style="list-style-type: none"> <li>• greater consistency, relevance to the region, and cost savings for Councils</li> <li>• engaging, retaining and benefitting from staff in the region with specialist knowledge and expertise.</li> </ul> <p><b>Disadvantages</b> Ad hoc and potentially inconsistent involvement from Council to Council. Potential lack of agreement on common issues. Potential for 'host' Council/s to have to meet full cost of specialist staff if other Councils don't use their services.</p>
<b>Regional subsidiary</b>	The LCLGA could tender for contractors/consultants to prepare Code Amendments for Councils.	<p><b>Advantages</b> Potential for:</p> <ul style="list-style-type: none"> <li>• greater consistency, relevance to the region, and cost savings for Councils</li> <li>• attracting the best contractors/consultants.</li> </ul> <p><b>Disadvantages</b> Ad hoc and potentially inconsistent involvement from Council to Council. Land use planning not an existing function of the LCLGA.</p>



<b>Joint Planning Board</b>	Prepare Code Amendments consistent with the Regional Plan.	<p><b>Advantages</b> JPB would have the legal, governance and administrative structures in place to manage this function.</p> <p>Potential for:</p> <ul style="list-style-type: none"> <li>• greater consistency and cost savings for Councils</li> <li>• increased regional control over the Code Amendments</li> <li>• efficiencies through Regional Plan provisions satisfying requirements to implement Code Amendments where that is achievable.</li> </ul> <p><b>Disadvantages</b> Some loss of control by individual Councils.</p>
<b>Infrastructure Agreements</b>		
<b>Information sharing</b>	Exchange ideas and information about Infrastructure Agreements.	<p><b>Advantages</b> Potential for:</p> <ul style="list-style-type: none"> <li>• greater consistency, relevance to the region, and cost savings for Councils</li> <li>• building of staff knowledge and capacity</li> <li>• coordination and prioritisation between Councils, agencies and utilities</li> <li>• more effective advocacy, pursuit of external funding and delivery of infrastructure.</li> </ul> <p><b>Disadvantages</b> Ad hoc and potentially inconsistent involvement from Council to Council.</p>
<b>Common specifications</b>	Consistency of wording and standards in Infrastructure Agreements.	<p><b>Advantages</b> Potential for:</p> <ul style="list-style-type: none"> <li>• greater consistency, relevance to the region, and cost savings for Councils</li> <li>• building of staff knowledge and capacity</li> <li>• more effective advocacy and pursuit of external funding</li> <li>• greater awareness and consistency for developers and contractors.</li> </ul> <p><b>Disadvantages</b> Ad hoc and potentially inconsistent involvement from Council to Council. Some loss of control by individual Councils. Potential lack of agreement on common issues.</p>
<b>Resource sharing</b>	<p>Second staff from one or more Councils to others to prepare Infrastructure Agreements.</p> <p>Jointly prepare Infrastructure Agreements through a working group of staff from the Councils.</p>	<p><b>Advantages</b> Potential for:</p> <ul style="list-style-type: none"> <li>• greater consistency, relevance to the region, and cost savings for Councils</li> <li>• building of staff knowledge and capacity</li> <li>• more effective advocacy and pursuit of external funding</li> <li>• greater awareness and consistency for developers and contractors.</li> </ul> <p><b>Disadvantages</b> Ad hoc and potentially inconsistent involvement from Council to Council. Some loss of control by individual Councils. Potential lack of agreement on common issues.</p>
<b>Joint tender</b>	Jointly tender for the preparation of Infrastructure Agreements for Councils.	<p><b>Advantages</b> Potential for:</p> <ul style="list-style-type: none"> <li>• greater consistency, relevance to the region, and cost savings for Councils</li> <li>• building of staff knowledge and capacity</li> </ul>

		<ul style="list-style-type: none"> <li>• more effective advocacy and pursuit of external funding</li> <li>• greater awareness and consistency for developers and contractors.</li> </ul> <p><b>Disadvantages</b> Ad hoc and potentially inconsistent involvement from Council to Council. Some loss of control by individual Councils. Potential lack of agreement on common issues.</p>
<b>Joint provision</b>	One or more of the Councils provides services to other Councils to prepare (through their staff and/or contractors) Code Amendments.	<p><b>Advantages</b> Potential for:</p> <ul style="list-style-type: none"> <li>• greater consistency, relevance to the region, and cost savings for Councils</li> <li>• building of staff knowledge and capacity</li> <li>• more effective advocacy and pursuit of external funding</li> <li>• greater awareness and consistency for developers and contractors.</li> </ul> <p><b>Disadvantages</b> Ad hoc and potentially inconsistent involvement from Council to Council. Potential for 'host' Council/s to have to meet full cost of specialist staff if other Councils don't use their services.</p>
<b>Regional subsidiary</b>	The LCLGA could tender for contractors/consultants to prepare Infrastructure Agreements for Councils.	<p><b>Advantages</b> Potential for:</p> <ul style="list-style-type: none"> <li>• greater consistency, relevance to the region, and cost savings for Councils</li> <li>• more effective advocacy and pursuit of external funding</li> <li>• greater awareness and consistency for developers and contractors.</li> </ul> <p><b>Disadvantages</b> Ad hoc and potentially inconsistent involvement from Council to Council. Land use planning not an existing function of the LCLGA.</p>
<b>Joint Planning Board</b>	JPB to develop and manage Infrastructure Agreements.	<p><b>Advantages</b> JPB would have the legal, governance and administrative structures in place to manage this function.</p> <p>Potential for:</p> <ul style="list-style-type: none"> <li>• greater consistency and cost savings for Councils</li> <li>• increased capacity to develop the Agreements in-house across the region compared to individual Councils.</li> </ul> <p><b>Disadvantages</b> Some loss of control by individual Councils.</p>
<b>Planning and building compliance</b>		
<b>Information sharing</b>	Exchange ideas and information about compliance.	<p><b>Advantages</b> Potential for greater consistency, relevance to the region, and cost savings for Councils.</p> <p><b>Disadvantages</b> Ad hoc and potentially inconsistent involvement from Council to Council.</p>
<b>Common specifications</b>	Alignment of compliance procedures.	<p><b>Advantages</b> Potential for greater consistency of approach (benefits for Councils, applicants and complainants) and cost savings for the Councils.</p>

		<p><b>Disadvantages</b></p> <p>Ad hoc and potentially inconsistent involvement from Council to Council. Potential lack of agreement on common issues.</p>
<b>Resource sharing</b>	<p>Formalised 'backup' arrangements put in place to cover staff absences and peak periods.</p> <p>Staff secondments.</p>	<p><b>Advantages</b></p> <p>Potential for:</p> <ul style="list-style-type: none"> <li>consistency (for Councils and others), flexibility to meet changes in service demand, service continuity, and cost savings for Councils</li> <li>building of staff knowledge and capacity</li> <li>engaging, retaining and benefitting from staff in the region with specialist knowledge and expertise.</li> </ul> <p><b>Disadvantages</b></p> <p>Ad hoc and potentially inconsistent involvement from Council to Council. Potential for several Councils to have the need for backup at the same time (especially for periods of leave).</p>
<b>Joint tender</b>	<p>Jointly tender for compliance services, legal advice, prosecution services.</p>	<p><b>Advantages</b></p> <p>Potential for greater consistency of approach (benefits for Councils, applicants and complainants) and cost savings for the Councils.</p> <p><b>Disadvantages</b></p> <p>Ad hoc and potentially inconsistent involvement from Council to Council. Potential lack of agreement on priority services.</p>
<b>Joint provision</b>	<p>One or more of the Councils provides compliance services to other Councils.</p>	<p><b>Advantages</b></p> <p>Potential for:</p> <ul style="list-style-type: none"> <li>greater consistency, relevance to the region, and cost savings for Councils</li> <li>applying resources over a larger geographic area</li> <li>engaging, retaining and benefitting from staff in the region with specialist knowledge and expertise.</li> </ul> <p><b>Disadvantages</b></p> <p>Ad hoc and potentially inconsistent involvement from Council to Council. Potential lack of agreement on common issues. Potential for 'host' Council/s to have to meet full cost of specialist staff if other Councils don't use their services. Distances may lead to inefficiencies.</p> <p>Would require common IT, records management systems and application and assessment processes.</p>
<b>Regional subsidiary</b>	<p>LCLGA could provide compliance services for the Councils.</p>	<p><b>Advantages</b></p> <p>Potential for:</p> <ul style="list-style-type: none"> <li>greater consistency, relevance to the region as a whole, and cost savings for Councils</li> <li>applying resources over a larger geographic area</li> <li>engaging, retaining and benefitting from staff in the region with specialist knowledge and expertise.</li> </ul> <p><b>Disadvantages</b></p> <p>Ad hoc and potentially inconsistent involvement from Council to Council. Potential lack of agreement on common issues. Potential for LCLGA to have to meet full cost of specialist staff if Councils don't use their services. Distances may lead to inefficiencies. Staff would no longer be employed by the Councils.</p> <p>Would require common IT, records management systems and application and assessment processes.</p>

<b>Joint Planning Board</b>	Compliance services become a function of the Joint Planning Board with staff reporting to the Executive Officer.	<p><b>Advantages</b></p> <p>Potential for:</p> <ul style="list-style-type: none"> <li>• greater consistency, relevance to the region as a whole, and cost savings for Councils</li> <li>• applying resources over a larger geographic area</li> <li>• engaging, retaining and benefitting from staff in the region with specialist knowledge and expertise.</li> </ul> <p><b>Disadvantages</b></p> <p>Ad hoc and potentially inconsistent involvement from Council to Council. Distances could make it difficult for community access to staff and may lead to travel inefficiencies. Staff would no longer be employed by the Councils.</p> <p>Would require legislative/regulatory changes, delegation from Councils, common IT and records management systems, and standardisation of application and assessment processes.</p>
-----------------------------	--	--

### 7.1.3. Selected opportunities – Band 1 functions

The opportunities selected for the Band 1 functions listed in 7.1.1 are:

- Regional Plan; and
- Appointment of a Regional Assessment Panel and an Assessment Manager.

### 7.2. Band 2 – Other local government functions

No Band 2 functions are currently proposed as part of this business case for delegation by the Councils that are parties to the Planning Agreement. However, it is recognised that the establishment of a JPB creates an opportunity for it to undertake additional research and planning for the Councils that are parties to the Planning Agreement at their request, with decisions for approval of any such plans remaining with the Councils. As a result, an additional function is proposed:

*Undertaking other research and planning for Councils that are parties to the Planning Agreement at their request.*

Additional planning functions (e.g. open space planning, environmental planning, community planning, road network planning, economic planning and development) could be considered for delegation to the JPB in the future. Service delivery functions (e.g. shared waste management services, community services, public and environmental health services, local infrastructure delivery, local nuisance and litter control, animal management), whether resulting from these plans or not, could also be considered for delegation to the JPB. Adding any of these functions to those of the JPB would require an amendment to the Planning Agreement, approved by all parties.

#### 7.2.1. Objectives and weightings – Band 2 functions

Objectives and weightings for collaboration in relation to the proposed Band 2 functions identified in section 6.2.1 of this Business Case are detailed in the following table.

Objective	Weightings						
	CMG	DCG	DCK	DCR	NLC	TDC	WRC
1. Increase consistency in planning for other local government functions across the region.	40	45	35	30	45	50	50

2. Improve efficiency of planning for other local government functions across the region.	60	55	65	70	55	50	50
<b>Total</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>

Overall the weightings by each Council CEO are relatively consistent. Taken as a whole they reflect a slight priority of efficiency of planning over consistency.

#### 7.2.2. Opportunities for collaboration – Band 2 functions

Opportunities for collaboration against the Types listed in this report were identified through input from Council staff and Jeff Tate of Jeff Tate Consulting and listed in the table below.

#### Collaboration types – Band 2

Collaboration type	Opportunities	Advantages/disadvantages
<b>Undertaking other research and planning for Councils that are parties to the Planning Agreement at their request</b>		
Information sharing	Share information and ideas between Councils when undertaking other research or developing other plans	<b>Advantages</b> Potential for greater consistency in research and planning <b>Disadvantages</b> Ad hoc and potentially inconsistent involvement from Council to Council; unless all are committed to this approach, information sharing will wane over time
Common specifications	Develop common specifications to engage consultants to conduct other research or prepare other plans	<b>Advantages</b> Consistent approach; potential cost savings in developing the specifications <b>Disadvantages</b> Ad hoc and potentially inconsistent involvement from Council to Council
Resource sharing	Have one Council develop common specifications to engage consultants to conduct other research or prepare other plans	<b>Advantages</b> Consistent approach; potential cost savings in developing the specifications <b>Disadvantages</b> Ad hoc and potentially inconsistent involvement from Council to Council
Joint tender	Jointly tender for consultants to conduct other research or prepare other plans	<b>Advantages</b> Consistent approach; potential cost savings if one consultant is engaged by all Councils developing the specifications <b>Disadvantages</b> Ad hoc and potentially inconsistent involvement from Council to Council
Joint provision	Same as resource sharing in this case	Same as resource sharing in this case
Regional subsidiary	LCLGA could develop common specifications, oversee preparation of common specifications, arrange joint tender for other research or other plans	<b>Advantages</b> Provides an existing governance structure and legal entity; potentially low overhead costs as LCLGA already separately funded

		<b>Disadvantages</b> Would only be one of a number of priority matters for LCLGA to manage
Joint Planning Board	Utilise the focus of the JPB as a planning organisation to undertake other research and other planning at the request of the Councils	<b>Advantages</b> Could help to build a centre of good practice in planning for the region, including potential links with tertiary institutions; provides an existing governance structure and legal entity; potentially low overhead costs as MRLGA already separately funded  <b>Disadvantages</b> The separation of 'planning' and 'doing' would need to be managed to ensure relevance and buy-in

### 7.2.3. Selected opportunities – Band 2 functions

The only opportunity identified for Band 2 was seen to have merit and was selected for inclusion in the next step of the business case, as follows:

- Undertaking other research and planning for Councils that are parties to the Planning Agreement at their request.

## 8. NEXT STEPS

From the outset the rationale for the formation of a JPB has primarily been to enable greater control over the direction of Regional Plans, to ensure they reflect regional ambitions and needs. The formation of a Regional Assessment Panel that alternates meetings in the north and south of the region as required, supported by a Regional Assessment Manager, is also proposed. This is in recognition of the number of planning matters that are referred to the current Council panels and the fact that there is cross membership. By establishing a single regional panel, a more streamlined and efficient assessment process that maximises the use of suitable panel members is envisaged. Access to panel meetings by applicants and representors will be aided by alternating meetings in the north and south of the region.

The initial Planning Agreement is intended to reflect this direction. Over time, as the JPB structure becomes embedded into the governance of the region, the functions could be increased to meet the needs of the constituent Councils that are deemed advantageous to the region. This would require amendments to the Planning Agreement approved by all of the parties to the Agreement. The effect would be that the Councils would delegate those functions to the JPB.

An additional JPB function of undertaking research and planning at the request of the Councils is proposed. Having a JPB in place provides an opportunity for greater consistency and efficiencies in other areas of planning. Approval of plans would remain with the Councils. This is different to the functions being delegated to the JPB.

In relation to the other potential collaboration opportunities (for Code Amendments, Infrastructure Agreements, and Planning and Building compliance) the LCLGA will initiate discussions with the Councils to determine which, if any, should be pursued and in what form.

## **PART D –PLANNING AGREEMENT DESIGN**

This section of the Business Case relates to the design of the JPB following consideration of options and agreement on the functions that it will undertake. It has been designed to easily convert to a Business Plan if the decision is made to enter into a Planning Agreement.

### **9. ASSUMPTIONS**

The assumptions made in designing the Planning Agreement that could have a significant impact on the formation or operation of the JPB are:

- The Planning Agreement will allow for the member Councils to select JPB members without the need for Ministerial approval
- The costs and resourcing requirements of running a JPB will be shared across the Councils in an equitable manner
- Any power of direction and control over the Board will be limited to the Councils that are parties to the Agreement (if they so desire)
- The ability of the JPB to determine the scope of the Regional Plan (outside of compulsory components) will carry significant weight
- Member Councils and the JPB will receive appropriate assistance from the Department of Planning, Transport and Infrastructure to prepare a Regional Plan
- The Regional Plan will be the key document to guide planning outcomes for the Limestone Coast region for Councils, the JPB, State Government, infrastructure providers, developers and the community alike
- Code Amendments and potential Infrastructure Agreements will be envisaged and driven by the Regional Plan and all Code Amendments will align with the Regional Plan
- The Regional Plan will be used to drive funding priorities for infrastructure and utilities
- The Regional Plan will carry significant weight in grant applications for infrastructure funding
- In the event that any proposal to amend the Code is not consistent with the provisions of the Regional Plan such proposal will not be supported unless the proposed amendment is supported by the JPB in writing
- The Regional Plan will create opportunities for collaboration between member Councils in other areas.

### **10. JOINT PLANNING BOARD PARTIES, FUNCTIONS, MEMBERS, AREA, RISKS**

#### **10.1. Planning Agreement Parties**

The following are proposed to be parties to the Agreement:

- Minister for Planning
- City of Mt Gambier
- District Council of Grant
- District Council of Kingston
- District Council of Robe
- Naracoorte Lucindale Council

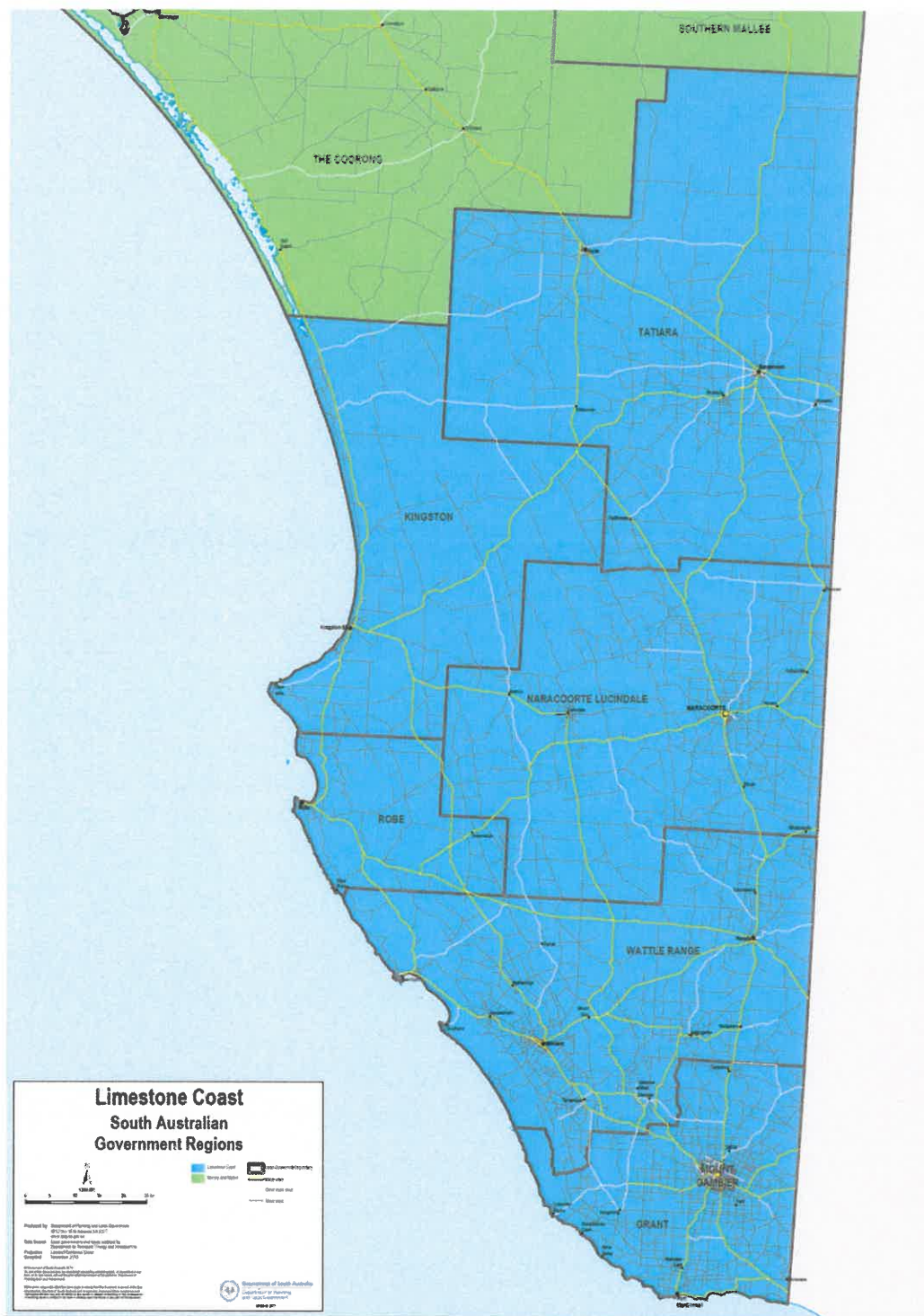
- Tatiara District Council
- Wattle Range Council.

#### **10.2. Extent of area and relationships to adjoining Councils**

The extent of the area subject to the Planning Agreement is indicated on the following map and can be described as the Limestone Coast Region. It was chosen as it remains consistent with the borders already identified in the existing *Limestone Coast Regional Plan – A volume of the South Australian Planning Strategy August 2011*. The boundary is also consistent with those of the Limestone Coast Local Government Association, Regional Development Australia Limestone Coast and the majority of the area of Natural Resources South East.

DRAFT





All Councils proposed to be parties to the Planning Agreement are also members of the LCLGA. The LCLGA will be one of the vehicles that can be used to ensure social, environmental and infrastructure connections and interrelationships within and external to the proposed JPB. Strong relationships already exist internally with the Councils proposed to be parties to the Planning Agreement.

The Limestone Coast shares its border with the Glenelg Shire Council and West Wimmera Shire Council of Victoria to the east and the Coorong District Council and the Southern Mallee District Council in South Australia (which would both be consulted in preparing a Regional Plan) to the north. The

remaining borders are contiguous with the Southern Ocean so there are a number of coastal planning matters that need to be taken into consideration.

### 10.3. Board membership

It is proposed that the Board will have as members the Mayor, or at the individual Council's discretion, a Councillor, of each of the seven Councils that are parties to the Planning Agreement.

### 10.4. Functions of the Joint Planning Board

The following table outlines the proposed functions of the JPB.

#### Band 1 Functions

Function	Scope	Timing
Preparation of the Regional Plan	<p>A regional plan for the area covered by the proposed Joint Planning Board that reflects the desired future of the Region (within State Planning Policies).</p> <p>The proposed scope of the Regional Plan is to include the primary focus of guiding long-term land use planning and proposing potential changes to the Planning and Design Code, and integrating public domain, infrastructure and transport requirements that will be needed to support the long-term land use vision. It is proposed to also include other areas to meet regional circumstances such as where there might be a gap in other regional plans or reinforcing key regional priorities and proposing investment in infrastructure and changes to services.</p> <p>Subject to full consideration by the JPB, the scope may also include being able to implement Code Amendments from the work undertaken to prepare the Plan.</p>	It is anticipated that preparatory work for the Regional Plan would commence within six months of the JPB being formed and the Plan completed within another 12 to 18 months.
Appointment of a Regional Assessment Panel and Manager	<p>Appointment of a Regional Assessment Panel and Assessment Manager.</p> <p>Meetings of the panel will alternate between the north and south of the region to make them accessible to applicants and representors.</p>	It is anticipated that governance arrangements and the organisational structure will be in place within three months of the JPB being formed and the Assessment Panel and Assessment Manager will be in place within another three months.

#### Band 2 Functions

Function	Scope	Timing
Undertake research and planning for the Councils that are parties to the Planning Agreement, at their request	Would be only for matters requested by the Councils and does not refer to matters being delegated to the JPB.	If and when requested by the Councils.

## 10.5. Risks and opportunities

The risks and opportunities associated with each activity are as follows:

### Band 1 Functions

Function	Risks/opportunities Risks/opportunities and potential impact on the JPB operations	Likelihood Highly likely, likely, unlikely, highly unlikely	Impact High, Medium, Low	Strategy Actions to mitigate risk or maximise opportunities
Regional Plan	Risk - management of costs associated with Regional Plan	Likely	Medium	Prepare and implement project plan; appoint project manager to oversee using good project management; establish robust cost sharing arrangements across the Councils; negotiate with DPTI for assistance
	Risk - achieving consistency and 'one voice' across region	Likely	Medium	Prepare and implement robust stakeholder engagement plan to ensure regional voice is captured
	Risk – loss of local content	Likely	Medium	Prepare and implement robust stakeholder engagement plan to ensure regional voice is captured
	Opportunity – ability to bring people on board to support the Plan's direction	Likely	High	Prepare and implement robust stakeholder engagement plan
Regional Assessment Panel and Manager	Risk - perceived loss of autonomy at the Council level	Likely	Low	Ensure good reporting procedures and robust agreement
	Opportunity - increased opportunity to secure skills and resources	Likely	High	Ensure employment approach optimises opportunity

### Band 2 Functions

Function	Risks/opportunities Risks/opportunities and potential impact on the JPB operations	Likelihood Highly likely, likely, unlikely, highly unlikely	Impact High, Medium, Low	Strategy Actions to mitigate risk or maximise opportunities
Undertake research and planning for the Councils that are parties to the Planning Agreement, at their request	Opportunity – increased capacity for research and planning for the Councils	Highly likely	Medium	Workshop areas where the JPB could assist with research and/or planning for the Councils
	Risk – costs not allocated on a fair basis	Unlikely	Medium	Agree on distribution of costs between participating Councils in planning for such research and/or planning. Identify costs separately within the financial management system.

## 11. JOINT PLANNING BOARD ADMINISTRATION

### 11.1. Registration details

(If a decision is made to enter into a Planning Agreement, update this section when adapting this Part for the Business Plan)

Business name	Proposed business name is Limestone Coast Joint Planning Board
Trading name(s)	Proposed trading name is Limestone Coast Joint Planning Board
Date registered	Date business name registered/likely to be registered
Location(s) registered	Elders Building, level 1/9 Bay Rd, Mount Gambier SA 5290. Registration in South Australia only.
Physical address(es)	Elders Building, level 1/9 Bay Rd, Mount Gambier SA 5290
Business structure	Joint Planning Board under the Planning, Development and Infrastructure Act 2016
ABN	Registered Australian Business Number – add for Business Plan
ACN	Registered Australian Company Number, if applicable – add for Business Plan
GST	Will you be/are you registered for Goods and Services Tax? Date to be/registered
Domain names	Proposed/registered domain names
Licences and permits	List all the licences or permits that you will register/have registered

### 11.2. Business premises

The business premises will be at Elders Building, level 1/9 Bay Rd, Mount Gambier SA 5290

### 11.3. Insurance

Workers' compensation	Provide details of insurer (add policy number when adapting this Part to a Business Plan)
Public liability insurance	Provide details of insurer and cover (add policy number when adapting this Part to a Business Plan)
Professional indemnity	Provide details of insurer and cover (add policy number when adapting this Part to a Business Plan)
Board member	Provide details of types, insurer and cover (add policy number/s when adapting this Part to a Business Plan)
Other	

### 11.4. Legal considerations

The following legal considerations and legislation will have an impact on the running of the JPB:

- Planning Agreement
- Planning, Development and Infrastructure Act 2016 and Regulations
- Local Government Act 1999.

### 11.5. Governance structure

A JPB may establish:

- committees “to advise the board on any aspect of its functions, or to assist the board in the performance of its functions or the exercise of its powers” (*s38(1) PDI Act 2016*); and
- subsidiaries, with separate corporate status “(a) to carry out a specified activity or activities; or (b) to perform a function or to exercise a power of the board under this Act; or (c) to hold or administer any land, facility or assets (*s39(1) PDI Act 2016*).

Decisions regarding establishment of committees (unless designated in the Planning Agreement) or subsidiaries will be made by Joint Planning Boards. The following comments are made to assist the Board in making such decisions.

### 11.5.1. Appointment of committees

It is proposed that an Executive Advisory Committee comprising the CEOs of the member Councils be appointed to oversee the role of Executive Officer, act as the Project Governance Group preparation of the Regional Plan and advise in the appointment of the Regional Assessment Panel and Manager.

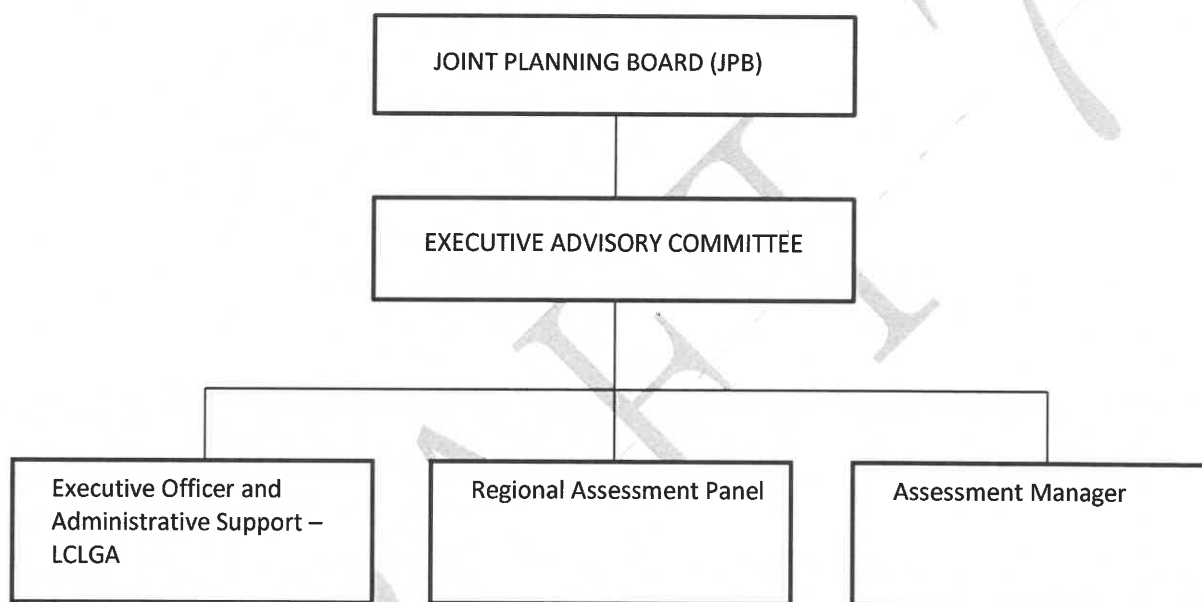
### 11.5.2. Establishment of subsidiaries

No subsidiaries are considered to be appropriate under the functions proposed in the Business Case.

### 11.6. Organisational structure

Administrative services would be provided on a cost recovery basis by the LCLGA and overseen by the Association's Executive Officer who would also be appointed as Executive Officer of the JPB.

The following organisational structure is proposed:



The activities would be provided as detailed in the following tables.

#### Band 1 Functions

Function	In house staff	Consultants	Contractors	Seconded staff	Other
Regional Plan	No	Yes - as required	Unlikely	Possibly	Executive Advisory Committee to be Project Governance Group
Appoint Regional Assessment Panel and Manager	No	No	Probably	Possibly	Executive Advisory Committee to advise

#### Band 2 Functions

Function	In house staff	Consultants	Contractors	Seconded staff	Other
Undertake research and planning for the Councils that are parties to the Planning Agreement, at their request	Unlikely	Yes – as required	Unlikely	Possibly	As required

### 11.7. Engagement of agencies, other stakeholders and the community

Engagement with stakeholders and the public should be guided by the preparation of a Stakeholder Engagement Plan that aligns with the Community Engagement Charter.

#### Band 1 Functions

Function	Agencies engagement	Other stakeholder engagement	Community engagement
Preparation of the Regional Plan	Department of Planning, Transport and Infrastructure Department of the Premier and Cabinet (Aboriginal Affairs and Reconciliation) Department of Primary Industries and Regions Department of State Development Department for Communities and Social Inclusion Department for Education and Child Development Department for Health and Ageing Department of Environment and Water SA Tourism Commission Renewal SA Country Fire Service SA Water Environment Protection Authority Regional Development Australia Limestone Coast	Councils in the region Coorong District Council Southern Mallee District Council Neighbouring LGAs Industry and tourism cluster groups Origin Energy SA Power Networks Electranet Indigenous Corporations and community groups Natural Resources Board Conservation Groups Heritage advisor/s Tertiary and Vocational Education providers	Communities
Appointment of Regional Assessment Panel and Manager	In establishing the Panel - Councils in the Region and DPTI In assessing applications – agencies as required	In assessing applications – Councils, applicants and others as required	In assessing applications - will be application specific

#### Band 2 Functions

Function	Agencies engagement	Other stakeholder engagement	Community engagement
Undertake research and planning for the Councils that are parties to the Planning Agreement, at their request	As required	As required	As required

## 12. IMPLEMENTATION CONSIDERATIONS

The following implementation issues and actions have been identified through input from Council CEO and staff workshops and meetings, the Executive Officer of the LCLGA and consultant Jeff Tate of Jeff Tate Consulting.

Action	How addressed	Timing
<b>Entering into a Planning Agreement</b>		
Drafting Agreement	The draft Agreement would be prepared by the EO of LCLGA, working with the Council CEOs, based on the model prepared for DPTI during the pilot project	Could only occur after consideration of this Business Case and determination of matters still requiring resolution
Approval of JPB Councils	Draft Agreement submitted to each Council for their consideration after being approved by the LCLGA Board	First half of 2019
Approval of Minister	Draft Agreement submitted to the Minister after approval by all Councils	After approval by all Councils
<b>Forming a Joint Planning Board</b>		
Appointment methodology	Approval by the Councils as part of approving the draft Agreement	At time of Councils' approval of the draft Agreement.
Appointment of Acting Executive Officer (clause 20.5.1 of draft Planning Agreement)	Appointment by the Councils.	As soon as possible after the Planning Agreement is finalised
Appointment process for Board members	Acting Executive Officer to activate appointment methodology	
Meetings	First meeting date determined by Acting Executive Officer. (Clause 20.5.2 of draft PA)	Likely to be several months after the Planning Agreement has been finalised
Induction	Acting Executive Officer to develop an induction plan in consultation with the Council CEOs	Induction plan to be developed and implemented before first Board meeting
<b>Developing a Business Plan</b>		
Refinement of Part D of Business Case	EO of LCLGA, working with the Council CEOs, to refine Part D prior to finalising the draft Planning Agreement	Could only occur after consideration of this Business Case and determination of matters still requiring resolution
<b>Finalising funding arrangements</b>		
Agreement on funding model	Approval by the Councils as part of approving the draft Planning Agreement	Could only occur after consideration of this Business Case and determination of matters still requiring resolution
<b>Completing administrative functions</b>		
Complete registrations (GST etc)	To be undertaken by Acting Executive Officer, working with the Council CEOs	As soon as possible after approval of the Planning Agreement and appointment of Acting Executive Officer
Determine office/s location and arrange	Approval by the Councils as part of approving the draft Planning Agreement	Could only occur after consideration of this Business Case and determination of matters still requiring resolution
Create bank account	To be undertaken by Acting Executive Officer, the Council CEOs	As soon as possible after approval of the Planning Agreement and appointment of Acting Executive Officer



Arrange insurances	To be undertaken by Acting Executive Officer, working with the Council CEOs	As soon as possible after approval of the Planning Agreement and appointment of Acting Executive Officer
Furniture, equipment, printing etc	To be undertaken by Acting Executive Officer, working with the Council CEOs	As soon as possible after approval of the Planning Agreement and appointment of Acting Executive Officer
Establish systems, records etc	To be undertaken by Acting Executive Officer, working with the Council CEOs	As soon as possible after approval of the Planning Agreement and appointment of Acting Executive Officer
Establish service standards	To be undertaken by Acting Executive Officer, working with the Council CEOs	As soon as possible after approval of the Planning Agreement and appointment of Acting Executive Officer
Determine and document responsibilities of the JPB and member Councils	To be undertaken by Acting Executive Officer, working with the Council CEOs	As soon as possible after approval of the Planning Agreement and appointment of Acting Executive Officer
<b>Developing a Regional Plan</b>		
Prepare a Project Plan incorporating scope, methodology, timing	Executive Officer to work with JPB Board, Executive Advisory Committee and Council staff to develop scope	Regional Plan to be completed within two years of JPB being formed
Arrange resources required including DPTI assistance	Executive Officer to work with Council staff to arrange	Regional Plan to be completed within two years of JPB being formed
<b>Engaging stakeholders and the community</b>		
Engagement Plan	Initial general Engagement Plan to be developed by Acting Executive Officer, working with the Council CEOs, and then reviewed by the Board when it is in place	As soon as possible after approval of the Planning Agreement and appointment of Acting Executive Officer. Review by Board when members are appointed
	For preparing the Regional Plan – will be part of the project plan	At time of preparing the project plan for the Regional Plan

### 13. JOINT PLANNING BOARD FUNDING AND FINANCIAL MANAGEMENT

If agreed by the Councils, sections 13.1, 13.2, 13.3 and 13.5 could be completed for the Business Case and the remainder could be completed for the Business Plan.

#### 13.1. Funding model

The following funding model will be adopted for the Joint Planning Board:

- Acknowledging that the structure of the Joint Planning Board will comprise of the Mayors (or nominated Councillor of each member Council) supported by the Chief Executive Officers of the member Councils
- The costs of administering the Joint Planning Board and preparing the Regional Plan will be distributed between the Councils that are parties to the Planning Agreement on the same basis as the base subscriptions are calculated for the Limestone Coast Local Government Association.
- The costs associated with the operation of the Regional and/or Sub-regional Assessment Panels will be allocated to those Councils which forward applications to the Assessment Panel for consideration and decision.



- The Panel will not receive application fees, these will be received and retained by the relevant Council
- The costs of the Assessment Manager and Assessment Panel will be met by the relevant Council for each application. Fees paid by applicants will be paid to the relevant Council for each application.

### 13.2. Start-up costs

Start-up costs are based on the following financial assumptions:

- The Joint Planning Board will be a stand-alone entity; however, it will not employ staff, occupy premises or operate an administration. These functions will be provided by the Limestone Coast Local Government Association through a service contract to the Joint Planning Board at an annual fee to be determined
- The Joint Planning Board will engage consultants and incur legal costs associated with the completion of the Planning Agreement (based on the template prepared for DPTI by Norman Waterhouse) and establish its own entity. The Planning Agreement is the formal document that establishes the Joint Planning Board which will be signed by those Councils that wish to become members and the Minister for Planning
- The Joint Planning Board will establish a fit for purpose website together with its own logo
- An allowance has been included for stationery development and procurement
- Appropriate insurance cover to be purchased
- It is assumed that the members of the Regional Panel will have had experience as panel members of the member Councils. However, there may need to be some training to ensure that they understand their role on the regional panel and the context in which it is established, and an allowance has been included for this
- There will be initial advertising costs associated with calling for panel members and informing the community of the changes to the assessment process.

Start-up costs	Cost
REGISTRATIONS	
Business name	\$500
Domain names	\$1,000
GENERAL	
Legal services	\$5,000
Logo/website development	\$1,500
Training	\$2,000
Consultants	\$2,000
INSURANCE (Still waiting for JLT to provide advice and quotes)	
Public liability	\$?
Professional indemnity	\$?
Board members	\$?
MISC	
Printing	\$1,000

<b>Start-up costs</b>	<b>Cost</b>
Marketing and advertising	\$500
Other.....	\$
<b>TOTAL START UP COSTS</b>	<b>\$13,500 plus insurances</b>

### 13.3. Plant and equipment

The Joint Planning Board will not own plant and equipment, this will be provided within the service agreement by the Limestone Coast Local Government Association.

### 13.4. Statement of Financial Position

The statement of financial position is based on the following assumptions:

- *List assumptions*

**Statement of financial position** *(to be completed during conversion of Part D to Business Plan)*

Assets and liabilities	Year 1	Year 2	Year 3
<b>Current assets</b>			
Cash and cash equivalents	\$	\$	\$
Receivables	\$	\$	\$
Total current assets	\$	\$	\$
<b>Non-current assets</b>			
Property, Plant and Equipment	\$	\$	\$
Information systems	\$	\$	\$
Total non-current assets	\$	\$	\$
Total assets	\$	\$	\$
<b>Current Liabilities</b>			
Payables	\$	\$	\$
Borrowings	\$	\$	\$
Employee benefits	\$	\$	\$
Provisions	\$	\$	\$
Total current Liabilities	\$	\$	\$
<b>Non-current liabilities</b>			
Borrowings	\$	\$	\$
Employee benefits	\$	\$	\$
Provisions	\$	\$	\$
Total non-current liabilities	\$	\$	\$
<b>Total liabilities</b>	\$	\$	\$
<b>Net assets</b>	\$	\$	\$
<b>Equity</b>			
Retained earnings	\$	\$	\$
Asset revaluation surplus	\$	\$	\$

Assets and liabilities	Year 1	Year 2	Year 3
Total equity	\$	\$	\$

### 13.5. Statement of Comprehensive Income

The statement of comprehensive income is based on the following assumptions:

- JPB to be a stand-alone entity
- JPB Board members not to receive a sitting fee as they will be the Mayors or Councillors of the member Councils
- Board meetings will be held on the same day as those of the board of the Limestone Coast Local Government Association
- JPB not to have any direct employees and will have a service level agreement for the provision of the administration and Executive Officer services with the Limestone Coast Local Government Association to carry-out the administrative/finance and governance functions of the JPB
- The fee for services under the service level agreement to be based on an agreed methodology (eg monthly fee of \$2,000)
- The JPB will not have its own audit committee given the small number of transactions it will have. Arrangements will be made to extend the terms of reference of the audit committee of one of the Councils that are parties to the Planning Agreement to include activities of the JPB.
- Regional Planning Board and Assessment Manager functions are to be based on a full cost recovery method based on applications received and an agreed eg agreed cost per application; or percentage of costs based on the % of applications referred by each Council to the Panel; or time spent by the Assessment Manager and Panel members
- Planning staff of the Councils referring development applications to the Regional Panel will assist the Assessment Manager in assessing the applications
- Five members of Regional Assessment Panel to receive a \$350 sitting fee per meeting (estimated 12 meetings per year).

#### Statement of comprehensive income

Expenses	Year 1	Year 2	Year 3
<b>Board expenses</b>			
Meeting expenses (Nil – same day as LCLGA board meetings)	\$0	\$0	\$0
Training, conferences, travel (eg to Adelaide events related to JPBs)	\$1,500	\$1,500	\$1,500
<b>Regional Assessment expenses</b>			
Panel Member sitting fees	\$21,000	\$21,000	\$21,000
Panel Members travel	\$5,000	\$5,000	\$5,000
Meeting expenses	\$1,500	\$1,500	\$1,500
Assessment process	\$80,000	\$80,000	\$80,000
<b>Supplies and services</b>			
Administration/governance services service level agreement – paid to LCLGA	\$24,000	\$24,000	\$24,000

Expenses	Year 1	Year 2	Year 3
Insurances	Included in start-up costs	\$\$\$	\$\$\$
Website hosting/maintenance	\$500	\$500	\$500
Legal services	\$2,000	\$2,000	\$2,000
Consultants (Regional Plan)	\$25,000	\$25,000	\$10,000
Printing	\$500	\$500	\$500
<b>Other expenses</b>			
Audit fees	\$2,000	\$2,000	\$2,000
<b>Total Expenses</b>	<b>\$163,000</b>	<b>\$163,000 plus insurances</b>	<b>\$148,000 plus insurances</b>

Income	Year 1	Year 2	Year 3
Council contributions - general	\$56,000	\$56,000 plus insurances	\$40,500 plus insurances
Council contributions – assessment of applications	\$107,500	\$107,500	\$107,500
Other income	\$	\$	\$
<b>Total income</b>	<b>\$163,000</b>	<b>\$163,000 plus insurances</b>	<b>\$148,000 plus insurances</b>
<b>Net result</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### 13.6. Balance sheet forecast

The balance sheet forecast is based on the following assumptions:

- <list assumptions>

**Balance sheet forecast** *(to be completed during conversion of Part D to Business Plan)*

Assets and liabilities	Year 1	Year 2	Year 3
<b>Current assets</b>			
Cash	\$	\$	\$
Petty cash	\$	\$	\$
Pre-paid expenses	\$	\$	\$
<b>Fixed assets</b>			
Leasehold	\$	\$	\$
Property and land	\$	\$	\$
Renovations/improvements	\$	\$	\$
Furniture and fit out	\$	\$	\$
Vehicles	\$	\$	\$
Equipment/tools	\$	\$	\$

<b>Assets and liabilities</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
Computer equipment	\$	\$	\$
Other.....	\$	\$	\$
<b>Total assets</b>	\$	\$	\$
<b>Current/short term liabilities</b>			
Credit cards payable	\$	\$	\$
Accounts payable	\$	\$	\$
Interest payable	\$	\$	\$
Accrued wages	\$	\$	\$
Income tax	\$	\$	\$
Other.....	\$	\$	\$
<b>Long-term liabilities</b>			
Loans	\$	\$	\$
Other.....	\$	\$	\$
<b>Total liabilities</b>	\$	\$	\$
<b>Net assets</b>	\$	\$	\$

### 13.7. Profit and loss forecast

The profit and loss forecast is based on the following assumptions:

- <list assumptions>

**Profit and loss forecast** *(to be completed during conversion of Part D to Business Plan)*

<b>Profit and loss</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
<b>Income</b>			
Council contributions	\$	\$	\$
Other.....	\$	\$	\$
<b>Total income</b>	\$	\$	\$
<b>Expenses</b>			
Accounting fees	\$	\$	\$
Advertising and marketing	\$	\$	\$
Bank fees and charges	\$	\$	\$
Bank interest	\$	\$	\$
Credit card fees	\$	\$	\$
Utilities (electricity, gas, water)	\$	\$	\$
Telephone	\$	\$	\$
Lease/loan payments	\$	\$	\$
Rent and rates	\$	\$	\$
Motor vehicles expenses	\$	\$	\$
Repairs and maintenance	\$	\$	\$

<b>Profit and loss</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
Stationary and printing	\$	\$	\$
Insurance	\$	\$	\$
Superannuation	\$	\$	\$
Income tax	\$	\$	\$
Wages, including PAYG	\$	\$	\$
Other.....	\$	\$	\$
<b>Total expenses</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Net surplus</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>



## **PART E – ASSESSMENT**

### **14. ASSESSMENT AGAINST OBJECTIVES**

An assessment of the potential collaboration activities against the objectives established in section 7 was undertaken by the CEO of each Council with the results as shown in the following tables.

DRAFT

#### 14.1. Band 1 – Functions under the Planning, Development and Infrastructure Act 2016

Objective	CMG		DCG		DCK		DCR		NLC		TDC		WRC	
	Weight	Rating	Weight	Rating	Weight	Rating	Weight	Rating	Weight	Rating	Weight	Rating	Weight	Rating
1.Effectively plan for regional growth, recognising common issues and opportunities, and speak with one voice.	30	H	30	H	35	H	20	M	15	H	30	H	25	H
2.Create an environment that encourages regional investment and growth.	20	H	15	H	20	M	15	M	15	M	25	M	25	M
3.Increase consistency and efficiency in development planning and approvals.	20	M	30	M	20	M	30	L	30	M	15	L	15	L
4.Share regional data and information that can be accessed across the region.	15	M	15	M	15	M	10	H	15	L	15	L	15	L
5.Improve access to appropriately qualified and skilled staff.	15	M	10	M	10	L	25	H	25	H	15	M	20	M
<b>TOTAL</b>	<b>100</b>		<b>100</b>		<b>100</b>		<b>100</b>		<b>100</b>		<b>100</b>		<b>100</b>	

#### 14.2. Band 2 - Other local government functions

Objective	CMG		DCG		DCK		DCR		NLC		TDC		WRC	
	Weight	Rating	Weight	Rating	Weight	Rating	Weight	Rating	Weight	Rating	Weight	Rating	Weight	Rating
1.Increase consistency in planning for other local government functions across the region.	40	M	45	M	35	M	30	M	45	M	50	L	50	L
2.Improve efficiency of planning for other local government functions across the region.	60	H	55	H	65	H	70	H	55	M	50	M	50	M
<b>TOTAL</b>	<b>100</b>		<b>100</b>		<b>100</b>		<b>100</b>		<b>100</b>		<b>100</b>		<b>100</b>	



## 15. PREPAREDNESS ASSESSMENT

The proposed collaboration was assessed against the lessons identified at section 4.2 of this report was undertaken by the CEO of each Council with the results shown in the following table.

### 15.1. Band 1 - Functions under the Planning, Development and Infrastructure Act 2016

Lesson	Rating	Action required	
		Action	Reason
Commitment and passion to a regional approach	H	Nil	Region has been considering this process since 2014
Political and community will to pursue a regional approach	H	Nil	Region has a long history of regional collaboration
Equity across each Council	M	Nil	Members recognise that complete equity may not be achieved but committed to regional outcome
Robust business case including a clear value proposition	H	Nil	Completion of the Business Case Template demonstrates the steps taken to reach this conclusion
The right governance model	H	Nil	Parties have agreed to the proposed governance structure and composition
The 'infrastructure' (including compliance with legislation, industrial and other agreements) in place to support the governance model	H	Nil	Region has fully investigated the possibilities available by assessing relevant legislation and overlaying a governance model that can assist achieve the outcomes
Alignment of culture and common purpose between parties	H	Nil	Region has a long history of regional collaboration
OVERALL RATING	H		

**Conclusion: Proceed**

### 15.2. Band 2 - Other local government functions

Lesson	Rating	Action required	
		Action	Reason
Commitment and passion to a regional approach	H	Nil	Region has been considering this process since 2014
Political and community will to pursue a regional approach	M	Nil	Region has a long history of regional collaboration
Equity across each Council	M	Nil	Members recognise that complete equity may not be achieved but committed to regional outcome
Robust business case including a clear value proposition	H	Nil	Completion of the Business Case Template demonstrates the steps taken to reach this conclusion
The right governance model	H	Nil	Parties have agreed to the proposed governance structure and composition

Lesson	Rating	Action required	
		Action	Reason
The 'infrastructure' (including compliance with legislation, industrial and other agreements) in place to support the governance model	H	Nil	Region has fully investigated the possibilities available by assessing relevant legislation and overlaying a governance model that can assist achieve the outcomes
Alignment of culture and common purpose between parties	H	Nil	Region has a long history of regional collaboration
OVERALL RATING	H		

**Conclusion: Proceed**

DRAFT

## RECOMMENDATION REPORT

**TO:** LC LGA DELEGATES

**FROM:** Interim Executive Officer

**RE:** Regional Development Australia Limestone Coast - Funding

### BACKGROUND

The existing funding agreement between the RDA Limestone Coast (RDALC) and the LCLGA is set to expire on the 30<sup>th</sup> June 2019.

As previously outlined in funding agreements between RDALC & LCLGA, it is required that any consideration for future funding towards the RDALC should be made in writing to the LCLGA Board in March each year.

In accordance with the agreement, Attachment 8.3.1 outlines the request from the RDALC for funding of \$90,781 + GST in the FY 2019-20.

This timing will provide sufficient time to have the request included in the LCLGA Draft Business Plan and Budget that is presented to member Councils throughout April and May each year. Further, it was also agreed that as part of the request the RDALC would outline where the funds would be spent.

It is proposed by RDALC that the purpose of funding will be as follows:

1. Priorities identified in the Limestone Coast Regional Growth Strategy and the Limestone Coast Economic Development Group Work Plan. The priority projects arising from these documents will be mutually agreed by RDALC and LCLGA and incorporated into the funding agreement.
2. Assisting to promote the Limestone Coast regional brand and continuing to provide a small business advisory service.

### RECOMMENDATION

It is recommended that the LCLGA;

1. Receive and note the report.
2. Note the inclusion of the request by the RDA Limestone Coast for funding in the LCLGA Draft Business Plan and FY 2019 Draft Budget.

**Moved:**

**Seconded:**



11<sup>th</sup> February 2019

Mayor Erika Vickery  
President  
Limestone Coast Local Government Association  
9 Bay Road  
MOUNT GAMBIER SA 5290

Ph 08 8723 1057  
Fax 08 8723 1286  
info@rdalc.org.au  
www.rdalimestonecoast.org.au  
Forestry SA Building  
152 Jubilee Highway East  
PO Box 1445  
Mount Gambier SA 5290  
ABN: 83 127 441 747

Dear Mayor Vickery

**RE: 2019-20 Regional Development Australia Limestone Coast Funding Proposal**

In accordance with the conditions of the 2018-19 funding agreement between the Limestone Coast Local Government Association (LCLGA) and Regional Development Australia Limestone Coast (RDALC), RDALC is writing to seek local government funding of \$90,781 (plus GST and March quarter 2019 CPI) for the 2019-20 financial year.

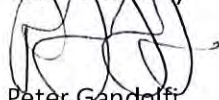
RDALC is uniquely positioned to facilitate and promote collaborative planning and delivery of regional development initiatives. Our mission, *"We collaborate with government, business and community to attract, inspire and facilitate investment and economic growth"* expresses our commitment to working with our stakeholders and funding bodies to plan for and achieve economic success in our region. By investing in RDALC, local government demonstrates support for the role that our organisation plays in the region and a commitment to the RDA model in our State.

It is proposed that the purpose of the grant be as follows:

1. Priorities identified in the Limestone Coast Regional Growth Strategy and the Limestone Coast Economic Development Group Work Plan. The priority projects arising from these documents will be mutually agreed by RDALC and LCLGA and incorporated into the funding agreement.
2. Assisting to promote the Limestone Coast regional brand and continuing to provide a small business advisory service.

RDALC request that the Limestone Coast member Councils endorse the quantity of funding being sought by RDALC for 2019-20 as a component of the LCLGA annual budget and business plan approval process with project priorities being recommended by the Limestone Coast Economic Development Group and agreed by LCLGA and RDALC.

Yours faithfully



Peter Gandolfi  
Chair



An Australian Government Initiative



An initiative of  
Government  
of South Australia



**LCLGA**

Limestone Coast  
Local Government  
Association

## RECOMMENDATION REPORT

**TO:** LC LGA DELEGATES  
**FROM:** INTERIM EXECUTIVE OFFICER  
**RE:** LIMESTONE COAST ECONOMIC DEVELOPMENT GROUP

### BACKGROUND

The LC EDG met on the 12<sup>th</sup> March 2019 at the Naracoorte Town Hall. Please find minutes Attached under 10.3 LCLGA Sub Committee.

### DISCUSSION

The following 2 items was discussed at the LCEDG Meeting and require consideration by the LCLGA Board.

#### 1. Limestone Coast Red Meat Cluster

Richard Harvie from the Red Meat Cluster discussed the role of the Group and a proposal for the Limestone Coast Red Meat Cluster (LCRMC) to find a home within the LCLGA. Currently the LCRMC is managed by the NLC. The LCRMC have proposed that the LCEDG / LCLGA become the host of the Cluster to assist with resources, ongoing management and support. The Clusters Strategy group would continue to exist as an LCEDG/ LCLGA subcommittee, retaining and expanding on the networks and knowledge that currently exist within the LCLGA and within the Cluster

***The following motion was put:***

1. Consider the proposal that the LCRMC sits as a Sub Committee of the LC EDG
2. Support the LCRMC to develop TOR's for the Group
3. Prepare a Recommendation Report for the LC LGA

**MOVED:** Judy Nagy

**SECONDED:** Trevor Smart

**CARRIED**

#### 2. Limestone Coast Leadership Program Steering Committee – Terms of Reference (TOR)

Discussion was held around the TORS for the LCLP presented to the group by Peta Crewe – see attached DRAFT TOR 10.3.1.

***The following motion was put:***

1. Adopt the TOR's with Amendments as discussed
2. Appoint members to the Steering Committee
3. Prepare a Recommendation Report for the LC LGA



## RECOMMENDATION REPORT

**MOVED:** Judy Nagy

**SECONDED:** Trevor Smart

**CARRIED**

### RECOMMENDATION 1.

It is recommended that LC LGA:

1. Receive and note the report.
2. Consider the Proposal for LCLGA to host the LCRMC under the Sub-Committee of LC Economic Development Group.
3. For discussion and decision

**Moved:**

**Seconded:**

### RECOMMENDATION 2.

It is recommended that LC LGA:

1. Receive and note the report.
2. Adopt the Terms of Reference (TOR) for the LC Leadership Steering Committee
3. Refer the TOR for the LC Leadership Program to member councils to seek nominations for appointment to the LC Leadership Steering Committee.

**Moved:**

**Seconded:**





Limestone Coast Red Meat Cluster  
E: [cluster@limestonecoastredmeat.com.au](mailto:cluster@limestonecoastredmeat.com.au)  
W: [www.limestonecoastredmeat.com.au](http://www.limestonecoastredmeat.com.au)

---

Erika Vickery  
Chair, Limestone Coast Economic Development Group  
C/- Limestone Coast Local Government Association  
Elders Building  
Level 1, 9 Bay Road  
Mount Gambier  
SA 5290

Dear Erika,

**RE: Proposal for the Limestone Coast Red Meat Cluster (LCRMC, Cluster) to find a new home within the Limestone Coast Local Government Association (LCLGA).**

Agribusiness is a large driver of the Limestone Coast's (LC) economy, and the red meat sector is a big part of this. As of 2014/15, the Limestone Coast had 56% of the South Australian cattle herd and 34% of the South Australian sheep flock. The region also had 1330 livestock businesses, managing \$5 billion worth of assets; 3 export abattoirs; and employed 3649 Full Time Equivalents (FTEs).

According to the Regional Growth Strategy, agribusiness is one of the key drivers of the LC economy, with the potential to assist in increasing the Gross Value Added of the region from \$3.4 billion per annum currently, to \$4.1 billion per annum by 2026. The Regional Growth Strategy states the LC should aim to build on our competitive advantage in agribusiness, as agribusiness will remain one of the largest drivers of the local economy.

The Regional Growth Strategy states that two of the biggest barriers in the agribusiness sector are lack of collaboration, and lack of business skills in small to medium enterprises (SMEs). The Strategy suggests that the Limestone Coast should lift SME capability throughout the region, foster greater collaboration along the supply chain, and partner with industry and regional agribusinesses to investigate and implement industry led approaches to addressing skills and training needs.

The concept of the LCRMC first arose from the Limestone Coast Economic Development Group (LCEDG) Economic Development Forum in late 2012. The Cluster received start up and ongoing funding through PIRSA's Cluster Program from 2014-2018, and also secured funding from Livestock SA and LCLGA for ongoing project work to June 2019. Currently, the Limestone Coast Red Meat Cluster is managed by the Naracoorte Lucindale Council (NLC).



The Cluster's mission statement is to provide strategic direction and to advocate for growth and development of the red meat sector in the Limestone Coast. This is done by targeting barriers to red meat industry profitability, in order to bring increased returns to the Limestone Coast economy. All of the LCRMC's projects must align with the goal of increasing return on farm assets managed by 1% (resulting in an increase of \$5 million in revenue for the local economy), and all projects must provide benefit to or promote collaboration between two or more sectors of the red meat value chain.

The LCRMC is already contributing to the aims of the Regional Growth Strategy by delivering projects and training that helps increase financial literacy of red meat producers, and by promoting and fostering collaboration along the whole of the red meat supply chain. The LCRMC has also been involved with addressing skill and training needs across the supply chain. We believe that we can continue to contribute to the Regional Growth Strategy by focussing on collaboration, financial literacy, and upskilling of employees in the red meat sector. More details on past, current and future projects and priorities for the LCRMC can be found on page 4.

The Cluster is overseen by an industry wide strategy group, made up of representatives from local processors, producers, the transport industry, universities, retail, farming systems groups, and local and state governments. The Cluster also has an auxiliary group, who are not expected to attend strategy group meetings, but who are involved in the red meat sector in the Limestone Coast and bring value to the Cluster. More details on members of the Strategy and Auxiliary groups can be found on page 4. The advantage of the Cluster lies in the collaboration and communication between members of the Strategy and Auxiliary Groups, who are passionate advocates for their industries.

The LCRMC Strategy Group feel that the current home of the LCRMC with the NLC does not allow the Cluster to achieve its full potential. The Limestone Coast Red Meat Cluster would like to propose that the LCEDG/LCLGA become host of the Cluster, to assist with resources, ongoing management and support. This will allow the Cluster to contribute to the Regional Growth Strategy more effectively, have a region wide impact, and to support past links through the Cluster's establishment from the LCEDG Economic Development forum in 2012.

By hosting the Cluster, the LCEDG/LCLGA would provide the Cluster with a regional home and focus and allow it to become part of an incorporated body, which may open up more opportunities for funding and in turn contribute to the goals of the Regional Growth Strategy. The Cluster's Strategy Group could continue to exist as an LCEDG/LCLGA sub-committee, retaining and expanding on the networks and knowledge that currently exist within LCLGA and within the Cluster.

With it, the Cluster will bring experience in delivering region-wide projects that contribute to the Regional Growth Strategy's goals of increasing SME business skills, promoting collaboration, and increasing skills and training of the red meat sector across the Limestone



Coast. The Cluster also brings an industry-wide strategy group, with vast and useful connections in the red meat sector within the Limestone Coast, but also across the state and the country. The Cluster also brings a coordinator, with skills in project management and facilitation. The Cluster is currently partly funded by the LCLGA to \$30,000 in 2018/2019.

In the event that the LCEDG/LCLGA accepts the Cluster's proposal, the Cluster would not rule out the option of becoming an incorporated body of its own in the future.

We hope that you will consider this proposal, and look forward to speaking with you at your meeting on Thursday 7<sup>th</sup> March 2019 in Naracoorte.

Warm regards,

Meg Bell  
Coordinator  
Limestone Coast Red Meat Cluster

M: 0433 499 630

E: [cluster@limestonecoastredmeat.com.au](mailto:cluster@limestonecoastredmeat.com.au)

W: [www.limestonecoastredmeat.com.au](http://www.limestonecoastredmeat.com.au)

---

### **Limestone Coast Red Meat Cluster Strategy Group**

Peter Stock, chair of LCRMC

Tiffany Bennett, Livestock Consultant, PIRSA Rural Solutions

Graham Clothier, lamb and free range egg producer

Rusty Crane, owner of Crane Livestock Carriers

Peta Crewe, Regional Coordinator- Limestone Coast, PIRSA

Richard Harvie, stock agent, Pinkerton Palm Hamlyn and Steen

Bryan Hunt, branch manager, Rabobank

Jack Langberg, producer and ex-PIRSA

Sean Miller, Research Fellow, University of Adelaide

Kitty Sheridan, Strategic Operations, Teys

Trevor Smart, CEO, Naracoorte Lucindale Council.

### **Limestone Coast Red Meat Cluster Auxiliary Group**

Ann Aldersey, board member, RDALC

Michael Blake, Meat and Livestock Account Manager, PIRSA

Steve Lee, Manager, SA Sheep and Beef Industry Blueprints

Kirby Shearing, Chef, Heywards Royal Oak

Biddie Shearing, acting EO, LCLGA

Shaun Watson, owner, Tender Cuts Butchers

Michael Wilkes, Research Officer, Charles Sturt University

### **Past projects**

- Convene an annual financial literacy short course for red meat producers in the Limestone Coast
- Partner with the University of Adelaide, PIRSA, JBS and MLA on the rib fracture project
- Convene workshops in collaboration with JBS to promote producer engagement
- Convene workshops in collaboration with JBS, Teys and TFI to promote agribusiness service provider engagement, with a focus on increasing stock agent knowledge and information
- Partner with the University of Adelaide, PIRSA, JBS, TFI and MLA on the ecchymosis project

### **Current projects**

- Convene the LCRMC Strategy Group 3-4 times a year
- Maintain a program of communications to raise the profile of the industry and the economic importance of the LCRMC
- Promote red meat industry participation in the Limestone Coast Leadership Program
- Utilise industry linkages to advocate for funding for research and development that targets barriers to profitability
- Convene an annual financial literacy short course for red meat producers in the Limestone Coast

- Support the University of Adelaide in research and extension
- Support the South Australian Sheep and Beef Industry Blueprint Research targets/projects

#### **Future projects**

- Convene the LCRMC Strategy Group 3-4 times a year
- Maintain a program of communications to raise the profile of the industry and the economic importance of the LCRMC
- Promote red meat industry participation in the Limestone Coast Leadership Program
- Utilise industry linkages to advocate for funding for research and development that targets barriers to profitability
- Support the University of Adelaide in research and extension
- Support the South Australian Sheep and Beef Industry Blueprint Research targets/projects
- Convene an annual financial literacy short course for red meat producers in the Limestone Coast
- Develop options for a regional industry benchmarking and decision support system for livestock production and profitability
- Work with the South Australian Sheep and Beef Industry Blueprints on a statewide program of financial management
- Develop a guide to trace mineral nutrition of livestock in the Limestone Coast
- Continue to expand on knowledge gained from phases I and II of the ecchymosis project

#### **Areas of priority**

- On farm
  - o Technology use on farm; promotion and usefulness of
  - o Flattening out livestock supply pattern to abattoirs in the Limestone Coast to achieve year-round supply from within the region
  - o Alternative business models to support intensive feeding/protein production/finishing systems
  - o Figuring out the best quality assurance programs run by each processor for individual producers
  - o On farm infrastructure; i.e. work health and safety, yard and handling facilities and processes, fit to load and fit to process education
- Processors
  - o Introduction and integration of DEXA technology into pricing systems
  - o Convene workshops in collaboration with JBS, Teys and TFI to promote agribusiness service provider engagement, with a focus on increasing stock agent knowledge and information
- Service providers (e.g. stock agents, consultants)
  - o Electronic ID for sheep in saleyards
  - o Develop an agent engagement and communication plan

- Increase skills and availability of pasture agronomists
  - Promote adoption of existing research
- Livestock transporters and saleyards
  - Fit to load and fit to process education
  - Promote a proactive stance on animal welfare
  - Dealing with animal rights activists, especially at a place of work
- Finance providers
  - Alternative ownership and purchase of land systems and businesses
  - Access to finance
- Local, state and federal government
  - Utilise NLIS data to build a case for strategic government and other co-investment in improved regional infrastructure, services and/or facilities
  - Advocate for regional investment to ensure jobs and people stay in the Limestone Coast

## RECOMMENDATION REPORT

**TO:** LC LGA DELEGATES  
**FROM:** INTERIUM EXECUTIVE OFFICER  
**RE:** LC LGA BANK SIGNATORIES

### BACKGROUND

Due to the resignation of Dominic Testoni and the LC LGA Executive Officer, the bank signatories need to be updated. In order to do this the bank requires a formal resolution of the Board.

### RECOMMENDATION

It is recommended that LC LGA:

1. Authorise the cancelation of Dominic Testoni as LCLGA Bank Signatory and cancel the Credit Card in Dominic Testoni's name.
2. Authorise the cancelation of Jan Shanahan as a LCLGA Bank Signatory.
3. Authorise the LC LGA Bank Signatories on all LCLGA Bank Accounts including the Term Deposit, Business Saver Account and Society Cheque Account. Authorise Online Banking access/ authority to all accounts to all Signatories below:
  - a. Tony Wright, newly appointed Executive Officer (Commencing 3<sup>rd</sup> June 2019)
  - b. Erika Vickery, President
  - c. Richard Sage, Vice President
  - d. Mae Steele, Executive Support Officer
4. Authorise the LC LGA Bank Signatories to approve a Credit Card with a balance of \$4000 per month Tony Wright, newly appointed Executive Officer (Commencing 3<sup>rd</sup> June 2019).
5. The LCLGA Board authorises the President, Vice President and Executive Support Officer to complete the appropriate Bank SA Amendment to Authority forms and Credit Card Application forms for Tony Wright.

Moved,

Seconded,



LIMESTONE COAST LOCAL GOVERNMENT ASSOC												
Profit & Loss Budget Analysis FY2019												
July to February												
Account Name	1st Qtr	2nd Qtr	January	February	March	3rd Qtr	Total		Budget YTD	Variance	Notes	Commentary
INCOME												Any variance greater than 5-10% should have an explanation
City of Mount Gambier	180,098.00	0.00				0.00	180,098.00		180,097.00	1.00		
District Council of Grant	78,125.00	0.00				0.00	78,125.00		78,124.00	1.00		
Wattle Range Council	134,442.00	0.00				0.00	134,442.00		134,442.00	0.00		
Naracoorte Lucindale Council	90,027.00	0.00				0.00	90,027.00		90,026.00	1.00		
District Council of Robe	43,453.00	0.00				0.00	43,453.00		43,453.00	0.00		
District Council of Tatiara	75,842.00	0.00				0.00	75,842.00		75,841.00	1.00		
District Council of Kingston	40,417.00	0.00				0.00	40,417.00		40,417.00	0.00		
SATC	46,818.00	21,940.00				0.00	68,758.00		66,000.00	2,758.00		Cooperative marketing agreement \$20k, subsidy for India mission \$1.8k
LGA Funding	25,000.00	5,000.00		40,606.86		40,606.86	70,606.86		70,000.00	606.86		Top up payments received for projects from LGA (rubble royalties)
RDA Funding	20,000.00	29,500.00				0.00	49,500.00		0.00	49,500.00		Contribution to Leadership Program
Starclub Funding	106,000.00	0.00				0.00	106,000.00		106,000.00	0.00		
MAC Funding	0.00	65,000.00				0.00	65,000.00		65,000.00	0.00		
Interest	667.81	8,413.13	999.65	4.01		1,003.66	10,084.60		8,000.00	2,084.60		Additional interest earned above budget calculations
Funds Carried Forward	166,886.96	30,000.00				0.00	196,886.96		0.00	196,886.96		Funds brought forward for waste, signage, climate and sports academy
Sundry Income	425.22	20,173.75	227.27	909.09		1,136.36	21,735.33		3,750.00	17,985.33		Dept Industry & Skills \$20k contribution to Leadership Program
DEW	0.00	2,500.00				0.00	2,500.00		7,000.00	-4,500.00		Heritage services - Another \$5k to be received by June 2019
NDRP	0.00	0.00				0.00	0.00		40,000.00	-40,000.00		Natural Disaster Resilience Program - \$13.5k due by June 2019
Sports Academy Contribution	0.00	13,499.93	-318.18			-318.18	13,181.75		14,700.00	-1,518.25		Contributions from participants, one withdrew from prgram in January
Total INCOME	\$1,008,201.99	\$238,455.51	\$1,226.92	\$41,519.96	\$0.00	\$42,428.70	\$1,246,657.50		\$1,022,850.00	\$223,807.50		
EXPENSES												
Advertising & Marketing	0.00	9,349.82		1,057.91		1,057.91	10,407.73		2,900.00	7,507.73		Tourism advertising expense - REX inflight magazine \$6.5k
Audit Fees	2,900.00	0.00				0.00	2,900.00		3,250.00	-350.00		
Bank Fees	319.20	47.30	7.25	11.50		18.75	385.25		400.00	-14.75		
Computing & IT	2,691.56	1,241.81	652.81	482.36		1,135.17	5,068.54		11,440.00	-6,371.46		
Consultancy	0.00	3,909.09	1,000.00	5,000.00		6,000.00	9,909.09		0.00	9,909.09		\$5k expense coaching honararium (Sports Academy) Income-Projects
Occupancy	7,108.20	6,001.88	1,710.93	1,710.93		3,421.86	16,531.94		16,080.00	451.94		Annual rent for Mt Gambier & Adelaide office
Governance	0.00	11,900.00	1,000.00	3,000.00		4,000.00	15,900.00		18,700.00	-2,800.00		EO review and recruitment costs
Insurances	2,218.75	2,218.75				0.00	4,437.50		6,400.00	-1,962.50		
Legal Fees	0.00	0.00				0.00	0.00		800.00	-800.00		
Meeting Expenses	0.00	1,480.00	86.02	100.00		186.02	1,666.02		0.00	1,666.02		Previously costed to Travel/Accommodation/Meals
Miscellaneous Expenses	384.05	831.45	530.64	286.73		817.37	2,032.87		0.00	2,032.87		
Postage	54.55	0.00				0.00	54.55		720.00	-665.45		
Printing/Stationery	775.51	2,043.77	410.51	1,046.46		1,456.97	4,276.25		4,200.00	76.25		
Projects	89,428.82	164,764.44	27,864.55	69,627.60		97,492.15	351,685.41		406,111.10	-54,425.69		funds to be carried forward for 2019-20
Seminars	1,429.20	0.00		109.09		109.09	1,538.29		1,800.00	-261.71		
Subscriptions	0.00	0.00	258.18			258.18	258.18		800.00	-541.82		
Telephones	1,401.18	1,269.33		1,044.53		1,044.53	3,715.04		5,880.00	-2,164.96		
Trade/Consumer Shows	5,712.97	16,995.46	77.27	3,871.63		3,948.90	26,657.33		34,000.00	-7,342.67		
Training	4,780.65	1,783.59				0.00	6,564.24		5,800.00	764.24		Strategic Thinking Workshop
Travel/Accommodation/Meals	9,826.94	13,856.16	2,557.96	2,388.33		4,946.29	28,629.39		18,900.00	9,729.39		up by \$9.7K - Reallocated to correct line, expense allocation "Projects"
Vehicles - Fuel	3,313.10	3,758.17	702.96	1,209.00		1,911.96	8,983.23		8,800.00	183.23		
Vehicles - Leasing	9,949.89	9,949.89	3,316.63	3,316.63		6,633.26	26,533.04		28,400.00	-1,866.96		Fleet Partners leasing charges under budgeted
Vehicles - Repairs/Maintenance	88.72	39.13	617.23			617.23	745.08		600.00	145.08		
Wages	116,517.66	107,904.23	66,639.37	30,393.92		97,033.29	321,455.18		345,049.14	-23,593.96		EO Vacancy & \$13.6k to be realloctaed to budget line in March
Wages - Superannuation	10,998.83	10,428.16	6,930.21	3,320.04		10,250.25	31,677.24		32,779.67	-1,102.43		
Wages - Workcover	0.00	3,346.70				0.00	3,346.70		3,136.26	210.44		
Wages - Expenses	0.00	2,276.92	6,830.76	4,553.84		11,384.60	13,661.52		0.00	13,661.52		Costs will be reallocated to Wages above
Wages - FBT	0.00	0.00				0.00	0.00		0.00	0.00		FBT return is due to be completed by 21 May 2019
Wages - Accruals	0.00	0.00				0.00	0.00		0.00	0.00		
Total EXPENSES	\$269,899.78	\$375,396.05	\$121,193.28	\$132,530.50	\$0.00	\$253,723.78	\$899,019.61		\$956,946.17	(\$57,926.56)		
OTHER INCOME												
Unbudgeted Project Income	2,062.50	105,000.00				0.00	107,062.50		0.00	107,062.50		Green Industries, LGA Coastal Alliance, LIDAR
Total Other INCOME	\$2,062.50	\$105,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$107,062.50		\$0.00	\$107,062.50		
OTHER EXPENSES												
Unbudgeted Project Expenses	9,329.00	45,129.50				0.00	54,458.50		0.00	54,458.50		Recycle right
Minor Capital Purchases	1,500.00	0.00				0.00	1,500.00		0.00	1,500.00		Replacement notebook
Total Other EXPENSES	\$10,829.00	\$45,129.50	\$0.00	\$0.00	\$0.00	\$0.00	\$55,958.50		\$0.00	\$55,958.50		
Net Profit/(Loss)	\$729,535.71	(\$77,070.04)	(\$119,966.36)	(\$91,010.54)	\$0.00	(\$211,295.08)	\$398,741.89		\$65,903.83	\$332,838.06		

**Balance Sheet**

As of February 2019

Level 1  
9 Bay Road  
Mount Gambier SA 5290ABN: 42 930 727 010  
Email: admin@lclga.sa.gov.au

<b>Assets</b>		
Cheque Account		\$39,785.46
Business Access Saver		\$462,581.44
Term Deposit 1		\$686,606.84
Petty Cash		\$250.00
Trade Debtors		\$97,366.50
Undeposited Funds Account		-\$1,320.00
<b>Total Assets</b>		<b>\$1,285,270.24</b>
<b>Liabilities</b>		
Trade Creditors		\$87,261.60
<b>CREDIT CARDS</b>		
Executive Officer	\$100.00	
Starclub Field Officer	\$505.74	
Chair	\$101.28	
Regional Waste Management	\$20.30	
Tourism Industry Dev Officer	-\$712.13	
<b>Total CREDIT CARDS</b>		<b>\$15.19</b>
<b>GST LIABILITIES</b>		
GST Collected	\$4,145.19	
GST Control Account	-\$0.33	
GST Paid	-\$9,224.48	
<b>Total GST LIABILITIES</b>		<b>-\$5,079.62</b>
<b>PAYROLL LIABILITIES</b>		
PAYG Payable	\$7,481.94	
Superannuation Payable	\$3,376.07	
Leave Provisions	\$31,047.07	
<b>Total PAYROLL LIABILITIES</b>		<b>\$41,905.08</b>
<b>PROJECT LIABILITIES</b>		
Star Club Field Officer	\$38,453.39	
Regional Waste Management	\$27,186.01	
Planning	\$37,204.00	
Tourism	\$151,851.29	
Procurement	\$10,000.00	
Rubble Royalty	\$132,769.28	
LC Sports Academy	\$35,692.00	
<b>Total PROJECT LIABILITIES</b>		<b>\$433,155.97</b>
<b>Total Liabilities</b>		<b>\$557,258.22</b>
<b>Net Assets</b>		<b>\$728,012.02</b>
<b>Equity</b>		
Retained Earnings	\$329,270.13	
Current Year Earnings	\$398,741.89	
<b>Total Equity</b>		<b>\$728,012.02</b>

This report includes Year-End Adjustments.

July 2018 to February 2019	Administration			Projects - Other			Tourism			Starclub			Leadership			Climate		
	YTD	Budget	Variance	YTD	Budget	Variance	YTD	Budget	Variance	YTD	Budget	Variance	YTD	Budget	Variance	YTD	Budget	Variance
INCOME																		
City of Mount Gambier	72,985.00		72,985.00	48,725.00		48,725.00	29,194.00		29,194.00	13,270.00		13,270.00			0.00			0.00
District Council of Grant	35,530.00		35,530.00	14,171.00		14,171.00	14,212.00		14,212.00	6,460.00		6,460.00			0.00			0.00
Wattle Range Council	58,493.00		58,493.00	29,155.00		29,155.00	23,397.00		23,397.00	10,635.00		10,635.00			0.00			0.00
Naracoorte Lucindale Council	39,958.00		39,958.00	18,103.00		18,103.00	15,983.00		15,983.00	7,265.00		7,265.00			0.00			0.00
District Council of Robe	15,758.00		15,758.00	15,089.00		15,089.00	6,303.00		6,303.00	2,865.00		2,865.00			0.00			0.00
District Council of Tatiara	34,458.00		34,458.00	13,818.00		13,818.00	13,783.00		13,783.00	6,265.00		6,265.00			0.00			0.00
District Council of Kingston	17,820.00		17,820.00	8,341.00		8,341.00	7,128.00		7,128.00	3,240.00		3,240.00			0.00			0.00
SATC			0.00			0.00	68,758.00		68,758.00			0.00			0.00			0.00
LGA Funding			0.00	40,606.86		40,606.86			0.00			0.00			0.00			0.00
RDA Funding			0.00			0.00			0.00			0.00	49,500.00		49,500.00			0.00
Starclub Funding			0.00			0.00			0.00	56,000.00		56,000.00			0.00			0.00
Road Safety Funding (MAC)			0.00			0.00			0.00			0.00			0.00			0.00
Interest	10,084.60		10,084.60			0.00			0.00			0.00			0.00			0.00
Funds Carried Forward			0.00			0.00	10,457.00		10,457.00			0.00	10,000.00		10,000.00	115,110.90		115,110.90
Sundry Income			0.00			0.00	425.22		425.22			0.00	20,000.00		20,000.00			0.00
DEWNR			0.00	2,500.00		2,500.00			0.00			0.00			0.00			0.00
Federal Grants			0.00			0.00			0.00			0.00			0.00			0.00
Sports Academy Contribution			0.00			0.00			0.00			0.00			0.00			0.00
Total INCOME	\$285,086.60	\$283,000.00	\$285,086.60	\$190,508.86	\$191,151.80	\$190,508.86	\$189,640.22	\$176,000.00	\$189,640.22	\$106,000.00	\$106,000.00	\$106,000.00	\$79,500.00	\$0.00	\$79,500.00	\$115,110.90	\$47,000.00	\$115,110.90
EXPENSES																		
Advertising & Marketing	75.00	2,400.00	-2,325.00			0.00	6,500.00		6,500.00			0.00	982.91		982.91			0.00
Audit Fees	2,900.00	3,250.00	-350.00			0.00			0.00			0.00			0.00			0.00
Bank Fees	145.05	400.00	-254.95			0.00	74.02		74.02	55.00		55.00			0.00			0.00
Computing & IT	3,311.29	6,400.00	-3,088.71			0.00	405.62	1,000.00	-594.38	210.24	1,000.00	-789.76	55.00		55.00	381.07	1,200.00	-818.93
Consultancy			0.00			0.00	2,909.09		2,909.09	1,272.73		1,272.73			0.00			0.00
Occupancy	7,025.85	5,200.00	1,825.85			0.00	1,705.42	2,480.00	-774.58	1,705.36	2,480.00	-774.64			0.00	2,299.11	1,440.00	859.11
Governance	15,900.00	18,700.00	-2,800.00			0.00			0.00			0.00			0.00			0.00
Insurances	4,437.50	6,400.00	-1,962.50			0.00			0.00			0.00			0.00			0.00
Legal Fees		800.00	-800.00			0.00			0.00			0.00			0.00			0.00
Meeting Expenses	827.27	0.00	827.27			0.00	412.73		412.73	340.00		340.00	86.02		86.02			0.00
Miscellaneous Expenses	1,568.71		1,568.71			0.00			0.00			0.00	10.53		10.53			0.00
Postage	54.55	160.00	-105.45			0.00		160.00	-160.00		160.00	-160.00			0.00			0.00
Printing/Stationery	2,962.97	1,000.00	1,962.97			0.00	506.29	400.00	106.29		400.00	-400.00	253.62		253.62	124.55	1,000.00	-875.45
Projects			0.00	110,794.89	214,144.10	-103,349.21	12,052.45	24,000.00	-11,947.55		6,000.00	-6,000.00	43,279.64		43,279.64	108,590.00	53,400.00	55,190.00
Seminars		800.00	-800.00			0.00	722.73		722.73			0.00			0.00		1,000.00	-1,000.00
Subscriptions		800.00	-800.00			0.00	108.18		108.18			0.00			0.00			0.00
Telephones	2,242.58	2,000.00	242.58			0.00	284.13	800.00	-515.87	283.60	800.00	-516.40			0.00	283.68	680.00	-396.32
Trade/Consumer Shows			0.00			0.00	26,657.33	34,000.00	-7,342.67			0.00			0.00			0.00
Training	4,300.65	2,400.00	1,900.65			0.00	628.59	800.00	-171.41	495.00	800.00	-305.00			0.00	495.00		495.00
Travel/Accommodation/Meals	12,784.36	10,000.00	2,784.36	171.82		171.82	9,089.69		9,089.69	2,329.43	1,600.00	729.43	168.36		168.36	256.74	2,800.00	-2,543.26
Vehicles - Fuel	3,021.99	2,800.00	221.99			0.00	2,088.51	2,400.00	-311.49	3,244.18	2,400.00	844.18	68.62		68.62	49.85	400.00	-350.15
Vehicles - Leasing	9,855.28	10,000.00	-144.72			0.00	6,075.36	6,600.00	-524.64	6,534.40	6,600.00	-65.60			0.00	1,356.00	2,800.00	-1,444.00
Vehicles - Repairs/Maintenance	340.94	200.00	140.94			0.00	157.28	200.00	-42.72	174.13	200.00	-25.87			0.00	36.37		36.37
Wages & Oncosts	154,071.41	161,414.28	-7,342.87			0.00	68,757.49	70,507.00	-1,749.51	56,705.28	55,202.00	1,503.28	12,715.00		12,715.00	20,421.44	20,437.00	-15.56
Wages - FBT			0.00			0.00			0.00			0.00			0.00			0.00
Total EXPENSES	\$225,825.40	\$235,124.28	-\$9,298.88	\$110,966.71	\$214,144.10	-\$103,177.39	\$139,134.91	\$143,347.00	-\$4,212.09	\$73,349.35	\$77,642.00	-\$4,292.65	\$57,619.70	\$0.00	\$57,619.70	\$134,293.81	\$85,157.00	\$49,136.81
	59,261.20	47,875.72	294,385.48	79,542.15	-22,992.30	293,686.25	50,505.31	32,653.00	193,852.31	32,650.65	28,358.00	110,292.65	21,880.30	0.00	21,880.30	-19,182.91	-38,157.00	65,974.09
OTHER INCOME																		
Unbudgeted Project Income			0.00	5,000.00	0.00	5,000.00			0.00		0.00	0.00		0.00	0.00	100,000.00	0.00	100,000.00
Total Other INCOME	\$0.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100,000.00	\$0.00	\$100,000.00
OTHER EXPENSES																		
Unbudgeted Project Expenses			0.00	40,000.00	0.00	40,000.00			0.00		0.00	0.00		0.00	0.00			0.00
Minor Capital Purchases			0.00			0.00	1,500.00		1,500.00		0.00	0.00		0.00	0.00			0.00
Total Other EXPENSES	\$0.00	\$0.00	\$0.00	\$40,000.00	\$0.00	\$40,000.00	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	0.00	0.00	0.00	-35,000.00	0.00	-35,000.00	-1,500.00	0.00	-1,500.00	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00	0.00	100,000.00
Adjusted Profit/(Loss)	59,261.20	47,875.72	294,385.48	44,542.15	-22,992.30	258,686.25	49,005.31	32,653.00	192,352.31	32,650.65	28,358.00	110,292.65	21,880.30	0.00	21,880.30	80,817.09	-38,157.00	165,974.09



July 2018 to February 2019				Waste			Roads			Sports Academy			Coastal Alliance			Drug Action			Planning		
				YTD	Budget	Variance	YTD	Budget	Variance	YTD	Budget	Variance	YTD	Budget	Variance	YTD	Budget	Variance	YTD	Budget	Variance
INCOME																					
City of Mount Gambier				15,924.00		15,924.00			0.00			0.00			0.00			0.00			0.00
District Council of Grant				7,752.00		7,752.00			0.00			0.00			0.00			0.00			0.00
Wattle Range Council				12,762.00		12,762.00			0.00			0.00			0.00			0.00			0.00
Naracoorte Lucindale Council				8,718.00		8,718.00			0.00			0.00			0.00			0.00			0.00
District Council of Robe				3,438.00		3,438.00			0.00			0.00			0.00			0.00			0.00
District Council of Tatiara				7,518.00		7,518.00			0.00			0.00			0.00			0.00			0.00
District Council of Kingston				3,888.00		3,888.00			0.00			0.00			0.00			0.00			0.00
SATC						0.00			0.00			0.00			0.00			0.00			0.00
LGA Funding						0.00			0.00	30,000.00		30,000.00			0.00			0.00			0.00
RDA Funding						0.00			0.00			0.00			0.00			0.00			0.00
Starclub Funding						0.00			0.00	50,000.00		50,000.00			0.00			0.00			0.00
Road Safety Funding (MAC)						0.00	65,000.00		65,000.00			0.00			0.00			0.00			0.00
Interest						0.00			0.00			0.00			0.00			0.00			0.00
Funds Carried Forward				25,000.00		25,000.00			0.00	16,319.06		16,319.06			0.00			0.00	20,000.00		20,000.00
Sundry Income				173.75		173.75			0.00	1,136.36		1,136.36			0.00			0.00			0.00
DEWNR						0.00			0.00			0.00			0.00			0.00			0.00
Federal Grants						0.00			0.00			0.00			0.00			0.00			0.00
Sports Academy Contribution						0.00			0.00	13,181.75		13,181.75			0.00			0.00			0.00
Total INCOME				\$85,173.75	\$60,000.00	\$85,173.75	\$65,000.00	\$65,000.00	\$65,000.00	\$110,637.17	\$94,700.00	\$110,637.17	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$20,000.00
EXPENSES																					
Advertising & Marketing				2,118.00		2,118.00	731.82		731.82		500.00	-500.00			0.00			0.00			0.00
Audit Fees						0.00			0.00			0.00			0.00			0.00			0.00
Bank Fees				55.00		55.00	56.18		56.18			0.00			0.00			0.00			0.00
Computing & IT				210.16	1,000.00	-789.84	345.16	640.00	-294.84	75.00	200.00	-125.00			0.00	75.00		75.00			0.00
Consultancy						0.00			0.00	5,727.27		5,727.27			0.00			0.00			0.00
Occupancy				2,299.11	2,480.00	-180.89	1,497.09	2,000.00	-502.91			0.00			0.00			0.00			0.00
Governance						0.00			0.00			0.00			0.00			0.00			0.00
Insurances						0.00			0.00			0.00			0.00			0.00			0.00
Legal Fees						0.00			0.00			0.00			0.00			0.00			0.00
Meeting Expenses						0.00			0.00			0.00			0.00			0.00			0.00
Miscellaneous Expenses						0.00			0.00	453.63		453.63			0.00			0.00			0.00
Postage					160.00	-160.00		80.00	-80.00			0.00			0.00			0.00			0.00
Printing/Stationery				280.00	400.00	-120.00	148.82	800.00	-651.18		200.00	-200.00			0.00			0.00			0.00
Projects				21,169.22	30,417.00	-9,247.78	1,307.36	6,800.00	-5,492.64	46,372.17	71,350.00	-24,977.83			0.00			0.00	8,119.68		8,119.68
Seminars				815.56		815.56			0.00			0.00			0.00			0.00			0.00
Subscriptions						0.00	150.00		150.00			0.00			0.00			0.00			0.00
Telephones				301.79	800.00	-498.21	319.26	800.00	-480.74			0.00			0.00			0.00			0.00
Trade/Consumer Shows						0.00			0.00			0.00			0.00			0.00			0.00
Training				645.00	1,200.00	-555.00		600.00	-600.00		500.00	-500.00			0.00			0.00			0.00
Travel/Accommodation/Meals				229.97	1,600.00	-1,370.03	528.26	2,400.00	-1,871.74	2,732.84	400.00	2,332.84	337.92		337.92			0.00			0.00
Vehicles - Fuel				101.23	200.00	-98.77	275.53	200.00	75.53	133.32		133.32			0.00			0.00			0.00
Vehicles - Leasing				1,356.00	1,200.00	156.00	1,356.00	1,200.00	156.00			0.00			0.00			0.00			0.00
Vehicles - Repairs/Maintenance						0.00	36.36		36.36			0.00			0.00			0.00			0.00
Wages & Oncosts				25,253.74	31,785.00	-6,531.26	23,700.47	32,700.00	-8,999.53	3,611.44	8,918.00	-5,306.56	4,904.37		4,904.37			0.00			0.00
Wages - FBT						0.00			0.00			0.00			0.00			0.00			0.00
Total EXPENSES				\$54,834.78	\$71,242.00	-\$16,407.22	\$30,452.31	\$48,220.00	-\$17,767.69	\$59,105.67	\$82,068.00	-\$22,962.33	\$5,242.29	\$0.00	\$5,242.29	\$75.00	\$0.00	\$75.00	\$8,119.68	\$0.00	\$8,119.68
				30,338.97	-11,242.00	101,580.97	34,547.69	16,780.00	82,767.69	51,531.50	12,632.00	133,599.50	-5,242.29	0.00	-5,242.29	-75.00	0.00	-75.00	11,880.32	0.00	11,880.32
OTHER INCOME																					
Unbudgeted Project Income				2,062.50	0.00	2,062.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Other INCOME				\$2,062.50	\$0.00	\$2,062.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
OTHER EXPENSES																					
Unbudgeted Project Expenses				14,458.50		14,458.50			0.00			0.00			0.00			0.00			0.00
Minor Capital Purchases						0.00			0.00			0.00			0.00			0.00			0.00
Total Other EXPENSES				\$14,458.50	\$0.00	\$14,458.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
				-12,396.00	0.00	-12,396.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Adjusted Profit/(Loss)				17,942.97	-11,242.00	89,184.97	34,547.69	16,780.00	82,767.69	51,531.50	12,632.00	133,599.50	-5,242.29	0.00	-5,242.29	-75.00	0.00	-75.00	11,880.32	0.00	11,880.32

19 March 2019

Box 399 GPO Adelaide  
South Australia 5001

Enquiries: 133 700



LIMESTONE COAST LOCAL GOVERNMENT  
ASSOCIATION  
LEVEL 1  
9 BAY ROAD  
MOUNT GAMBIER SA 5290

Dear Limestone Coast Local Government Association,

**Your Term Deposit has matured.**

We're writing to let you know your BankSA Term Deposit has now matured earning you a healthy amount of interest and we'd like to thank you for choosing to invest with us. We've included your Term Deposit Maturity Statement, so you can see how much interest you've earned.

If you've already given us your maturity instructions, thank you and please find the Automatic Renewal Certificate included in this pack.

If you haven't been in touch yet, the good news is you still have until the end of the Grace Period **2 April 2019** to contact us with your maturity instructions.

The Grace Period begins on the day of the Term Deposit's maturity date, and lasts for a period of 14 days. During this period, you can check the interest rate we've applied to your new Term Deposit, vary the term or investment amount, change the maturity instructions, withdraw funds or close your Account without penalty.

**Automatic reinvestment**

If we don't hear from you before **2 April 2019**, we'll automatically reinvest your Term Deposit for the same term, balance and interest payment frequency at the current interest rate of **1.85% pa**. All the information you need is included in the Automatic Renewal Certificate enclosed with this letter. Remember to keep this certificate for your records.

There may be another product with a similar term available from us with a higher interest rate. If you'd like to explore other terms and interest rates, please contact us on 133 700 between 8am-8pm, Monday to Saturday (Eastern Standard Time), or visit the BankSA website at [banksa.com.au](http://banksa.com.au) or visit your local branch.

Once the Grace Period expires no further changes can be made to your Term Deposit and an advice will be posted to you to retain for your records. From 1 January 2015, you must provide us with at least 31 days' notice to close your Account prior to maturity, except in cases of hardship. If you have less than 31 days remaining on your term, the earliest you can access funds is after maturity, if hardship doesn't apply. If you close your Account before maturity, we may recalculate all interest (paid or to be paid) on your Account at a reduced rate. Please refer to the 'Term Deposits Terms and Conditions and General Information' booklet for further information.

### Want to do something different? We're here to help

If you'd like to make changes to your Term Deposit during the Grace Period, you can let us know via online banking, by calling 133 700 between 8am-8pm, Monday to Saturday (Eastern Standard Time), or visiting a branch before **2 April 2019** (or 2 business days earlier if you are adding extra funds to allow for clearance times on cheque and BPAY deposits). Please refer to your Terms and Conditions when making any changes to your Term Deposit.

Once we have received your instructions we will issue you with a new confirmation certificate.

Thanks for banking with us.

The BankSA Everyday Banking Team



® Registered to BPAY Pty Ltd ABN 69 079 137 518.

Rate applies for a single term. Higher or lower rates may apply for subsequent terms. You should read the Account terms before making a decision. For a copy or for more information on our Term Deposits, please visit our website [banksa.com.au](http://banksa.com.au), call us on 133 700, or visit your local branch. Fees and charges may apply. Interest rates vary by term, balance and interest payment cycle and are subject to change.

#### **Talk to us about your Term Deposit**

Call a GOLD Personal Banker on 133 700 between 8am-8pm, Monday to Saturday (Eastern Standard Time)

Visit a branch

Go to [banksa.com.au](http://banksa.com.au)

## Term Deposit Maturity Statement

Date: 19th March 2019

### Account Details

Number: 002 4039164960  
 Title: LIMESTONE COAST LOCAL GOVERNMENT  
 ASSOCIATION

### Investment Details

Amount Payable on Maturity \$691,798.72  
 Date Matured 19 MAR 2019

Financial Year	1 JUL 2017 - 30 JUN 2018	1 JUL 2018 - 30 JUN 2019
Interest Paid	\$17,659.27	\$13,568.49
TFN Withholding Tax	\$0.00	\$0.00
Non Resident Withholding Tax	\$0.00	\$0.00

### Current Period Activities

19 Mar 2019	INTEREST PAID TO THIS ACCOUNT	\$5,191.88
19 Mar 2019	ROLLOVER	\$691,798.72

**Minutes for Limestone Coast Local Government Tourism Management Group,  
Naracoorte Lucindale Council Chambers, Monday 18<sup>th</sup> March 2019.**

**MEETING OPENED 9:35am**

Welcome by Chairperson – Andrew MacDonald

**1.0 MEMBERS/DEPUTY MEMBERS**

1.1 Present

District Council of Grant	Jane Fetherstonhaugh
Naracoorte Lucindale Council	Sally Klose
Kingston District Council	Andrew MacDonald
Tatiara District Council	Anne Champness
Wattle Range Council	Roger Babolka
City of Mount Gambier	Donna Foster
LCLGA	Biddie Shearing

*Apology: Roger Sweetman, District Council of Grant*

**2.0 Previous Minutes from 21<sup>st</sup> January 2019**

Noted and accepted.

**3.0 LCLGA Priorities to Grow the Visitor Economy by 2020**

**3.1 Travel Trade Events & Activity**

Limestone Coast will attend Australian Tourism Exchange, Perth from 8<sup>th</sup>- 12<sup>th</sup> April. The appointment schedule is still being finalized, but should be around 120 appointments with the focus this year on Inbound Tour Operators and getting more of our regional accommodation and experiences contracted with them, which will lift our regional book-ability.

As a result from attendance at a number of Tourism Australia Trade events, the region has been featured in the Tourism Australia media campaigns in a number of our key inbound markets. And also South Australia campaigns, in South East Asia Markets and UK/Europe.

Enquiry levels have risen from Inbound Tour Operators contacting LCLGA for advice on specialized itineraries and seeking unique or alternative accommodation and experiences.

In addition, the Limestone Coast has hosted or is about to host the following.

Date	Activity
February 2018	SA Weekender South Aussie with Cosi SA Life TV
March 2018	Qantas Magazine In-Daily (Adelaide)



	Postcards with Ron Kandelaars Adelaide Review Caravan & Camping SA
April 2018	i-Fish (TV Program) Tourism Australia pre + post ATE Famil Nine News Live Weather Crosses
May	Expanding Horizons (ITO Famil)

### 3.2 Events

Applications closed on Friday 15<sup>th</sup> March 2019.

as part of the funding criteria, applicants were required to seek a Letter of Support from the Tourism Industry Development Manager (a requirement for Local Contact Person Grant Agreement with SATC). Support Letters were provided to the following events.

- Keith Dirt & Diesel
- Bay Escape, Food, Wine & Lifestyle
- Penola Coonawarra Arts Festival
- 2019 Tour of the Great South Coast Road Cycling Classic

Coonawarra Cabernet Celebrations are in a 3-year funding agreement with 2 years remaining.

### 3.3 Corporate & Business Traveler

The Limestone Coast has secured 19 appointments for Destination SA Trade Show on 28<sup>th</sup> March, in Adelaide.

The Limestone Coast has submitted an application under the Regional Business Events Fund to host the Sustainable Economic Regional Growth for Regional Australia Conference (SEGRA) in 2020. The application was successful, receiving \$70k which will contribute significantly towards the total required to host the conference being \$100-120k.

A regional working group has been established should funding application be successful.

### 3.4 DRAFT Budget FY 2019.2010

The LCLGA Priorities to Grow the Visitor Economy by 2020 – Implementation Plan will begin Year 3 on 1<sup>st</sup> July 2019.

The DRAFT Budget with considerations on scheduled activities and tasks to achieve our plan was discussed, noting a number of adjustments from previous years, based on discussions with the Tourism Management Group.

It is noted that the contribution from SATC will increase by 2% to \$47,988. Plus, the option to access a further \$20,000 which will need to be matched as per previous years for consumer-facing activity.

## 4.0 Information Reports

### 4.1 Review of Terms of Reference



The group discussed our Terms of Reference and requested the matter remain on the table until a full governance review is conducted by LCLGA for Sub-Committees and their purposes.

#### **4.2 LCLGA Strategic Plan – Review and discussion**

The group discussed the tourism components of the Draft LCLGA Strategic Plan. There were a number of suggested amendments.

#### **4.3 Draft SA Visitor Economy Sector Plan 2030**

The group discussed the draft plan, and agreed to provide collective feedback.

**ACTION: Biddie to draft collective feedback, once approved to communicate formally to SATC.**

#### **4.4 SA Reg. Tourism Infrastructure**

The group discussed the priorities and agreed in principle with the summary document.

#### **4.5 SA Regional Accommodation report**

Biddie shared the SATC results from a regional accommodation survey which was conducted in January to gather insight on existing and new accommodation across the 11 regions.

The purpose of the Regional Accommodation Survey -

1. Is to audit existing accommodation operator on the status of their business (rooms standard, occupancy)
2. To identify if the accommodation operator requires renovations/refurbishment of their existing rooms to improve the quality?
3. To measure occupancy in summer and winter and the importance of seasonality.
4. To gather information to will assist in determining whether there is a need for a funding program to assist with the cost.

Key take-outs include;

- *There is a good cross section of accommodation types throughout the regions*
- *85% of survey respondents are on ATDW*
- *31% summer occupancy rate is below 50%*
- *42% winter occupancy rate is below 50%*
- *90% respondents would consider (yes/maybe) applying for available funding for upgrades. That is 264 regional businesses.*
- *75% would renovate existing rooms including paint, carpet, bathrooms*

#### **4.6 LC Regional Map**

Donna provided an update on the development of a regional map with localized versions on the flip side.

**ACTION: Donna to continue with developing the Regional Map.**

#### **4.7 One Road, Great Australian Road Trips**

Donna provided an overview of the opportunity. The group discussed the relevance of individual councils and local tourism groups potentially buying into the program.



**ACTION: Donna to seek clarification from One Road, if they have a regional model of funding.**

#### **4.8 LC Mixed Dozen**

Biddie provided a verbal update on the progress of the project. The research component of the project has been extended due to Uni SA Researchers unable to be in field.

It is anticipated that it will not affect the project timelines. Please see attached survey link, should you wish to distribute to your networks.

The project has secured additional contributions from City of Mount Gambier (\$5k), Glenelg Shire (\$2.5k) and the project manager has implemented 42% of the project plan.

### **5.0 Optional - Individual Council Tourism Initiative and News**

#### **Kingston SE**

- Council was successful in their application with BBRE, securing \$668,500 for development of the main street areas.
- I-Fish program will be filming in the council area late March / early April

#### **Tatiara**

- Keith Dirt & Diesel this weekend, hoping for 10,000 pax or more.
- Masters Games is progressing with a recent visit to Port Pirie to learn from their experience. With an action to work on packaging to help with regional dispersal.
- Walkway Gallery has a couple of exhibitions coming up.

#### **City of Mount Gambier**

- Guides of Mount Gambier program has graduated their first participants/guides.
- Held a successful Industry Event recently with guest speakers from Kilsby's Sinkhole & Reef to Ridge.
- ARTN is preparing a report on Local Government sector and tourism.
- Sharing the tourism hub link as mentioned in meeting  
<https://regionaltourism.com.au/thetourismhub/>

#### **Wattle Range**

- Great Victorian Bike Ride, working through logistics for start of the event. There has been a community meeting, which went well.
- Council is embarking on a marketing campaign valued @ \$50k
- Working with DPTI in relation to the Coonawarra Siding as an iconic visitor location.
- Working on couple of Dive Spots in conjunction with DEW.
- Walking Trails progressing throughout Mount Burr & Southend.

#### **DC Grant**

- Still working through Airport Funding arrangements
- Bay Escape was a success, with huge turnout.





### **Naracoorte**

- Naracoorte is supporting the Great South Coast Bike Race in August with estimated 400 pax.
- Working through some branded wayfinding / signage
- Investigating options to produce a Naracoorte Visitor Guide as part of the Naracoorte Lucindale Business & Tourism Group.

### **6.0 Next Meeting**

The next meeting will is scheduled for Monday 20<sup>th</sup> March 2019, in Naracoorte.

### **7.0 MEETING CLOSED – 12:00pm.**

**The next LC LGA Tourism Management Group Meeting is to Monday 20<sup>th</sup> May 2019 from 9:30am – 12:00noon in Naracoorte Lucindale Council Chambers.**



**Minutes for Roads and Transport Management Group,  
Naracoorte Lucindale Council Chamber, Thursday 14<sup>th</sup> March 2019**

**MEETING: 9.30am**

**1.0 MEMBERS/DEPUTY MEMBERS**

**1.1 Present**

District Council of Robe	Trevor Hondow
Wattle Range Council	Peter Halton
Naracoorte Lucindale Council	Steve Bourne
Tatiara Council	Cr Jamie Jackson Aaron Hillier
District Council of Grant	Adrian Schutz
LCLGA	Biddie Shearing
HDS Australia	John Olson via Skype
LG Procurement	Martin Borgas

**1.2 Apologies**

Kingston District Council	Dave Worthley
City of Mount Gambier	Cr. Kate Amoroso CEO or Delegated staff member
District Council of Robe	Trevor Hondow
LCLGA	Ali Auld

**2.0 Previous Minutes**

Confirmation of the minutes of the meeting held on 14<sup>th</sup> January 2019.

**Moved:** Adrian Schutz

**Seconded:** Steve Bourne

**3.0 Workshop**

Internal Discussion was held to forward plan for inclusions on the Action Plans.

**4.0 SLRP Submissions**

John Olson joined the group via Skype. He highlighted the following two items, as previously circulated in his email to all R&TMG members on 13<sup>th</sup> March 2019.

- The LCLGA 2030 Regional Transport Plan Regional Freight Routes Drawings 2030TS-F-R-01 and 2030TS-F-C-03 have been updated to include Crusher Road, as per Recommendation 1 in the minutes of the 14 January meeting (refer two revised drawings attached).
- LCLGA Regional Road Action Plans 1 and 2 have been amended to reflect Recommendations 1, 2 and 3 in the minutes of the 14 January meeting. Refer to highlighted entries and supporting notes in the attached draft of the Regional Action Plans Jan 19 release. Note that the entries are incomplete, because we require two construction cost estimates from Tatiara District Council and one from Wattle Range Council for the new entries in Regional Road Action Plan 1.



Peter Halton advised that their current estimated capital works cost for the Crusher Road upgrade was \$800K (to nearest \$100K). Aaron Hillier requested that Cannawigara Road be split into Ramsay Tce to Meatworks Road (Action Plan 1 with estimated capital works cost of \$200K) and Meatworks Road to Siding Road (Action Plan 2). Aaron Hillier also requested that Tatiara Road be split into the Creecoona Tce intersection (Action Plan 1 with estimated capital works cost of \$200K) and 100m East of Creecoona Tce to Railway Crossing (Action Plan 1 with estimated capital works cost of \$600K), plus the separate Creecoona Tce entry remain in Action Plan 1 with estimated capital works cost of \$100K.

#### **Recommendation 1.**

That LCLGA note and accept modifications proposed in the draft Regional Action Plans – Jan 19, as circulated by John Olson, with further changes as requested by Peter Halton and Aaron Hillier at the meeting.

**MOVED: Steve Bourne**

**SECOND: Peter Halton**

Recommendations 2 and 3 in the minutes of the 14 January meeting required Tatiara District Council to forward draft applications for the Tatiara Road / Creecoona Terrace Intersection upgrade and for the Cannawigara Road upgrade to HDS Australia for evaluation and ranking prior to the 14 March meeting. As no applications were received, John Olson recommended that these additional two projects fill the bottom two ranking spots on the preliminary database for consideration at the meeting.

This recommendation was discussed as a group, but it was deemed the Tatiara Road / Creecoona Terrace Intersection upgrade and Cannawigara Road upgrade applications should be urgently submitted to HDS Australia for independent evaluation and ranking, rather than fill the bottom two ranking spots as recommended.

#### **Recommendation 2.**

Subject to HDS Australia recommending any adjusted priority for the Cannawigara and Tatiara Road / Creecoona Terrace Intersction projects, 2019-20 SLRP funds sought will be as follows:

- R1 – DCG – Post Office Road – Year 1 of 1 – \$200K
- R2 – WRC – Kennedy Road (Glencoe) – Year 2 of 3 – \$150K
- R3 – TDC – Ramsay Terrace – Year 3 of 3 – \$75K
- R4 – WRC – Wandilo Forest Road – Year 4 of 4 – \$275K
- R5 – WRC – Agricultural Bureau Drive – Year 1 of 1 – \$51K
- R6 – NLC – Old Caves Road – Year 2 of 3 – \$650K
- R7 – TDC – Cannawigara Road – Year 1 of 1 – \$100K
- R8 – TDC – Tatiara Road / Creecoona Terrace Intersection – Year 1 of 1 – \$100K

The above tentative total for grant funds sought, is \$1.61 million. This was considered by the R&TMG to be slightly low. Aaron Hillier then offered to include Tatiara Road widening as an additional two year project, with \$200K (i.e. \$100K grant) allocated in the first year. This was agreed by the R&TMG members, on condition that it be placed at priority R9 so that it did not impact upon the other eight projects. The final figure for SLRP grant funds sought in 2019-20 will therefore be \$1.71 million.

#### **ACTIONS:**

1. **HDS Australia to re-issue Regional Action Plans as at Mar 19, with changes arising from Recommendation 1 above.**



2. Tatiara to forward draft applications to HDS Australia for evaluation and ranking.
3. HDS Australia to evaluate, rank and issue updated LCLGA SLRP Regional Priority List for 2019-20 applications by 28 March.
4. R&TMG members to endorse the updated LCLGA SLRP Regional Priority List via circulated email.
5. Executive Officer to lodge the endorsed LCLGA SLRP Regional Priority List with the LCLGA Board for approval at its 5 April meeting.

Note that SLRP Applications close on Friday 10<sup>th</sup> May.

**UPDATE: as of 2<sup>nd</sup> April 2019**

John Olsen from HDS circulated via email the updated LCLGA SLRP Priority List as required from the Meeting Actions.

R&TMG members endorsed the updated list via email.

## **5.0 LG Procurement**

Presentation from Martin Borgas provided an overview of work being conducted in the civil contracting sector to reduce risk and create cost efficiencies where possible.

## **6.0 Other Business**

Nil

## **7.0 Next Meeting**

Thursday 4<sup>th</sup> July 2019, 10 am – 12:30pm, Naracoorte Lucindale Council

## **8.0 Meeting Closed 12:20pm**



## MINUTES

12<sup>th</sup> March 2019  
1:00pm – 3:00pm  
Naracoorte Town Hall

### LIMESTONE COAST LOCAL GOVERNMENT ASSOCIATION LIMESTONE COAST ECONOMIC DEVELOPMENT GROUP MEETING

#### 1. Present

Trevor Smart (CEO)	Naracoorte Lucindale Council
Marcus Kuller	Tradestart
Erika Vickery (Mayor & Chair)	Naracoorte Lucindale Council
Anne Champness (CEO)	Tatiara District Council
Graham Excell (Mayor)	Tatiara District Council
Steve Chapple (Director Development Services)	Wattle Range Council
Ben Gower (CEO)	Wattle Range Council
Des Noll (Mayor)	Wattle Range Council
Peta Crewe (Regional Coordinator)	PIRSA
Mike Ryan (Economic Development Adviser)	Grant District Council
Biddie Shearing (Acting Executive Officer)	LC LGA
Michaela Bell (Project Manager)	LC LGA
David Wheaton (CEO)	RDA LC
Judy Nagy	City Mount Gambier

#### 2. Apologies

David Hill	DIS
Andrew MacDonald (CEO)	Kingston District Council
Liz Perkins (Manager Investment Attraction & Infrastructure)	RDALC
Graham Maxwell (Acting CEO)	City Mount Gambier
Richard Sage (Mayor)	Grant District Council
David Singe (CEO)	Grant District Council

#### 3. Minutes of Previous Meeting

Nil

**MOVED:**

**SECONDED:**

**CARRIED**

#### 4. Matters arising from the Minutes

Nil

#### 5. Limestone Coast Red Meat Cluster

Richard Harvie from the Red Meat Cluster discussed the role of the Group and a proposal for the Limestone Coast Red Meat Cluster (LCRMC) to find a home within the LCLGA. Currently the LCRMC is managed by the NLC. The LCRMC have proposed that the LCEDG / LCLGA become the host of the Cluster to assist with resources, ongoing management and support. The Clusters Strategy group would continue to exist as an LCEDG/ LCLGA subcommittee, retaining and expanding on the networks and knowledge that currently exist within the LCLGA and within the Cluster

***It was recommended that the LCEDG:***

- 1. Consider the proposal that the LCRMC sits as a Sub Committee of the LC EDG*
- 2. Support the LCRMC to develop TOR's for the Group*
- 3. Prepare a Recommendation Report for the LC LGA*

**MOVED:** Judy Nagy

**SECONDED:** Trevor Smart

**CARRIED**

**6. Limestone Coast Regional Growth Strategy Action Plan update**

Michaela Bell provide an update on the Prioritisation process for the Regional Growth Strategy. Updated Project Briefs will be distributed to all members of the LCEDG along with an Evaluation Matrix. Once the Assessment has been completed by members the LCEDG will have a completed list of Projects/Actions for implementation.

**7. Limestone Coast Leadership Program Steering Committee (TORS)**

Discussion was held around the TORS for the LCLP presented to the group by Peta Crewe.

***It was recommended that the LCEDG:***

- 1. Adopt the TOR's with Amendments as discussed*
- 2. Appoint members to the Steering Committee*
- 3. Prepare a Recommendation Report for the LC LGA*

**MOVED:** Judy Nagy

**SECONDED:** Trevor Smart

**CARRIED**

**8. Hosting Projects**

Discussion was held around the need to implement procedures for the LC EDG to enable the Group to host projects, make key decisions and host additional Sub Committees, ie LCLP, LC Collaborative & Red Meat Cluster

**ACTION:** Michaela Bell to review and update the LCEDG TOR's & commence work on developing and updating the LC EDG Work Plan

**9. Limestone Coast Collaborative**

**ACTION:** Michaela Bell requested that any LC EDG members interested in meeting to discuss further the role of the Limestone Coast Collaborative and brand promotion contact her.

**10. DAMA**

David Wheaton provide an overview of the DAMA Agreement which is currently waiting to be signed off by the Minister. The LCLGA is currently developing a Communication Strategy to provide leadership and context to why skilled migration is important to the region



## **11. Parliaments Economic Finance Committee Public Hearing**

Discussion around regional representation and ensuring common themes were communicated to help deliver a strong message. It was agreed to invite industry representatives to help deliver living examples of the impact of migration programs into regional areas.

## **12. Other Business**

### **12.1 BBRF Funding Announced**

- Coonawarra Community Club \$77,545
- Kingston District Council \$668,500
- Mil Lel Memorial Park & \$77,000
- Naracoorte Lucindale Council \$20,000
- Naracoorte Lucindale Council \$15,000

### **12.2 Regional Migration Conferences**

- Regional Migration Conference that will be held in Adelaide on 29 March.  
<https://www.mia.org.au/documents/item/1476>
- RAI Regions Rising Conference, Canberra 4-5<sup>th</sup> April  
<http://regionsrising.regionalaustralia.org.au/canberra/>

### **12.3 Regional Incubator for Social and Economic Research**

- The Regional Incubator for Social and Economic Research (RISER) is a collaboration between the Regional Development Australia (RDA) Grampians, Federation University, the Wimmera Development Association and local governments in the Grampians region.
- Presentations to be held in Horsham on Mon 25 March 2019.

### **12.4 Timber Industry Media Campaign**

- Wattle Range Council have engaged the services of a Consultant to develop a media strategy across the region for the Timber industry. Please contact WRC for additional information

### **12.5 SEGRA update**

- Proposal and funding application have been submitted
- Conference organizer to be hosted in region



### **12.6 Mixed Dozen update**

- Survey has been distributed, project is 42% in it's implementation.

## **13. Next Meeting**

TBC



		Version Number	1
		Issued	March 2019
		Review	March 2020
		Page Number	Page 1 of 6

**LIMESTONE COAST LEADERSHIP PROGRAM  
Terms of Reference**

## **PREAMBLE**



The Limestone Coast Local Government Association (LCLGA) is a regional subsidiary established pursuant to Section 43 of the Local Government Act 1999 by the constituent councils of;

- City of Mount Gambier
- District Council of Grant
- District Council of Robe
- Naracoorte Lucindale Council
- Kingston District Council
- Tatiara District Council
- Wattle Range Council

Under its Charter, the LCLGA's Objects and Purpose includes;

1. Work in association with both the LGA and the Australian Local Government Association
2. Undertake co-ordinating, advocacy and representational roles on behalf of its Constituent Councils at a regional level;
3. Facilitate and co-ordinate activities of local government at a regional level related to social, environmental and community development with the object of achieving improvement for the benefit of the communities of its Constituent Councils;
4. Develop, encourage, promote, foster and maintain consultation and co-operation and to strengthen the representation and status of local government when dealing with other governments, private enterprise and the community;
5. Develop further co-operation between its Constituent Councils for the benefit of the communities of its region;
6. Develop and manage policies which guide the conduct of programs and projects in its region with the objective of securing the best outcomes for the communities of the region;
7. Undertake projects and activities that benefit its region and its communities;
8. Associate, collaborate and work in conjunction with other regional local government bodies for the advancement of matters of common interest;
9. Implement programs that seek to deliver local government services on a regional basis; and





		Version Number	1
		Issued	March 2019
		Review	March 2020
		Page Number	Page <b>2</b> of <b>6</b>

10. To effectively liaise and work with the State and Commonwealth Governments and instrumentalities on a regional basis for the general enhancement of the region.

For the purpose of carrying out special projects or to investigate specific areas of interest the Charter outlines the process whereby committees can be established.

#### Section 6.11 Committees

1. The Board may establish a committee of Board Members for the purpose of:
  - (a) enquiring into and reporting to the Board on any matter within LCLGA's functions and powers and as detailed in the terms of reference given by the Board to the Committee;
  - (b) exercising, performing or discharging delegated powers, functions or duties.
2. A member of a committee established under this Clause holds office at the pleasure of the Board.
3. The Board may establish advisory committees consisting of or including persons who are not Board Members for enquiring into and reporting to the Board on any matter within LCLGA's functions and powers and as detailed in the terms of reference which must be given by the Board to the advisory committee.
4. A member of an advisory committee established under this clause holds office at the pleasure of the Board.
5. The President of the Board is an ex-officio member of any committee or advisory committee established by the Board.

	 Limestone Coast Local Government Association	Version Number	1
		Issued	March 2019
		Review	March 2020
		Page Number	Page <b>3</b> of <b>6</b>

### 1. Name

The name of the Committee shall be the Limestone Coast Leadership Program Steering Committee (LCLP Steering Committee).

### 2. Background

The Limestone Coast Economic Development Group (LCED Group), is a formal subcommittee of the Limestone Coast Local Government Association.

A priority for the LCED Group is 'mobilising regional leaders', including the development of the Limestone Coast Leadership Program (project).

The LCED Group formed the LCLP Steering Committee, made up of group member and other key stakeholders, to guide the project development and implementation, identify funding and regional sponsorship, and ensure the program met the region's needs.

### 3. Roles & Responsibilities of the LCLP Steering Committee

Individual steering committee members have the responsibilities to:



- Understand the goals, objectives and desired outcomes of the project
- Understand and represent the interests of the project and regional stakeholders
- Act on opportunities to communicate positively about the project
- Check that the project is making sensible financial decisions – especially in procurement and in responding to issues, risks and proposed project changes
- Actively participate in meetings through attendance, discussion and document reviews

The role of the steering committee is to:

- Assist with identifying potential sponsors and scholarship providers
- Have input to the program design and selection of delivery organisation and/or individuals
- Selects program participants and allocate scholarships (in negotiation with scholarship provider)
- Monitor progress of the project and report back to LCED Group, including any changes with a high impact on timelines and/or budget
- Consider program and/or participant grievances and provide advice in accordance with the committee's 'principles for decision making' and report to the LCED Group for any action required.
- Carry out program evaluation and report against project deliverables

### 4. Steering Committee Governance & Term of Office

- In March of each year, the LCED Group will review the Terms of Reference and membership of the LCLP Steering Committee
- Members will be appointed (& can be removed) by the LCED Group
- Membership of the committee shall be for a 2 year term, with a maximum of 3 terms
- To manage business continuity, only 50% of committee members will change over at any one time

		Version Number	1
		Issued	March 2019
		Review	March 2020
		Page Number	Page 4 of 6

- The Chair shall be nominated from membership of steering committee & endorsed by LCED Group
- The Limestone Coast Leadership Program Coordinator is to assume the Executive Officer role in terms of administrative functions and reporting back to the steering committee.

## 5. Responsibilities of the LCLP Steering Committee Chair

The responsibilities of the chair are as follows:

- Sets agenda, ensures that agenda and supporting materials are delivered to members in advance of meetings
- Makes the purpose of meetings clear to members and explains the agenda at the beginning of each meeting
- Keeps the meeting moving by putting time limits on each agenda item and keeping all meetings to two hours or less
- Encourages broad participation from members in discussion by calling on different people
- Follows up with consistently absent members to determine if they wish to discontinue membership and finds replacements for member who discontinue participation
- Reports back to LCED Group

## 6. Membership

The membership of the Committee shall comprise:

- Up to 4 business/industry representatives, ideally from various sectors from across the region
- A member nominated by the LCED Group
- LCLGA staff member
- Limestone Coast Leadership Program Coordinator
- Nomination from project funding partners (as required)


The Presiding Member of the LC LGA shall be an ex-officio member of the Committee

## 7. Frequency of Meetings

- Meetings will be held as required to achieve the purpose of the group
- The location of the meetings will reflect proximity of steering committee members
- Teleconferencing options will be available for all meetings

## 8. Proceedings of Meetings

- The Meetings of the Committee shall be conducted in accordance with Sections 87-91 of the Local Government Act 1999 and the Local Government (Procedures at Meetings) Regulations 2013. Further, the Committee is subject to the operation of Part 2 of the Regulations.
- All members of the Committee will have equal voting rights in respect of all motions put to a Committee Meeting.
- The Chair of the Committee or the Member of the Committee appointed to preside over the meeting in the absence of the Chair, has a deliberative vote on any matter

	<b>LCLGA</b> Limestone Coast Local Government Association	Version Number	1
		Issued	March 2019
		Review	March 2020
		Page Number	Page 5 of 6

arising for decision at the meeting, but does not have a casting vote in the event of an equality of votes.

- No business can be transacted at a Committee meeting unless a quorum is present.
- A quorum is ascertained by dividing the total number of Members of the Committee by two, ignoring any fraction resulting from the division, and adding one.
- If at any meeting there is not a quorum present within 30 minutes after the time appointed for the commencement of the meeting, or if at any time after the meeting has commenced and before any business to be transacted is completed, there is not a quorum present, the meeting shall be adjourned to another time and date in accordance with the provisions of the Local Government Act.

## 9. Members to Disclose Interest

- A Member of the Committee has an interest in a matter before the Committee if the member or a person with whom the member is closely associated would, if the matter were decided in a particular manner, receive or have a reasonable expectation of receiving a direct or indirect pecuniary or non-pecuniary benefit or suffer or have a reasonable expectation of suffering a direct or indirect pecuniary or non-pecuniary detriment.
- A Member of the Committee who has an interest in a matter before the Committee of which he or she is a member must declare the interest to the Committee.
- A disclosure made must be recorded in the minutes of the Committee.
- A Member of the Committee who has an interest in a matter before the Committee must not :-
  - i. Propose or second a motion relating to the matter
  - ii. Take part in discussion by the Committee relating to that matter.
  - iii. While such discussion is taking place, be in, or in the close vicinity of the room in which the matter is being discussed.
  - iv. Vote in relation to the matter.
- A Member of the Committee who has disclosed an interest in a matter may, by permission of the Committee, attend during proceedings of the Committee on the relevant matter in order to ask or answer questions, provided that the meeting is open to the public, the Member withdraws from the room after asking or answering the questions, and the Member does not in any other way take part in any debate or vote on the matter.



## 10. Reporting to LCLGA Board

The Committee Minutes will be provided to the LCED Group for endorsement and/or consideration of recommendations of the Committee. The LCED Group will report outcomes to the LCLGA Board.

## 11. Project Evaluation

Evaluation of the Limestone Coast Leadership Program will be based on evidence collected from the contractor delivering the program, participants, sponsors, and key stakeholders.

- The outcomes will be provided to the Steering Committee to refine and develop future programs

	 Limestone Coast Local Government Association	Version Number	1
		Issued	March 2019
		Review	March 2020
		Page Number	Page <b>6</b> of <b>6</b>

- The outcomes will be shared with the Limestone Coast Economic Development Group.

## **12. Financial Responsibility**

- The Committee has no authority to expend funds unless approved by the LCLGA Board.
- The Committee shall each year consider the financial requirements and submit this request to the LCLGA Board for determination.

## **13. Delegation of Powers**

The Board pursuant to Section 44 (2)(a) of the Local Government Act, 1999, delegates to the Committee, for the purpose of achieving its aims and objectives, and subject always to the provisions of the Local Government Act, the following powers:

- To establish Sub-Committees for specific purposes. Each Sub-Committee must have at least one Member of the Committee as part of its membership.

## **14. Dissolution**

The committee may be dissolved at the completion of the project/purpose or at the discretion of the LCLGA Board.

## **15. Liability of Members**

In accordance with Section 41(12) and (13) of the Local Government Act 1999, no civil liability attaches to a member of a committee for an honest act or omission in the exercise, performance or discharge, or purported exercise, performance or discharge, of the member's or committee's powers, functions or duties. Further, a liability that would, but for this clause attach to a member of a committee attaches instead to the Association.

## **16. Alteration of Terms of Reference**

The Board, may at any time, either on its own initiative or at the request of the Committee, alter, delete or add to any provisions of these Terms of Reference. In doing so, the Board will consult with the Committee prior to adoption.

## LIMESTONE COAST LOCAL GOVERNMENT ASSOCIATION REGIONAL WASTE MANAGEMENT STEERING COMMITTEE MEETING

### MINUTES

Chairperson – Peter Halton

#### 1. Present

Nick Serle (General Manager City Infrastructure)	City of Mount Gambier
Aaron Izzard (Environmental Sustainability Officer)	City of Mount Gambier
Leith McEvoy (Director Environmental Services)	District Council of Grant
Nick Brown (Deputy CEO)	District Council of Robe
Daniel Willsmore (Manager of Operations) (on behalf of Steve Bourne)	Naracoorte Lucindale Council
Andrew Pollock (Operations Manager)	Tatiara District Council
Peter Halton (Director Engineering Services)	Wattle Range Council
Biddie Shearing (Acting Executive Officer)	LCLGA
June Saruwaka (Regional Waste Management Coordinator)	LCLGA

#### Apologies

David Worthley (Manager Works and Engineering Services)	Kingston District Council
Lauren Oxlade (Manager Environmental Services)	Wattle Range Council
Steve Bourne (Director Operations)	Naracoorte Lucindale Council

#### 2. Confirmation of the Minutes

**“That the Minutes of the meeting held on 24<sup>th</sup> May 2018 in Mount Gambier, be taken as read, be confirmed as a true and correct record of the proceedings at that meeting.”**

Moved: Nick Serle

Seconded: Nick Brown

CARRIED

#### 3. Matters arising from the Minutes

Nil.

#### 4. Review Limestone Coast Region Waste and Resource Recovery Infrastructure Plan

- The Consultant Rawtec provided 2 documents, a main report and Technical Appendices. The Technical Appendices were provided as confidential information. The committee agreed to keep the Appendices as confidential information to respect

confidentiality of information provided by companies approached during preparation of the plan.

- Amendments to be made to the main document as follows:
  - **Page 33** – Packaging changes - Advocate for legislative changes to packaging. This action needs to be moved to the short-term priority as recently EPA and GISA have requested feedback and comment on single-use plastics and the container deposit scheme.
  - Wording on the MRF needs to be slightly changed or clarified as Councils are reviewing and investigating best options of infrastructure to manage waste.
  - **Page 3** – sub heading – Future infrastructure needs and opportunities – a 10-year outlook. The consultant highlights that there is enough capacity in organics processing facilities and landfills to manage expected future volumes in the region. There has been mention of having a second landfill in the northern part of the region, an issue which was investigated in the past, but refuted by the community. There is need to include in the infrastructure plan that an option of having a second landfill has been considered but dismissed due to (reasons to be specified).
  - There are a few grammatical errors in the document.
- The first stage of the infrastructure plan was to identify major infrastructure needs. The next stage would be to review and investigate identified options.
- The committee had a short discussion on how waste such as bulbs and batteries can be disposed. An agreement was made to include this in the Limestone Coast Regional Waste Strategic Direction.

**ACTION:**

- June Saruwaka to draft email collating the feedback, circulate this to committee members for final approval.
- June Saruwaka to provide collective feedback to RAWTEC, in order for them to make final amendments to the documents.
- June Saruwaka to present both the final amended LC Region Waste and Resource Recovery Infrastructure Plan and the Technical Appendices to the LCLGA Board on Friday 8<sup>th</sup> February 2019 for endorsement, noting the technical appendices to remain in confidence.

**The RWMSC received and noted the report.**

Moved: Nick Brown

Seconded: Nick Serle

CARRIED

## 5. Strategic Planning for the Waste Management Project

- June Saruwaka provided a short presentation of the Waste Project, highlighting achievements made in the last 12 months, the current waste environment and challenges faced in the region. She requested the committee to give direction as to what the project should focus on and reduce.
- Peter Halton indicated that the Limestone Coast School Waste Reduction and Recycling Challenge is a good programme and should continue.



- The committee agreed that from the LC Region Waste and Resource Recovery Infrastructure Plan, June Saruwaka prepare an operational framework that identifies roles and responsibilities to achieve actions outlined in the Infrastructure Plan, taking into consideration the individual council activities and those that are relevant on a regional level.
- When preparing the operational framework, there is to be consideration to the annual work plan and the impact on resource allocation for the Regional Waste Management Coordinator.

**ACTION:** Circulate Work Plan in March ready for the April LCLGA Board meeting.

## 6. Review of the Regional Waste Management Steering Committee Terms of Reference (TOR)

- Discussion was held around the current set of Terms of Reference with the following motions made:

### 2. Membership

Current wording is '*The Presiding Member shall be elected by the Members of this Committee*'

MOTION: To amend the wording as follows: '*The Presiding Member shall be elected by the Members of the Committee at the meeting of the first calendar year*'.

Moved: Andrew Pollock

Seconded: Nick Brown

### 6.1 Election of a Presiding Member

Peter Halton was elected as the Presiding Member unopposed.

Moved: Andrew Pollock

Seconded: Nick Serle

## 7. Reviews on the regulation of single use plastics in SA and the Container Deposit Scheme

- The State Government is currently conducting reviews on the regulation of single use plastics in SA and the Container Deposit Scheme. Minister Spiers is seeking feedback on the regulation of single use plastics in SA and seeking comment on the scope of a review of SA's container deposit scheme.
- June Saruwaka requested committee members to provide comments for her to prepare the feedback before the 22<sup>nd</sup> of February.

## 8. Any other business

- Peter Halton highlighted that Holla-Fresh in Wattle Range District is producing bioenergy. He will contact the company to arrange a site visit.
- June Saruwaka informed the committee that the Limestone Coast Bioenergy Network, through RDALC is organizing a meeting for the Greater Green Triangle



Region. Mark Glover who will be a speaker at the meeting has offered to speak about his waste resource recovery project.

- Nick Brown indicated that the owner of the Container Deposit Collection Depot in Robe reported a decline in cans and bottles. Councils are not involved in the operation of these depots.

## **9. Meeting close**

The meeting ended at 11:32am.

**LIMESTONE COAST LOCAL GOVERNMENT ASSOCIATION  
LIMESTONE COAST CLIMATE ADAPTATION COMMITTEE MEETING  
MEETING No. 7**

## 1. Present

Steve Bourne (Director Operations)	Naracoorte Lucindale Council
Andrew MacDonald (CEO)	Kingston District Council
Lauren Oxlade (Manager Environmental Services)	Wattle Range Council
Aaron Izzard (on behalf of Barbara Cernovskis)	City of Mount Gambier
Leith McEvoy (on behalf of David Singe)	District Council of Grant
Renee Palmer (on behalf of David Wheaton)	RDA LC
Wendy Telfer (Team Leader NRM Planning)	SENRM
Kerry DeGaris (Community Member)	SENRM
Biddie Shearing (Interim Executive Officer)	LC LGA
Michaela Bell (Project Manager)(Acting Chair of the Committee)	LC LGA
Prae Wongthong (Climate Adaptation Project Officer)	LC LGA

## 2. Apologies

Tim Collins (Regional Director South East)	SENRM
Rhiannon Niven (A/Senior Policy Officer)	DEW
Nicolar Turner (Sustainable Agri and Climate Change)	SENRM
Miles Hannemann	Tatiara District Council
Peter Riseley (Deputy Mayor)(Chair of the Committee)	District Council of Robe
Barbara Cernovskis (General Manager Community Wellbeing)	City of Mount Gambier
David Singe (CEO)	District Council of Grant

## 3. Minutes of meeting

Confirmation of the Minutes held Monday 19th June 2018 at the Naracoorte Town Hall

**“That the Minutes of the 6<sup>th</sup> LCCAC Meeting held on the 19<sup>th</sup> June 2018, be taken as read and confirmed as a true and correct record of the proceedings at that meeting.”**

**MOVED:** Steve Bourne

**SECONDED:** Andrew MacDonald

**CARRIED**

## 4. Matters arising from the Minutes

Nil

## 5. LiDAR

The Natural Disaster Resilience Program grant funding of \$30,000 was received by the LC LGA to develop sea flood mapping and erosion assessment of 12 priority settlements in the Limestone Coast. The Project Officer provided verbal updates on project background, six flood scenarios, deliverables, timelines as well as information on selected supplier (University of Adelaide).

Flood mapping will be delivered by June 2019, erosion assessment by December 2019 and web application by January 2020.

Question around role of the Project Officer in the Coastal Council Alliance. Prae Wongthong provided update on the project.

## **6. Climate Education and Awareness programs**

The project officer reported progress on climate awareness info pack and photovoice project. General discussion around past activities on Earth Hour 2018 and potential for Councils to participate in Earth Hour 2019 (30<sup>th</sup> March). City of Mount Gambier confirmed their participation in this global climate change awareness campaign by switching off of lights at Council buildings and hosting a display of climate education and awareness collaterals at Council library.

## **7. Strategic framework for the LC Climate Adaptation Program**

Questions around future commitments from State and Federal governments, and the role of regional LGA/local government towards climate change/climate adaptation.

The Sector Agreement will expire on 30<sup>th</sup> June 2019 and the RDA LC and SE NRM have indicated that they are not able to commit to any additional funding for the next Financial Year. The Committee agreed that if the LC Climate Adaptation program were to continue, the role of Project Officer would need to align with state level expectations and be resourced in an integrated manner. Areas of work around climate adaption in agriculture, viticulture and drainage and wetland management which have been included in the SENRM plan should not be duplicated.

The priority would be education and awareness for vulnerable community (coastal communities, elderly, people with disability, children and people living in remote isolated areas) customised to each district area, collaboration and advocacy. Potential to restructure the program and develop strategic directions to suit future needs.

### **ACTION:**

- 1) Wendy Telfer and Prae Wongthong to follow up with contacts within State government around regional sector agreement post June 2019, political view and long-term strategy.
- 2) Councils to send their priorities and resources required for the program to be continued.

## **8. Review of LC Climate Adaptation Committee TOR**

The TOR needs to be review conditional to clarification from State government (Department of Environment and Water and Premier's Climate Change Council).

## **9. Any other business**

The project officer encouraged coastal Councils to participate in the online survey which is part of the review of the LGA SA Coastal Adaptation Pathways Guidelines. Survey and information about the project was distributed to councils on 13<sup>th</sup> February 2019.



## **10. Next Meeting**

To be decided

## **11. Meeting Close**

12.50pm



		Version Number	1
		Issued	February 2019
		Review	
		Page Number	Page 1 of 6

**Limestone Coast Regional  
Sport & Recreation Advisory Group  
Terms of Reference**



## **PREAMBLE**

The Limestone Coast Local Government Association (LCLGA) is a regional subsidiary established pursuant to Section 43 of the Local Government Act 1999 by the constituent councils of;

- City of Mount Gambier
- District Council of Grant
- District Council of Robe
- Naracoorte Lucindale Council
- Kingston District Council
- Tatiara District Council
- Wattle Range Council

Under its Charter, the LCLGA's Objects and Purpose includes;

1. Work in association with both the LGA and the Australian Local Government Association
2. Undertake co-ordinating, advocacy and representational roles on behalf of its Constituent Councils at a regional level;
3. Facilitate and co-ordinate activities of local government at a regional level related to social, environmental and community development with the object of achieving improvement for the benefit of the communities of its Constituent Councils;
4. Develop, encourage, promote, foster and maintain consultation and co-operation and to strengthen the representation and status of local government when dealing with other governments, private enterprise and the community;
5. Develop further co-operation between its Constituent Councils for the benefit of the communities of its region;
6. Develop and manage policies which guide the conduct of programs and projects in its region with the objective of securing the best outcomes for the communities of the region;
7. Undertake projects and activities that benefit its region and its communities;
8. Associate, collaborate and work in conjunction with other regional local government bodies for the advancement of matters of common interest;
9. Implement programs that seek to deliver local government services on a regional basis; and



	  <b>Limestone Coast Regional Sport &amp; Recreation Advisory Group Terms of Reference</b>	Version Number	1
		Issued	February 2019
		Review	
		Page Number	Page 2 of 6

10. To effectively liaise and work with the State and Commonwealth Governments and instrumentalities on a regional basis for the general enhancement of the region.

For the purpose of carrying out special projects or to investigate specific areas of interest the Charter outlines the process whereby committees can be established.

#### Section 6.11 Committees

1. The Board may establish a committee of Board Members for the purpose of:
  - (a) enquiring into and reporting to the Board on any matter within LCLGA's functions and powers and as detailed in the terms of reference given by the Board to the Committee;
  - (b) exercising, performing or discharging delegated powers, functions or duties.
2. A member of a committee established under this Clause holds office at the pleasure of the Board.
3. The Board may establish advisory committees consisting of or including persons who are not Board Members for enquiring into and reporting to the Board on any matter within LCLGA's functions and powers and as detailed in the terms of reference which must be given by the Board to the advisory committee.
4. A member of an advisory committee established under this clause holds office at the pleasure of the Board.
5. The President of the Board is an ex-officio member of any committee or advisory committee established by the Board.

		Version Number	1
		Issued	February 2019
		Review	
		Page Number	Page 3 of 6

**Limestone Coast Regional  
Sport & Recreation Advisory Group  
Terms of Reference**

### 1. Name

The name of the Committee shall be the Limestone Coast Regional Sport & Recreation Advisory Group

### 2. Membership

The membership of the Committee shall comprise;

- A member nominated by each of the constituent councils (note a member is not intended to infer an Elected Member of Council)
- The Executive Officer of the LCLGA
- The StarClub Field Officer of the LCLGA

The Presiding Member shall be elected by the Members of this Committee.

The President of the LCLGA shall be an ex-officio member of the Committee.

### 3. Term of Office

- Members are elected by the LCLGA Board at the annual general meeting each year.
- A person may be removed from membership of the Committee by resolution of the LCLGA Board.
- Council representatives to be nominated by CEO

### 4. Administrative Support


The StarClub Field Officer of the LCLGA shall ensure administrative support is available to the Committee.

### 5. Role of the Presiding Member

The Presiding Member of the Committee shall:

- Preside at all meetings of the Committee and in the event of the Presiding Member being absent from a meeting, the members present shall appoint a member to preside for that meeting or until the Presiding Member is present.
- Preserve order at meetings so that the business may be conducted in due form and with propriety.
- Upon confirmation of the minutes, sign them in the presence of the meeting.

### 6. Aims and Objectives

	<b>LCLGA</b> Limestone Coast Local Government Association	Version Number	1
		Issued	February 2019
		Review	
		Page Number	Page 4 of 6
<b>Limestone Coast Regional Sport &amp; Recreation Advisory Group Terms of Reference</b>			

- Provide the STARCLUB Field Officer with direction in the role.
- provide information and advice about clubs and sports, priorities, needs and local contacts to the STAR CLUB Field Officer.
- STARCLUB Field Officer to provide committee with workplan at the start of each financial year.
- Work towards development of Region wide Facility Infrastructure plan.

## 7. Calling and Timing of Meetings


- Ordinary meetings of the Committee shall be held at least four times a year at times and places determined by the committee, taking into account the availability and convenience of Members of the Committee.
- Each Member of the Committee, at the time that notice of a meeting is given, is to be supplied with a copy of any documents or reports that are to be considered at the meeting, so far as this is practicable.

## 8. Proceedings of Meetings

- The Meetings of the Committee shall be conducted in accordance with Sections 87- 91 of the Local Government Act 1999 and the Local Government (Procedures at Meetings) Regulations 2013. Further, the Committee is subject to the operation of Part 2 of the Regulations.
- All members of the Committee will have equal voting rights in respect of all motions put to a Committee Meeting.
- The Presiding Member of the Committee or the Member of the Committee appointed to preside over the meeting in the absence of the Presiding Member, has a deliberative vote on any matter arising for decision at the meeting, but does not have a casting vote in the event of an equality of votes.
- No business can be transacted at a Committee meeting unless a quorum is present.
- A quorum is ascertained by dividing the total number of Members of the Committee by two, ignoring any fraction resulting from the division, and adding one. Minimum of 4 members must be attendance for a quorum.
- If at any meeting there is not a quorum present within 30 minutes after the time appointed for the commencement of the meeting, or if at any time after the meeting has commenced and before any business to be transacted is completed, there is not a quorum present, the meeting shall be adjourned to another time and date in accordance with the provisions of the Local Government Act.

## 9. Members to Disclose Interest

- A Member of the Committee has an interest in a matter before the Committee if the member or a person with whom the member is closely associated would, if the matter were decided in a particular manner, receive or have a reasonable expectation of receiving

	<b>LCLGA</b> Limestone Coast Local Government Association	Version Number	1
		Issued	February 2019
		Review	
		Page Number	Page 5 of 6
<b>Limestone Coast Regional Sport &amp; Recreation Advisory Group Terms of Reference</b>			

a direct or indirect pecuniary or non-pecuniary benefit or suffer or have a reasonable expectation of suffering a direct or indirect pecuniary or non-pecuniary detriment.

- A Member of the Committee who has an interest in a matter before the Committee of which he or she is a member must declare the interest to the Committee.
- A disclosure made must be recorded in the minutes of the Committee.
- A Member of the Committee who has an interest in a matter before the Committee must not :-
  - i. Propose or second a motion relating to the matter
  - ii. Take part in discussion by the Committee relating to that matter.
  - iii. While such discussion is taking place, be in, or in the close vicinity of the room in which the matter is being discussed.
  - iv. Vote in relation to the matter.
- A Member of the Committee who has disclosed an interest in a matter may, by permission of the Committee, attend during proceedings of the Committee on the relevant matter in order to ask or answer questions, provided that the meeting is open to the public, the Member withdraws from the room after asking or answering the questions, and the Member does not in any other way take part in any debate or vote on the matter.

#### **10. Reporting to LCLGA Board**

The Committee Minutes will be provided to the LCLGA for endorsement and/or consideration of recommendations of the Committee.

#### **11. Financial Responsibility**

- The Committee has no authority to expend funds unless approved by the LCLGA Board.
- The Committee shall each year consider the financial requirements and submit this request to the LCLGA Board for consideration.

#### **12. Delegation of Powers**

The Board pursuant to Section 44 (2)(a) of the Local Government Act, 1999, delegates to the Committee, for the purpose of achieving its aims and objectives, and subject always to the provisions of the Local Government Act, the following powers:-


- To establish Sub-Committees for specific purposes. Each Sub-Committee must have at least one Member of the Committee as part of its membership.

#### **13. Dissolution**

The committee may be dissolved at the completion of the project/purpose or at the discretion of the LCLGA Board.

#### **14. Liability of Members**



	<b>LCLGA</b> Limestone Coast Local Government Association	Version Number	1
		Issued	February 2019
		Review	
		Page Number	Page 6 of 6
<b>Limestone Coast Regional Sport &amp; Recreation Advisory Group Terms of Reference</b>			

In accordance with Section 41(12) and (13) of the Local Government Act 1999, no civil liability attaches to a member of a committee for an honest act or omission in the exercise, performance or discharge, or purported exercise, performance or discharge, of the member's or committee's powers, functions or duties. Further, a liability that would, but for this clause attach to a member of a committee attaches instead to the Association.

#### **15. Alteration of Terms of Reference**

The Board, may at any time, either on its own initiative or at the request of the Committee, alter, delete or add to any provisions of these Terms of Reference. In doing so, the Council will consult with the Committee prior to adoption.

DRAFT

**REPORT TO LCLGA FROM RDALC**  
**23<sup>rd</sup> November 2018 to 18<sup>th</sup> February 2019**

**SOCIAL CAPITAL: We will enhance regional collaboration and cohesion –**

- Travelled to Bordertown and Naracoorte to meet with JBS and Teys to discuss Designated Area Migration Agreement. (27<sup>th</sup> November)
- Travelled to Warrnambool to meet with Union Dairy Company to further discussion regarding Designated Area Migration Agreement. (29<sup>th</sup> November)
- Meeting with Troy Bell and LCLGA to discuss train services from Mount Gambier to Melbourne. (30<sup>th</sup> November)
- Attended Bio Energy Seminar hosted by RDALC. (6<sup>th</sup> December)
- Attended eNVies event hosted by New Venture Institute. (6<sup>th</sup> December)
- December General Board Meeting held followed by the Board Christmas Function at Hollicks Coonawarra. (7<sup>th</sup> December)
- Went to Adelaide to speak to Department of Home Affairs regarding Designated Area Migration Agreement. (10-11<sup>th</sup> December)
- Travelled to Naracoorte to attend LCLGA General Meeting. (14<sup>th</sup> December)
- Attended the RDSA Chairs and CEO's meeting in Adelaide. (17-18<sup>th</sup> December)
- Attended the LCLGA General Meeting in Kingston. (8<sup>th</sup> January)

**INVESTMENT: We will attract investment to the region**

- Finalisation of the Investment Prospectus occurring.
- Building up for launch of Invest Limestone Coast.
- Still awaiting announcement of Regional Growth Fund - SA Government.
- Not expecting more grants out from the Federal Government as we move closer to the election.

**INFRASTRUCTURE: We will increase investment in infrastructure that will sustain and grow the region's economy**

- Infrastructure Audit Priorities identified, and audit being finalised.
- TraNSIT Study commenced.

**HUMAN CAPITAL: We will develop the skills, knowledge, capacities and productivity of our employers and workforce**

- 60 businesses have been provided with one-on-one support and assistance during the 2018/19 financial year.
- 181 workers have been supported by the Forest Industry Employment Project to upgrade their skills and qualifications. HC target has been met, MC will fall slightly short and HR and light vehicle licences will not reach targeted numbers. This will mean there will be some underspend that will be returned to the Department for Industry and Skills.

- Partnering with the Adelaide Business Hub who will deliver digital solutions workshops in the region April 2019 – June 2019. Locations are Mount Gambier, Millicent, Naracoorte, Bordertown and Kingston.
- A draft business case for the Designated Area of Migration Agreement has been completed and we are awaiting feedback on what additional information might be required to take this project to the next step.

#### **Disability Workforce Hub highlights:**

- Planning for 2019 activities underway with another 2 training sessions in professional boundaries scheduled for the 28<sup>th</sup> of February.
- Service Provider Workshop held on the 7<sup>th</sup> of February with guest presenter Michelle Brunton from the Boosting Local Care program identifying opportunities for the disability sector.
- Disability Hub Coordinator presented and promoted at a new provider forum coordinated by the Department of Social Services for new providers at the Main Corner on the 14 Feb 2019.
- To date 99 employment outcomes have been facilitated through the hub, on track to meet the 125 target by end of June 19.
- Project has been extended to 31 January 2020.

#### **ENVIRONMENT: We will support our partners to maintain our clean, green environment**

- Limestone Coast Climate Adaptation Action Plan being reviewed by the steering committee.
- Liz Perkins participating in the Lower Limestone Coast Water Allocation Plan review.

#### **ORGANISATIONAL GOALS**

- Board Evaluation Survey undertaken.
- Sophie Falting engaged as a Business Administration Trainee. Sophie will commence on the 27<sup>th</sup> February.
- Manager Business and Workforce development position has been advertised.

#### **MEDIA –**

##### **Media releases:**

- Road and Rail Transport Study goes full steam ahead
- Regional Development Australia Limestone Coast: Promoting Economic Prosperity for our Region
- ‘After Hours’ social gatherings to welcome new residents

##### **Coverage:**

- 12 print features across The Border Watch, Lifestyle1 and SE Times.

##### **Facebook:**

- 17 posts, 12,452 people reached and 1,656 followers

##### **LinkedIn:**

- 16 posts, 31,97 post impressions. 30 page views, 12 unique visitors and 4 new followers this reporting period.

**Website:**

- 2,959 users, 5,042 sessions for the reporting period. Highest page visits to jobs site, news, staff and board profiles.

**COMING UP –**

- RDSA CEO Meeting in Adelaide (13-14<sup>th</sup> February)
- Your Professional Network Launch Event at 5290 (28<sup>th</sup> February)
- Going to Portland with other regional stakeholders to discuss rail with Glenelg Shire Council and taking a tour of the Port of Portland (4<sup>th</sup> March)

**David Wheaton**  
**0417 885 920**  
**[ceo@rdalc.org.au](mailto:ceo@rdalc.org.au)**

**Substance Misuse Limestone Coast Report  
Limestone Coast Local Government Association  
March 2019**

We are pleased to report that SMLC has confirmed funding from three different sources in response to grant applications made late last year and early in 2019. The successful funding will allow the Working Party to progress its longer term strategic agendas without concerns about funding and will also ensure that the strong networks and relationships established across the region will continue to grow.

The first confirmed funding is from the Alcohol and Drug Foundation with a grant of \$9,925 so that we can further implement Climate Schools into upper Limestone Coast Secondary High Schools who have been difficult to engage. This funding allows us to have the support of a peer teacher from a school who uses Climate Schools and potentially fund the program for smaller schools who currently use a free program that is not best practice.

The second confirmed funding is from Grants SA Department of Human Services with a grant of \$28,949 to coordinate training days and education forums for Limestone Coast families who are affected by someone else's AOD use. These will happen over three locations in the Limestone Coast.

The third confirmed funding is from the Federal Health Department with \$175,000 per annum for three years to establish a sustainable community based collaborative that will incorporate public education programs, reactive treatment programs and training and education for professionals.

We are also pleased to advise that SMLC will be transitioning our 'home' to the LCLGA offices in the near future and that the LCLGA will act as the auspicing agency for all SMLC grant funding. The new funding will see the development of detailed workplans that will be aligned with funded projects and also provide scope for new activities as determined by the working party members.

Below, is a table outlining completed and current projects being undertaken by SMLC.

Council	Activities	Status
<b>City of Mount Gambier</b> • <b>AOD Education in Schools:</b>	• Three Secondary Schools, two flexible learning programs and the Independent Learning Centre are using Climate Schools in Mount Gambier.	COMPLETE
• <b>Community Partnerships, \$1000 seed funding:</b>	• Mount Gambier Library are planning a collaborative use of Climate Schools with Agencies so that Agencies can deliver the program in their case management time with their 'at risk' young people who regularly use the Library.	Ongoing

<ul style="list-style-type: none"> <li><b>Community Forum:</b></li> </ul>	<ul style="list-style-type: none"> <li>“The Ice Update” was in Mount Gambier on Monday 21<sup>st</sup> May at Sir Robert Helpmann Theatre, in collaboration with Rotary Club of Mount Gambier West, Mount Gambier and Bordertown.</li> <li>110 attendees, with 63 evaluations returned.</li> <li>Filmed by SAPOL with copies of the DVD available on request.</li> </ul>	COMPLETE
<b>District Council of Grant AOD Education in Schools:</b>	<ul style="list-style-type: none"> <li>Allendale East Area School - are using Climate Schools</li> </ul>	COMPLETE
<ul style="list-style-type: none"> <li><b>Community Partnerships, \$1000 seed funding:</b></li> </ul>	<ul style="list-style-type: none"> <li>Tarpeena Progress Association have had their first community gathering, inviting isolated community members to a free bbq and meet and greet with 45 people attending. Project Officer in plans with the Association for further inclusive activities.</li> </ul>	Ongoing
<b>District Council of Robe</b> <ul style="list-style-type: none"> <li><b>AOD Education in Schools:</b></li> </ul>	<ul style="list-style-type: none"> <li>Kingston Area School – SMLC has asked Millicent High School to assist in showcasing Climate Schools to increase Kingston Area School’s interest.</li> </ul>	Ongoing
<ul style="list-style-type: none"> <li><b>Community Partnerships, \$1000 seed funding:</b></li> </ul>	<ul style="list-style-type: none"> <li>No Community Group have been identified by SMLC, to progress with Robe Lions Club, Council, Health or Agency staff</li> </ul>	To progress
<ul style="list-style-type: none"> <li><b>Community Forum:</b></li> </ul>	<ul style="list-style-type: none"> <li>Robe Community Forum, supported by District Council of Robe, the Lions Club of Robe, and the Robe Football. CEO Roger Sweetman opened the event.</li> <li>Low attendance numbers indicate that community educative strategies are meeting the needs, and people are feeling more informed. Promotions for the event were on social and print media.</li> <li>Robe Council have a DVD copy of the forum.</li> </ul>	COMPLETE
<b>Kingston District Council</b> <ul style="list-style-type: none"> <li><b>AOD Education in Schools:</b></li> </ul>	<ul style="list-style-type: none"> <li>Kingston Area School - showing interest in Climate Schools, following up with assistance from Millicent High School – peer teacher to showcase Climate Schools and its success</li> </ul>	Ongoing

<ul style="list-style-type: none"> <li><b>Community Partnerships \$1000 seed funding:</b></li> </ul>	<ul style="list-style-type: none"> <li>Kingston Lions Club are progressing this initiative, with planning continuing.</li> </ul>	Ongoing
<ul style="list-style-type: none"> <li><b>Community Forum:</b></li> </ul>	<ul style="list-style-type: none"> <li>Supported by Kingston SE Watch SA, Lacepede Bay Motel and the Kingston District Council was held on Monday 13<sup>th</sup> August 2018. Promoted by Kingston SE Watch SA, Council, Lacepede Motel, football and netball clubs and social and print media, and the radio. Mayor Reg Lyon opened the event. 42 people attended, 26 Evaluations have been collected.</li> <li>Kingston District Council have a DVD copy of the forum.</li> </ul>	COMPLETE
<p><b>Naracoorte Lucindale Council</b></p> <ul style="list-style-type: none"> <li><b>AOD Education in Schools:</b></li> </ul>	<ul style="list-style-type: none"> <li>Naracoorte High School – following up with assistance of Millicent High School Peer teacher to showcase and increase interest.</li> <li>ILC Naracoorte - following up with Millicent peer teacher</li> <li>Lucindale Area School – following up with peer teacher from Millicent High School</li> </ul>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>
<ul style="list-style-type: none"> <li><b>Community Partnerships \$1000 seed funding:</b></li> </ul>	<ul style="list-style-type: none"> <li>SMLC is sourcing established groups who may be interested.</li> </ul>	Ongoing
<ul style="list-style-type: none"> <li><b>Community Forum:</b></li> </ul>	<ul style="list-style-type: none"> <li>Supported by the Rotary Club of Naracoorte.</li> <li>Monday 20<sup>th</sup> August 2018, 7.00pm at the Naracoorte Town Hall. Promoted by the media, Rotary Club of Naracoorte, Council, and other Agencies.</li> <li>Low attendance, 38 people, 25 evaluations collected</li> <li>Naracoorte Lucindale Council have a DVD copy of the forum.</li> </ul>	COMPLETE
<p><b>Tatiara District Council</b></p> <ul style="list-style-type: none"> <li><b>AOD Education in Schools:</b></li> </ul>	<ul style="list-style-type: none"> <li>Bordertown High School HPE faculty and School Counsellor are investigating how to implement. Following up with Millicent peer teacher.</li> <li>Keith Area School - following up with Millicent peer teacher.</li> </ul>	<p>Ongoing</p> <p>Ongoing</p>
<ul style="list-style-type: none"> <li><b>Community Partnerships, \$1000 seed funding:</b></li> </ul>	<ul style="list-style-type: none"> <li>SMLC Project Officer has identified Board members of the Keith &amp; Districts Community Bank® Branch of the Bendigo Bank</li> <li>Group targeted one family with success, plans for more activities underway</li> </ul>	Ongoing

<ul style="list-style-type: none"> <li><b>Community Forum:</b></li> </ul>	<ul style="list-style-type: none"> <li>Supported by the Rotary Club of Bordertown, "The Ice Update" forum was held on Monday 28<sup>th</sup> May 2018.</li> <li>80 people attended, 57 evaluations returned.</li> <li>Tatiara District Council have a DVD copy of the forum.</li> </ul>	COMPLETE
<b>Wattle Range Council</b> <ul style="list-style-type: none"> <li><b>AOD Education in Schools:</b></li> </ul>	<ul style="list-style-type: none"> <li>Millicent High School have purchased and are using CLIMATE Schools</li> <li>Millicent Community Learning Centre are using CLIMATE Schools with Millicent High School</li> <li>Millicent Wellbeing Staff are in plans to support SMLC in showcasing Climate Schools to smaller regional Secondary schools who have not yet taken up the program.</li> <li>Kangaroo Inn Area School have not responded despite numerous attempts to engage</li> <li>Penola High School – Lead person has been on extended sick leave. Plan to visit with Millicent peer teacher.</li> </ul>	COMPLETE  COMPLETE  Ongoing  Ongoing  Ongoing
<ul style="list-style-type: none"> <li><b>Community Partnerships, \$1000 seed funding:</b></li> </ul>	<ul style="list-style-type: none"> <li>The Rotary Club of Millicent have a further \$1000 to add to for a community partnership program.</li> <li>A small community group has been identified and are working with SMLC Project Officer through their steps of establishing a community program.</li> <li>Group has secured Partnership with Wattle Range Council</li> <li>Group will have a presence at the Unity Housing Residents Neighbour Day.</li> </ul>	Ongoing  Ongoing  Ongoing
<ul style="list-style-type: none"> <li><b>Community Forum:</b></li> </ul>	<ul style="list-style-type: none"> <li>Supported by the Rotary Club of Millicent, "the Ice Update" held on Monday 3<sup>rd</sup> September 2018 at the Civic &amp; Arts Centre.</li> <li>32 people attended, 26 evaluations collected.</li> </ul>	COMPLETE
<b>Establish Advisory Group in Limestone Coast</b>	<ul style="list-style-type: none"> <li>Members of Substance Misuse Limestone Coast are continuing our activities in looking for the right people to lead the initiative and champion the cause.</li> </ul>	Ongoing
<b>Secure Funding for forward momentum</b>	<ul style="list-style-type: none"> <li>LC LGA has agreed to fund continuing strategies with schools and communities with \$40,000</li> <li><b>Grants SA has granted \$28,949</b> to coordinate training for Limestone Coast families who are affected to someone else's AOD use.</li> <li><b>Alcohol and Drug Foundation has granted \$9925</b> to further implement Climate Schools into upper Limestone Coast Secondary High Schools</li> </ul>	COMPLETE  Ongoing  Ongoing



	<ul style="list-style-type: none"> <li><b>Federal Department of Health has granted \$175,000 per annum for 3 years.</b></li> <li>Work plan is underway to address further family, workforce and community education initiatives.</li> </ul>	Ongoing  Ongoing
<b>Workforce Training "Support the Family – Improve the Outcome"</b>	<ul style="list-style-type: none"> <li>Secured UniSA as a training venue for Family Drug Support to deliver two days of training. 33 Limestone Coast front line staff registered for training on 4<sup>th</sup> and 5<sup>th</sup> December 2018 at UniSA, 24 attended with 9 absent due to workloads or sick leave.</li> </ul>	COMPLETE

#### Barriers and Challenges:

- AOD Education in schools:**
  - Schools are busy environments, and when taking on a new program, schools need to readjust timetables and staffing, which takes time and commitment.
- Community Partnerships:**
  - Finding community minded people to commit to a new community-based program takes time to build trusting relationships, sharing values, finding space and empowering people to ensure it is citizen led.
  - Maintaining new community groups is based on relying on local content, and it is fairly typical that if one person leaves the group traction can change leading to the group's short life span.
- Workforce Training:**
  - Workloads prohibit some Agencies to take out time for professional development.

We thank all community groups and agencies for their ongoing support and contributions.

#### Members of Substance Misuse Limestone Coast

Sergeant Andy Stott  
Crime Prevention Manager,  
Limestone Coast Local Service Area  
Chair,  
Limestone Coast Drug Action Team

Dr Sue Mutton  
Adjunct Researcher  
UniSA  
School of Psychology, Social Work and Social  
Policy

Dr Judy Nagy  
General Manager City Growth  
City of Mount Gambier

Sophie Bouchier  
Project Officer  
Substance Misuse Limestone Coast



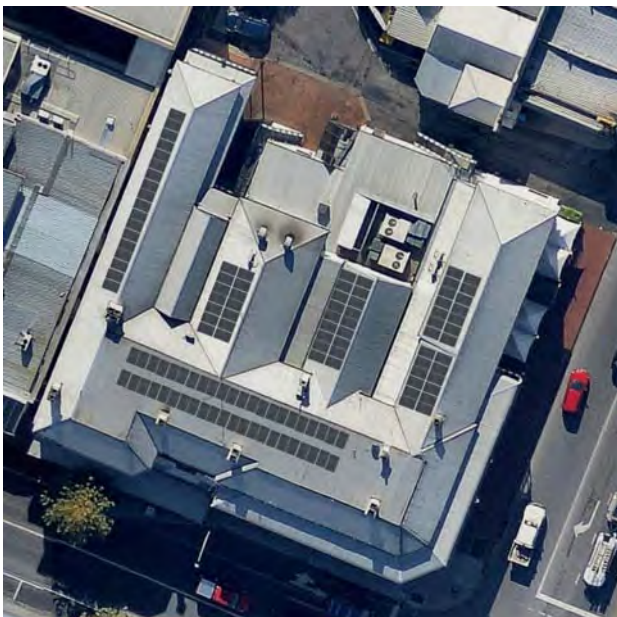
028L/rw  
18/03/19

Ms Biddie Shearing  
Interim Executive Officer  
Limestone Coast Local Government Association  
Post Office Box 1445  
Mt. Gambier SA 5290

## Limestone Coast Heritage Adviser Report

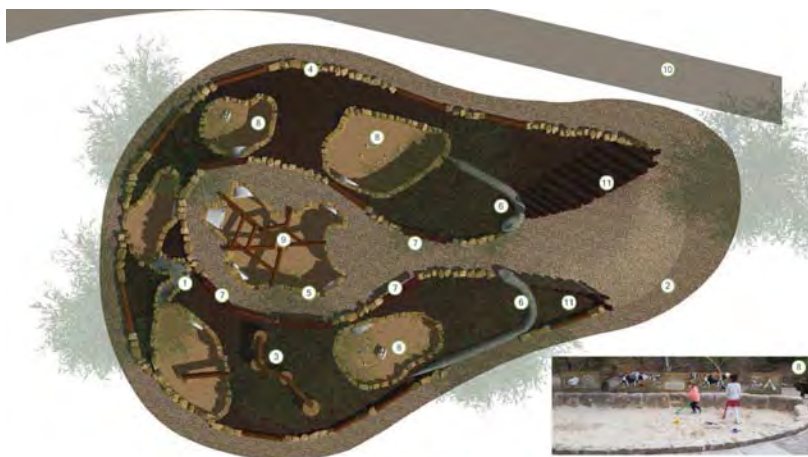
February 2019

Date /	Where /	Status /	Place /	Advice /	
01/02/19	Office	SH	Granny Banks Cottage, 15 Sturt St, Robe	Heritage consultation (phone) with Christos Stoios.	0.25
05/02/19	Office	LH	83 Bay Road, Mt Gambier	Assess amended Development Application plans for second dwelling / attached garage.	0.5
		SH	Granny Banks Cottage, 15 Sturt Street, Robe	Review proposed chimney colours.	0.25
		SH	Mt Gambier Hotel	Consultation with applicant re rooftop solar pV installation. Negotiate amended location and panel layout to ensure panels are concealed from street level.	0.25





05/02/19	Office	Cont/ HCPA	35 Reginald Street	Assess Development Application for proposed demolition and request further information.	0.75
		Cont / St Andrews HCPA	28 Wehl St North	Discussion with Council re compliance.	0.25
		LH	83 Bay Road, Mt Gambier	Liaise with Emily Ruffin.	0.5
06/02/19	Office	SH	Gambier Hotel	Review amended Development Application for Solar pV installation.	0.25
13/02/19	Office	SHA	Crater Lakes	Assess Development Application for retaining wall repairs / replacement of sections of Keegan Drive.	0.5
		LH	Frew Park and Vansittart Park	Advice to Council on replacement of bench seats.	0.25
14/02/19	Office	Nom LH	Sportsmans Arms Hotel, Millicent	Informal advice to Council on repair of the verandah.	1.25
20/02/19	Office	Contrib / HCPA	35 Reginald Street, Mt Gambier	Assessment of amended Development Application plans for demolition and new dwelling.	0.5
		SH	Naracoorte Caves	Assessment of Development Application re proposed Nature Play adjacent to the Visitor Centre building.	0.25





20/02/19	Office	Contrib / HCPA	31 Helen Street, Mt Gambier	Assess Development Application re proposed sign and request further information.	0.25
		SH	Blue Lake, Mt Gambier	Assessment of SA Water Development Application for replacement fencing and weed removal.	0.5
21/02/19	Office	HCPA	21 Jubilee Highway, Mt Gambier	Assessment of amended Development Application plans for front verandah.	0.25
22/02/19	Office	SH	St Andrews Church, Mt Gambier	Heritage consultation with Sam Hosking, Hosking Willis Architects - review and comment on previous community hall concept design.	0.5
		SH	Millicent Police Lockup	Check status of Development Application with SCAP.	0.25
26/02/19	Kingston	LH	Former Kingston Primary School	Inspection with Chelsea Burns re external painting.	0.25
	Robe	SH	Karatta Wines, Robe	Heritage consultation (site) with David Woods re side fence and storage shed DA	0.75
	Wattle Range	Nom LH	St Nicholas Anglican Church	Inspection of nominated local heritage place	0.25







26/02/19

Wattle Range SH

Beachport Museum

Heritage consultation (site) with Mark Threadgold re State Heritage Fund Grant. Advice on mangement and investigation of internal rising damp.

2.0



26/02/19

Wattle Range SH

Yallum Park

Heritage consultation (site) with Andrew Clifford re kitchen fit-out.



27/02/19

Mount Gambier

SH

Riddoch Gallery / Main Corner

Heritage consultation (site) with Ben Kilsby re location of events power outlets.

0.5

LHCPA

15 Agnes Street

Development Application Assessment.

7.5



27/02/19	Mount Gambier	Cont/ LHCPA	31 Helen Street	Development Application Assessment.
		LHCPA	8 Lake Tce East	Development Application Assessment.
		LHCPA	24 Wehl Street North	Heritage consultation (site) with prospective purchaser regarding infilling of existing carport fronting Wyatt Street.
		Cont/ LHCPA	31 Helen Street	Heritage consultation (site) re dental practice signage with Rowan Williamson & Simon Wiseman.
		LHCPA	15 Agnes Street Vansittart Park	Development Application Assessment of proposed Back Verandah.
		Cont/ LHCPA	31 Helen Street	Assess Development Application for dental practice signage.
		LHCPA	8 Lake Terrace East	Heritage Advice on proposed second dwelling at the rear of an existing dwelling.
		LH		General duties.

Robe

SH

Granny Banks Cottage,  
15 Sturt Street

Heritage consultation (site) with stonemason re State Heritage Fund Grant.

1.5





28/02/18 Robe

SH

Moorakynne House, Sturt St

Heritage consultation (site) with Margaret Ferguson re State Heritage Fund grant for stonework repairs.

1.75



28/02/18

SH

Robe Institute

Heritage consultation with Roger Sweetman re damp issues.

0.5

LH Local Heritage Place  
Nom LH Identified Place not listed.  
Gen General Advice  
Cont. Contributory Place.  
HCZ Historic Conservation Zone.  
LHPA Local Heritage Policy Area.

cc Dr Judy Nagy, Ms Tracy Tzoutzouklaris, Ms Emily Ruffin,  
Mr Simon Wiseman, Ms Jessica Porter, City of Mt Gambier  
Mr John Best, Mr Peter Whiting, Mr Mark Theadgold, WRC  
Mr Paul McCrostie, Ms Sarah Durand, NLC  
Mr Leith McEvoy, Ms Trudy Glynn DC Grant  
Mr Andrew McDonald, Mr Milan Hodak, DC Kingston  
Mr Rocky Callisto, DC Tatiara  
Ms Michelle Gibbs, DC Robe