

Agenda

Council

NOTICE OF MEETING

Notice is hereby given that a meeting of the Council will be held in the

**Council Chamber - Glenelg Town Hall
Moseley Square Glenelg**

14 May 2024 at 7.00pm



Roberto Bria
Chief Executive Officer



1. Opening

The Mayor will declare the meeting open at 7.00pm.

2. Kurna Acknowledgement

We acknowledge Kurna people as the traditional owners and custodians of this land.

We respect their spiritual relationship with country that has developed over thousands of years, and the cultural heritage and beliefs that remain important to Kurna People today.

3. Service to Country Acknowledgement

The City of Holdfast Bay would like to acknowledge all personnel who have served in the Australian forces and services, including volunteers, for our country.

4. Prayer

Heavenly Father, we pray for your presence and guidance at our Council Meeting. Grant us your wisdom and protect our integrity as we carry out the powers and responsibilities entrusted to us on behalf of the community that we serve.

5. Apologies

5.1 Apologies received - Councillor S Lonie

5.2 Absent – Councillor A Bradshaw (Approved Leave of Absence), Councillor J Smedley (Approved Leave of Absence)

6. Annual Business Plan Consultation

Under section 123(4)(a)(i)(b) of the Local Government Act 1999, Council will provide a period of at least one hour for members of the public to ask questions and make a submission in relation to the draft 2024-25 Annual Business Plan and Budget.

7. Items Presented to Council

8. Declaration Of Interest

If a Member has an interest (within the terms of the Local Government Act 1999) in a matter before the Council they are asked to disclose the interest to the Council and provide full and accurate details of the relevant interest. Members are reminded to declare their interest before each item.

9. Confirmation Of Minutes

That the minutes of the Ordinary Meeting of Council held on 23 April 2024 be taken as read and confirmed.



10. Public Presentations

10.1 Petitions

10.1.1 Petition - Movement and Transport Plan 2024-2028 (Report No: 136/24)

10.2 Presentations - Nil

10.3 Deputations - Nil

11. Questions by Members

11.1 Without Notice

11.2 On Notice

11.2.1 Brighton Beachfront Holiday Park – Councillor Bradshaw - (Report No: 141/23)

12. Member's Activity Reports - Nil

13. Motions on Notice

13.1 Leave of Absence – Councillor Lonie (Report No: 132/24)

14. Adjourned Matters - Nil

15. Reports of Management Committees and Subsidiaries

15.1 Minutes – Alwyndor Management Committee – 24 April 2024 (Report No: 145/24)

15.2 Minutes – Jetty Road Mainstreet Committee – 1 May 2024 (Report No: 146/24)

15.3 Minutes – Executive Committee – 7 May 2024 (Report No: 142/24)

16. Reports by Officers

16.1 Items in Brief (Report No: 139/24)

16.2 Budget and Annual Business Plan Update – As At 31 March 2024 (Report No: 140/24)

16.3 Holdfast Bay Community Centre – YMCA Lease Extension (Report No: 144/24)

16.4 William Kibby VC Veterans Shed Licence (Report No: 143/24)

16.5 Local Government Association Ordinary General Meeting – 23-24 May 2024 (Report No: 91/24)

16.6 Stormwater Management Authority Board - Call for Nominations (Report No: 137/24)

16.7 Adelaide Cemeteries Authority Board - Call for Nominations (Report No: 138/24)

17. Resolutions Subject to Formal Motions

Presented for the information of Members is a listing of resolutions subject to formal resolutions, for Council and all Standing Committees, to adjourn or lay on the table items of Council business, for the current term of Council.



18. Urgent Business – Subject to the Leave of the Meeting

19. Items in Confidence

19.1 Car Share (Report No: 115/24)

Pursuant to Section 83(5) of the *Local Government Act 1999* the Report attached to this agenda and the accompanying documentation is delivered to the Council Members upon the basis that the Council considers the Report and the documents in confidence under Part 3 of the Act, specifically on the basis that Council will receive, discuss or consider:

- d. commercial information of a confidential nature (not being a trade secret) the disclosure of which –
 - i. could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
 - ii. would, on balance, be contrary to the public interest.

19.2 Glenelg Football Club – New Lease and Licence (Report No: 118/24)

Pursuant to Section 83(5) of the *Local Government Act 1999* the Report attached to this agenda and the accompanying documentation is delivered to the Council Members upon the basis that the Council considers the Report and the documents in confidence under Part 3 of the Act, specifically on the basis that Council will receive, discuss or consider:

- b. Information the disclosure of which –
 - i. would reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
 - ii. would, on balance, be contrary to the public interest.
- d. commercial information of a confidential nature (not being a trade secret) the disclosure of which –
 - i. could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
 - ii. would, on balance, be contrary to the public interest.



20. Closure

A handwritten signature in blue ink, appearing to read "Roberto Bria". The signature is fluid and cursive, written over the printed name.

Roberto Bria
Chief Executive Officer

Item No: 10.1.1

Subject: PETITION – MOVEMENT AND TRANSPORT PLAN 2024-2028

Summary

A petition has been received from Mr Maurice Dunstall, President Holdfast Bay Residents Alliance. Mr Dunstall lodged the petition on behalf of the Holdfast Bay Residents Alliance.

The petition states:

“We the undersigned clearly reject the introduction of a blanket 40km/h speed limit across the Holdfast Bay area as proposed in Section 4.1 of the Draft Movement and Transport Plan 2024/28 noted as ‘work with State Government to implement a 40km/h area speed limit’.

Recommendation

That Council notes the petition from Mr Dunstall regarding the rejection of the introduction of a blanket 40km/h speed limit across the whole of Holdfast Bay area.

Report

On 26 April 2024, Administration received a petition relating to the rejection of a blanket 40km/h speed limit across the Holdfast Bay area, as proposed in Section 4.1 of the Draft Movement and Transport Plan 2024-2028.

The petition is deemed to be valid, meeting the requirements of the Code of Practice – Meeting Procedures, Regulations 10 (1) – (9). There are 137 signatories which excludes 10 signatures where the address details were not provided in full and therefore unable to be counted as valid signatories.

A full copy of the petition has been made available to Elected Members under a separate cover and is not attached to this agenda item.

Budget

Not applicable

Life Cycle Costs

Not applicable

Strategic Plan

Statutory compliance

Council Policy

City of Holdfast Bay Code of Practice – Meeting Procedures

Statutory Provisions

Local Government Act 1999

Local Government (Procedures at Meetings) Regulations 2013

Written By: Executive Officer and Assistant to the Mayor

Chief Executive Officer: Mr R Bria

Item No: 11.2.1

Subject: QUESTION ON NOTICE – OWNERSHIP OF THE BRIGHTON BEACHFRONT HOLIDAY PARK

Question

Councillor Bradshaw asked the following question:

“Can Administration please confirm the status on the ownership or otherwise of the Brighton Beachfront Holiday Park?”

If it’s a Leasehold situation between Council and the State Government as I’ve been told, please supply a copy of any Lease in this response.”

Background

I’ve heard various stories regarding the ownership of the Brighton Foreshore Holiday Park (Formerly known as Kingston Park) and looking for clarity on that please.

Answer – Manager Development Services

The land containing the Brighton Beachfront Holiday Park is held in trust (i.e. not a lease) to the former City of Brighton and now the City of Holdfast Bay (the Council) and dedicated for amusement and recreation purposes pursuant to the *Crown Lands Act 1929* by way of a Governor’s decree. The land is effectively dedicated to the Council as a custodian in perpetuity for the specified purpose until such time as the Governor declares that it be released from trust.

The land was later assigned Community Land status in 2007 pursuant to the *Local Government Act 1999*. A copy of the Certificate of Title indicating the existence of the trust in the Schedule of Endorsements, and a copy of the gazette notice declaring Community Land status are provided.

Refer Attachment 1

Attachment 1



Title Register Search

LANDS TITLES OFFICE, ADELAIDE

For a Certificate of Title issued pursuant to the Real Property Act 1886

REGISTER SEARCH OF CERTIFICATE OF TITLE * VOLUME 5557 FOLIO 560 *

| | |
|--|-----------------------------|
| COST : \$19.20 (GST exempt) | PARENT TITLE : CT 4402/905 |
| REGION : EMAIL | AUTHORITY : CONVERTED TITLE |
| AGENT : VKES BOX NO : 000 | DATE OF ISSUE : 21/07/1998 |
| SEARCHED ON : 02/04/2012 AT : 12:08:21 | EDITION : 1 |

REGISTERED PROPRIETOR IN FEE SIMPLE

CITY OF HOLDFAST BAY OF PO BOX 19 BRIGHTON SA 5048

DESCRIPTION OF LAND

SECTION 1540
HUNDRED OF NOARLUNGA
IN THE AREA NAMED KINGSTON PARK

SECTION 1643
HUNDRED OF NOARLUNGA
IN THE AREAS NAMED KINGSTON PARK AND SEACLIFF

SECTION 1662
HUNDRED OF NOARLUNGA
IN THE AREA NAMED KINGSTON PARK

EASEMENTS

SUBJECT TO THE EASEMENT OVER THE LAND MARKED Y (VOL.4375 FOLIO 744)

SUBJECT TO THE EASEMENT OVER THE LAND MARKED Z (VOL.4375 FOLIO 745)

SCHEDULE OF ENDORSEMENTS

IN TRUST TO PERMIT SUFFER AND TO BE USED AT ALL TIMES AS A RECREATION RESERVE

NOTATIONS

DOCUMENTS AFFECTING THIS TITLE

NIL

REGISTRAR-GENERAL'S NOTES

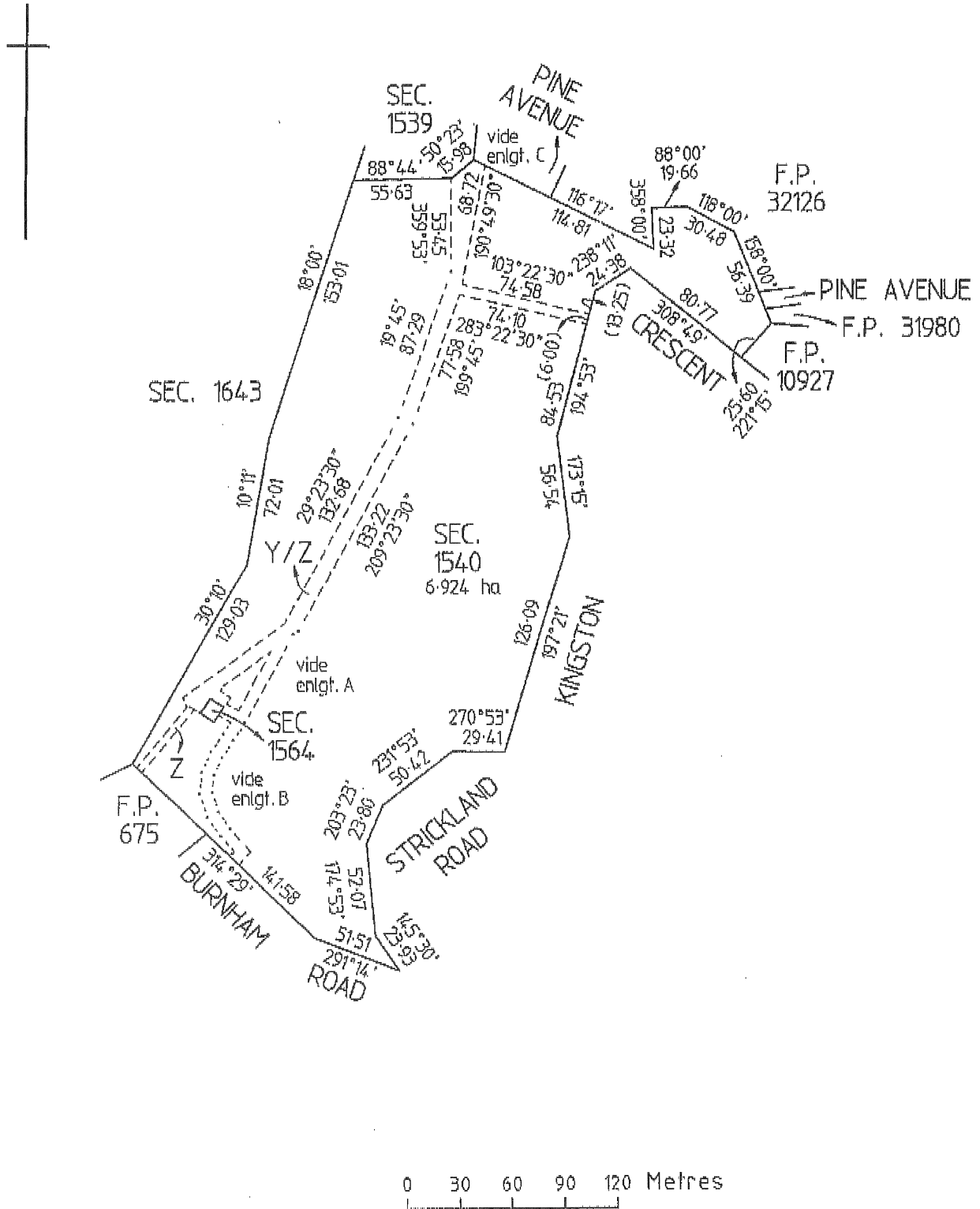
DATA SUBJECT TO CORRECTION VIDE DKT. 80/05
TITLE NOT PRINTED

END OF TEXT.

LANDS TITLES OFFICE ADELAIDE SOUTH AUSTRALIA

DIAGRAM FOR CERTIFICATE OF TITLE VOLUME 5557 FOLIO 560

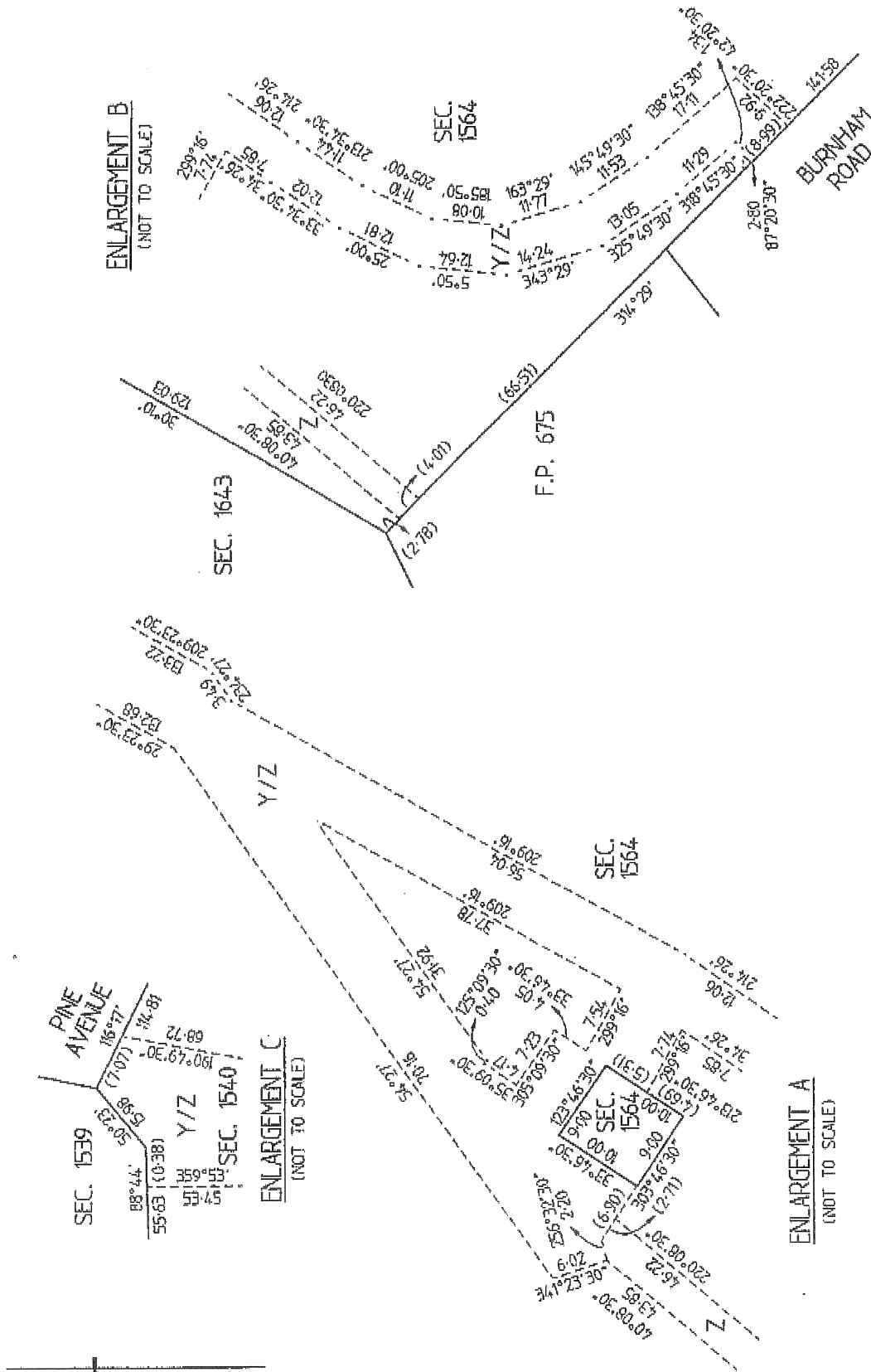
SEARCH DATE : 02/04/2012 TIME: 12:08:21



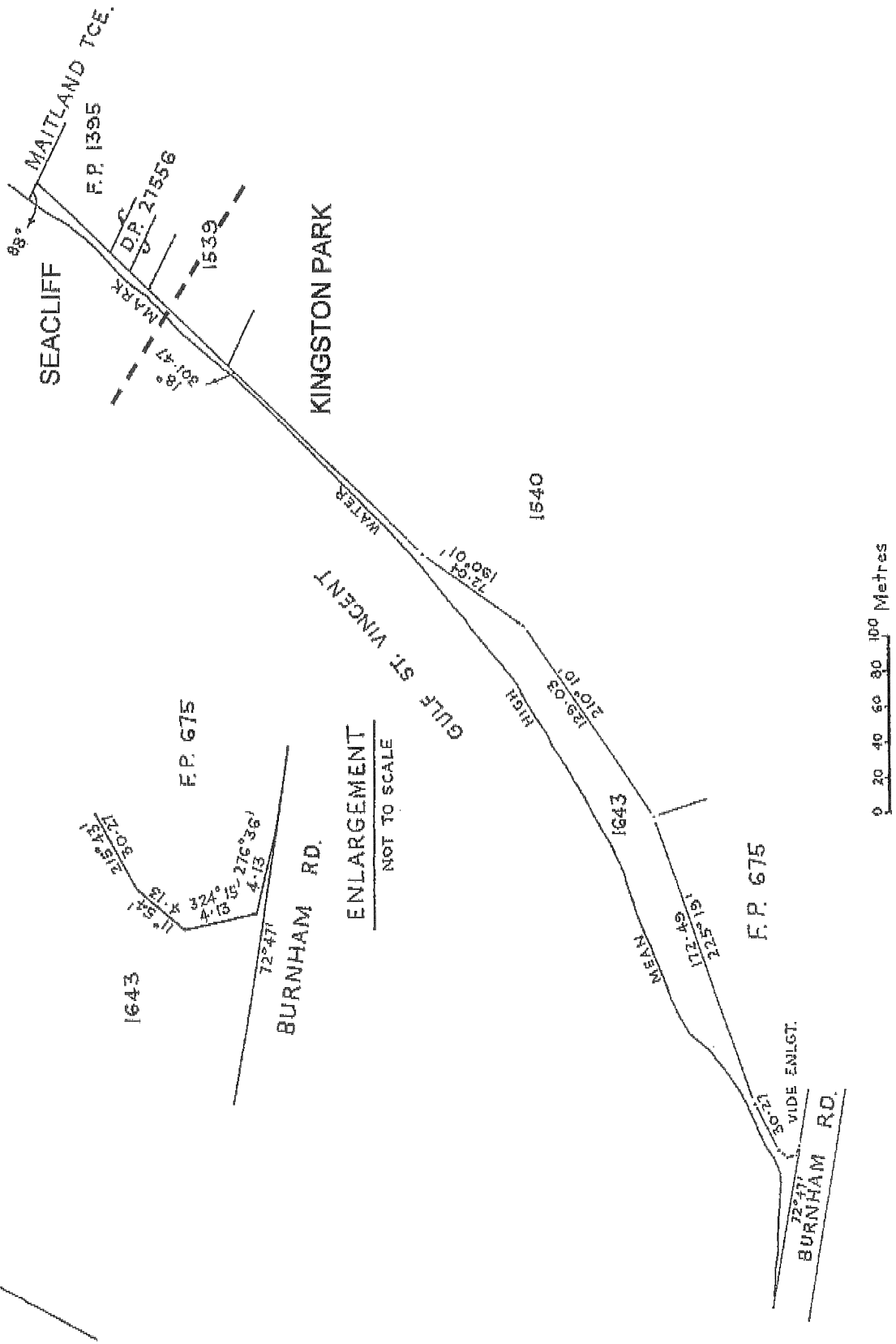
LANDS TITLES OFFICE ADELAIDE SOUTH AUSTRALIA

DIAGRAM FOR CERTIFICATE OF TITLE VOLUME 5557 FOLIO 560

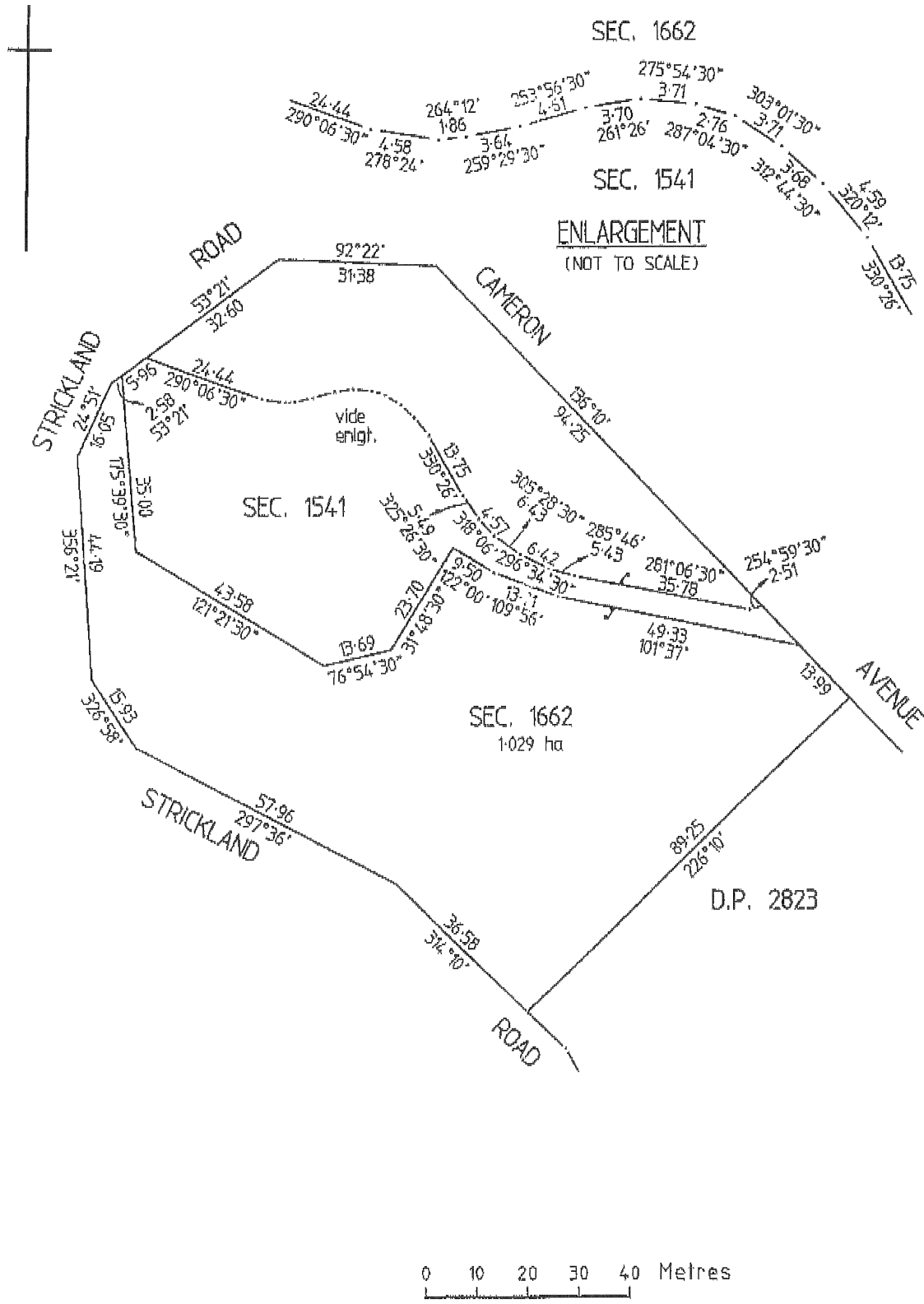
SEARCH DATE: 02/04/2012 TIME: 12:08:21



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 DIAGRAM FOR CERTIFICATE OF TITLE VOLUME 5557 FOLIO 560
 SEARCH DATE : 02/04/2012 TIME: 12:08:21



LANDS TITLES OFFICE ADELAIDE SOUTH AUSTRALIA
 DIAGRAM FOR CERTIFICATE OF TITLE VOLUME 5557 FOLIO 560
 SEARCH DATE : 02/04/2012 TIME: 12:08:21



CITY OF HOLDFAST BAY

Inclusion of Land in Classification as Community Land

NOTICE is hereby given that pursuant to section 193 (5) of the Local Government Act 1999, as amended, the Council resolved at its meeting held on 11 September 2007, that the land contained in certificates of title volume 5840, folio 213; volume 5840, folio 214; volume 5840, folio 215; volume 5555, folio 121; volume 5864, folio 948; volume 5840, folio 221; volume 5840, folio 222; volume 5129, folio 84; volume 5100, folio 305; volume 5370, folio 573; volume 5651, folio 969; volume 5117, folio 402; volume 5853, folio 854; volume 5123, folio 173; volume 5123, folio 219; volume 5397, folio 315; volume 5397, folio 316; volume 5397, folio 317; volume 5402, folio 363 and volume 5402, folio 364, together known as Partridge Street Car Park, Glenelg; Elizabeth Street Car Park, Glenelg; Milton Street Car Park, Glenelg and Cowper Street Car Park, Glenelg, be included in the Classification as Community Land.

R. DONALDSON, Chief Executive Officer

CITY OF HOLDFAST BAY

Inclusion of Land in Classification as Community Land

NOTICE is hereby given that pursuant to section 193 (5) of the Local Government Act 1999, as amended, the Council resolved at its meeting held on 24 April 2007, that the land contained in certificates of title volume 5846, folio 227; volume 5861, folio 750 and volume 5557, folio 560, together known as Seacliff Car Park, Seacliff and Brighton Caravan Park, Kingston Park, be included in the Classification as Community Land.

R. DONALDSON, Chief Executive Officer

CITY OF PLAYFORD

ROADS (OPENING AND CLOSING) ACT 1991

Road Closure, Walkway between Deptford and Argent Streets, Elizabeth Grove

NOTICE is hereby given pursuant to section 10 of the said Act, that Council proposes to make a Road Process Order to close and retain (subject to ETSA and SA Water easements) the walkway between Deptford Street and Argent Street in Deposited Plan 6244 shown as 'A' on Preliminary Plan No. 07/0070.

A copy of the plan and statement of persons affected are available for public inspection at Council's Office, 12 Bishopstone Drive, Davoren Park and 10 Playford Boulevard, Elizabeth, also at the office of the Surveyor-General, 101 Grenfell Street, Adelaide, during normal office hours.

Any application for easement or objections must be made in writing within 28 days from 29 November 2007, to the Council, 12 Bishopstone Drive, Davoren Park, S.A. 5113 and the Surveyor-General, G.P.O. Box 1354, Adelaide, S.A. 5001, setting out full details.

Where a submission is made, Council will give notification of a meeting to deal with the matter.

T. R. S. JACKSON, Chief Executive Officer

CITY OF PORT LINCOLN

Meeting Dates

NOTICE is hereby given that pursuant to section 81 (1) of the Local Government Act 1999, Council has determined it will hold two ordinary meetings of Council being on the first and third Mondays of the month. The Development Assessment Panel meeting will be held on the second Monday of the month.

All meetings will be held at 7.30 p.m. at the Council Chambers, Civic Centre, 60 Tasman Terrace, Port Lincoln.

Should a public holiday fall on a meeting date then the meeting will be held on the following Tuesday.

Principal Office

Pursuant to section 45 of the Local Government Act 1999, Council advises the location of its Principal Office is Level 1, Civic Centre, 60 Tasman Terrace, Port Lincoln and its opening hours to the general public will be between 9 a.m. and 5 p.m. on Monday to Friday excluding public holidays.

Alteration to Scheduling of Meetings—January 2008

The City of Port Lincoln wishes to advise of the following alteration to the scheduling of Council meetings during January 2008.

Ordinary Council will meet on Monday, 21 January 2008, commencing at 7.30 p.m. A meeting will not be held on Monday, 7 January 2008.

The first meeting of the Development Assessment Panel for 2008 will be held on Monday, 11 February 2008.

G. DODD, Chief Executive Officer

THE BAROSSA COUNCIL

Renaming of Road

NOTICE is hereby given that pursuant to section 219 of the Local Government Act 1999, Council on 20 November 2007, resolved to rename Garrett Road, Tanunda to Little Kaiserstuhl Road.

D. MORCOM, Chief Executive Officer

DISTRICT COUNCIL OF BARUNGA WEST

Temporary Road Closures

NOTICE is hereby given that the Council at its meeting held on 13 November 2007, agreed, that pursuant to section 33 of the Road Traffic Act 1961, to the temporary road closures:

1. Aitchison Road and Arbon Road, Port Broughton between the hours of 9 a.m. and 5 p.m. on Tuesday, 11 December 2007 and Wednesday, 12 December 2007, for the purpose of conducting a Defensive Driving Program.

2. East Terrace (from James Street to Bay Street), Bay Street (from East Terrace to West Terrace) and West Terrace (from Bay Street to James Street) on Saturday, 15 December 2007, for the purpose of the annual Christmas Pageant.

N. HAND, District Manager

DISTRICT COUNCIL OF CEDUNA

DEVELOPMENT ACT 1993

Erratum

IN *Government Gazette* that appeared Thursday, 22 November 2007 on pages 4334 and 4335, titled 'DEVELOPMENT ACT 1993 DISTRICT COUNCIL OF CEDUNA Draft Better Development Plan (BDP) Conversion Development Plan Amendment (DPA) by The District Council of Ceduna—Draft for Public Consultation' should be titled as follows:

'DEVELOPMENT ACT 1993 DISTRICT COUNCIL OF CEDUNA—General and Coastal Policy Plan Amendment—Draft for Public Consultation'.

Dated 29 November 2007.

A. J. IRVINE, Chief Executive Officer

COORONG DISTRICT COUNCIL

New Road Names—Taillem Bend

NOTICE is hereby given pursuant to section 219 (1) of the Local Government Act 1999, that the Coorong District Council at its meeting held on 13 November 2007, assigned the following road names for the internal roads located in the Craignook subdivision 571/C026/05, formerly Allotments 97 and 98, Princes Highway, Taillem Bend in the Hundred of Seymour:

Riverside Drive: The road entering the development off Princes Highway, Taillem Bend.

Sunnybank Place: The internal road across the entrance road, Riverside Drive.

T. DREW, Chief Executive Officer

Item No: 13.1

Subject: MOTION ON NOTICE – LEAVE OF ABSENCE – COUNCILLOR LONIE

Proposed Motion

Councillor Lonie proposed the following motion:

That Council grant Councillor Susan Lonie a Leave of Absence from Council for the period 12 May to 27 May 2024.

Item No: 15.1

Subject: MINUTES – ALWYNDOR MANAGEMENT COMMITTEE - 24 APRIL 2024

Summary

The minutes of the Alwyndor Management Committee meeting held on 24 April 2024 are provided for information.

Recommendation

1. That the minutes of the Alwyndor Management Committee meeting held on 24 April 2024 be noted.

RETAIN IN CONFIDENCE - Section 91(7) Order

2. That having considered Attachment 2 to Report No: 145/24 Minutes - Alwyndor Management Committee – 24 April 2024 in confidence under section 90(2) and (3) (b) of the *Local Government Act 1999*, the Council, pursuant to section 91(7) of the Act orders that Attachment 2 be retained in confidence for a period of 24 months and that this order be reviewed every 12 months.
-

Background

This report is presented following the Alwyndor Management Committee Meetings.

The Alwyndor Management Committee was established to manage the affairs of Alwyndor. The Council has endorsed the Committee's Terms of Reference and given the Committee delegated authority to manage the business of Alwyndor.

Report

The minutes of the meeting are attached for Members' information.

Refer Attachments 1 and 2

Budget

Not applicable

Life Cycle Costs

Not applicable

Strategic Plan

Enabling the people in our communities to live healthy, engaged and fulfilling lives.

Council Policy

Not applicable

Statutory Provisions

Not applicable

Written By: General Manager, Alwyndor

General Manager: Alwyndor, Ms B Davidson-Park

Attachment 1

CITY OF HOLDFAST BAY

Minutes of the meeting of the Alwyndor Management Committee of the City of Holdfast Bay held via Audio-visual telecommunications on Wednesday 24 April 2024 at 6.30pm.

PRESENT

Elected Members

Councillor Susan Lonie
Councillor Robert Snewin

Independent Members

Mr Kim Cheater- Chair
Ms Julie Bonnici
Ms Joanne Cottle
Prof Judy Searle
Prof Lorraine Sheppard

Staff

General Manager – Ms Beth Davidson-Park
Manager, Community Connections – Ms Molly Salt
Manager, Residential Services – Ms Natasha Stone (Teams)
Chief Financial Officer– Mr Rafa Mirzaev
Manager, People and Culture, Ms Lisa Hall
Executive Assistant – Ms Bronwyn Taylor

1. OPENING

The Chairperson declared the meeting opened at 6.30pm.

2. KAURNA ACKNOWLEDGEMENT

With the opening of the meeting the Chair stated:

We acknowledge the Kaurna people as the traditional owners and custodians of this land.

We respect their spiritual relationship with country that has developed over thousands of years, and the cultural heritage and beliefs that remain important to Kaurna People today.

3. APOLOGIES

- 3.1 For Absence
Ms Trudy Sutton
- 3.2 Leave of Absence
Nil

4. DECLARATION OF INTEREST

Committee members were reminded to declare any interest before each item.
Attachment 1 – Register of Interests
Noted

5. CONFIRMATION OF MINUTES

Motion

That the Public and Confidential minutes of the Alwyndor Management Committee held on 4 April 2024 be taken as read and confirmed.

Moved by Ms Joanne Cottle, Seconded by Prof Judy Searle

Carried

6. REVIEW OF ACTION ITEMS

- 6.1 **Action Items**
Noted
- 6.2 **Annual Work Plan**
Noted

7. GENERAL MANAGER REPORT

7.1 General Manager Report (Report No:05/24)

7.1.1 Staff Survey Update

General Manager presented trends and benchmarks for the retention and attraction survey as well as the standardised questions which are asked either each survey or annually

It was noted that Alwyndor performed above the aged care benchmark in all areas and that the results for each of the standardised questions showed continuously higher outcomes each survey.

7.1.2 Reform Update

General Manager confirmed that implementation of the new federal Aged Care Act is delayed and that it is considered likely that the Standards will also be delayed.

Action: Circulate draft Standards

Motion:

That the Alwyndor Management Committee:

- 1. Note the update on the November Staff Pulse Survey results.**
- 2. Note the Aged Care reform update.**

Moved by Prof Lorraine Sheppard, Seconded by Ms Julie Bonnici

Carried

8. GENERAL MANAGER REPORT – CONFIDENTIAL

8.1 General Manager Report – Confidential (Report No:06/24)

Exclusion of the Public – Section 90(3)(d) Order

- 1. That pursuant to Section 90(2) of the *Local Government Act 1999* Alwyndor Management Committee hereby orders that the public be excluded from attendance at this meeting with the exception of the General Manager and Staff in attendance at the meeting in order to consider Reports and Attachments to Report No:06/24 in confidence.**
- 2. That in accordance with Section 90(3) of the *Local Government Act 1999* Alwyndor Management Committee is satisfied that it is necessary that the public be excluded to consider the information contained in Report No: 06/24 on the following grounds:
 - d. pursuant to section 90(3)(d) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to confer a commercial advantage on a third party of Alwyndor, in addition Alwyndor’s financial position is reported as part of Council’s regular budget updates.**

In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information.**
- 3. The Alwyndor Management Committee is satisfied, the principle that the meeting be conducted in a place open to the public, has been outweighed by the need to keep the information or discussion confidential.**

Moved by Cr Robert Snewin, Seconded by Prof Judy Searle

Carried

Motion:

RETAIN IN CONFIDENCE - Section 91(7) Order

4. That having considered Agenda Item 8.1 General Manager's Report (Report No: 06/24) in confidence under section 90(2) and (3)(d) of the *Local Government Act 1999*, the Alwyndor Management Committee, pursuant to section 91(7) of that Act orders that the Attachments and Minutes be retained in confidence for a period of 3 years and that this order be reviewed every 12 months.

Moved by Prof Judy Searle, Seconded by Ms Joanne Cottle

Carried

8.2 Finance Report – Confidential (Report No:07/24)

Exclusion of the Public – Section 90(3)(d) Order

1. That pursuant to Section 90(2) of the *Local Government Act 1999* Alwyndor Management Committee hereby orders that the public be excluded from attendance at this meeting with the exception of the General Manager and Staff in attendance at the meeting in order to consider Reports and Attachments to Report No:07/24 in confidence.
2. That in accordance with Section 90(3) of the *Local Government Act 1999* Alwyndor Management Committee is satisfied that it is necessary that the public be excluded to consider the information contained in Report No: 07/24 on the following grounds:
 - d. pursuant to section 90(3)(d) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to confer a commercial advantage on a third party of Alwyndor, in addition Alwyndor's financial position is reported as part of Council's regular budget updates.

In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information.

3. The Alwyndor Management Committee is satisfied, the principle that the meeting be conducted in a place open to the public, has been outweighed by the need to keep the information or discussion confidential.

Moved by Ms Julie Bonnici, Seconded by Prof Lorraine Sheppard

Carried

Motion:

RETAIN IN CONFIDENCE - Section 91(7) Order

3. That having considered Agenda Item 8.2 Finance Report (Report No 07/24) in confidence under section 90(2) and (3)(d) of the *Local Government Act 1999*, the Alwyndor Management Committee, pursuant to section 91(7) of that Act orders that the Attachments and Minutes be retained in confidence for a period of 3 years and that this order be reviewed every 12 months.

Moved by Cr Robert Snewin, Seconded by Cr Susan Lonie

Carried

8.3 Budget 2024/25 Report – Confidential (Report No:08/24)

Exclusion of the Public – Section 90(3)(d) Order

1. That pursuant to Section 90(2) of the *Local Government Act 1999* Alwyndor Management Committee hereby orders that the public be excluded from attendance at this meeting with the exception of the General Manager and Staff in attendance at the meeting in order to consider Reports and Attachments to Report No: 08/24 in confidence.
4. That in accordance with Section 90(3) of the *Local Government Act 1999* Alwyndor Management Committee is satisfied that it is necessary that the public be excluded to consider the information contained in Report No: 08/24 on the following grounds:
 - d. pursuant to section 90(3)(d) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to confer a commercial advantage on a third party of Alwyndor, in addition Alwyndor's financial position is reported as part of Council's regular budget updates.

In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the

information outweighs the benefit to it of disclosure of the information.

5. The Alwyndor Management Committee is satisfied, the principle that the meeting be conducted in a place open to the public, has been outweighed by the need to keep the information or discussion confidential.

Moved by Ms Joanne Cottle, Seconded by Cr Susan Lonie.

Carried

Motion:

RETAIN IN CONFIDENCE - Section 91(7) Order

5. That having considered Agenda Item 8.2 Finance Report (Report No:08/24) in confidence under section 90(2) and (3)(d) of the *Local Government Act 1999*, the Alwyndor Management Committee, pursuant to section 91(7) of that Act orders that the Attachments and Minutes be retained in confidence for a period of 3 years and that this order be reviewed every 12 months.

Moved by Cr Robert Snewin, Seconded by Prof Judy Searle

Carried

9. **OTHER BUSINESS – Subject to the leave of the meeting**

Nil

10. **DATE AND TIME OF NEXT MEETING**

The next meeting of the Alwyndor Management Committee will be held on **Thursday 30 May 2024** in the Boardroom Alwyndor, 52 Dunrobin Road, Hove or via Audio-visual telecommunications (to be advised).

11. **CLOSURE**

The meeting closed at 8.50pm.

CONFIRMED 30 May 2024

CHAIRPERSON

Item No: 15.2

Subject: **MINUTES – JETTY ROAD MAINSTREET COMMITTEE – 1 MAY 2024**

Summary

The Minutes of the Jetty Road Mainstreet Committee meeting held on 1 May 2024 are attached and presented for Council's information.

Jetty Road Mainstreet Committee Agenda, Report and Minutes are available on council's website and the meetings are open to the public.

Recommendation

That Council notes the minutes of the Jetty Road Mainstreet Committee meeting of 1 May 2024

Background

The Jetty Road Mainstreet Committee (JRMC) has been established to undertake work to benefit the traders on Jetty Road Glenelg, using the separate rate raised for this purpose. Council has endorsed the Committee's Terms of Reference.

Jetty Road Mainstreet Committee Agendas, Reports, and Minutes are available on council's website and the meetings are open to the public.

Report

Minutes of the meetings of JRMC held on 1 May 2024 are attached for member's information.
Refer Attachment 1

Budget

Not applicable

Life Cycle Costs

Not applicable

Strategic Plan

Building an economy and community that is inclusive, diverse, sustainable and resilient.

Council Policy

Not applicable

Statutory Provisions

Not applicable

Written By: General Manager, Community and Business

General Manager: Community and Business, Ms M Lock

Attachment 1



Minutes of the Jetty Road Mainstreet Committee Held in the Mayor's Parlour, Glenelg Town Hall on Wednesday 1 May 2024 at 6.00pm

ELECTED MEMBERS PRESENT

Councillor R Abley (via virtual connection)
Councillor A Kane

COMMITTEE REPRESENTATIVES PRESENT

Beach Burrito, Mr A Warren
Cibo Espresso, Mr T Beatrice
Glenelg Finance, Mr D Murphy
Yo-Chi, Ms B Millard
Independent Member, Ms S Mills

STAFF IN ATTENDANCE

General Manager, Community and Business, Ms M Lock
Manager, City Activation, Ms R Forrest
Jetty Road Development Coordinator, Ms A Klingberg
Event Lead, Mr H Colvill

1. OPENING

The Deputy Chair, Mr A Warren declared the meeting open at 6.11pm.

2. KAURNA ACKNOWLEDGEMENT

With the opening of the meeting the Deputy Chair, Mr A Warren stated:

We acknowledge Kurna people as the traditional owners and custodians of this land.

We respect their spiritual relationship with country that has developed over thousands of years, and the cultural heritage and beliefs that remain important to Kurna People today.

3. APOLOGIES

3.1 Apologies Received: Ms G Martin, Mr C Morley, Mr A Fotopoulos, Mr C Brown, Ms S Smith

3.2 Absent

4. DECLARATION OF INTEREST

Members were reminded to declare their interest before each item.

5. CONFIRMATION OF MINUTES

Motion

That the minutes of the Jetty Road Mainstreet Committee held on 3 April 2024 to be taken as read and confirmed.

Moved D Murphy, Seconded T Beatrice

Carried

6. QUESTIONS BY MEMBERS

6.1 Without Notice: Nil

6.2 With Notice

Mr A Warren asked a question on behalf of Mr C Morley for an update of the Transforming Jetty Road, Glenelg project. Administration provided a response.

7. PRESENTATIONS: Nil

8. REPORTS/ITEMS OF BUSINESS

8.1 Jetty Road Events Update (Report No: 129/24)

The Jetty Road Mainstreet Committee in partnership with the City of Holdfast Bay is responsible for implementing and managing a variety of major events to support economic stimulus in the precinct in accordance with the annual marketing and business plan. This report provides an overview of recent and upcoming events.

Motion

That the Jetty Road Mainstreet Committee notes this report.

Moved B Millard, Seconded D Murphy

Carried

8.2 Marketing Update (Report No: 131/24)

This report provides an update on the marketing initiatives undertaken by the Jetty Road Mainstreet Committee aligned to the 2023-24 Marketing Plan.

Motion

That the Jetty Road Mainstreet Committee notes this report.

Moved T Beatrice, Seconded S Mills

Carried

8.3 Monthly Finance Report (Report No: 130/24)

This report provides an update on the Jetty Road Mainstreet income and expenditure as at 31 March 2024.

Motion

That the Jetty Road Mainstreet Committee notes this report.

Moved T Beatrice, Seconded B Millard

Carried



9. URGENT BUSINESS – SUBJECT TO THE LEAVE OF THE MEETING

10. DATE AND TIME OF NEXT MEETING

The next meeting of the Jetty Road Mainstreet Committee will be held on Wednesday 5 June 2024 to commence at 6.00pm in the Mayor’s Parlour Glenelg Town Hall.

11. CLOSURE

The meeting closed at 6.27pm.

CONFIRMED 5 June 2024

CHAIR

Item No: 15.3

Subject: **MINUTES – EXECUTIVE COMMITTEE – 7 MAY 2024**

Summary

The minutes of the meeting of the Executive Committee held 7 May 2024 are presented to Council for information.

Recommendation

That Council:

- 1. notes the minutes of the meeting of the Executive Committee of 7 May 2024; and**
 - 2. approves amendments to the position description of the Chief Executive Officer as recommended by the Executive Committee.**
-

Background

Council established an Executive Committee pursuant to section 41 of the *Local Government Act 1999* with responsibility for undertaking the annual performance appraisal of the Chief Executive Officer to:

- recommend to Council the form and process of the Chief Executive Officer's annual performance appraisal;
- undertake the annual performance appraisal; and
- provide a report and to make recommendations to Council on any matters arising from the annual performance appraisal.

The Executive Committee's authority extends to making recommendations to Council and does not have any authority to make decisions in relation to the Chief Executive Officer's employment arrangements.

Report

The minutes of the meeting of the Executive Committee held on 7 May 2024 are attached for Members' information.

Refer Attachment 1

The Committee received a report recommending updates to the position description for the current role of Chief Executive Officer. In summary, the proposed changes include:

- an updated list of direct report staff;
- alignment of key performance indicators with those currently agreed;
- specific reference to the oversight and management of Alwyndor and its community services, including risk management and compliance with relevant Acts; and
- personal capabilities relating to the ability to work effectively and motivate others.

The updated position description, with tracked changes, as recommended by the Executive Committee is provided as attachment 2.

Refer Attachment 2

Budget

Not applicable

Life Cycle Costs

Not applicable

Strategic Plan

Statutory requirement

Council Policy

Not applicable

Statutory Provisions

Local Government Act 1999

Written By: Executive Assistant, Strategy and Corporate

General Manager: Assets and Delivery, Ms P Jackson

Attachment 1

Minutes of the meeting of the Executive Committee of the City of Holdfast Bay held in the Kingston Room, Brighton Civic Centre, 24 Jetty Road, Brighton on Tuesday 7 May 2024 at 5:15pm.

PRESENT

Members

Chair – Mayor A Wilson
Deputy Mayor – S Lonie
Councillor M O’Donohue
Councillor J Fleming
Councillor B Patton
Councillor C Lindop

Independent Member

Ms C Molitor

Staff

General Manager, Assets and Delivery – P Jackson

1. OPENING

The Mayor declared the meeting open at 5.18pm.

2. KAURNA ACKNOWLEDGEMENT

We acknowledge Kurna people as the traditional owners and custodians of this land.

We respect their spiritual relationship with country that has developed over thousands of years, and the cultural heritage and beliefs that remain important to Kurna People today.

3. APOLOGIES

- 3.1 Apologies Received
- 3.2 Absent

4. DECLARATION OF INTEREST

Members were reminded to declare their interest before each item.

5. CONFIRMATION OF MINUTES

Motion

That the minutes of the Executive Committee held on 2 April 2024 be taken as read and confirmed.

Moved by Councillor Lonie, Seconded by Councillor Patton

Carried

6. REPORTS BY OFFICERS

6.1 Chief Executive Officer – Position Description (Report No: 133/24)

The role of the Chief Executive Officer is prescribed in section 99 of the Local Government Act 1999. However, councils are able to set objectives and key performance indicators that are unique to their environment and strategic plans.

It is timely that the position description for the current incumbent is updated in line with Council's current objectives and strategic plan.

Motion

That the Executive Committee advises Council:

1. it has reviewed the updated position description; and
2. recommends the position description be endorsed by Council for discussion with and adoption by the Chief Executive Officer.

Moved Councillor Lonie, Seconded Councillor O'Donohue

Carried

7. URGENT BUSINESS – SUBJECT TO LEAVE OF THE MEETING - Nil

8. CONFIDENTIAL ITEMS

8.1 2023-24 PERFORMANCE REVIEW – CHIEF EXECUTIVE OFFICER (Report No: 134/24)

Motion – Exclusion of the Public Section 90(3)(a)

1. That pursuant to Section 90(2) of the *Local Government Act 1999* the Executive Committee hereby orders that the public be excluded from attendance at this meeting with the exception of the General Manager Assets and Delivery and Staff minute taker in attendance at the meeting in order to consider Report No: 134/24 2023-24 Performance Review – Chief Executive Officer in confidence.
2. That in accordance with Section 90(3) of the *Local Government Act 1999* the Executive Committee is satisfied that it is necessary that the public be excluded to consider the information contained in Report No: 134/24 2023-24 Performance Review – Chief Executive Officer on the following grounds:
 - a. pursuant to section 90(3)(a) of the Act, the information to be received, discussed or considered in relation to Report No: 134/24 2023-24 Performance Review – Chief Executive Officer is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead), being Chief

Executive Officer, Mr Roberto Bria, in that details of his performance will be discussed, which are sensitive and are details only know to those who have participated in the discussion.

- 3. The Executive Committee is satisfied, the principle that the meeting be conducted in a place open to the public, has been outweighed by the need to keep the information or discussion confidential.**

Moved Councillor Fleming, Seconded Councillor Patton

Carried

The Executive Committee is charged with the responsibility for undertaking the annual performance review of the Chief Executive Officer (CEO).

This report outlined the results of the CEO's 2023-24 performance review for consideration by the Executive Committee.

Ms Christine Molitor, Independent Advisor to the Executive Committee, will provide a written report for consideration of the Committee at its meeting on Tuesday 18 June 2024. Following receipt of the independent advice, the Committee will recommend to Council changes to the Chief Executive's remuneration package and/or contract as a result of the review.

Motion

- 1. The Executive Committee notes the results of the Chief Executive Officer's Performance Review for 2023-24.**

RETAIN IN CONFIDENCE - Section 91(7) Order

- 2. That having considered Agenda Item 8.1 134/24 2023-24 Performance Review – Chief Executive Officer in confidence under section 90(2) and (3)(a) of the *Local Government Act 1999*, the Executive Committee, pursuant to section 91(7) of that Act orders that the report and attachments be retained in confidence for a period of 24 months and this order be reviewed every 12 months.**

Moved Councillor Lonie, Seconded Councillor Fleming

Carried

8.2 Chief Executive Officer – Remuneration Benchmarking (Report No: 135/24)

Motion – Exclusion of the Public Section 90(3)(a)

- 1. That pursuant to Section 90(2) of the *Local Government Act 1999* the Executive Committee hereby orders that the public be excluded from attendance at this meeting with the exception of the General Manager Assets and Delivery and Staff minute taker in attendance at the meeting in order to consider Report No: 135/24 Chief Executive Officer – Remuneration Benchmarking in confidence.**
- 2. That in accordance with Section 90(3) of the *Local Government Act 1999* the Executive Committee is satisfied that it is necessary that the**

public be excluded to consider the information contained in Report No: 135/24 Chief Executive Officer – Remuneration Benchmarking on the following grounds:

- a. **pursuant to section 90(3)(a) of the Act, the information to be received, discussed or considered in relation to Report No: 135/24 Chief Executive Officer – Remuneration Benchmarking is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead), being Chief Executive Officer, Mr Roberto Bria, in that details of his salary will be discussed, which are sensitive and are details only know to those who have participated in the discussion.**
3. **The Executive Committee is satisfied, the principle that the meeting be conducted in a place open to the public, has been outweighed by the need to keep the information or discussion confidential.**

Moved Councillor Fleming Seconded Councillor Lonie

Carried

At its meeting on 23 January 2024 the Executive Committee requested an assessment be undertaken of the Chief Executive Officer's remuneration package. The assessment was to specifically consider the job value of the role in overseeing Council's aged care facility.

As a result, an independent job value and remuneration benchmarking review has been undertaken on the current City of Holdfast Bay Chief Executive Officer position.

Motion

1. **The Executive Committee notes the outcome of the remuneration benchmarking of the Chief Executive Officer's position.**

RETAIN IN CONFIDENCE - Section 91(7) Order

2. **That having considered Agenda Item 8.2 135/24 Chief Executive Officer – Remuneration Benchmarking in confidence under section 90(2) and (3)(a) of the *Local Government Act 1999*, the Executive Committee, pursuant to section 91(7) of that Act orders that the report and attachment be retained in confidence for a period of 24 months and this order be reviewed every 12 months.**

Moved Councillor Lonie, Seconded Councillor Patton

Carried

9. CLOSURE

The Meeting closed at 5.59pm.

CONFIRMED 18 June 2024

MAYOR

Attachment 2



Position Description

Chief Executive Officer

Council's Strategic Vision

Protecting our heritage and beautiful coast, while creating a welcoming and healthy place for all in South Australia's most sustainable city.

Our Culture

A place that proudly delivers great things.

Where we deliver on promises; value people; recognise achievements; inspire progress, respect history, build the future; grow and learn; and enjoy what we do.

Our Values

ARISE: Achievement, Respect, Innovation, Simplicity, Engagement

| | |
|----------------------------|--|
| TITLE: | Chief Executive Officer |
| POSITION OBJECTIVE: | Responsible for the leadership, development and management of human, physical and financial resources to fulfil Council’s strategic and business objectives, including transformation. Will lead initiatives which benefit the community, enhance city vitality, build a prosperous and efficient economy, sustain a rich environment, and develop a successful culture. <u>Oversee the development and management of the residential, community and therapy services of Alwyndor.</u> |

1. REPORTING RELATIONSHIPS

- This position reports to Mayor and Elected Members.
- The following report directly to the position:
 - General Manager, [Business Services Strategy and Corporate](#)
 - General Manager, [City Assets & Services Assets and Delivery](#)
 - General Manager, Community [and Business Services](#)
 - General Manager, Alwyndor [Aged Care](#)
 - [Project Director, Jetty Road Upgrade Project](#)
 - Executive [Officer and Executive Assistant to the](#) Mayor

2. KEY PERFORMANCE INDICATORS

- Annual performance review process undertaken with measurable goals aligned to role requirements that demonstrate:
 - Stakeholder, Mayor, Elected Members and Customer relationships are led with eQ and a customer-first mind-set.
 - High degree of satisfaction with Council members in relation to support, guidance, service quality and accuracy of information, recommendations and related matters.
 - Create confidence and build credibility with the Mayor and Elected Members.
- Instil a confident people culture of health, safety and well-being which leads to high morale with an [overall satisfaction -90% annual satisfaction level rating of >4 \(out of 5\)](#) of Council’s culture ~~and WHS brands~~ [and an overall organisational climate rating of >3.5 \(out of 5\)](#).
- Working collaboratively with the Mayor, Elected Members, and members of the Senior Leadership Team to achieve actions of “Our [Place 2030 Holdfast 2050+](#) Strategic Plan” with ~~100~~ [85%](#) delivery on Annual Business Plan target goals.
- ~~Clear evidence that statutory, governance, WHS and other regulatory obligations and requirements~~ [WHS/Risk Strategic Plans and Programs](#) are in place and met.
- Long term financial and asset management plans are in place to ensure Council sustainability by achieving:
 - An operating ratio of 0 -10% over a five year period
 - A net financial liabilities ratio of less than 75%
 - Reliance on rate revenue ~~less than~~ [within the range of 70 - 75%](#)
- Improve our asset sustainability ratio to be within the range of 90 -110% over a five year period.
- Council resolutions are implemented within specified timeframes ~~and budgets~~
- Maintain Customer Satisfaction/Quality of Life Survey overall rating average of 7 or above ~~and Net Promoter Score of 50 or above.~~

3. POSITION DETAILS

People and Culture

- Demonstrate positive leadership capabilities which result in building relationships, empowering others, embracing challenges and delivering on promises.
- Effectively communicate the Council vision and strategy to key stakeholders.
- Attract, engage and retain skilled staff to deliver high performance.
- Set clear, measurable individual objectives and hold people accountable for these.
- Build and foster effective relationships with both internal and external stakeholders including local businesses, education institutions, community service providers, individual residents and other customers.
- Ensure effective communication is undertaken to engage the needs of reporting staff, internal and external key stakeholders including volunteers.
- Be an example of service excellence in a customer-centric culture, which empowers team members to strive for exemplary performance.
- Engage with and provide high quality advice to the Mayor, Elected Members, [Committees of Council](#) and the Senior Leadership Team.
- Liaise with community organisations, business groups and regional stakeholders as necessary for the achievement of Council's objectives.
- Ensure effective relationships are established with local media and respond and initiate as required.
- Provide input to any Commonwealth, State or Local Government initiatives affecting the City.
- Effectively liaise with Local Government authorities, as well as other Government authorities and agencies.
- Represent the Council at relevant events to maintain and enhance Council's public profile and reputation within the community and amongst stakeholders.
- Monitor and respond to customer satisfaction and quality of life surveys of the community to determine their perceptions on a range of activities in which the Council is providing service.

Systems and Processes

- Provide Council with a suite of reports that indicate the status, success and effectiveness of all operations and major projects linked to the strategic pillars.
- Ensure strategic, annual business, and long term financial and asset management plans are prepared and implemented.
- Report regularly through the Corporate Management Reporting system on strategic, operational and major projects to ensure they are delivered on time and within budgetary constraints.
- Proactively lead and influence organisational change based on Council's strategic and business plans.
- Ensure a positive and productive industrial relations environment through the development and implementation of appropriate agreements and frameworks.
- Annual budgeting process is completed in close consultation with the Senior Leadership Team, Leadership Team and Finance Services.
- Ensure close monitoring and controlling of budgets following variance analysis to ensure sound fiscal management.
- Ensure the Identification and management of areas of risk to Council and to Alwyndor.

Quality and Cost

- As the Responsible Officer, take reasonable steps to ensure Council complies with all its obligations under the *Work Health & Safety Act 2012* and the accompanying regulations and associated legislation.
- Ensure Alwyndor complies with all its obligations under the relevant Acts.
- Ensure strong and well researched business cases are prepared to support major projects.
- Ensure cash flow is monitored and controlled.
- Ensure the collection and security of revenues and efficient utilisation of Council funds and assets.
- Ensure all commercial activities of the Council have clearly defined financial goals (including rate of return on assets) and are in line with stated community services obligations.
- Ensure the efficient and effective management and monitoring of the Council's operating revenue and expenditure.

Development

- Explore and expand individual capabilities and opportunities as related to the role – both technically and in leadership/people management.
- Actively listen to the needs, concepts and ideas of peers, the community and customers.
- Ensure Professional Development and Reviews (PDRs) are completed on an annual basis for reporting staff which includes meaningful and achievable goals.
- Facilitate personal and professional development of reporting staff.
- Generate opportunities for reporting staff to innovate via creative based problem solving.

4. PERSONAL CRITERIA

Qualifications

- A tertiary qualification in a relevant industry or equivalent experience – **essential**.
- Holds a Master of Business Administration – **highly desirable**
- Holds an unencumbered Australian drivers licence - **essential**

Experience and Knowledge

- Experience in the leadership and management of a multi-functioned service organisation - **essential**
- Experience in resource management, and leading individuals to deliver quality outcomes – **essential**.
- Experience in strategic planning; business transformation and evaluation; and continuous improvement activities – **essential**.
- Knowledge and understanding of legislation, guidelines and standards relevant to the area of operation, particularly the *Local Government Act 1999 (SA)* and associated operations - **essential**
- Experience managing a large budget and value-driven financial outcomes – **essential**
- Experience in leading services or organisations through change and achieving results and outcomes – **essential**

- Proficient in the use of Microsoft Office and experience in using corporate digital applications – **essential**.
- Experience working with and being privy to sensitive and confidential information. **essential**
- Experience in Government, particularly Local Government – **highly desirable**
- Experience with the Technology 1 suite of applications – **desirable**.

Personal Capabilities

- Highly self-motivated with the ability to establish credibility and deliver high quality outcomes for our community – **essential**.
- Advanced verbal and written communication skills with the ability to negotiate, influence and motivate individuals – **essential**.
- Ability to work effectively with Elected Members, stakeholders and the local community
- Ability to motivate employees to work positively and collectively to meet community demands and enhance service delivery
- Ability to prioritise workload and meet set timelines.
- Ability to be resilient, innovative, flexible and readily accommodate change.
- Analytical, problem solving, negotiation and decision making skills with an ability to explore new and innovative ways to do business using creative solutions.
- Demonstrated commitment to exploring and expanding individual capabilities.
- Ability to work both independently and in a team environment
- Ability to share information and expertise freely.

Leadership Capabilities - essential

- **Accept Responsibility** – Take responsibility and deliver on our promises.
- **Relationship Driven** – Build positive relationships.
- **Innovate and Change** – Lead change and embrace new ideas.
- **Strategic Focussed** – Create and communicate a clear vision.
- **Empower Others** – Support people to be their best.

5. WORK HEALTH AND SAFETY RESPONSIBILITIES

- Take a leadership role in the WHS program of improvements
- Comply with any reasonable instruction in relation to WHS.
- Cooperate with any reasonable policy or procedure relating to WHS.
- Take reasonable care in regard to work health and safety.
- Avoid adversely affecting the health and safety of any other person through any act or omission at work.
- Ensure that you are not in such state (due to alcohol or drugs) as to endanger your own safety at work or the safety of any other person.
- Not wilfully interfere with or misuse items or facilities provided in the interest of the health and safety of workers.
- Report all accidents, incidents, injuries, property damage in accordance with agreed procedures.
- Comply with the use and utilisation of appropriate personal protective equipment.
- Participate in activities associated with the management of workplace health and safety policies, procedures, management systems and consultative structures.

6. SPECIAL CONDITIONS

- Some out of hours work will be required including attendance at official meetings, [functions and events](#) after hours.
- A National Police Clearance is required to be undertaken by all employees appointed to prescribed positions, and will be renewed every three (3) years thereafter.

7. OUR VALUES

As a value based organisation we demonstrate our values through our behaviours. These values guide everything we do. As an employee you will play a key role in demonstrating these values:

- **Achievement** – Deliver agreed outcomes for our Community.
- **Respect** – Act with honesty and integrity.
- **Innovation** – Seek better ways.
- **Simplicity** – Easy to do business with.
- **Engagement** – Provide opportunities for all to participate.

These are assessed on an ongoing informal basis, and formally through the Professional Development Review process.

8. ACKNOWLEDGEMENT

Employee Name: Roberto Bria Direct Manager: Mayor Amanda Wilson
Signature: _____ Signature: _____
Date: _____ Date: _____

Item No: 16.1

Subject: ITEMS IN BRIEF

Summary

These items are presented for the information of Members.

After noting the report any items of interest can be discussed and, if required, further motions proposed.

Recommendation

That the following items be noted and items of interest discussed:

- 1. New Year's Eve Funding Request Letter to the Premier**
 - 2. Illumination Request - SA State Emergency Services – Wear Orange Wednesday**
 - 3. Local Government Association – Nominations to the Libraries SA Board Update**
-

Report

- 1. New Year's Eve Funding Request Letter to the Premier**

The Mayor has written to Premier Malinauskas requesting continued and enhanced funding for the City of Holdfast Bay to host New Year's Eve celebrations for 2024.

The cost to deliver a professionally managed and safe event is substantial, with the cost borne by City of Holdfast Bay ratepayers, yet the event is for the benefit of the wider community. Given the substantial community and economic benefits these celebrations provide, an increase in state funding is being requested.

Refer Attachment 1

- 2. Illumination Request - SA State Emergency Services – Wear Orange Wednesday**

Council received correspondence from John Merriman, Senior Media and Communications Advisor of the South Australian State Emergency Service inviting the City of Holdfast Bay to light up landmarks in orange for Wear Orange Wednesday or 'WOW' Day. WOW Day recognises the SES volunteers who generously give their time to help communities during flood and storm emergencies.

Council will again join in the national campaign by illuminating Michael Herbert Bridge and Chapel Plaza on the evening of 22 May 2024.

3. Local Government Association – Nominations to the Libraries SA Board Update

Council received an update from the Local Government Association for its nomination of Councillor O'Donohue for the Libraries SA Board.

Refer Attachment 2

Written By: Executive Officer and Assistant to the Mayor

Chief Executive Officer: Mr R Bria

Attachment 1

23 April 2024

The Hon. Peter Malinauskas MP
Premier of South Australia
C/ - Department of Premier and Cabinet
GPO Box 2343
ADELAIDE SA 5001

Via email: premier@sa.gov.au

Dear Premier

State Funding Request

I write to you to request continued and enhanced State Government support for New Year's Eve (NYE) celebrations in Glenelg and Brighton for the coming year 2024. Reflecting on the successes and challenges of New Year's Eve 2023, where we hosted over 60,000 attendees across both locations, it's clear these events are pivotal to South Australia safely welcoming the new year as well as being a significant economic driver for our local economy.

The total cost for the 2023 event was \$205,000, including a significant and much appreciated \$50,000 contribution from the State Government. This partnership allowed us to deliver a professionally managed and safe event, widely acknowledged as a delivery exemplar by both the Department for Infrastructure and Transport and SAPOL.

Glenelg, thanks to its strategic location connected by tram to the city and inner west, has solidified its status as the premier destination for NYE celebrations in South Australia. In 2023, Geografia, a company that specialises in demographic, economic and spatial analysis was engaged to undertake analysis of aggregated mobile phone geolocation data on New Year's Eve, which yielded a finding that Glenelg received the largest New Year's Eve crowd state-wide.

Given the substantial community and economic benefits these celebrations provide, and our commitment to excellence in event management, we respectfully request an increase in state funding to \$100,000 for the NYE 2024 celebrations. This enhanced support will enable us to sustain and build upon our successes, ensuring safety, enjoyment, and accessibility for all South Australians and visitors during these significant community events.

We look forward to continuing our productive partnership, delivering memorable celebrations that showcase the best of Glenelg, Brighton, and South Australia.

Yours sincerely



Amanda Wilson
Mayor

Attachment 2

From: [LGA - Nominations](#)
To: [LGA - Nominations](#)
Subject: Libraries Board of SA: LGA Board-endorsed nominees
Date: Monday, 15 April 2024 1:27:05 PM

Caution: This Email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender or know the content is safe.

Dear Chief Executive Officer,

RE: Nominations to the Libraries Board of SA: LGA Board-endorsed nominees

In response to the call for nominations for appointment to the **Libraries Board of SA**, the LGA received a nomination (or nominations) from your council.

The LGA Board of Directors recently resolved to submit:

Cr Helen Hennessey – Town of Gawler

Ms Bridget Mather – Coorong DC

Ms Chandler Giles – City of Salisbury

Please advise your council's nominee (or nominees) of the Board of Directors' decision.

We will advise you of the final appointment once we have been notified by the Minister's Office or relevant outside body.

In the meantime, if you have any queries in relation to this matter, please contact the Nominations Coordinator via nominationscoordinator@lga.sa.gov.au

Kind regards,

Kelli Strugnell • Executive Officer of Board Committees | Nominations Coordinator

Local Government Association of South Australia

kelli.strugnell@lga.sa.gov.au • T: 08 8224 2130 • M: 0423 247 203 • www.lga.sa.gov.au



Kaurna Country, 148 Frome Street Adelaide 5000 • GPO Box 2693 Adelaide SA 5001

| | |
|-----------------|---|
| Item No: | 16.2 |
| Subject: | BUDGET AND ANNUAL BUSINESS PLAN UPDATE – AS AT 31 MARCH 2024 |

Summary

This report covers the third update of Council's 2023-24 budget conducted as at 31 March 2024.

A comprehensive review of Municipal budgets has increased the forecast operating surplus by \$7,400 to a forecast surplus of \$624,920. Major variances accounted for include additional revenue from car parking fees offset by unfavourable variances in depreciation.

Capital expenditure has increased by \$250,000 mostly to account for additional funding required to complete two existing projects.

There are currently no changes to the revised budget forecast for Alwyndor.

Recommendation

That Council:

- notes the third 2023-24 budget update for Council's Municipal operations including:**
 - a movement in the forecast operating result for 2023-24 of \$7,400 from a surplus of \$617,520; to a surplus of \$624,920;**
 - an increase in forecast capital expenditure of \$250,000 from \$34.320 million to \$34.570 million;**
 - an increase in forecast capital revenue of \$30,000 from \$5.647 million to \$5.677 million;**
 - a decrease in forecast net financial liabilities of \$202,000 at 30 June 2024 from \$39.268 million to \$39.066 million;**
 - notes for Alwyndor operations no change to the 2023-24 revised budget forecast; and**
 - notes the Annual Business Plan quarterly update for March 2024.**
-

Background

The Local Government (Financial Management) Regulations 2011 require three specific budget performance reports to be prepared and considered by Councils including:

- Budget Update (at least twice per year);
- Mid-year Budget Review (once per year); and
- Report on Financial Results (after completion and audit of annual financial statement of previous financial year).

The three reports collectively are intended to provide a comprehensive reporting process that allows Council to track performance against the financial targets it established in its annual budget.

Report

Municipal Operations

The current adopted budget comprises the original budget, items carried forward from 2022-23 and the first and second budget update for 2023-24. Following a comprehensive review a number of proposed variations have been identified for the third 2023-24 budget update. An overview of the proposed adjustments is provided below.

| All amounts in \$000 | 2023-24 Original Budget | 2023-24 Adopted Budget | 2023-24 Proposed Adjustments | 2023-24 Proposed Forecast | |
|---|-------------------------|------------------------|------------------------------|---------------------------|---|
| Operating revenue | 53,288 | 54,312 | 776 | 55,088 | ↑ |
| Operating expenditure | (52,902) | (53,694) | (768) | (54,462) | ↑ |
| Result from Operational Activities | 386 | 618 | 7 | 625 | |
| Capital renewal Program (Net) | (7,076) | (12,609) | - | (12,609) | |
| Capital New and Upgraded Works (Net) | (7,969) | (16,065) | (220) | (16,285) | ↑ |
| Loan Repayments | (1,396) | (1,396) | - | (1,396) | |
| Loans repaid by community clubs | 217 | 217 | - | 217 | |
| Result from Capital Activities | (16,224) | (29,853) | (220) | (30,073) | |
| Add back non-cash items | 11,100 | 7,628 | 415 | 8,043 | ↑ |
| Funding (Requirement)/Surplus | (4,738) | (21,607) | 202 | (21,405) | |

Positive operating revenue variances include: \$547,000 additional car parking revenue; \$115,000 increase in council's share of net income from the Southern Region Waste Resource Authority (SRWRA) Joint Venture; and \$80,000 additional hoarding revenue generated as a result of continuing development construction works.

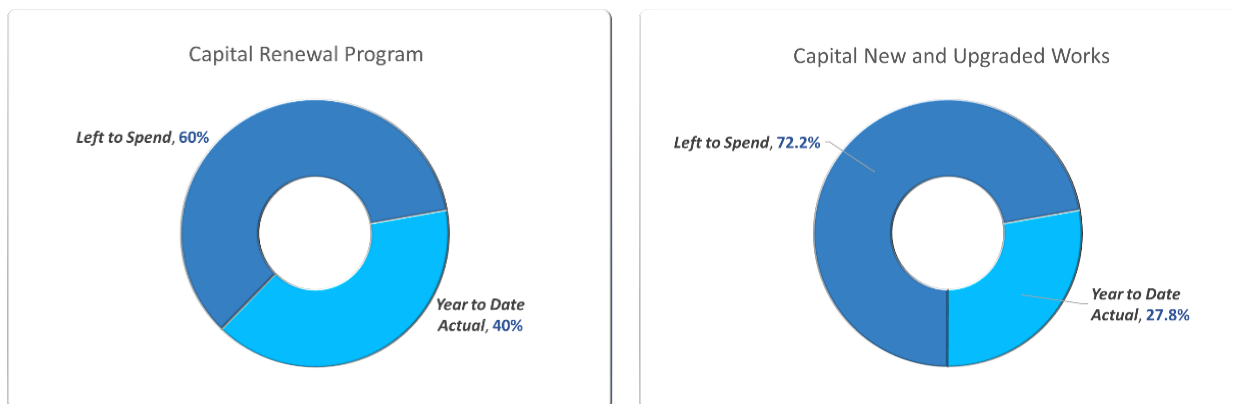
The increase in operating expenditure includes \$530,000 of additional depreciation for the revaluation of the Council's road and kerb assets as at 1 July due to significant unit rate increases and \$55,000 to repair fallen light poles at Bowker Oval.

The increase in capital expenditure is mostly to account for the final net cost variations on the Kingston Park Kiosk and Glenelg Oval Stage 3 projects along with \$30,000 of expenditure funded by the Department for Infrastructure and Transport for the Glenelg Jetty Structural Repairs project. Capital revenue has also increased as a result of this grant funding.

Further details of the proposed budget adjustments and notes along with the Municipal funds statement are attached to this report.

Refer Attachment 1

The following graphs represent the percentage of total capital works financially completed by 31 March 2024. Refer to the Annual Business Plan Quarterly Update below for the detailed progress report on council’s program of works.



Commercial Activities

Comparative financial reports to 31 March 2024 have been provided for council’s major commercial activities including Brighton Beachfront Holiday Park, Partridge House and Partridge Street carpark.

Refer Attachment 2

Alwyndor Operations

There are no changes to the Alwyndor budget forecast as approved by Council. A comprehensive budget update was conducted for the quarter ending 31 December 2023.

Details of the major year-to-date variances, along with amounts and notes, have been prepared and are attached to this report.

Refer Attachment 3

Financial Indicators

To assist Council in meeting its objectives of financial sustainability a series of financial indicators endorsed by the Local Government Association are provided.

The following tables provide updated forecasts for these and other major ratios for Council, Alwyndor and the consolidated result for both entities at 31 March 2024.

| Municipal Funds | Target – from 2023-24 Annual Budget / LTFP | Original Budget Forecast | Revised Budget Forecast |
|--|--|--------------------------|-------------------------|
| Operating Result | ≥ 0 | \$385,945 Surplus | \$624,920 Surplus |
| Operating Ratio ¹ | ≥ 0% | 0.7% | 1.1% |
| Net Financial Liabilities ratio ² | ≤ 75% | 74% | 71% |
| Interest Cover Ratio ³ | ≤ 5% | 1.7% | 1.4% |
| Asset Sustainability Ratio ⁴ | 90% -110% | 100% | 188% |

- ¹ **Operating Ratio** expresses the operating result as a percentage of total operating income.
- ² **Net Financial Liabilities Ratio** expresses total liabilities less total financial assets as a percentage of total operating income.
- ³ **Interest Cover Ratio** expresses finance charges as a percentage of total operating revenue.
- ⁴ **Asset Sustainability Ratio** is defined as net capital expenditure on the renewal and replacement of existing assets expressed as a percentage of the asset management plan required expenditure.

| Ratio – Alwyndor Funds | Target – from 2023-24 Annual Budget / LTFP | Original Budget Forecast | Revised Budget Forecast |
|---------------------------------|--|--------------------------|-------------------------|
| Operating Result | ≥0 | \$509,117 Surplus | \$412,020 Surplus |
| Net Financial Liabilities ratio | NA | 39% | 39% |
| Asset Sustainability Ratio | 90% -110% | 85% | 85% |

| Ratio – Consolidated Funds* | Target – from 2023-24 Annual Budget / LTFP | Original Budget Forecast | Revised Budget Forecast |
|---------------------------------|--|--------------------------|-------------------------|
| Operating Result | ≥ 0 | \$895,062 Surplus | \$1,036,940 Surplus |
| Operating Ratio | ≥ 0% | 1.0% | 1.1% |
| Net Financial Liabilities ratio | ≤ 75% | 59% | 57% |
| Interest Cover Ratio | ≤ 5% | 0.2% | 0.9% |
| Asset Sustainability Ratio | 90% -110% | 97% | 167% |

*Amounts and ratios include Alwyndor operations.

Additional financial indicators have been identified for Alwyndor operations which give a better measure of financial performance. These measures and indicators have been included in the table below as at 31 March 2024.

| Additional Alwyndor Performance Indicators | Target | Actual to 31 March 2024 |
|--|-------------------|-------------------------|
| Cash to total revenue | 5.0% | 13.4% |
| Cash Liquidity Level – ability to refund bonds/refundable accommodation deposits (RAD's) | Minimum of \$2.5m | \$4.34m |
| Bed occupancy rate – year-to-date average | 98.0% | 94.5% |
| Average direct care funding per resident per day (Aged Care Funding Instrument) | \$269.62 | \$273.14 |
| No. of Home Support Packages | 603 | 566 |
| Home Support funding utilisation – the portion of revenue generated from Home Support Package funds. | 78.0% | 75.6% |

Annual Business Plan Quarterly Update

The City of Holdfast Bay is pursuing the vision set out in the Strategic Plan Our Holdfast 2050+ and the three focus areas that support it.

Our Holdfast 2050+ Vision

Protecting our heritage and beautiful coast, while creating a welcoming and healthy place for all in South Australia's most sustainable city.

To achieve this vision, we have identified three focus areas:

- WELLBEING - Good health and economic success in an environment and a community that supports wellbeing.
- SUSTAINABILITY - A city, economy and community that is resilient and sustainable.
- INNOVATION - A thriving economy and community that values life-long education, research, creativity and entrepreneurialism.

To deliver this Strategic Plan, the *Our Plan for Our Place 2023-24 Annual Business Plan* (the Business Plan) outlines specific actions for the year. These actions are aligned to one of the three focus areas

The attached report captures progress against the Business Plan. It notes that 58 projects (63%) are 'on track', 25 (27%) are 'completed', three (3%) are 'deferred' and another five (5%) are listed as 'not started'. There are four projects (4%) that are 'on watch'. No projects are 'off track'.

The following chart gives an overview of project status in all focus areas.



The following table provides more detail on those projects that are 'on watch' in each focus area.

WELLBEING

| Project Title | Status | Notes |
|--|----------|---|
| Kingston Park Stages 4 & 6 - Detailed Design | On Watch | Project is on watch with ongoing discussions with Kurna representatives regarding next steps. |

SUSTAINABILITY

| Project Title | Status | Notes |
|-----------------------------|----------|--|
| Patawalonga Lock - renewal | On Watch | Re-scoped following previous unsuccessful tender. The below water components of the project are impacted by State Government's Barrage Gates works. Above water components of the project will be implemented throughout 2024. |
| Pathway - Edith Butler Pier | On Watch | Project is impacted by State Government's Barrage Gate works. Project likely to be implemented after completion of State Government's works. |
| Traffic Safety Improvements | On Watch | Delays relating to design issues and statutory approvals. |

INNOVATION

| Project Title | Status | Notes |
|-----------------|--------|-------|
| (None on Watch) | | |

The attached report provides detail of each of the projects and their current status.

Refer Attachment 4

External Grants

As at 31 March 2024 council has received \$1,569,166 in external grant funding for 2023-24 projects.

The attached table provides the details of our external grant position.

Council will continue to monitor for opportunities for grant funding where applicable and suitable.

Refer Attachment 5

Budget

The content and recommendation of this report indicates the effect on the budget.

Life Cycle Costs

The nature and content of this report is such that life cycle costs are not applicable.

Strategic Plan

Statutory compliance

Council Policy

Not applicable

Statutory Provisions

Local Government (Financial Management) Regulations 2011, Regulation 9.

Written By: Management Accountant Lead

General Manager: Strategy and Corporate, Ms S Wachtel

Attachment 1



City of Holdfast Bay Municipal Funds Statement as at March 2024

| 2023 - 2024 Original Budget \$'000 | Year to Date | | | | 2023 - 2024 Adopted Forecast \$'000 | Proposed Forecast Adjustment \$'000 | Note |
|---|-------------------------------|------------------|--------------------|--|--|--|------|
| | Adopted Forecast \$'000 | Actual \$'000 | Variance \$'000 | | | | |
| 169 | 262 | 299 | (37) | Cemeteries | 278 | 17 | 1 |
| 535 | 328 | 356 | (28) | Commercial & Club Leases | 468 | - | |
| (1,265) | (941) | (899) | (43) | Council Administration | (1,265) | - | |
| (912) | (653) | (642) | (11) | Development Services | (935) | - | |
| 1,672 | 639 | 735 | (96) | FAG/R2R Grants | 2,127 | (72) | 2 |
| (2,087) | (1,768) | (1,755) | (13) | Financial Services | (2,019) | - | |
| (10,911) | (8,116) | (8,106) | (10) | Financial Services-Depreciation | (10,821) | (530) | 3 |
| (280) | - | - | - | - Financial Services-Employee Leave Provisions | (280) | - | |
| (985) | (209) | (223) | 15 | Financial Services-Interest on Borrowings | (785) | 50 | 4 |
| 91 | - | - | - | - Financial Services-SRWRA | 91 | 115 | 5 |
| 41,372 | 41,744 | 41,780 | (36) | General Rates | 41,372 | - | |
| (2,992) | (2,489) | (2,570) | 82 | Innovation & Technology | (2,992) | (125) | 6 |
| (717) | (445) | (403) | (42) | People & Culture | (722) | - | |
| (964) | (666) | (649) | (17) | Strategy & Governance | (964) | - | |
| (1,440) | (1,038) | (982) | (56) | City Activation | (1,494) | (5) | 7 |
| 1,502 | 1,072 | 1,040 | 31 | Commercial - Brighton Caravan Park | 1,502 | - | |
| 35 | 33 | 19 | 13 | Commercial - Partridge House | 35 | - | |
| - | 104 | 130 | (26) | Jetty Road Mainstreet | (115) | - | |
| (1,089) | (885) | (740) | (145) | Community Events | (1,078) | 82 | 8 |
| (583) | (424) | (417) | (8) | Communications and Engagement | (583) | - | |
| (369) | (267) | (276) | 9 | Community and Business Administration | (369) | - | |
| 831 | 896 | 1,500 | (605) | Community Safety | 999 | 570 | 9 |
| (669) | (422) | (352) | (70) | Community Wellbeing | (673) | - | |
| (570) | (413) | (415) | 2 | Customer Service | (570) | - | |
| (1,565) | (1,179) | (1,191) | 12 | Library Services | (1,655) | - | |
| (335) | (339) | (340) | 1 | Assets & Delivery Administration | (445) | - | |
| (1,532) | (1,150) | (980) | (169) | Engineering & Traffic | (1,707) | - | |
| (659) | (554) | (527) | (27) | Environmental Services | (725) | (124) | 10 |
| (2,388) | (1,643) | (1,517) | (126) | Property Management | (2,388) | - | |
| (572) | (374) | (377) | 3 | Public Realm and Urban Design | (572) | - | |
| (726) | (545) | (406) | (139) | Street Lighting | (726) | 80 | 11 |
| (8,682) | (6,449) | (6,615) | 166 | Field Services & Depot | (8,841) | (70) | 12 |
| (4,530) | (2,665) | (2,627) | (38) | Waste Management | (4,530) | 19 | 13 |
| 999 | - | - | - | - Less full cost attribution - % admin costs capitalised | 999 | - | |
| 386 | 11,444 | 12,851 | (1,407) | =Operating Surplus/(Deficit) | 618 | 7 | |
| 10,911 | 8,116 | 8,106 | 10 | Depreciation | 10,821 | 530 | 3 |
| 189 | - | - | - | - Other Non Cash Items | 189 | (115) | 5 |
| 11,100 | 8,116 | 8,106 | 10 | Plus Non Cash Items in Operating Surplus/(Deficit) | 11,010 | 415 | |
| 11,486 | 19,560 | 20,957 | (1,397) | =Funds Generated from Operating Activities | 11,628 | 422 | |
| 484 | 4,856 | 3,881 | 975 | Amounts Received for New/Upgraded Assets | 4,977 | 30 | 14 |
| 201 | 670 | 437 | 232 | Proceeds from Disposal of Assets | 670 | - | |
| 685 | 5,526 | 4,319 | 1,207 | Plus Funds Sourced from Capital Activities | 5,647 | 30 | |
| (8,170) | (7,492) | (5,322) | (2,170) | Capital Expenditure on Renewal and Replacement | (13,278) | (30) | |
| (7,560) | (10,759) | (5,851) | (4,908) | Capital Expenditure on New and Upgraded Assets | (21,042) | (220) | |
| (15,730) | (18,251) | (11,173) | (7,078) | Less Total Capital Expenditure | (34,320) | (250) | 15 |
| 217 | 215 | 215 | - | Plus:Repayments of loan principal by sporting groups | 217 | - | |
| 217 | 215 | 215 | - | Plus/(less) funds provided (used) by Investing Activities | 217 | - | |
| (3,342) | 7,050 | 14,318 | (7,268) | = FUNDING SURPLUS/(REQUIREMENT) | (16,829) | 202 | |
| | | | | Funded by | | | |
| - | (219) | (219) | - | - Increase/(Decrease) in Cash & Cash Equivalents | - | - | |
| - | 6,222 | 15,782 | (9,560) | Non Cash Changes in Net Current Assets | 3,382 | - | |
| (4,738) | - | - | - | - Less: Proceeds from new borrowings | (21,607) | 202 | |
| - | - | (1,800) | 1,800 | Less: Net Movements from Cash Advance Debentures | - | - | |
| 1,396 | 1,047 | 554 | 492 | Plus: Principal repayments of borrowings | 1,396 | - | |
| (3,342) | 7,050 | 14,318 | (7,268) | =Funding Application/(Source) | (16,829) | 202 | |

Note 1 – Cemeteries – \$17,000 favourable

Additional cemetery revenue (\$30,000) offset by increased expenditure on grave diggers (\$25,000) and additional memorial seat revenue (\$12,000).

Note 2 - FAG/R2R Grants - \$72,000 unfavourable

100% of Council's Financial Assistance Grant allocation for 2023/24 was received, and accounted for, in the 2022/23 financial year. Due to this advance payment, and depending on the timing of future Financial Assistance Grant payments, there may be a potential reduction to the 2023-24 operating result. In previous years, Council have, on average, received advance payments of 50% and if replicated in June 2024 would leave a budget shortfall of \$580,000. However, it should be noted this is a timing issue between financial years and does not affect Council's working cashflow.

This is offset by \$508,000 of funding due to be received in 2023-24 for completion of the Local Roads and Community Infrastructure (LRCI) Phase 2 projects.

Note 3 - Financial Services-Depreciation - \$530,000 unfavourable

Estimated increase in depreciation for the revaluation of the Council's road and kerb assets as at 1 July 2023 due to significant increase in unit replacement rates.

Note 4 - Financial Services-Interest on Borrowings - \$50,000 favourable

Savings on budgeted interest costs due to timing of short-term borrowings.

Note 5 - Financial Services-SRWRA - \$115,000 favourable

Increase in SRWRA 2023-24 forecast surplus of which Council receives a 15% equity share.

Note 6 - Innovation & Technology - \$100,000 reallocation and \$25,000 unfavourable

Reallocation of Information Technology capital budget to fund operational costs required for the delivery of the capital Business Transformation Program (\$100,000) - see note 15 and increased computer software licence charges (\$25,000).

Note 7 – City Activation - \$5,000 unfavourable

Additional revenue from pop-up stores at Glenelg Town Hall (\$11,500) offset by increased expenditure on consultancy services (\$7,500), Kaurna meetings (\$5,000) and repairs and maintenance (\$4,000).

Note 8 – Community Events- \$82,000 favourable

Additional revenue from public events (\$47,000), savings from two events not proceeding (\$18,000) and savings on completed events (\$18,000).

Note 9 – Community Safety- \$570,000 favourable

Higher than forecast revenue for car parking (\$547,000) and hoarding fees (\$80,000) offset by additional expenditure on postage services for fines (\$47,000) and electricity (\$15,000).

Note 10 – Environmental Services - \$105,000 unfavourable and \$19,000 reallocation

Funding for the ongoing maintenance and conservation of the gullies which were historically funded by the gullies masterplan (\$43,000), councils contribution to the Public Bin Grant (\$30,000), re-modelling of the tree canopy data (\$17,000) and design variations on the Glenelg North Seawall design (\$15,000).

Reallocation of savings in the waste management budget for additional FOGO roll out costs (\$19,000) – see note 13.

Note 11 – Street Lighting- \$80,000 favourable

Forecasted saving on electricity (\$60,000) and network charges (\$20,000).

Note 12 – Field Services & Depot- \$70,000 unfavourable

Unbudgeted repairs for fallen light poles at Bowker Oval (\$55,000) and contractors to assist with severe weather event clean ups (\$15,000).

Note 13 – Waste Management- \$19,000 reallocation

Savings on waste collection has been reallocated to Environmental Services – see note 10.

Note 14 - Amounts Received for New/Upgraded Assets - \$30,000 favourable

Contribution from the Department for Infrastructure and Transport for the Glenelg Jetty Structural Repairs project.

Note 15 – Capital Expenditure - \$350,000 unfavourable and \$100,000 reallocation

A number of additional capital works budgets are required for existing projects.

Funded budget increases:

- \$30,000 - Glenelg Jetty Structural Repairs - additional expenditure funded by the Department for Infrastructure and Transport – see note 14.

Other budget increases:

- \$270,000 – Final net cost variations to complete construction of Kingston Park Kiosk.
- \$50,000 – Final cost variations on completion of Glenelg Oval Stage 3 and 4.

Budget reallocation:

- \$100,000 – Non-capital costs for delivery of the capital Business Transformation Program reallocated to the operational budget – see note 6.

Attachment 2

| BRIGHTON CARAVAN PARK | | |
|-------------------------------|-----------------------------------|-----------------------------------|
| Financial Results | Actual \$ 01/07/22 to 28/02/23 | Actual \$ 01/07/23 to 29/02/24 |
| Revenue From Cabins and Sites | \$1,104,721 | \$1,097,556 |
| Occupancy Rates | Actual % 01/07/22 to 28/02/23 | Actual % 01/07/23 to 29/02/24 |
| Accommodation Type | | |
| Cabins | 89% | 84% |
| Sites | 82% | 81% |
| Average Total | 85% | 83% |

| PARTRIDGE STREET CAR PARK | | |
|--|------------------------------------|------------------------------------|
| Financial Results | Actual \$ 01/07/22 to 28/02/23 | Actual \$ 01/07/23 to 29/02/24 |
| Income & Expenditure | | |
| Car Parking Revenue | \$91,681 | \$86,398 |
| Operational Costs | \$88,651 | \$95,195 * |
| Net Result | \$3,030 | (\$8,796) |
| Car Park Usage | Actual No. 01/07/22 to 28/02/23 | Actual No. 01/07/23 to 29/02/24 |
| Car Park | | |
| Eastern Car Park - No. of Transactions | 87,409 | 97,356 |
| Western Car Park - No. of Transactions | 87,586 | 89,127 |
| Total No. of Transactions | 174,995 | 186,483 |

* Operational costs increase due to higher electricity rates in the current year

| PARTRIDGE HOUSE | | |
|---|------------------------------------|------------------------------------|
| Financial Results | Actual \$ 01/07/22 to 31/03/23 | Actual \$ 01/07/23 to 31/03/24 |
| Income & Expenditure | | |
| Functions and Room Hire Revenue | \$174,353 | \$196,757 |
| Operational Costs | \$133,760 | \$176,598 ^ |
| Net Result | \$40,593 | \$20,159 |
| ^ Operational costs increase due to garden and equipment upgrades and repair and maintenance expenditure. | | |
| Number of Events | Actual No. 01/07/22 to 31/03/23 | Actual No. 01/07/23 to 31/03/24 |
| Event Type | | |
| Wedding | 19 | 22 |
| Funeral | 78 | 106 |
| Community Function | 221 | 229 |
| Other Events | 64 | 52 |
| Total Number of Events | 382 | 409 |

Attachment 3



**Alwyndor Aged Care
Funds Statement as at 31 March 2024**

| 2023-24 Budget \$'000 | Year to Date | | | | 2023-24 Adopted Forecast \$'000 | Note |
|-----------------------------|-------------------------------|-------------------------|--------------------|--|--|----------|
| | Adopted Forecast \$'000 | Actual YTD \$'000 | Variance \$'000 | | | |
| 8,638 | 5,906 | 5,858 | 49 | User Charges | 7,875 | |
| 15,909 | 14,010 | 14,038 | (28) | Operating Grants and Subsidies | 18,680 | |
| 857 | 825 | 850 | (25) | Investment Income | 1,100 | |
| 8,029 | 5,831 | 5,753 | 79 | Reimbursements | 7,775 | |
| 7,361 | 5,888 | 5,878 | 10 | Other Income | 7,850 | |
| 40,793 | 32,460 | 32,376 | 84 | Operating Revenue | 43,280 | 1 |
| (28,241) | (22,403) | (22,830) | 428 | Employee Costs - Salaries & Wages | (29,870) | 2 |
| (10,283) | (8,445) | (8,554) | 109 | Materials, Contracts and Other Expenses | (11,260) | 3 |
| (143) | (90) | (79) | (11) | Finance Charges | (120) | |
| (1,618) | (1,214) | (1,123) | (91) | Depreciation | (1,618) | |
| (40,284) | (32,151) | (32,586) | 435 | Less Operating Expenditure | (42,868) | |
| 509 | 309 | (209) | 518 | =Operating Surplus/(Deficit) | 412 | 4 |
| - | (15) | (54) | 39 | Net gain/(loss) on disposal of investments | (20) | |
| - | 233 | 653 | (420) | Net gain/(loss) on Fair Value movement on investments | 310 | |
| 509 | 527 | 389 | 137 | =Net Surplus/(Deficit) | 702 | |
| 1,618 | 1,214 | 1,123 | 91 | Depreciation | 1,618 | |
| - | 15 | 54 | (39) | Net gain/(loss) on disposal of investments | 20 | |
| - | (233) | (653) | 420 | Net gain/(loss) on Fair Value movement on investments | (310) | |
| 581 | 420 | 623 | (203) | Provisions | 560 | |
| 2,199 | 1,416 | 1,147 | 269 | Plus Non Cash Items in Operating Surplus/(Deficit) | 1,888 | |
| 2,708 | 1,943 | 1,536 | 406 | =Funds Generated from Operating Activities | 2,590 | |
| - | - | - | - | Amounts Received for New/Upgraded Assets | - | |
| - | - | - | - | Proceeds from Disposal of Assets | - | |
| - | - | - | - | Plus Funds Sourced from Capital Activities | - | |
| - | - | - | - | Capital Expenditure on Renewal and Replacement | - | |
| (1,902) | (1,427) | (1,103) | (324) | Capital Expenditure on New and Upgraded Assets | (1,902) | |
| (1,902) | (1,427) | (1,103) | (324) | Less Total Capital Expenditure | (1,902) | |
| - | - | - | - | Plus: Revenue received in advance for new/upgraded assets | - | |
| - | - | - | - | Plus/(less) funds provided (used) by Investing Activities | - | |
| 806 | 516 | 433 | 83 | = Funding SURPLUS/(REQUIREMENT) | 688 | 1 |
| | | | | Funded by | | |
| 806 | 516 | 433 | 83 | Increase/(Decrease) in Cash & Cash Equivalents | 688 | |
| 806 | 516 | 433 | 83 | =Funding Application/(Source) | 688 | |

**Alwyndor - Notes
March 2024**

1 Operating Revenue

Operating Revenue is unfavourable by \$84K and attributed to:

- Government-mandated subsidies and consumer fees for residential services decreased due to lower occupancy rate (94.5% occupancy average in Q3).
- Home Care Package/client growth has not performed in line with our quarterly targets.

2 Employee Costs – Salaries & Wages

The unfavourable variance in employee costs of \$428K is comprised of:

- Increased costs from the recruitment of new positions in Corporate, including P&C Business Partner, Work Health & Safety Coordinator, Rostering Officer, and Customer Care Assistant (introduction of MAC Portal).
- Increased direct care minutes by 6 minutes per resident per occupied bed day from Q2 to Q3 2024.
- Higher Overhead costs in response to growth.

3 Materials, Contracts and other Expenses

The \$109K YTD unfavourable variance is attributed to:

- The higher cost, primarily due to an increase in Catering costs (labour and food costs) in Q3 compared to the first half of the year.
- Professional services expenses are higher than forecast due to the costs associated with the ICT and Rostering Projects.
- Additional brokered services in Support at Home which are recovered as part of Operating Revenue.

4 Operating Deficit

The \$209K Operating Deficit, after allowing for depreciation and capital expenditure, has led to a funding surplus of \$433K as at March YTD.

Attachment 4



Annual Business Plan 2023 – 24 Quarterly Status Report As at 31 March 2024



Contents

| | |
|---------------------------|----|
| OVERVIEW | 2 |
| PROJECTS ON WATCH | 4 |
| WELLBEING..... | 5 |
| SUSTAINABILITY..... | 8 |
| Roads Reseal Program..... | 12 |
| INNOVATION | 14 |

OVERVIEW

The City of Holdfast Bay has begun to pursue the vision set out in the new Strategic Plan *Our Holdfast 2050+* and the three focus areas that support it:

Our Holdfast 2050+ Vision

***Protecting our heritage and beautiful coast, while creating
a welcoming and healthy place for all in South Australia’s most sustainable city.***

To achieve this vision, we have identified three focus areas:

- **WELLBEING - Good health and economic success in an environment and a community that supports wellbeing.**
- **SUSTAINABILITY - A city, economy and community that is resilient and sustainable.**
- **INNOVATION - A thriving economy and community that values life-long education, research, creativity and entrepreneurialism.**

To deliver this Strategic Plan, the *Our Plan for Our Place Annual Business Plan 2023-24* (the Business Plan) outlines specific actions for the year. This report captures progress against the Business Plan.

58 projects (63%) are ‘on track’, 25 (27%) are ‘completed’, three (3%) are ‘deferred’ and another five (5%) are listed as ‘not started’. There are four projects (4%) that are ‘on watch’. No projects are ‘off track’.

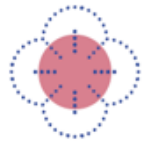
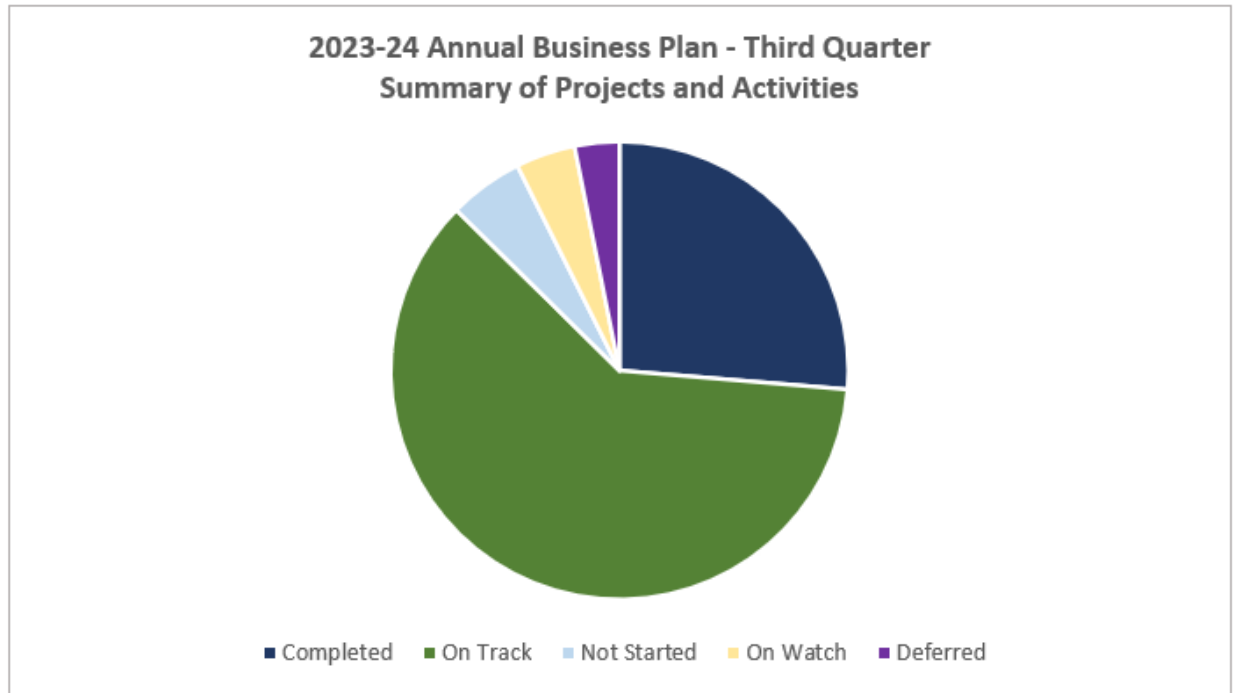
The following page provides an overview of progress in all focus areas.



2023-24 Annual Business Plan - Quarterly Status Report

As at 31 March 2024

| Overall Summary | | % |
|-----------------|-----------|-------------|
| Completed | 25 | 27% |
| On Track | 58 | 63% |
| Not Started | 5 | 5% |
| On Watch | 4 | 4% |
| Deferred | 3 | 3% |
| Total | 92 | 100% |



WELLBEING

| Wellbeing Summary | |
|-------------------|----|
| Completed | 12 |
| On Track | 13 |
| Not Started | 4 |
| On Watch | 1 |
| Deferred | 0 |



SUSTAINABILITY

| Sustainability Summary | |
|------------------------|----|
| Completed | 10 |
| On Track | 33 |
| Not Started | 1 |
| On Watch | 3 |
| Deferred | 2 |



INNOVATION

| Innovation Summary | |
|--------------------|----|
| Completed | 3 |
| On Track | 12 |
| Not Started | 0 |
| On Watch | 0 |
| Deferred | 1 |

PROJECTS ON WATCH

This table provides detail of those projects that are **on watch** within each of the focus areas.

WELLBEING

| Project Title | Status | Notes |
|--|----------|--|
| Kingston Park Stages 4 & 6 - Detailed Design | On Watch | Project is on watch with ongoing discussions with Kaurna representatives regarding next steps. |

SUSTAINABILITY

| Project Title | Status | Notes |
|-----------------------------|----------|--|
| Patawalonga Lock - renewal | On Watch | Re-scoped following previous unsuccessful tender. The below water components of the project impacted by State Government's Barrage Gates works. Above water components of the project will be implemented throughout 2024. |
| Pathway - Edith Butler Pier | On Watch | Project impacted by State Government's Barrage Gate works. Project likely to be implemented after completion of State Government's works. |
| Traffic Safety Improvements | On Watch | Delays relating to design issues and statutory approvals. |

INNOVATION (None on Watch)

The following pages provide detail of the projects under each of the three focus areas of *Our Holdfast 2050+*.

WELLBEING

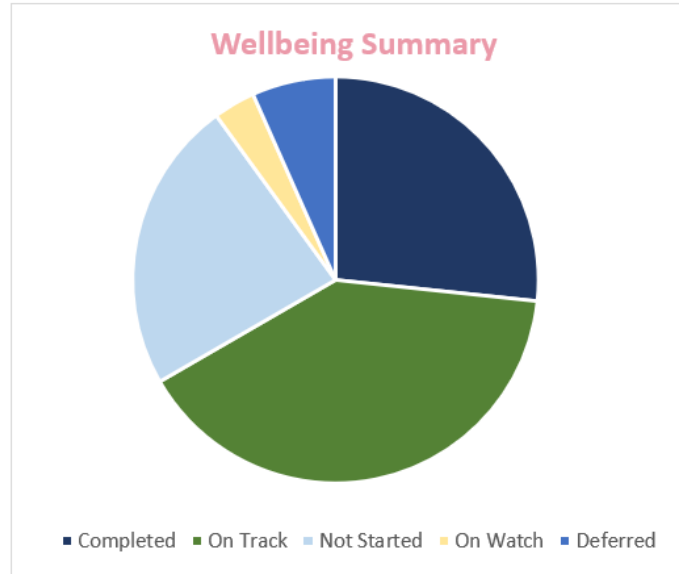


WELLBEING

Good health and economic success in an environment and a community that supports wellbeing

2023-24 Annual Business Plan - Quarterly Status Report

As at 31 December 2023



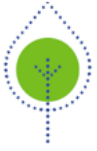
| Wellbeing Summary | | |
|-------------------|-----------|-----|
| Completed | 8 | 27% |
| On Track | 12 | 40% |
| Not Started | 7 | 23% |
| On Watch | 1 | 3% |
| Deferred | 2 | 7% |
| Total | 30 | |

Wellbeing Projects

| Title | Officer | Start Date | End Date | Project Stage | Q3 Status | Q3 Rating | Q3 Notes |
|---|-----------------|------------|-----------|----------------|-------------|-----------|----------|
| Paringa Park - Playground Renewal | Matthew Rechner | 01-Jul-23 | 30-Oct-23 | 4. Closure | Completed | ● | |
| Partridge House - Playground Renewal | Matthew Rechner | TBD | 30-Jun-24 | Not Started | Not Started | | |
| Fordham Reserve - Playground Renewal | Matthew Rechner | TBD | 30-Dec-24 | Not Started | Not Started | | |
| Holdfast Bay Bowling and Croquet Club Lighting | Matthew Rechner | TBD | 30-Jun-24 | Not Started | Not Started | | |
| Playgrounds Network Upgrade/Renewal (LRICI Phase 3) | Matthew Rechner | 01-Jul-23 | 30-Jun-24 | 4. Closure | Completed | ● | |
| Glenelg Oval Renewal | Mathew Walsh | 01-Jul-23 | 30-Jun-24 | 3. Delivery | On Track | ● | |
| Wattle Reserve- Playground Renewal | Matthew Rechner | 01-Jul-23 | 30-Dec-23 | Not Started | Not Started | | |
| Jimmy Melrose Pk- Upgrade | Mathew Walsh | 01-Jul-23 | 30-Jun-24 | 2. Procurement | On Track | ● | |
| Shade Sail - Glenelg Play Space | Bill Blyth | 01-Jul-23 | 30-Jan-24 | 4. Closure | Completed | ● | |
| BBQ Replacement Program | Bill Blyth | 01-Jul-23 | 30-May-24 | 3. Delivery | On Track | ● | |
| Drink Fountain and Dog Bowl Replacement | Bill Blyth | 01-Jul-23 | 01-Jun-24 | 3. Delivery | On Track | ● | |
| Glenelg Oval - Edward Rix Stand | Mathew Walsh | 01-Jul-23 | 30-Jun-24 | 3. Delivery | On Track | ● | |
| Somerton SLSC - Exterior/Other | Mathew Walsh | 01-Jul-23 | 30-Jun-24 | 3. Delivery | On Track | ● | |
| Glenelg Rotunda Roof replacement | Mathew Walsh | 01-Jul-23 | 30-Mar-24 | 4. Closure | Completed | ● | |
| Bowker Oval Clubrooms - Kitchen Facilities | Mathew Walsh | 01-Jul-23 | 30-Dec-23 | 4. Closure | Completed | ● | |
| Toilets-Somerton SLSC | Mathew Walsh | 01-Jul-23 | 29-Feb-24 | 4. Closure | Completed | ● | |
| Bus Shelter Renewal | James Mitchell | 01-Jul-23 | 28-Feb-24 | 4. Closure | Completed | ● | |
| Brighton Jetty - Sails | Bill Blyth | 01-Jul-23 | 30-Mar-24 | 4. Closure | Completed | ● | |
| GNCC - Upgrade /replacement interior | Mathew Walsh | 01-Jul-23 | 30-Dec-23 | 4. Closure | Completed | ● | |
| HFB Community Centre - building renovations | Mathew Walsh | 01-Jul-23 | 30-Mar-24 | 4. Closure | Completed | ● | |

Wellbeing Projects

| Title | Officer | Start Date | End Date | Project Stage | Q3 Status | Q3 Rating | Q3 Notes |
|---|-----------------|------------|-----------|---------------|-----------|-----------|---|
| Brighton Surf Club - Bldg repairs/rust removal | Mathew Walsh | 01-Jul-23 | 30-Jun-24 | 3. Delivery | On Track | ● | |
| Toilets-Old Gum Tree Reserve | Mathew Walsh | 01-Jul-23 | 15-Dec-23 | 4. Closure | Completed | ● | |
| Glenelg Oval - Function Centre - toilets | Mathew Walsh | 01-Jul-23 | 30-Jan-24 | 4. Closure | Completed | ● | |
| Glenelg Oval - Function Centre - repairs | Mathew Walsh | 01-Jul-23 | 30-Jun-24 | 3. Delivery | On Track | ● | |
| Angus Neill Reserve - Fencing | James Mitchell | 01-Jul-23 | 30-Jun-24 | 1. Planning | On Track | ● | |
| Paringa Park - Tennis Court Renewal | Matthew Rechner | 01-Mar-24 | 30-Jun-24 | 3. Delivery | On Track | ● | |
| Paringa Reserve - Fencing | Matthew Rechner | 01-Mar-24 | 30-Jun-24 | 3. Delivery | On Track | ● | |
| Seacliff-Brighton Yach Club - Change Room Upgrade | Matthew Rechner | TBD | TBD | 1. Planning | On Track | ● | State Govt Grant application was successful. Administration and Club now working through detailed design and project management arrangements. |
| DDA Pram Ramps Improvements | James Mitchell | 01-Jul-23 | 30-Jun-24 | 3. Delivery | On Track | ● | |
| Kingston Park Stages 4 & 6 - Detailed Design | Matthew Rechner | TBD | TBD | 1. Planning | On Watch | ● | Project is on watch with ongoing discussions with Kurna representatives regarding next steps. |

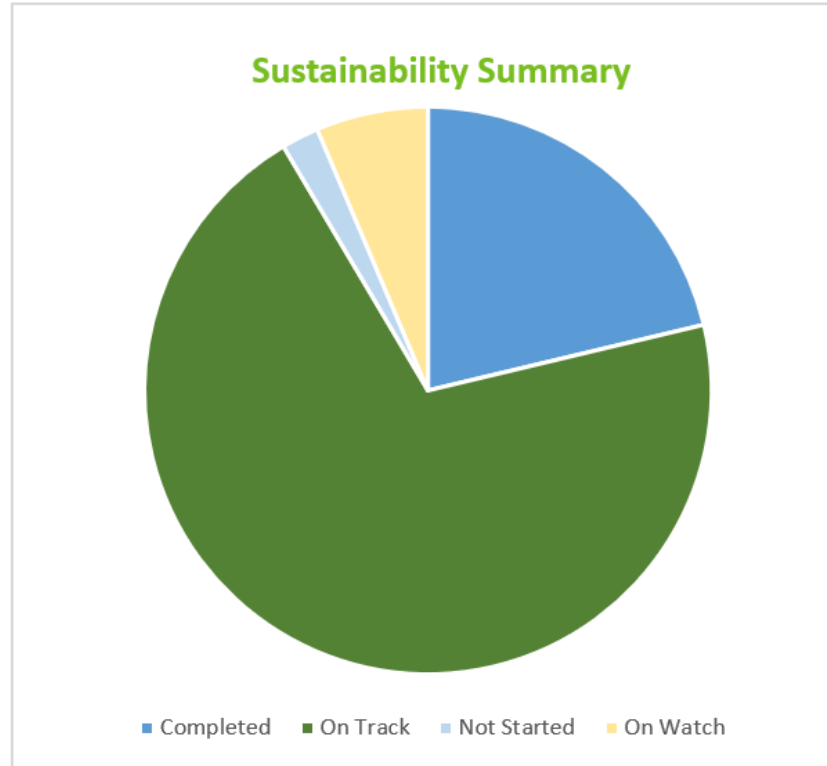


SUSTAINABILITY

A city, economy and community that is resilient and sustainable

2023-24 Annual Business Plan - Quarterly Status Report

As at 31 March 2024



| Sustainability Summary | | |
|------------------------|-----------|-----|
| Completed | 10 | 20% |
| On Track | 33 | 67% |
| Not Started | 1 | 2% |
| On Watch | 3 | 6% |
| Deferred | 2 | 4% |
| Total | 49 | |

Sustainability

| Title | Officer | Start Date | End Date | Project Stage | Q3 Status | Q3 Rating | Q3 Notes |
|--|-----------------|------------|-----------|---------------|-----------|-----------|---|
| Car Parking Renewals | James Mitchell | 01-Jul-23 | 30-Mar-24 | 4. Closure | Completed | ● | |
| Road Reseal Program | James Mitchell | 01-Jul-23 | 30-Jun-24 | 3. Delivery | On Track | ● | |
| Stormwater Management Plan Implementation | James Mitchell | 01-Jul-23 | 30-Jun-25 | 1. Planning | On Track | ● | |
| Pine Gully Stormwater | James Mitchell | 01-Jul-23 | 30-Jun-24 | 3. Delivery | On Track | ● | |
| Stormwater Pipes/Pits Renewal | James Mitchell | 01-Jul-23 | 30-Jun-24 | 1. Planning | On Track | ● | |
| Traffic Safety Improvements | James Mitchell | 01-Jul-23 | 30-Jun-24 | 3. Delivery | On Watch | ● | Delays relating to design issues and statutory approvals. |
| Traffic Safety Improvements on Partridge Street, Glenelg | James Mitchell | 01-Jul-23 | 30-Dec-24 | 1. Planning | On Track | ● | |
| Traffic Safety Improvements on King George Avenue, Hove | James Mitchell | 01-Jul-23 | 30-Jan-24 | 4. Closure | Completed | ● | |
| Kerb & Watertables Program | James Mitchell | 01-Jul-23 | 30-Jun-24 | 3. Delivery | On Track | ● | |
| Seating - Park Bench - Various Seating | Bill Blyth | 01-Jul-23 | 30-May-24 | 3. Delivery | On Track | ● | |
| Concrete Cricket Pitch - Bowker Oval Sporting Fitouts | Matthew Rechner | 01-Dec-23 | 30-Jun-24 | 4. Closure | Completed | ● | |
| Sporting Structures - Bike Rails - various | Bill Blyth | 01-Jul-23 | 30-Jan-24 | 4. Closure | Completed | ● | |
| Electrical and Lighting - Renewal | Mathew Walsh | 01-Jul-23 | 30-Jun-24 | 1. Planning | On Track | ● | |
| Fences - Renewal | James Mitchell | 01-Jul-23 | 30-Jun-24 | 1. Planning | On Track | ● | |
| Pathways - Renewal | James Mitchell | 01-Jul-23 | 30-Dec-23 | 1. Planning | On Track | ● | |

Sustainability

| Title | Officer | Start Date | End Date | Project Stage | Q3 Status | Q3 Rating | Q3 Notes |
|---|-----------------|------------|-----------|----------------|-----------|-----------|---|
| Pathway - Edith Butler Pier | James Mitchell | 01-Jul-23 | 30-Jun-25 | 1. Planning | On Watch | ● | Project impacted by State Government's Barrage Gate works. Project likely to be implemented after completion of State Government's works. |
| Walls - Renewal | James Mitchell | 01-Jul-23 | 30-Jan-24 | 4. Closure | Completed | ● | |
| Fencing & Lighting - Somerton Tennis Club | Matthew Rechner | 01-Jul-23 | 30-May-24 | 2. Procurement | On Track | ● | |
| Bin Replacement Program | Bill Blyth | 01-Jul-23 | 30-May-24 | 3. Delivery | On Track | ● | |
| Gully Masterplan Implementation | James Mitchell | 01-Jul-23 | 30-Jun-24 | 3. Delivery | On Track | ● | |
| Buffalo Site - Amenity Improvements | Matthew Rechner | 01-Mar-24 | 30-Jun-24 | 1. Planning | On Track | ● | |
| Lookout Decking - Kingston Park Cliff Face | Mathew Walsh | 01-Mar-24 | 30-Jun-24 | 2. Procurement | On Track | ● | |
| Fencing - Wattle Reserve | Mathew Walsh | 01-Jul-23 | 30-Jun-25 | Deferred | Deferred | ● | Deferred by PRUD due to investigation of packaging with other works. |
| Stone Wall Improvements - Various Reserves | Mathew Walsh | 01-Jul-23 | 30-Jan-24 | 4. Closure | Completed | ● | |
| Glenelg Oval Stage 3 and 4 | Matthew Rechner | 01-Sep-23 | 30-May-24 | 4. Closure | On Track | ● | |
| Seacliff Plaza Upgrade | Matthew Rechner | 01-Jul-23 | 01-Aug-24 | 2. Procurement | On Track | ● | |
| Sturt Creek Linear Park Design | Matthew Rechner | TBD | 30-Jun-24 | 1. Planning | On Track | ● | Detailed design being finalised in Q3 |
| Kingston House Reserve Tennis Courts | Matthew Rechner | 01-Jul-23 | 30-Nov-23 | 1. Planning | On Track | ● | |
| Sturt Creek Biodiversity Corridor: Shannon Avenue | James Mitchell | 01-Jul-23 | 30-Jun-24 | 3. Delivery | On Track | ● | |
| Street Light LED Conversion | Mathew Walsh | 01-Jul-23 | 30-Jun-24 | 3. Delivery | On Track | ● | |
| Glenelg Jetty Structural Repairs | James Mitchell | 01-Jul-23 | 30-Dec-24 | 1. Planning | On Track | ● | |
| Footpaths & Cycleways Program | James Mitchell | 01-Jul-23 | 30-Jun-24 | 3. Delivery | On Track | ● | |
| Kingston Park - Kiosk | Matthew Rechner | TBD | 30-Jun-24 | 5. DLP | Completed | ● | |

Sustainability

| Title | Officer | Start Date | End Date | Project Stage | Q3 Status | Q3 Rating | Q3 Notes |
|---|-----------------|------------|-----------|----------------|-------------|---|--|
| Broadway Kiosk - Int/Ext - Finishes | Mathew Walsh | 01-Jul-23 | 30-Apr-24 | 4. Closure | Completed |  | |
| Glenelg Town Hall - Refurbishment | Mathew Walsh | 01-Jul-23 | 30-Jun-24 | 1. Planning | On Track |  | |
| Glenelg Town Hall - Café - Electrical/Mechanical | Mathew Walsh | 01-Jul-23 | 30-Jun-24 | 1. Planning | On Track |  | |
| Broadway Toilets Exeloo | Mathew Walsh | 01-May-22 | 30-Dec-23 | 4. Closure | Completed |  | |
| Depot Cleaning Compound | Bill Blyth | 01-Jul-23 | 30-Jun-25 | Deferred | Deferred |  | Scope changed. Potential use of funds for Kingston Park Kiosk project. Project deferred and will be revisited in July 2024. |
| Brighton Caravan Park - Renewal Program | Matthew Rechner | TBD | TBD | Not Started | Not Started | | |
| Council Depot - building upgrades | Mathew Walsh | 01-Jul-23 | 25-Feb-24 | 4. Closure | Completed |  | |
| Patawalonga Lock - renewal | Mathew Walsh | 01-Jul-23 | 30-Jun-25 | 2. Procurement | On Watch |  | Re-scoped following previous unsuccessful tender. The below water components of the project are impacted by State Government's Barrage Gates works. Above water components of the project will be implemented throughout 2024. |
| Glenelg Town Hall - Office Upgrade | Mathew Walsh | 01-Jul-23 | 30-May-24 | 1. Planning | On Track |  | |
| Bindarra public toilet - design | Mathew Walsh | 01-Jul-23 | 30-Jun-24 | 1. Planning | On Track |  | |
| Michael Herbert Bridge - lights | Mathew Walsh | 01-Jul-23 | 30-Jun-24 | 1. Planning | On Track |  | |
| Public Toilets, Patawalonga Lake | Mathew Walsh | 24-Jul-23 | 30-Jun-24 | 3. Delivery | On Track |  | |
| Plant and Equipment - Depot/Stores | Bill Blyth | 01-Jul-23 | 30-Jun-24 | 2. Procurement | On Track |  | |
| Major Plant and Equipment Purchases | James Mitchell | 01-Jul-23 | 30-Jun-24 | 3. Delivery | On Track |  | |
| Executive / Regulatory/Passenger Vehicles Purchases | James Mitchell | 01-Jul-23 | 30-Jun-24 | 3. Delivery | On Track |  | |
| Minor Plant and Equipment Purchases | James Mitchell | 01-Jul-23 | 30-Jun-24 | 3. Delivery | On Track |  | |

Roads Reseal Program

The Roads Reseal Program for 2023-24 includes the sections of road in the table below.

| Suburb | Street | From | To |
|----------------|-------------------|----------------------|-----------------------|
| Brighton | Gardiner Avenue | Coventry Street | Council Boundary |
| Glenelg East | Augusta Street | Third Avenue (South) | Fourth Avenue (South) |
| Glenelg East | Buttrose Street | Gower Street | Maxwell Terrace |
| Glenelg East | Farr Terrace | Wyatt Street | Buttrose Street |
| Glenelg East | Third Avenue | Augusta Street | Anzac Highway |
| Glenelg North | Blackburn Avenue | Davey Avenue | Goldsworthy Crescent |
| Glenelg North | Gosse Avenue | Tapleys Hill Road | Davey Avenue |
| Glenelg North | Mattner Avenue | Bonython Avenue | Moten Avenue |
| Glenelg North | Moten Avenue | Shannon Avenue | Mattner Avenue |
| Glenelg North | Moten Avenue | Mattner Avenue | Leane Avenue |
| Glenelg North | Moten Avenue | Leane Avenue | McCann Avenue |
| Hove | Addison Road | Bagshaw Avenue | Grenfell Street |
| Hove | Addison Road | Brighton Road | Bagshaw Avenue |
| Hove | Addison Road | Grenfell Street | Brown Street |
| Hove | Railway Terrace | Illawara Avenue | Seventh Avenue |
| Hove | Railway Terrace | Caroona Avenue | Illawara Avenue |
| Hove | Caroona Avenue | Railway Terrace | Illawarra Ave |
| Hove | Patricia Avenue | Dunrobin Road | Illawarra Avenue |
| Hove | MacPherson Street | Brighton Road | Caroona Avenue |
| Hove | Pearce Street | Hulbert Street | Wattle Avenue |
| Hove | Winchester Avenue | Lascelles Avenue | Sunshine Avenue |
| Hove | Winchester Avenue | Stopford Road | Lascelles Avenue |
| North Brighton | Day Street | Somers Street | Francis Street |
| North Brighton | Francis Street | Day Street | Paterson Street |
| North Brighton | Francis Street | Paterson Street | MacArthur Avenue |
| North Brighton | Olive Street | Quongdong Street | Somers Street |

| Suburb | Street | From | To |
|----------------|------------------|------------------|------------------|
| North Brighton | Paterson Street | Somers Street | Francis Street |
| North Brighton | Paterson Street | Francis Street | Cecelia Street |
| Seacliff | Young Street | Silver Avenue | Haberton Road |
| Seacliff | Young Street | Haberton Road | Crosby Street |
| Seacliff | Young Street | Crosby Street | Esplanade |
| Seacliff Park | Aboyne Avenue | Brighton Road | Cathcart Terrace |
| Seacliff Park | Aboyne Avenue | Cathcart Terrace | Lamington Avenue |
| Seacliff Park | Cathcart Terrace | Aboyne Avenue | Bothwell Terrace |
| Somerton Park | Grainger Road | Diagonal Road | Mozart Court |
| Somerton Park | Paringa Avenue | Brighton Road | Vincent Avenue |
| South Brighton | Crosby Street | Young Street | Shoreham Road |

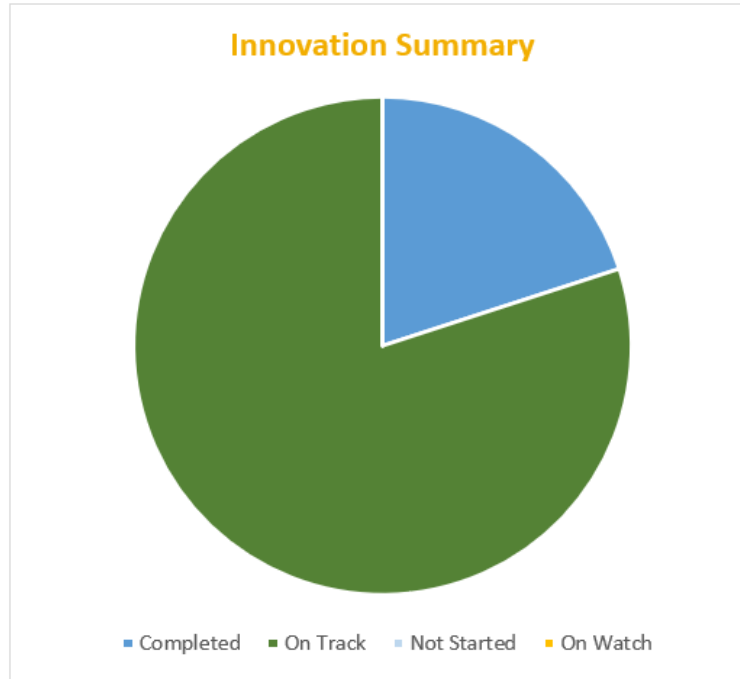


INNOVATION

A thriving economy and community that values life-long education, research, creativity and entrepreneurialism

2023-24 Annual Business Plan - Quarterly Status Report

As at 31 March 2024



| Innovation Summary | | |
|--------------------|-----------|-----|
| Completed | 3 | 19% |
| On Track | 12 | 75% |
| Not Started | 0 | 0% |
| On Watch | 0 | 0% |
| Deferred | 1 | 6% |
| Total | 16 | |

Innovation Projects

| Title | Officer | Start Date | End Date | Project Stage | Q3 Status | Q3 Rating | Q3 Notes |
|---|-----------------|------------|-----------|----------------|-----------|-----------|--|
| Sculptures - Brighton Jetty Sculpture Festival | Regan Forrest | 01-Jul-23 | 28-Feb-24 | 4. Closure | Completed | ● | |
| CCTV Installation - Various Locations | Mathew Walsh | 01-Jul-23 | 30-Jun-24 | 3. Delivery | On Track | ● | |
| Jetty Rd Glenelg - Masterplan - Stage 2 Detailed Design | Frank Primerano | 01-Jul-23 | TBD | 1. Planning | On Track | ● | Project initiated. Budget approval sought through the draft Business Plan consultation process. Completed draft concept plans for City Zone – currently with designers to address initial feedback. Will go to Design Authority next. Will seek approval to establish a Committee of Council under Section 41 Will commence with an EOI mid April. |
| Library Books Purchases | Tania Paull | 01-Jul-23 | 30-Jun-24 | 2. Procurement | On Track | ● | |
| Glenelg Town Hall - BDC - Structure | Mathew Walsh | 01-Jul-23 | 30-Jun-24 | 3. Delivery | On Track | ● | |
| Brighton Caravan Park - Stage 2 redevelopment | Matthew Rechner | 01-Mar-24 | TBD | 1. Planning | On Track | ● | |
| Brighton Caravan Park Retaining Wall (LRCl Phase 3) | Matthew Rechner | 01-Nov-23 | 30-Jan-24 | 5. DLP | Completed | ● | |
| Glenelg Library - Paint Ceiling | Mathew Walsh | 01-Jul-23 | 30-Jun-24 | 1. Planning | On Track | ● | |
| Glenelg Library Interior Upgrade | Mathew Walsh | 01-Jul-23 | 30-Jun-24 | 3. Delivery | On Track | ● | |
| Ringwood Upgrades | Mathew Walsh | 01-Jul-23 | 30-Jun-24 | 3. Delivery | On Track | ● | |
| Brighton Civic Centre Upgrades | Mathew Walsh | 01-Jul-23 | 30-May-24 | 3. Delivery | On Track | ● | |
| HFB Civic Centre - Kingston Room Upgrade | Mathew Walsh | 01-Jul-23 | 12-Apr-24 | 4. Closure | Completed | ● | |

Innovation Projects

| <i>Title</i> | <i>Officer</i> | <i>Start Date</i> | <i>End Date</i> | <i>Project Stage</i> | <i>Q3 Status</i> | <i>Q3 Rating</i> | <i>Q3 Notes</i> |
|--|----------------|-------------------|-----------------|----------------------|------------------|------------------|---|
| Glenelg Town Hall - Ground Floor Upgrade | Mathew Walsh | 01-Jul-23 | 30-Jun-24 | Deferred | Deferred | ● | May not be enough money to complete works as DDA toilet will need additional funds. Sharing the Collection initiative could present changes to Glenelg Town Hall, have paused this project. |
| Glenelg Town Hall - BDC toilets | Mathew Walsh | 01-Jul-23 | 30-Jun-24 | 3. Delivery | On Track | ● | |
| Business Transformation Program | Robert Zanin | 01-Jul-23 | 30-Jun-24 | 3. Delivery | On Track | ● | |
| ICT Replacement Program | Robert Zanin | 01-Jul-23 | 30-Jun-24 | 3. Delivery | On Track | ● | |

Attachment 5

2023-24 External Grant Funding

| SUCCESSFUL APPLICATIONS | | | | | | | | | | | |
|---|--|--------------------|--|------------------------|----------------------------|----------------------------|----------------------------|----------------------------|-------------------------------------|-------------------------------|--------------------|
| Grant - Capital | | | | | | | | | | | |
| Bid Title | Funding Body / Program | Grant Total | Received in Previous Financial Year(s) | 2023-24 Total Expected | Received 2023-24 Quarter 1 | Received 2023-24 Quarter 2 | Received 2023-24 Quarter 3 | Received 2023-24 Quarter 4 | Received for future financial years | Total Received during 2023-24 | Outstanding amount |
| Former Buffalo site remediation | Minister for Planning and Local Government | \$100,000 | \$100,000 | \$0 | | | | | | \$0 | \$0 |
| Glenelg Oval Stage 3 & 4- received retrospectively on expenditure | Local Government Infrastructure Partnership Program and others | \$1,400,000 | \$83,422 | \$1,316,578 | | | \$420,000 | | | \$420,000 | \$896,578 |
| Pine Gully Stormwater contribution | Green Adelaide | \$150,000 | \$150,000 | \$0 | | | | | | \$0 | \$0 |
| Stormwater contribution - Tarlton Street | Federal Dept of Industry, Science, Energy and Resources | \$2,927,000 | \$2,000,000 | \$927,000 | | | | | | \$0 | \$927,000 |
| Seacliff Plaza | Amenities Open Space Grant | \$1,000,000 | \$1,000,000 | \$0 | | | | | | \$0 | \$0 |
| Bowker Oval - hard wicket upgrade | South Australian Cricket Association | \$10,000 | \$10,000 | \$0 | | | | | | \$0 | \$0 |
| Cooler Greener Wilder Grant – Shannon Ave | Green Adelaide | \$69,055 | \$48,339 | \$20,716 | | | \$20,716 | | | \$20,716 | \$0 |
| Kingston House Reserve Tennis Court | Office for Recreation Sport & Racing | \$200,000 | \$200,000 | \$0 | | | | | | \$0 | \$0 |
| Total | | \$5,856,055 | \$3,333,422 | \$2,243,578 | \$0 | \$0 | \$440,716 | \$0 | \$0 | \$440,716 | \$1,823,578 |

| Grant - Operating Project and other | | | | | | | | | | | |
|--|--|------------------|--|------------------------|----------------------------|----------------------------|----------------------------|----------------------------|-------------------------------------|-------------------------------|--------------------|
| Bid Title | Funding Body / Program | Grant Total | Received in Previous Financial Year(s) | 2023-24 Total Expected | Received 2023-24 Quarter 1 | Received 2023-24 Quarter 2 | Received 2023-24 Quarter 3 | Received 2023-24 Quarter 4 | Received for future financial years | Total Received during 2023-24 | Outstanding amount |
| Fogo council -wide | Green Industries SA | \$100,000 | \$100,000 | \$0 | | | | | | \$0 | \$0 |
| Seacliff Trees Project | Department of Environment and Water | \$100,000 | \$100,000 | \$0 | | | | | | \$0 | \$0 |
| Glenelg North Seawall Design | Coast Protection Board | \$20,000 | \$20,000 | \$0 | | | | | | \$0 | \$0 |
| New Years Eve Celebration | Department of Premier and Cabinet | \$50,000 | \$0 | \$50,000 | \$50,000 | | | | | \$50,000 | \$0 |
| Period Poverty | Commissioner for Children & Young People | \$5,000 | \$0 | \$5,000 | \$5,000 | | | | | \$5,000 | \$0 |
| Suicide Prevention Network – Seed Funding | Wellbeing SA | \$5,000 | \$0 | \$5,000 | | | \$5,000 | | | \$5,000 | \$0 |
| Urban Animal and Plant Control Partnership Program | Green Adelaide Board | \$10,000 | \$0 | \$10,000 | | | \$10,000 | | | \$10,000 | \$0 |
| Wellbeing Hub - seed funding | Wellbeing SA | \$25,000 | \$0 | \$25,000 | | \$25,000 | | | | \$25,000 | \$0 |
| Total | | \$315,000 | \$220,000 | \$95,000 | \$55,000 | \$25,000 | \$15,000 | \$0 | \$0 | \$95,000 | \$0 |

2023-24 External Grant Funding

| Grant - Recurring | | | | | | | | | | | |
|---|--|--------------------|--|------------------------|----------------------------|----------------------------|----------------------------|----------------------------|-------------------------------------|-------------------------------|---------------------|
| Bid Title | Funding Body / Program | Grant Total | Received in Previous Financial Year(s) | 2023-24 Total Expected | Received 2023-24 Quarter 1 | Received 2023-24 Quarter 2 | Received 2023-24 Quarter 3 | Received 2023-24 Quarter 4 | Received for future financial years | Total Received during 2023-24 | Outstanding amount |
| Community Bus | Commonwealth Home Support Programme (CHSP) | \$198,564 | \$0 | \$198,564 | \$49,641 | \$49,641 | \$49,641 | | | \$148,923 | \$ 49,641 |
| Financial Assistance Grant - General Purpose | Financial Assistance Grant | \$988,267 | \$942,771 | \$238,584 | \$11,374 | \$11,374 | \$11,374 | | | \$34,122 | \$ 11,374 |
| Financial Assistance Grant - Roads | Financial Assistance Grant | \$503,197 | \$477,833 | \$25,364 | \$6,341 | \$6,341 | \$6,341 | | | \$19,023 | \$ 6,341 |
| Supplementary Roads Grants Commission | Financial Assistance Grant | \$181,681 | \$0 | \$181,681 | \$181,681 | | | | | \$181,681 | \$ - |
| Roads to Recovery | Roads to Recovery | \$372,300 | \$0 | \$372,300 | | | \$227,070 | | | \$227,070 | \$ 145,230 |
| Covid Stimulus - Roads and Community Infrastructure - Phase Two | Local Roads and Community Infrastructure | \$1,287,346 | \$643,673 | \$643,673 | | | | | | \$0 | \$ 643,673 |
| Covid Stimulus - Roads and Community Infrastructure - Phase Three | Local Roads and Community Infrastructure | \$909,894 | \$454,947 | \$454,947 | | | | | | \$0 | \$ 454,947 |
| Covid Stimulus - Roads and Community Infrastructure - Phase Four | Local Roads and Community Infrastructure | \$454,947 | \$0 | \$454,947 | \$272,969 | | | | | \$272,969 | \$ 181,978 |
| Brighton Library | Libraries Board Grant | \$68,831 | \$0 | \$68,831 | | \$68,831 | | | | \$68,831 | \$ - |
| Australia Day Grant | National Australia Day Council | \$12,000 | \$0 | \$12,000 | | \$12,000 | | | | \$12,000 | \$ - |
| Glenelg Library | Libraries Board Grant | \$68,831 | \$0 | \$68,831 | | \$68,831 | | | | \$68,831 | \$ - |
| Total | | \$5,045,858 | \$2,519,224 | \$2,719,722 | \$522,006 | \$217,018 | \$294,426 | \$0 | \$0 | \$1,033,450 | \$ 1,493,184 |

| | |
|--|----------------------|
| Total of Grant Funding Confirmed (All Years including 2023-24) | \$ 11,216,913 |
| Total received in previous years applicable to 2023-24 and future years | \$ 6,072,646 |
| Total expected to receive in 2023-24 | \$ 5,058,300 |
| Total Received 2023-24 - Quarter 1 | \$ 577,006 |
| Total Received 2023-24 - Quarter 2 | \$ 242,018 |
| Total Received 2023-24 - Quarter 3 | \$ 750,142 |
| Total Received 2023-24 - Quarter 4 | \$ - |
| Total Grant Funding received to date in 2023-24 | \$ 1,569,166 |
| Total Received in 2023-24 for future financial years | \$ - |

Item No: 16.3

Subject: **HOLDFAST BAY COMMUNITY CENTRE – YMCA LEASE EXTENSION**

Summary

The YMCA lease at the Holdfast Bay Community Centre expires on 30 June 2024 with a right of extension for a further year. This report seeks Council's endorsement for a one-year extension to the lease between Council and the YMCA at the Holdfast Bay Community Centre.

Recommendation

That Council:

- 1. enters into a Deed of Extension of Lease with the Young Men's Christian Association of South Australia Incorporated provided as Attachment 1 to this report over a portion of land contained within Certificate of Title Volume 5933 Folio 501 for a period of one (1) year commencing 1 July 2024; and**
 - 2. authorises the Mayor and Chief Executive Officer to execute and seal the Deed required to give effect to the extension.**
-

Background

At its meeting held on 13 February 2024, Council resolved to grant the YMCA a one-year lease over a portion of area at the Holdfast Bay Community Centre (HBCC) located on King George Avenue at Hove (Resolution No. C130224/7674). The terms of the lease allow for a further one year extension from 1 July 2024 to 30 June 2025. The YMCA has exercised its right to seek that extension of tenure.

Report

The YMCA is one of four substantive tenants of the HBCC, the other tenants being Alwyndor (under a use agreement), Trinity Bay Incorporated, and Spinal Cord Injuries Australia (under lease agreements). The YMCA currently leases 240m² (28.26% of total floor area) at the HBCC to administer its services to the community. These services include areas for therapeutic and rehabilitation services to the community, including gym and pilates studio. The YMCA's one year lease at the HBCC expires on 30 June 2024, with a renewal option for a further year.

Having exercised its renewal option, and in light of its excellent performance as a tenant of the HBCC, it is recommended that Council endorses the Deed for a one-year extension of the lease, provided as Attachment 1 to this report, affording the YMCA continued tenure at the HBCC until 30 June 2025.

Refer Attachment 1

Budget

The anticipated rent received from the YMCA is factored into Council's Annual Business Plan for 2024-25.

Life Cycle Costs

There are no lifecycle costs associated with extending the YMCA's lease.

Strategic Plan

Vision - creating a welcoming and healthy place for everyone

Council Policy

Sporting and Community Leasing Policy

Statutory Provisions

Local Government Act 1999

Retail and Commercial Lease Act 1995

Written By: Manager Development Services

General Manager: Strategy and Corporate, Ms S Wachtel

Attachment 1

DEED OF EXTENSION OF LEASE

BETWEEN

CITY OF HOLDFAST BAY

("Landlord")

and

YOUNG MEN'S CHRISTIAN ASSOCIATION OF SOUTH AUSTRALIA
INCORPORATED

("Tenant")

PORTION OF HOLDFAST BAY COMMUNITY CENTRE

51 KING GEORGE AVENUE HOVE SA 5048

Deed of Extension of Lease

Parties

1. **City of Holdfast Bay** ABN 62 551 270 492 ACN 161 714 585 of Brighton Civic Centre, 24 Jetty Road Brighton SA 5048 (**Landlord**)
2. **Young Men's Christian Association of South Australia Incorporated** ABN 41 241 860 884 of Level 10. 44 Waymouth Street, Adelaide SA 5000 (**Tenant**)

Introduction

- A. The Landlord is the registered proprietor of an estate in fee simple in the whole of the land comprised in Certificate of Title Register Book Volume 5933 Folio 501 (**Land**).
- B. Pursuant to an undated Memorandum of Lease (**Lease**), the Landlord leased to the Tenant that portion of the Land delineated in red on the plan attached to the Lease as Schedule 3 and more particularly comprising portion of land at 51 King George Avenue, Hove SA 5048 (**Premises**) for a term of one (1) year commencing on 1 July 2024 and expiring on 30 June 2025.
- C. At the request of the Tenant, the Landlord has agreed to grant to the Tenant an extension of the term of the Lease upon the terms and conditions contained in this deed.

Operative clauses

1. In this deed, unless the context otherwise requires:
 - 1.1 **GST** means goods and services tax payable under the GST Law and an expression used in this deed in relation to GST will have the meaning used in or attributed to that expression by the GST Law from time to time;
 - 1.2 **GST Law** has the same meaning as the definition of "GST law" in A New Tax System (Goods and Services Tax) Act 1999;
 - 1.3 **Tenant** means the party hereinbefore so described and includes its executors, administrators, successors and permitted assigns;
 - 1.4 **Landlord** means the party hereinbefore so described and includes its executors, administrators, successors and permitted assigns;
 - 1.5 **RCL Act** means the *Retail and Commercial Leases Act 1995 (SA)*;
 - 1.6 singular includes plural and plural includes singular;
 - 1.7 words of one gender include both other genders;
 - 1.8 reference to a person includes a corporation, a firm and any other entity;

The **Common Seal of Young Men's Christian Association of South Australia Incorporated** was hereunto affixed pursuant to the *Associations Incorporation Act 1985* in accordance with its constitution:


.....
Chairperson/Vice Chairperson


.....
Committee/Board Member


.....
Full Name (please print)


.....
Full Name (please print)



- 1.9 reference to a party includes that party's personal representatives, successors and permitted assigns;
 - 1.10 if a party comprises more than one person, each of those persons is jointly and severally liable under this deed;
 - 1.11 a provision must not be construed against a party only because that party put the provision forward;
 - 1.12 a provision must be read down to the extent necessary to be valid; if it cannot be read down to that extent, it must be severed; and
 - 1.13 the Introduction is correct.
2. The Tenant and Landlord acknowledge and agree that the term of the Lease is extended for a term of one (1) year commencing on 1 July 2024 and expiring on 30 June 2025 on the same terms and conditions as are expressed or implied in the Lease and subject to the provisions of this deed.
 3. The annual rent to apply as and from 1 July 2024 will be Three Thousand, Three Hundred Dollars (\$3,300.00) plus GST and otherwise subject to review in accordance with the Lease (as extended herein).
 4. The Landlord and Tenant acknowledge and agree that hereafter the Tenant has no further right of renewal.
 5. Each party shall bear their own costs in relation to the negotiation, preparation and completion of this deed.
 6. In all other respects, the terms and provisions contained in or implied by the Lease (as varied) apply to this deed.

Executed as a deed on

The **Common Seal of City of Holdfast Bay**
was hereunto affixed in the presence of:

.....
Mayor

.....
Chief Executive Officer

Item No: 16.4

Subject: **WILLIAM KIBBY VC VETERANS SHED LICENCE**

Summary

The licence held by the William Kibby VC Veterans Association to occupy land for its shed at Kibby Reserve, Glenelg North expires on 30 June 2024. This report seeks Council's endorsement for a new five-year licence between Council and the William Kibby VC Veterans Association to continue to occupy land at Kibby Reserve.

Recommendation

That Council:

- 1. enters into a licence agreement with William Kibby VC Veterans Association Incorporated provided as Attachment 1 to this report over a portion of land at Kibby Reserve contained within Certificate of Title Volume 5553 Folio 244 for a period of five years commencing 1 July 2024; and**
 - 2. authorises the Mayor and Chief Executive Officer to execute and seal any documents required to give effect to the licence.**
-

Background

The William Kibby VC Veterans Association Incorporated (the Veterans Association) has occupied land under licence at Kibby Reserve for the provision of a men's shed since 1 July 2011. Having made a substantial investment to the land and community in the time since, the Veterans Association is seeking Council's support to continue its association with the land and with Holdfast Bay more broadly.

Report

The shed and facilities made available by the Veterans Association at Kibby Reserve are intended to provide an environment for veterans where concerns, past trauma, health issues and welfare issues can be discussed with other veterans who have empathy through similar life experiences. Shed Activities include social, woodworking activities, and fundraising to support veterans. In light of the invaluable service provided by the Veterans Association and in recognition of its longstanding association with Kibby Reserve, this report recommends that Council extends the current tenure arrangements through a new licence agreement with the Veterans Association, provided as Attachment 1 to this report, over a portion of land at Kibby Reserve for a period of five years commencing 1 July 2024, with an option for a further five-year renewal.

Refer Attachment 1

Budget

The anticipated rent received from the Veterans Association is factored into Council's Annual Business Plan for 2024-25.

Life Cycle Costs

There are no lifecycle costs associated with extending the Veterans Association's licence.

Strategic Plan

Vision - creating a welcoming and healthy place for everyone

Council Policy

Sporting and Community Leasing Policy

Statutory Provisions

Local Government Act 1999

Retail and Commercial Lease Act 1995

Written By: Manager, Development Services

General Manager: Strategy and Corporate, Ms S Wachtel

Attachment 1

LICENCE

BETWEEN

CITY OF HOLDFAST BAY

ABN 62 551 270 492

(Licensor)

and

THE WILLIAM KIBBY VC VETERANS SHED ASSOCIATION INCORPORATED

(Licensee)

Licence

Parties

1. **City of Holdfast Bay** ABN 62 551 270 492 of PO Box 19 Brighton SA 5048 (**Licensor**)
2. **The William Kibby VC Veterans Shed Association Incorporated** of Kibby Reserve, Glenelg North SA 5045 (**Licensee**)

Grant of Licence

The Licensor grants to the Licensee a licence to use the Licence Area described in this Schedule on the terms and conditions contained in this Schedule and the attached Standard Licence Terms which form part of this Licence.

SCHEDULE

| | |
|---------------|---|
| Item 1 | Land The whole of the land comprised in Certificates of Title Register Book Volume 5553 Folio 244 known as Lot 2, Kibby Reserve, Glenelg North SA 5045 |
| Item 2 | Licence Area That portion of the land comprised in Certificate of Title Register Book Volume 5553 Folio 244 known as Lot 2, Kibby Reserve, Glenelg North SA 5045 as delineated in red on the plan attached hereto as Annexure A |
| Item 3 | Licence Fee \$110.00 plus GST per annum |
| Item 4 | Commencement Date 1 July 2024 |
| Item 5 | Expiry Date 30 June 2029 |
| Item 6 | Permitted Use The running and maintaining of a men's shed in accordance with the Licensee's constitution and approved business plan and/or for such other lawful use as the Licensor may consent to |
| Item 7 | Times of Use Means 7:00am to 9:00pm, 7 days a week |

| | |
|----------------|---|
| Item 8 | Licence Fee Review |
| Dates: | 1 July 2025, 2026, 2027, 2028 and 2029 |
| Method: | As at and from each review dated there shall be a CPI Review. |
| Item 9 | Renewal |
| | A term of five (5) years commencing on 1 July 2029 |
| Item 10 | Services |
| | All services used or consumed by the Licensee on the premises |
| Item 11 | Outgoings |
| | <ol style="list-style-type: none"> 1. water rates, building and public risk insurance 2. water usage, gas, electricity, telephone and other utilities that are provided to the premises 3. the amount of any excess or deductible not paid or excluded under any insurance policy taken out by the Licensor 4. all costs of the Licensor in connection with the maintenance, repair, replacement and renovation of the Services and other facilities within the Land that are provided from time to time 5. any other rates, taxes, assessments, charges, duties, impositions and fees payable to any government, local government, semi-government or other competent authority, but excluding income tax, land tax, costs and expenses of a capital and/or structural nature |
| Item 12 | Licensee's Share |
| | 100% |
| Item 13 | Public Risk Insurance |
| | The Licensee must effect and keep current during the Term a policy of public risk insurance applicable to the Licence Area and the Permitted Use in the name of the Licensee (but noting the Council's interest) for an amount not less than \$20,000,000.00 per claim and unlimited in the annual aggregate, or such higher amount as the Licensor may reasonably require from time to time. |
| Item 14 | Special Conditions |
| | <ol style="list-style-type: none"> 1. Child Safe Environment <ol style="list-style-type: none"> 1.1 The Licensee acknowledges that the City of Holdfast Bay is committed to providing a child safe environment (as defined by |

the *Children and Young People (Safety) Act 2017 (SA)*) at all times. A child safe environment is 'an environment, which is both child-safe and child-friendly, where children are valued and feel respected and encouraged to reach their full potential.

- 1.2 The Licensee represents to the Licensor that it has fulfilled and will ensure that it continues to fulfil its requirements under the *Children and Young People (Safety) Act 2017 (SA)* in relation to occupying the Licence Area for the Permitted Use.
- 1.3 The Licensee must act in the best interests of the community at large.
- 1.4 The Licensee must at the request of the Licensor provide a current police clearance, working with children check and/or the relevant criminal history screening certificate under relevant legislation for the Licensee or any of the Licensee's officers, volunteers, members, employees, contractors, tenants and agents who provide recreation and education services from the Licence Area.
- 1.5 If the Licensor makes a request of the Licensee under this Special Condition, the Licensee must provide the requested documents within ten (10) business days of such request. Failure to do so will be considered a breach of an essential term of this Licence.

2. Use of Licence Area

- 2.1 The Licensee must leave the Land (including the Licence Area) in a clean and tidy state at the end of each use.
- 2.2 The Licensee must not undertake any alterations, additions or modifications to any structure, path or anything built on the Land or within the Licence Area without the prior written consent of the Licensor

| | |
|--|---|
| | <p>2.3 Smoking is not permitted on the Licence Area.</p> <p>2.4 A breach of any of the Special Conditions will constitute a breach of this Licence.</p> <p>2.5 The Licensee must keep the Chief Executive Officer of the Licensor advised at all times of the names and telephone numbers of at least two (2) current contact persons.</p> <p>2.6 For the avoidance of doubt, the Licensee acknowledges that the Licensor has no liability or responsibility for any fixtures, fittings and/or other items installed, owned or otherwise brought onto the Licence Area by the Licensee.</p> <p>3. Miscellaneous</p> <p>3.1 The granting of a rate rebate with regard to Council rates levied on the property is not automatic. The Licensee is required to submit a rate rebate request form as required to enable the rate rebate to occur.</p> <p>3.2 In the event of the Licensee's dissolution, the Licensee acknowledges that any equipment purchased by it with the assistance of financial grants made available by the Council, will revert to Council unless otherwise agreed by Council.</p> |
|--|---|

STANDARD LICENCE TERMS

1. DEFINITIONS AND INTERPRETATION

In this Licence, unless the context otherwise requires:

- 1.1 **Authority** means any governmental, semi-governmental or other authority having jurisdiction or authority in respect of the Licence Area;
- 1.2 **Commencement Date** means the date in Item 4;
- 1.3 **Licence Fee Review** is a review of the then current annual Licence Fee to an amount calculated by changing the Licence Fee payable by the Licensee during the year immediately preceding the review date (disregarding any Licence Fee free period or other incentive) by a percentage figure equal to the amount (expressed as a percentage) by which the Consumer Price Index (Adelaide - All Groups) has changed during the one year period immediately preceding the relevant review date provided that if during the term the Consumer Price Index ceases to be published or substantially changes, the Licensor will select another similar index or indicator of changes in consumer costs in lieu of the Consumer Price Index for the purposes of this definition;
- 1.4 **Expiry Date** means the date in Item 5;
- 1.5 **Default Rate** means the rate which is two per centum (2%) per annum greater than the published annual rate of interest charged from time to time by Westpac Banking Corporation on overdraft facilities of more than \$100,000.00 and if there is more than one rate published the highest of those rates;
- 1.6 **Land** means the land described in Item 1;
- 1.7 **Licence Area** means the licence area described in Item 2;
- 1.8 **Licence Fee** means the fee in Item 3;
- 1.9 **Licensee's Agents** means each of the Licensee's agents, contractors, subcontractors, employees, officers, sublessees, licensees, invitees, or any other person claiming through or under the Licensee;
- 1.10 **Licensee's Share** means the proportion specified in Item 12;
- 1.11 **Licensor's Agents** means each of the Licensor's agents, contractors, subcontractors, employees, officers, sublessees, licensees (excluding the Licensee or the Licensee's Agents), invitees, or any other person claiming through or under the Licensor;
- 1.12 **Outgoings** means the outgoings described in Item 11;
- 1.13 **Permitted Use** means the use described in Item 6;
- 1.14 **Renewal Term** means the term (if any) of renewal or extension specified in Item 9;
- 1.15 **Review Date** means the dates in Item 8;
- 1.16 **Schedule** means the schedule attached to this Licence;

- 1.17 **Services** means electricity, gas, water, oil, telephone and other like services together with the services described in Item 10;
- 1.18 **Term** means the term commencing on the Commencement Date and expiring on the Expiry Date and any extension or renewal of this Licence or any period during which the Licensee uses the Licence Area;
- 1.19 **Times of Use** means the times set out in Item 7;
- 1.20 a reference to any document is a reference to that document as varied, novated or replaced from time to time;
- 1.21 the singular includes the plural and vice versa;
- 1.22 a reference to a gender includes all genders;
- 1.23 the use of the word “including” does not limit what else might be included;
- 1.24 a reference to a thing includes all or any part of it;
- 1.25 where a word or phrase is defined, its other grammatical forms have a corresponding meaning;
- 1.26 a reference to a person or entity includes a natural person, a partnership, corporation, trust, association, unincorporated body, authority or other entity;
- 1.27 a reference to a party includes that party’s legal personal representatives, successors and permitted assigns;
- 1.28 a term which purports to bind or benefit two or more persons binds or benefits them jointly and severally;
- 1.29 headings are inserted in this document for convenience only and are not intended to affect its interpretation;
- 1.30 a reference to a statute, ordinance, code or other law includes regulations and other instruments issued under it and consolidations, amendments, re-enactments or replacements of any of them; and
- 1.31 a reference to an Item means an Item in the Schedule.

2. **GRANT OF LICENCE**

The Licensor grants to the Licensee a non-exclusive licence to use the Licence Area for the Permitted Use and during the Times of Use. The Licensor will permit the Licensee and the Licensee’s Agents access for the purpose of ingress and egress to and from the Licence Area without hindrance over across and along all such parts of the Land as are reasonably necessary to access the Licence Area.

3. **TERM**

This Licence commences on the Commencement Date and continues until the Expiry Date or the prior surrender or termination of this Licence.

4. **LICENCE FEE**

4.1 The Licensee must pay to the Licensor or as the Licensor directs the Licence Fee without demand, set-off, counterclaim, withholding or deduction by way of an annual payment by 15 November each year during the Term.

4.2 The Licence Fee will be reviewed on each Review Date in the manner described in Item 3.

4.3 Until the new licence fee has been determined, the Licensee must continue to pay the Licence Fee payable before the Review Date.

4.4 Any variation in the Licence Fee takes effect on the Review Date and within fourteen (14) days of determination the Licensor must refund any overpayment or the Licensee must pay any shortfall.

5. **SERVICES**

The Licensee must pay charges for all Services supplied by any Authority to the Licensee.

6. **OUTGOINGS**

6.1 The Licensee must pay or reimburse to the Licensor, or as the Licensor directs, the Licensee's Share of all Outgoings levied, charged or assessed in respect of the Licence Area or the Land.

6.2 The Outgoings will be adjusted between the Licensee and the Licensor as at the date of commencement, expiry or termination (as the case may be) and the Licensor's proportion will be so much of any Outgoing that relates to any period of time not included in the Term of this Licence.

7. **POWER AND OTHER UTILITIES**

7.1 The Licensee must pay as and when they are due for payment, all costs for the use of the consumption of electricity supplied to or used from the Licence Area.

7.2 If there is no separate meter for recording or measuring the services and utilities consumed on or from the Licence Area, then the Licensee must, if required by the Council, install the necessary meters at its own cost.

7.3 Without limiting the generality of this clause 7, the Licensee will comply in all respects with the *Electricity (General) Regulations 2012 (SA)* and any other applicable electricity laws.

8. PERMITTED USE

- 8.1 The Licensee must only use the Licence Area for the Permitted Use and during the Times of Use.
- 8.2 The Licensee must:
- (a) not carry on any offensive or dangerous activities on or from the Licence Area;
 - (b) not create a nuisance or disturbance for the Licensor or for the owners or occupiers of any adjoining property;
 - (c) ensure at all times that activities conducted on or from the Licence Area do not discredit the Licensor; and
 - (d) not transfer, sublicense, charge or otherwise part with his, her or its interest in this Licence or otherwise part with possession of the Licence Area.

9. LICENSOR'S RIGHTS AND OBLIGATIONS

- 9.1 Subject to the Licensor's rights and to the Licensee complying with the Licensee's obligations under this Licence, the Licensee may occupy the Licence Area during the Times of Use during the Term without interference from the Licensor.
- 9.2 The Licensor may enter the Licence Area at any time and without notice for any purpose including inspection or to carry out maintenance, repairs or building work which are the responsibility of the Licensor.

10. LICENSEE'S OBLIGATIONS

The Licensee must at its cost:

- 10.1 obey any law that requires the Licensee to do, or to refrain from doing anything concerning the Licence Area, the Licensee's use of the Licence Area, or this Licence;
- 10.2 obtain and keep current all consents, authorities, permits and licences necessary for the lawful conduct of the activities conducted by the Licensee in the Licence Area;
- 10.3 ensure that the Licence Area are used carefully and responsibly and in accordance with any directions that may be given by the Licensor from time to time;
- 10.4 immediately repair or make good any damage to the Land and/or the Licence Area caused or contributed by the act, omission, negligence or default of the Licensee (and/or its invitees);
- 10.5 only use the Licence Area for the Permitted Use specified in the Schedule;
- 10.6 keep the Licence Area clean and tidy and free from animals, vermin and pests;

- 10.7 comply with all laws, requirements and reasonable directions of the Licensor in relation to occupational health and safety, public health, fire safety and safety generally;
- 10.8 comply with all laws relating to:
 - (a) the Licensee's use and occupation of the Licence Area; and
 - (b) the Permitted Use;
- 10.9 obtain the Licensor's consent before the Licensee alters, installs any equipment , re-designs the Licence Area or does any other building work in or on the Licence Area;
- 10.10 comply with the reasonable rules, requirements and directions of the Licensor regarding the use of the Licence Area and the Land;
- 10.11 following each Time of Use the Licensee must remove all rubbish and other items brought onto the Licence Area, and promptly make good any damage caused by the Licensee; and
- 10.12 upon the expiration or earlier cancellation of this Licence, make good any damage it has caused to the Licence Area during the Term.

11. RISK AND INSURANCES

- 11.1 The Licensee must effect and keep current during the Term the insurance policies specified in Item 13.
- 11.2 The Licensee must:
 - (a) whenever the Licensor asks, give the Licensor a copy of each insurance policy or a certificate of currency for the insurance; and
 - (b) notify the Licensor immediately if any such policy is cancelled or an event occurs which may allow a claim or affect rights under the policy.
- 11.3 The Licensee occupies and uses the Licence Area at the Licensee's own risk.

12. RELEASE AND INDEMNITY

- 12.1 The Licensee indemnifies the Licensor and the Licensor's Agents against any action or demand due to any damage, loss, injury or death caused or contributed to by:
 - (a) the Licensee's act, omission, default or negligence;
 - (b) the Licensee's use or occupation of the Licence Area and/or the Land;
 - (c) any breach of this Licence by the Licensee;
 - (d) damage to property or injury or death to any person; or

- (e) any fire on or from the Licence Area, and the overflow or leakage of water or any other harmful substance or thing into or from the Licence Area.
- 12.2 The Licensee indemnifies the Licensor against any action or demand due to any damage, loss, injury or death caused or contributed to by the Licensor doing anything which the Licensee must do under this Licence, but has not done or has not done properly.
- 12.3 Each indemnity in this clause is independent from the Licensee's obligations under this Licence and does not end when this Licence ends.
- 12.4 The Licensee releases the Licensor and the Licensor's Agents from, and agrees that the Licensor and the Licensor's Agents will not be liable for liability or loss arising from, or costs incurred in connection with:
- (a) damage, loss, injury or death; and
 - (b) anything the Licensor is permitted or required to do under this Licence,
- except to the extent that the Licensor causes this by a negligent act or negligent omission.

13. BREACH

- 13.1 The Licensee breaches this Licence if:
- (a) the Licence Fee or any part of it is unpaid, it disobeys or otherwise fails to perform any term of this Licence and such noncompliance continues for a period of fourteen (14) days following service of a written notice of such default; or
 - (b) an order is made or a resolution passed that the corporation be wound up;
 - (c) an order is made or a meeting is called for the appointment of a provisional liquidator, a liquidator or an administrator to the Licensee;
 - (d) an administrator, a receiver, a manager or an inspector is appointed in respect of the Licensee or any of the assets of the Licensee;
 - (e) the Licensee is insolvent within the meaning of the *Corporations Act 2001* (Cth); or
 - (f) execution is levied against the Licensee and is not discharged within one (1) calendar month.
- 13.2 If the Licensee is in default of this Licence under clause 13.1 then Licensor may, without prejudice to any other right it has, terminate this Licence and re-enter the Licence Area without further notice to the Licensee.

14. RENEWAL

14.1 If a right of renewal has been granted to the Licensee as described in Item 9 and the Licensee wishes to exercise that right of renewal, then the Licensee must serve a written notice on the Licensor not less than three (3) months and not more than six (6) months before the expiry of the then current term stating it requires a renewal of this Licence.

14.2 The Licensee will not be entitled to a right of renewal if:

- (a) the Licensee has been in breach of this Licence at any time before giving notice of the Licensee's exercise of the right of renewal;
- (b) the Licensee is in breach of the Licence at the time of giving that notice; or
- (c) the Licensee is in breach or commits a breach of this Licence after giving notice but before commencement of the Renewal Term.

15. NATURE OF LICENCE

15.1 The rights under this Licence rest in contract only and do not create in or confer upon the Licensee any tenancy or any estate or interest in the Licence Area.

15.2 The rights granted shall not confer upon the Licensee or any person claiming through or under the Licensee any rights of exclusive occupation.

16. SPECIAL CONDITIONS

The Licensor and the Licensee acknowledge and agree that the Special Conditions described in Item 14 form part of this Licence and to the extent that there is any inconsistency between the terms of this Licence and the Special Conditions, the Special Conditions will prevail.

17. GST

17.1 For the purposes of GST levied or imposed on or in respect of any supply by the Licensor to the Licensee made under this Licence, the amount payable for that supply will be increased by the amount necessary to ensure that the payment made by the Licensee net of GST is the same as it would have been before the GST was levied or imposed and the Licensee must pay that amount as increased.

17.2 Words or expressions used in this Licence, which are defined in the *A New Tax System (Goods and Services Tax) Act 1999* (Cth), have the same meaning in this Licence.

18. INTEREST ON OVERDUE AMOUNTS

If the Licensee does not pay an amount when it is due, it must pay interest on that amount on demand from when the amount becomes due until it is paid in full. Interest is calculated on outstanding daily balances at the Default Rate.

19. MISCELLANEOUS

- 19.1 If the Licensee continues in occupation of the Licence Area after the Expiry Date with the consent of the Licensor the Licensee will thereupon become or be deemed to be a monthly tenant of the Licensor at a Licence Fee determined in accordance with this Item 8, and such tenancy will be subject to such of the conditions and covenants contained in this Licence as are applicable to a monthly tenancy.
- 19.2 The Licensor and the Licensee acknowledge and agree that this Licence contains and represents the entire agreement reached between them with regard to the Land and that no promises, representations or undertakings, other than those contained in this Licence, were made or given or relied upon.
- 19.3 The Licensor makes no warranty or representation regarding the suitability of the Licence Area (structural or otherwise) for the Permitted Use or any other purpose.
- 19.4 If any part of this Licence is found to be invalid or void or unenforceable, then that part will be severed from this Licence and the remainder of this Licence will continue to apply.
- 19.5 Each party will pay its own costs and expenses in relation to the negotiation, preparation and execution of this Licence. The Licensee must pay all stamp duty (if any) assessed or chargeable in respect of this Licence.
- 19.6 In addition to any other means of giving notice, any notice will be taken to have been given if it is in writing and signed by or on behalf of the party giving the notice and either delivered or sent by ordinary pre-paid post to the other party at the address set out in this Licence or such other address as may be advised in writing. A notice will be taken to have been given at the time of delivery or on the day following the date of posting (whether actually received or not).
- 19.7 This Licence is governed by the laws of South Australia. The parties submit to the jurisdiction of the courts of South Australia and agree to issue any proceedings relating to this Licence in those courts.
- 19.8 Every provision of this Licence is independent of the other. Any provision which is prohibited or unenforceable in any jurisdiction will be ineffective to the extent only of such prohibition or unenforceability, and the other provisions will remain in force.
- 19.9 Any variation of this Licence must be in writing and signed by each party.
- 19.10 Unless otherwise stated, the Licensor may in its discretion give (conditionally or unconditionally) or withhold any approval or consent under this Licence.

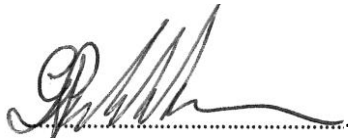
Executed as a deed on

The Common Seal of City of Holdfast Bay
was hereunto affixed in the presence of:

.....
Mayor

.....
Chief Executive Officer

**The Common Seal of The William Kibby VC
Veterans Shed Association Incorporated** was
affixed pursuant to the Associations
Incorporation Act 1985 in accordance with its
constitution in the presence of:


.....
Signature of Authorised Officer

GRAHAM MATHEWS.
.....
Name of Authorised Officer

Annexure A



Item No: 16.5

Subject: LOCAL GOVERNMENT ASSOCIATION ORDINARY GENERAL MEETING
– 23 TO 24 MAY 2024

Summary

The Local Government Association SA (LGA) Ordinary General Meeting (OGM) and Conference is being held over two days 23-24 May 2024. The theme for the conference is **Vision 2025: The Future of Local Government**.

Council is required to select a delegate and consider the items on the OGM agenda in order to provide guidance to Council's voting delegate. Suggested voting positions are provided for consideration.

This report seeks to appoint an attendee and voting delegate. Normally the Mayor would be the voting delegate, however the Mayor and Deputy Mayor are unavailable to attend

Recommendation

- 1. The Council endorses the attendance of Councillor _____ at the Local Government Association Ordinary General Meeting on 24 May 2024, in accordance with Council's Elected Member Training and Development Policy.**
 - 2. That Councillor _____ be Council's voting delegate at the Local Government Association Ordinary General Meeting**
 - 3. That Council agrees to the voting positions as outlined in this report.**
-

Background

The Local Government Association SA (LGA) Ordinary General Meeting and Conference is being held over two days 23-24 May 2024. It commences with networking drinks at a welcome reception on Thursday evening at the historic Electra House, Adelaide, and moving into the LGA OGM Conference the following day at the Adelaide Town Hall.

The Agenda and Reports are provided for members' information as Attachment 1.

Refer Attachment 1

Report

Traditionally, Council's voting delegate for Local Government Association meetings is the Mayor, however in the absence of the Mayor, who is unable to attend this meeting, nominations are being sought for a representative to attend the Ordinary General Meeting as Council's voting delegate.

The majority of the agenda is made up of items for noting, however there are three items which will go to a vote, as follows.

| Item Number | Subject and Summary | Recommended Voting Position | Notes |
|-------------|---|-----------------------------|--|
| 6.4 | <p><i>LGA Board and Committee Member Allowances and Expenses</i></p> <p>Proposing a 25% increase in remuneration for the President and Board Members of the LGA and a 40% increase for the Immediate Past President.</p> <p>If the market-based value assessment is not supported, the default increase rate will be 5.3%.</p> | Not supported | <p>While the proposed increase amounts are less than the market-value assessment, the quantum of proposed increases are tone-deaf during a cost-of-living crisis, further eroding trust in government.</p> <p>Furthermore, the President is already paid more than the Mayors of Group 3, 4 and 5 councils, which make up 66% of councils in the state (a number of which have budgets matching or exceeding that of the LGA).</p> |
| 7.1 | <p><i>Mental Health Services Provided in Regional South Australia</i></p> <p>Proposing advocacy for improved mental health services in regional South Australia, including formalised partnerships, implementation of Review recommendations and greater funding for councils and the NGO sector.</p> | Supported | Improved mental health services are required across the whole community, though it is accepted that the need may be even more acute in regional areas where private providers are less available to supplement scant government services. |
| 8.1 | <p><i>Domestic Violence Action Campaign</i></p> <p>Proposes a request to the State Government to support councils in the prevention of domestic and family violence by providing funding for a dedicated project officer to develop resources and a community of practice.</p> | Supported in principle | <p>Notwithstanding the question whether a shared project resource is the best method to achieve change, requesting State Government support to address domestic and family violence is supported.</p> <p>That said, the proposed 'community of practice' approach assumes councils have spare capacity to engage and deliver. It would be preferable to see investment in frontline training, local research, technology solutions for discrete support, and greater engagement with youth programming to explore healthy relationships, respect, and consent.</p> |

Budget

Attendance at the LGA Ordinary General Meeting will be funded from the operating budget. There are no known cost implications for Council associated with the recommendations.

Life Cycle Costs

Not applicable

Strategic Plan

The proposed positions align with the intentions of the strategic plan, particularly in relation to wellbeing, and financial sustainability.

Council Policy

Not applicable

Statutory Provisions

Not applicable

Written By: Manager, Strategy and Governance

General Manager: Strategy and Corporate, Ms S Wachtel

Attachment 1

Notice of Meeting

Notice is hereby given that the LGA Ordinary General Meeting will be held on

Friday 24 May 2024 at 1.30pm

Adelaide Town Hall

128 King William Street, Adelaide 5000



Clinton Jury
Chief Executive Officer

24 April 2024

Agenda

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| 1. Acknowledgment of Country, Open & Welcome | |
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| 8. Recommendation Reports from the GAROC Committee | |
| 8.1 Domestic Violence Action (Campbelltown City Council) | 57 |
| 10. Next Meeting | |
| The LGA Annual General Meeting date and venue is yet to be confirmed. | |
| 12. Close | |

5.1 Minutes of the Annual General Meeting held on 26 October 2023

Minutes of Previous Meeting

From: Kianna Al Jaberi, Executive Assistant
Meeting: Ordinary General Meeting 24 May 2024
ECM: 811075 Attachment: 802124

Recommendation

That the Ordinary General Meeting confirms the minutes of the Annual General Meeting held on 26 October 2023 as a true and accurate record of the proceedings held.

Discussion

The Annual General Meeting of the membership was held on 26 October 2023. The draft minutes are attached for confirmation as to their accuracy.

Draft

Draft Minutes of the LGA Annual General Meeting held on Thursday 26 October 2023 at 10:00am at the National Wine Centre, corner of Hackney Rd & Botanic Rd, Adelaide

1. Open & Welcome

The President opened the meeting at 10:28am and welcomed members and staff.

Present:

| | |
|---|--------------------|
| President | Mayor Dean Johnson |
| Chief Executive Officer | Clinton Jury |
| Executive Director Member Services | Nathan Petrus |
| Executive Assistant Member Services (minutes) | Ashleigh Baker |
| Executive Assistant to the CEO & President (E-voting) | Melanie Williams |
| Director Governance (Manual Minutes) | Tami Norman |

Member Councils (voting delegates):

| | |
|--------------------------------------|--|
| Adelaide Hills Council | District Council of Grant |
| Adelaide Plains Council | District Council of Karoonda East Murray |
| Barunga West Council | District Council of Kimba |
| Berri Barmera Council | District Council of Loxton Waikerie |
| Campbelltown City Council | District Council of Mount Remarkable |
| City of Adelaide | District Council of Orroroo Carrieton |
| City of Burnside | District Council of Streaky Bay |
| City of Charles Sturt | District Council of Tumby Bay |
| City of Holdfast Bay | District Council of Yankalilla |
| City of Marion | Kangaroo Island Council |
| City of Mitcham | Kingston District Council |
| City of Mount Gambier | Light Regional Council |
| City of Norwood Payneham & St Peters | District Council of Lower Eyre Peninsula |
| City of Onkaparinga | Mid Murray Council |
| City of Playford | Mount Barker District Council |



Draft

City of Port Adelaide Enfield
 City of Port Lincoln
 City of Prospect
 City of Salisbury
 City of Tea Tree Gully
 City of Unley
 City of Victor Harbor
 City of West Torrens
 Clare and Gilbert Valleys Council
 Coorong District Council
 Copper Coast Council
 District Council of Cleve
 District Council of Coober Pedy
 District Council of Elliston
 District Council of Franklin Harbour

Northern Areas Council
 Port Augusta City Council
 Port Pirie Regional Council
 Regional Council of Goyder
 Renmark Paringa Council
 Rural City of Murray Bridge
 Tatiara District Council
 The Barossa Council
 The Flinders Ranges Council
 Town of Gawler
 Town of Walkerville
 Wakefield Regional Council
 Wattle Range Council
 Whyalla City Council
 Wudinna District Council
 Yorke Peninsula Council

2. Apologies

Alexandrina Council
 District Council of Ceduna
 District Council of Peterborough
 District Council of Robe
 Naracoorte Lucindale Council
 Southern Mallee District Council
 Municipal Council of Roxby Downs

3. Notices & Arrangements

The Chief Executive Officer Clinton Jury outlined the notices and arrangements for the meeting.

4. President's Address

The President provided a verbal report. A copy of the report is attached to these minutes.

Draft

5. Minutes of Previous Meeting

5.1. Minutes of the Ordinary General Meeting held 14 April 2023

MOVED City of Charles Sturt
SECONDED Wakefield Regional Council

That the Annual General Meeting confirms the minutes of the Ordinary General Meeting held on 14 April 2023 as a true and accurate record of the proceedings held.

CARRIED

5.2 Resolutions and Actions from Previous Meetings

MOVED Adelaide Plains Council
SECONDED Northern Areas Council

That the Annual General Meeting notes progress with resolutions resulting from the Ordinary General Meeting of 14 April 2023 and outstanding resolutions from earlier general meetings.

CARRIED

6. LGA Business

6.1 LGA Annual Report 2022-23

10:49am City of Marion left the meeting and did not return.

MOVED Light Regional Council
SECONDED Port Augusta City Council

That the Annual General Meeting receives and notes the Local Government Association of South Australia's Annual Report for the year 2022-23.

CARRIED

6.2 Financial Statements 2022-2023

MOVED District Council of Lower Eyre Peninsula
SECONDED Port Pirie Regional Council

That the Annual General Meeting receives and adopts the LGA of SA and controlled entities Financial Statements for the year 2022-23.

CARRIED



Draft

6.3 Annual Reports for the LGA Committees

MOVED Kangaroo Island Council
SECONDED Barunga West Council

That the Annual General Meeting receives and notes the Annual Reports for the year 2022-23 of the following Committees established under the LGA Constitution:

- a) Greater Adelaide Regional Organisation of Councils (GAROC)
- b) South Australian Regional Organisation of Councils (SAROC)
- c) CEO Advisory Group
- d) Local Government Research and Development Scheme
- e) Special Local Roads Program

CARRIED

6.4 LGASA Mutual Annual Report 2022-2023

MOVED Town of Gawler
SECONDED Wudinna District Council

That the Annual General Meeting receives and notes the LGASA Mutual Annual Report for the year 2022-2023.

CARRIED

6.5 LGA Procurement Annual Report 2022-2023

MOVED District Council of Franklin Harbour
SECONDED Adelaide Plains Council

That the Annual General Meeting receives and notes the LGA Procurement Annual Report for the year 2022-2023.

CARRIED

6.6 Local Government Financial Indicators 2023

MOVED District Council of Lower Eyre Peninsula
SECONDED City of Mount Gambier

That the Annual General Meeting notes the report.

CARRIED

6.7 LGA Board and Committee Member Allowances & Expenses

10:57am Mayor Johnson declared a material conflict of interest and left the meeting.

Mayor Evans from City of Charles Sturt assumed the role of Chair.

Draft

MOVED City of West Torrens
SECONDED City of Burnside

That the Annual General Meeting:

1. Approves the updated Board and Committee Allowances and Expenses policy
2. Approves the current Board Members receiving:
 - an increase in the allowance of 9.0%, noting that the last increase was in 2017, which represents an annual increment of 1.5% compared to an average CPI increment of 3.5% over the same period.
 - the increase to be effective following the 2023 Annual General Meeting resulting in an additional expense of \$5,284 in 2023/24.
3. Notes that an independent review to establish a benchmark for future increments is underway, with recommendations to be presented at the Ordinary General Meeting in April 2024 and subject to member approval to commence after the October 2024 Annual General Meeting.

CARRIED

10:59am Mayor Johnson returned to the meeting and resumed the role of Chair.

6.8 SAROC and GAROC Terms of Reference

MOVED City of Mitcham
SECONDED Port Pirie Regional Council

That the Annual General Meeting ratifies the LGA SAROC Terms of Reference and LGA GAROC Terms of Reference.

CARRIED

7. Recommendation Reports from the SAROC Committee

7.1 ESCOSA Fee Structure – DC Orroroo Carrieton

MOVED District Council of Orroroo/Carrieton
SECONDED District Council of Yankalilla

That the Annual General Meeting request the Local Government Association (LGA) Secretariat to advocate to the Essential Services Commission SA (ESCOSA) for a change to the cost structure being applied to the Strategic Management Plan Advice Scheme, conducted by ESCOSA pursuant to section 122 of the *Local Government Act 1999*, to an approach that has costs allocated to councils on a proportional basis consistent with the value assigned to votes of delegates of the LGA at an LGA General Meeting (as set out in clause 17 of the LGA Constitution).

CARRIED



Draft

7.2 Youth participation in post-secondary education - Youth Allowance Eligibility criteria – City of Mount Gambier

MOVED City of Mount Gambier

SECONDED District Council of Lower Eyre Peninsula

That the Annual General Meeting request that the Local Government Association:

1. Amend its Policy Manual to recognise and advocate on factors that impact regional youth participation in post-secondary education in light of skills shortages and localised social and economic impacts for regional communities; and
2. Advocate for removal of the parental income test as a qualifying criterion for Youth Allowance eligibility for regional students relocating to pursue post-secondary education, and other measures that encourage youth/regional participation in further education.

CARRIED

8. Recommendation Reports from the GAROC Committee

8.1 SAPN Dispute Regarding Tree Management – City of Marion

MOVED City of Unley

SECONDED City of Onkaparinga

That the Annual General Meeting:

1. Requests that the LGA support with coordination and advocacy to reconcile the Electricity Regulations, which suppress canopy coverage, with the state government targets set to increase canopy coverage; and
2. Notes that if the item is approved by members at the 2023 LGA Annual General Meeting, the LGA Secretariat would undertake the following activities:
 - a) the LGA writes to the Minister for Energy and Mining and the Minister for Climate, Environment and Water about the barrier imposed by the *Electricity (Principles of Vegetation Clearance) Regulations 2021* to the State Government in achieving its urban greening agenda; and
 - b) the LGA continues its current advocacy through existing channels with SAPN and Green Adelaide, and takes advantage of other potential avenues which may arise, to support these changes to the Regulations.

CARRIED

Draft

8.2 Animal Impounding/Rehoming – City of Port Adelaide Enfield

MOVED City of Port Adelaide Enfield

SECONDED Clare & Gilbert Valleys Council

That the Annual General Meeting requests that the LGA:

1. Investigate the current capacity/rehoming issues for dogs and cats currently faced by South Australian Councils; and
2. Undertake a scoping study into all potential animal pound and rehoming models, including the feasibility of a state-wide impounding and rehoming facility and associated services, considering the costs and risks with each model and how this could be practically implemented to meet the needs of regional and metropolitan Councils.

CARRIED

8.3 Reducing Heat Island impacts on Road Infrastructure – Campbelltown City Council

MOVED Campbelltown City Council

SECONDED Town of Gawler

That the Annual General Meeting:

1. Requests the LGA advocate to the Department for Infrastructure and Transport to seek the Department's commitment to reducing the heat island impact on their road assets, including a review of current technical documentation (operational Instructions) to consider greater flexibility to support greening initiatives whilst not compromising vehicle safety, and partnering with Councils to cost share works undertaken (including ongoing maintenance); and
2. Notes that if the Item is approved by members at the 2023 Annual General Meeting, the LGA Secretariat would write to the Minister for Infrastructure and Transport as well as the Minister for Climate, Environment and Water seeking support for ongoing review of the Operational Guideline to consider greater flexibility to encourage greening initiatives while not compromising vehicle safety on roads managed by the Department for Infrastructure and Transport.

CARRIED



Draft

8.4 Conflict of Interest Regional Subsidiary – Town of Gawler

MOVED Town of Gawler
SECONDED City of Salisbury

That the Annual General Meeting requests the LGA to lobby the State Government to undertake legislative reform to enable Council Member appointees to subsidiaries to remain in a meeting, participate and vote in a matter being considered by council or a committee, where the outcome would result in a benefit or loss for the subsidiary; rather than the current legislative obligation that appointees must declare a material conflict of interest.

CARRIED

9. Recommendation Reports from the LGA Board of Directors

Nil

10. Next Meeting

The LGA Ordinary General meeting will be held on a date yet to be confirmed.

11. Close

The meeting was declared closed at 11.22am.

Minutes confirmed

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Chairperson

Date

5.2 Resolutions and Actions from Previous Meetings

Minutes of Previous Meeting

| | | |
|---------|--------------------------|-------------|
| Meeting | Ordinary General Meeting | 24 May 2024 |
| ECM: | 789147 | |

Recommendation

That the Ordinary General Meeting notes progress with resolutions resulting from the Annual General Meeting of 26 October 2023 and outstanding resolutions from earlier general meetings.


Discussion

The attached report outlines progress of resolutions from previous general meetings of the LGA.

Proposing items of business for an LGA Ordinary or Annual General Meeting is one of the important ways that LGA member councils participate in policy development and influence the advocacy agenda for local government. The LGA uses best endeavours to achieve the outcomes sought by member councils.

Following each General Meeting the LGA Secretariat provides a report to the LGA Board of Directors outlining a proposed course of action to progress each resolution. The actions endorsed by the LGA Board of Directors are then be incorporated into the LGA's work plan and communicated to the Mayor and Chief Executive Officer of the council that submitted the original item of business.


All member councils continue to receive updates at General Meetings via this *Resolutions and Actions from Previous Meetings* report.

 = Completed/No further action required


| Resolutions from the Annual General Meeting – 26 October 2023 | Action Taken / Progress |
|---|---|
| <p>7.1 ESCOSA Fee Structure (DC Orroroo Carrieton) (795717, TN)</p> <p>That the Annual General Meeting request the Local Government Association (LGA) Secretariat to advocate to the Essential Services Commission SA (ESCOSA) for a change to the cost structure being applied to the Strategic Management Plan Advice Scheme, conducted by ESCOSA pursuant to section 122 of the Local Government Act 1999, to an approach that has costs allocated to councils on a proportional basis consistent with the value assigned to votes of delegates of the LGA at an LGA General Meeting (as set out in clause 17 of the LGA Constitution).</p> | <p>The LGA Secretariat met with the Essential Services Commission SA (ESCOSA) and wrote to it, advocating for a change for the fee cost structure being applied to the Strategic Management Plan Advice Scheme (the Scheme), conducted by ESCOSA pursuant to section 122 of the Local Government Act 1999. The LGA highlighted that the proposed fee cost structure change was supported by a majority of members at the 2023 Annual General Meeting.</p> <p>The letter included what the split costs amounts would be based on the current costs of the Scheme.</p> <p>The LGA received a response from ESCOSA advising that it does not propose to amend or review the current fee cost structure given it is part way through the four-year cycle (i.e., it has finalised advice for the second year and will shortly commence preparing for the third year).</p> <p>However, ESCOSA has advised that it will conduct a review at the conclusion of the first four-year cycle and will be better placed to understand the relevant effort required to provide its advice across the whole sector.</p> <p>The LGA will continue to liaise with ESCOSA including in the lead up to their review of the Scheme. Ideally there will be a reduction in the total cost of the Scheme and a greater understanding of the cost impact, particularly on smaller councils, and the alternative fee cost structure will also be included in the advocacy discussions.</p> |
| <p>7.2 Youth participation in post-secondary education -Youth Allowance Eligibility criteria (City of Mount Gambier) (797271, NP)</p> <p>That the Annual General Meeting request that the Local Government Association:</p> | <p>The LGA wrote to the Federal Minister for Education on 16 January 2024 to advocate for the removal of the parental income test as a qualifying criterion for Youth Allowance eligibility for regional students relocating to pursue post-secondary education, and other measures that encourage youth/regional participation in further education. Arguments made by the City of Mount Gambier</p> |

● = Completed/No further action required


| | |
|--|--|
| <p>1. Amend its Policy Manual to recognise and advocate on factors that impact regional youth participation in post-secondary education in light of skills shortages and localised social and economic impacts for regional communities; and</p> <p>2. Advocate for removal of the parental income test as a qualifying criterion for Youth Allowance eligibility for regional students relocating to pursue post-secondary education, and other measures that encourage youth/regional participation in further education.</p> | <p>in its proposed Item of Business were communicated to the Minister. The LGA is awaiting the Minister's response.</p> <p>The LGA reviewed its Policy Manual and determined that this type of advocacy is consistent with the current policy of working with Federal and State Governments to address skills shortages in communities, including through addressing barriers for further education.</p> |
| <p>8.1 SAPN Dispute Regarding Tree Management (City of Marion) (797223 KR)</p> <p>That the Annual General Meeting:</p> <p>1. Requests that the LGA support with coordination and advocacy to reconcile the Electricity Regulations, which suppress canopy coverage, with the state government targets set to increase canopy coverage; and</p> <p>2. Notes that if the item is approved by members at the 2023 LGA Annual General Meeting, the LGA Secretariat would undertake the following activities:</p> <ul style="list-style-type: none"> a) the LGA writes to the Minister for Energy and Mining and the Minister for Climate, Environment and Water about the barrier imposed by the Electricity (Principles of Vegetation Clearance) Regulations 2021 to the State Government in achieving its urban greening agenda; and b) the LGA continues its current advocacy through existing channels with SAPN and Green Adelaide, and takes advantage of other potential avenues which may arise, to support these changes to the Regulations. | <p>The LGA wrote to Minister Koutsantonis on 28 November 2023 raising this issue and based on the report to the AGM: ECM 803154. No response has been received.</p> <p>The LGA continues to engage with SAPN's consultation processes and with Green Adelaide's consultation on its Urban Greening Strategy, raising this conflict wherever possible.</p> |

 = Completed/No further action required

| | |
|--|--|
| <p>8.2 Animal Impounding/Rehoming (City of Port Adelaide Enfield) (797222, KD)</p> <p>That the Annual General Meeting requests that the LGA:</p> <ol style="list-style-type: none"> 1. Investigate the current capacity/rehoming issues for dogs and cats currently faced by South Australian Councils; and 2. Undertake a scoping study into all potential animal pound and rehoming models, including the feasibility of a state-wide impounding and rehoming facility and associated services, considering the costs and risks with each model and how this could be practically implemented to meet the needs of regional and metropolitan Councils. | <p>Funding has been approved for the Secretariat to engage a consultant to prepare an Options Paper on dogs and cats impounding/rehoming. The project will commence next financial year.</p> |
| <p>8.3 Reducing Heat Island impacts on Road Infrastructure (Campbelltown City Council) (797221, KR)</p> <p>That the Annual General Meeting:</p> <ol style="list-style-type: none"> 1. Requests the LGA advocate to the Department for Infrastructure and Transport to seek the Department's commitment to reducing the heat island impact on their road assets, including a review of current technical documentation (operational Instructions) to consider greater flexibility to support greening initiatives whilst not compromising vehicle safety, and partnering with Councils to cost share works undertaken (including ongoing maintenance); and 2. Notes that if the Item is approved by members at the 2023 Annual General Meeting, the LGA Secretariat would write to the Minister for Infrastructure and Transport as well as the Minister for Climate, Environment and Water seeking support for ongoing review of the Operational Guideline to consider greater flexibility to encourage greening initiatives while not compromising vehicle safety on roads managed by the Department for Infrastructure and Transport. | <p>The LGA wrote to Minister Koutsantonis on 21 November 2023 raising this issue and based on the report to the AGM: ECM 804251. No response has been received.</p> <p>The LGA continues to advocate on this issue as opportunities arise.</p> |

 = Completed/No further action required

| <p>8.4 Conflict of Interest Regional Subsidiary (Town of Gawler) (797220, TN)</p> <p>That the Annual General Meeting requests the LGA to lobby the State Government to undertake legislative reform to enable Council Member appointees to subsidiaries to remain in a meeting, participate and vote in a matter being considered by council or a committee, where the outcome would result in a benefit or loss for the subsidiary; rather than the current legislative obligation that appointees must declare a material conflict of interest.</p> | <p>Following the meeting, LGA Secretariat sought examples from several member councils relevant to the resolution carried. Once these examples had been provided, a letter was sent to the Minister advising of the resolution and suggesting a meeting with staff from the Office of Local Government to discuss the matter. We are awaiting a response from the Minister.</p> |
|--|--|
| Resolutions from the Annual General Meeting – 28 October 2022 | Action Taken / Progress |
| <p>7.1 Landscapes Board Levy (City of Victor Harbor) (781945, AL)</p> <p>That the Annual General Meeting requests the Local Government Association to request the State Government review the manner which they collect the Landscape levy from local communities. With the desired outcome being one in which Revenue SA collect the levy directly in alignment with the Emergency Services levy.</p> | <p>The Landscapes SA Act 2019 (LSA Act) designates the LGA as one of a small number of 'Peak Bodies' under that Act. The LGA was invited to be part of a formal review of the LSA Act conducted by independent facilitator, the Hon John Hill.</p> <p>The LGA consulted all member councils on the review and made a submission, informed by the view of members. The submission covered a range of the issues raised by the State government and councils.</p> <p>The LGA submission advocated to advance the resolution proposed by the City of Victor Harbor and approved at the 2022 LGA AGM.</p> <p>In April 2024, John Hill's report was tabled in Parliament. He did not support the City of Victor Harbor/AGM/LGA submission.</p> <p>Minister Susan Close will now consider the recommendations of the Independent Review.</p> |
| <p>7.2 EPA Solid Waste Levy (City of Mount Gambier) (782380, BM)</p> <p>That the Annual General Meeting requests the LGA to call for the Deputy Premier the Hon Susan Close, as Minister for Climate, Environment and Water, to provide the LGA with a detailed explanation of how the Solid Waste Levy funds collected by waste depot licence holders are allocated both in terms of general revenue and the Green Industry Fund and calls for</p> | <p>Discussion and advocacy to the State Government on this issue has been ongoing since October 2022. The following activities have occurred:</p> <ul style="list-style-type: none"> • Raising and discussing the issue with: <ul style="list-style-type: none"> ○ the Deputy Premier the Hon Susan Close, Minister for Climate, Environment and Water ○ executives of relevant state government agencies • Advocacy through <u>formal written</u> and oral submissions to Parliament |

 = Completed/No further action required

| <p>an equitable distribution of funds between regional and metropolitan councils.</p> | <p>Further activity on this issue is being progressed by the LGA Secretariat through a project funded by GAROC/SAROC expected to be completed in the 2024/25 financial year. Advocacy will continue through the development of the next iteration of South Australia's Waste Strategy (2025 – 2030).</p> <p>Reporting on this activity will be undertaken through usual LGA Board processes, as such this resolution is deemed complete.</p> |
|---|--|
| Resolutions from the Ordinary General Meeting – 30 April 2021 | Action Taken / Progress |
| <p>8.4 Seeking a comprehensive State Government review of mandatory statutory rebates and exemptions from payment of local government rates (Adelaide) (LB 734189)</p> <p>That the Ordinary General Meeting:</p> <ol style="list-style-type: none"> calls for the State Government to undertake a comprehensive review of statutory rate rebates and exemptions; requests that the LGA urgently progresses the key action in the LGA Advocacy Plan for 2019-2023 (Financial Sustainability theme) that the LGA work with interested councils to undertake analysis and prepare an issues paper to inform and advocate for a review of the mandatory rate rebates that councils are compelled to provide; and requests that following preparation of the issues paper and consultation with interested councils, the LGA seeks to engage an appropriate economic advisory consultant to prepare a report for government advocating for changes to statutory rate rebates and exemptions in SA. | <p>The State Labor Government was elected on a 'no increases to taxes and charges' platform and is also reluctant to engage in review processes that may impact on householder cost of living.</p> <p>Nevertheless, the LGA has been active in engaging with the State Government on a range of mandatory rates issues, including:</p> <ul style="list-style-type: none"> Exemptions for Universities. A submission was made to the Joint Committee on the Establishment of Adelaide University advocating for amendments to rates collection provisions so that Universities as major businesses contribute through rates to the delivery of key services for the Adelaide community. Exemptions for electricity generators. The LGA made a submission to the <i>Hydrogen and Renewable Energy Bill 2023</i> focused on ensuring that electricity generators make a fair contribution to the community through payment of rates. Community Housing. The LGA has also explored the capacity of the State Government to investigate mandatory rates discounts for former SA Housing Trust stock. <p>Further, the LGA has pursued advocacy with members of parliament to make them aware of the inequities in the current model of rate rebates and exemptions.</p> |

● = Completed/No further action required

| | <p>The LGA has also prepared an Issues Paper on Mandatory Statutory Rebates and Exemptions from Payment of Council Rates. In preparing the paper, the LGA collected and analysed the quantum of mandatory rates rebates across SA's 68 councils. The LGA also engaged six councils to quantify the revenue impacts accruing to exemptions. The LGA has just concluded consulting the wider sector on this important document.</p> |
|--|--|
| Resolutions from the Ordinary General Meeting – 12 April 2019 | Action Taken / Progress |
| <p>7.3 Jetties (Tumby Bay) (KR 670924)</p> <p>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 (for those councils that currently hold an existing lease agreement) to safeguard the future of jetties in South Australia without creating a financial burden on ratepayers, especially in rural and regional areas.</p> | <p>Following on from extensive advocacy with the current and former governments about this issue, the LGA made a successful application for LGR&DS funding to undertake a cost benefit analysis for jetties.</p> <p>This report was well-received by the community and its release, as well as the community survey undertaken, formed the basis for advocacy around the need for the government to fund jetties. The Sunday Mail, as well as many other media outlets, have supported the LGA campaign.</p> <p>The jetties funding issue continues to be raised at every opportunity with the State Government.</p> |

6.1 LGA Update

LGA Updates

| | | |
|-----------|--|-------------|
| From: | Clinton Jury, Chief Executive Officer | |
| Strategy: | 4 - Achieve | |
| Outcome: | 4.1 We lead by example in the governance and operations of the LGA | |
| Meeting: | Ordinary General Meeting | 24 May 2024 |
| ECM: | 811621 | |

Recommendation

That the Ordinary General Meeting notes the LGA Update report.

Discussion

This report provides a summary of the LGA's major activities delivered under its 2023-24 Annual Business Plan and in line with the priorities established by the LGA's Board of Directors.

The activities covered in this report provide an outline of key services, grants and projects delivered for members.

This report is grouped by themes: environment and natural resources, planning and development, financial sustainability, community and wellbeing, infrastructure and assets, advocacy, economic development and innovation, sector development and events, governance and reform, emergency management and corporate initiatives.

The full breadth of initiatives and programs are captured in the LGA Annual Report.

Environment and Natural Resources

SA Climate Ready Coasts

The LGA is leading the SA Climate Ready Coasts Program, designed to accelerate coastal adaptation planning and drive a more strategic and integrated approach to coastal management in South Australia. The program is being delivered in partnership with the Coast Protection Board, Department for Environment and Water, Adelaide Coastal Councils Network and SA Coastal Councils Alliance.

The program has completed its research phase and extensive stakeholder consultation has been undertaken to understand the challenges faced by coastal councils to guide program development. Currently, work is underway to identify improvements to how data is used and collected to assist councils with coastal adaptation planning.

The next step for the program is to develop draft Coastal Adaptation Planning Standards for South Australia, intended to provide principles and methodologies for coastal adaptation that are agreed upon and can be adopted by local and state government. The program will deliver a further round of consultation on the draft standards and implementation model before they are finalised.

Following this, once-off grant funding will be available to support councils progress coastal adaptation planning and associated actions in accordance with the standards.

State Local Government Climate Change Partnership

The LGA is strengthening partnerships between councils and with the state government to deliver effective on-ground climate adaptation and mitigation actions in metropolitan and regional areas. This is being delivered through a central coordination role at the LGA, funded by the Department of Environment and Water.

This role facilitates the delivery of the Local Government Net Zero Accelerate Program which is assisting 15 councils to deliver emission profiles to help them identify and prioritise emission reduction initiatives.

Through the partnership, a Local Government Research and Development Scheme project for Local Government Climate Risk Training is being delivered, including developing a business case for a program to fund climate resilience hubs across the state, funded by the Federal Government's Disaster Ready Fund, with contributions from the Department of Environment and Water and Green Adelaide.

Adelaide Coastal Councils Network

The Adelaide Coastal Councils Network unites seven metropolitan coastal councils in an advisory body to represent member councils and advocate on issues relating to sustainable coastal environments to regional, state and federal bodies.

There has been strong engagement from network members and stakeholders. The network's Strategic Plan was approved in April 2024 which will guide next steps in grant applications, stakeholder engagement and advocacy.

Partnership with Green Industries SA

Through a partnership with Green Industries SA, the LGA promotes innovation, supports the transition toward a more circular economy and assists councils achieve positive environmental outcomes through sound waste, recycling and resource recovery management.

The partnership has delivered improved collaboration and learning through forums and resource development. In the past financial year the SA Better Practice Guide: Sustainable Kerbside Services and update of the LGA's suite of model kerbside waste and recycling tender resources were developed for members.

Through this partnership, the LGA has facilitated information sharing and advocacy on single-use plastics and sustainable procurement as well as product stewardship schemes relating to illegal dumping of tyres, soft plastics, solar panels, and batteries. In collaboration with KESAB, the LGA also held a forum on FOGO for council practitioners.

Kerbside waste and recycling tender resources for councils

The LGA waste and recycling tender resources are a tool to assist councils call for waste and recycling services tenders and to enter and manage contracts.

These resources have been restructured and refined since their initial development in 2008, aiming to make the procurement process clearer for councils and tenderers. The resources outline the service expectations of the contractor and help support councils with ongoing contract management.

The most recent update of these resources was developed with the support of LGA Procurement with a legal review of the suite of model resources also undertaken at this time.

The suite of resources are available through the members portal on the LGA website.

Container Deposit Scheme review

The LGA continues to advocate through the Environment Protection Authority's (EPA) Container Deposit Scheme review for the improvement and expansion of the scheme to include glass wine-bottles.

The review is considering digital reforms and other opportunities to improve the scheme. It is also exploring expansion of the scheme (e.g. inclusion of wine bottles) and streamlined labelling and approval requirements which would align with other states and territories. The LGA is in communication with its interstate colleagues to share data, information and learnings relating to the inclusion of wine-bottles, noting Queensland most recently expanded their scheme to include wine bottles at the end of 2023. The inclusion of wine-bottles into the scheme is of benefit for councils and the community and the LGA will continue to undertake strategic advocacy.

Further consultation on a draft Bill is expected to commence during 2024-2025.

Native Vegetation

Native vegetation management by local government is a broad and complex issue affecting the sector in many and varied ways. The LGA has spent the first quarter of 2024 engaging widely across the sector, particularly with regional LGAs and members, on their native vegetation challenges.

A common theme emerging from consultation is the need for greater balance between councils' responsibilities for preserving and maintaining native vegetation, while enabling the provision of safe and functional access to roads and allowing scope for South Australian communities to develop and grow.

Alongside the LGA project, the Department for Environment and Water has also commenced an administrative review on the Native Vegetation Act, with public consultation through YourSAy available until late May 2024. The LGA will be making a sector submission to this review, likely outlining details about native vegetation issues heard from the sector during consultation in the first part of 2024.

Planning and Development

Regional Housing Advocacy and Toolkit

The LGA has maintained a strong focus on supporting councils to address the need for greater regional housing through its advocacy and member assistance. We recognise the challenges for developers and mortgagors securing housing finance in the regions and a lack of economies of scale for regional housing development. Addressing these challenges requires long-term action and investment. Over the past 12 months, the LGA has supported councils through:

- Advocacy and support for the Office for Regional Housing to deliver the Regional Key Worker Housing Scheme as a pilot program delivering 35 homes located in the Copper Coast, Riverland, Mount Gambier, Port Augusta, Tatiaria and Ceduna.
- Briefings and engagement with the Office for Local Government to represent the state on the National Housing Accord. The Local Government Engagement Working Group is part of the governance structure to progress the delivery of the housing target contained in the National Housing Accord, seeking ways to address barriers to new housing.
- Housing has been raised as a key issue in presentations made to State Cabinet, including as a barrier to economic growth and due to market failure, an area for significant funding from state and federal governments
- Advice and direction to the Office for Regional Housing for guidelines, frequently asked questions and Registration of Interest processes for the new \$10 million fund provided by the state government to support priority regional housing projects that strategically unlock broader economic benefits in country areas.

- Pre-budget bid for 2024-25, calling on continued regional housing support and the creation of an \$80M self-sustaining fund to support additional housing in SA regions.
- Development of a Regional Housing Toolkit to provide councils with tools and resources to support local housing efforts.

Greater Adelaide Regional Plan

Following close engagement with the sector, the LGA provided a submission to the Greater Adelaide Regional Plan Discussion Paper in recognition of the key role councils play in delivering locally-led solutions to development within their areas.

The process included a survey and four workshops which were open to 27 councils. One workshop was specifically targeted at councils contiguous with the Greater Adelaide region.

The submission made 53 recommendations covering the key themes identified in the Discussion Paper. The submission also asks the Commission to continue to collaborate with the sector on the development of the plan.

LGA will continue to advocate on behalf of the sector and contribute to the development of the final Plan.

Financial Sustainability

Updated Financial Sustainability Information Papers

A council's long-term financial performance and position is sustainable where planned long-term service and infrastructure levels and standards are met without unplanned increases in rates or disruptive cuts to services.

The LGA, with the support of the SA Local Government Financial Managers Group, developed a number of Financial Sustainability Information Papers. These papers were initially issued in 2006 and are currently being updated to take account of legislative changes, emerging improvements in good financial governance and other developments.

It is envisaged the latest updates will be completed by the end of July 2024.

Model Financial Statements

Councils are legislatively required to comply with the South Australian Model Financial Statements when preparing annual financial statements.

The LGA prepares and publishes the Model Financial Statements, for approval by the Minister for Local Government.

The Model Financial Statements support councils in their compliance with Australian Accounting Standards and help improve the understanding, reliability, consistency and comparability of publicly available data on council finances.

The LGA facilitated the review of the Model Financial Statements with input from key stakeholders including local government finance professionals from several councils and by the South Australian Local Government Auditors' Group.

The 2024 MFS were published following earlier ministerial approval which will assist councils to use the same MFS for the adopted Annual Business Plan and audited financial statements.

Community and Wellbeing

Review of Supported Residential Facilities

The LGA continued its advocacy to the Minister for Human Services for the removal of local government's role from the *Supported Residential Facilities Act 1992 (SA)*. This advocacy contributed to the Department for Human Services convening a roundtable on 7 November 2023 with 39 stakeholders across federal, state and local government, including the Minister.

The Support Residential Facilities (SRF) roundtable provided valuable insight into the current issues which surround the continued regulation and monitoring of SRFs in South Australia. The development of a new SRF Act with reference to other existing regulatory schemes (e.g. NDIS) will ensure contemporary regulatory practice to meet the expectations of stakeholders, reduce ambiguity, align with other regulatory schemes and strengthen resident safeguarding measures.

The LGA will continue to engage with the department and support councils on the development of new legislation to replace the existing SRF Act, including reconsideration as to which authorities are best placed to support regulatory requirements and reporting.

Partnership with Preventive Health SA

The LGA's partnership with Preventive Health SA (formerly Wellbeing SA) is building the capability of councils in the planning and implementation of health and wellbeing initiatives and supporting public health planning processes. The partnership has delivered improved collaboration, learning through forums and resources, and information sharing.

Funding from the state government is due to end in September 2024 and the LGA has advocating for a continuation of this work to support councils in areas such as prevention of violence against women, vaping, creating walkable neighbourhoods, active ageing, mental health promotion and data collection to support effective decision-making.

Immunisation

The LGA continues to advocate for additional funding for councils delivering and supporting immunisation services to their communities. This financial year saw the development of a new School-Based Immunisation Program (SIP) Service Level Agreement developed between the Department of Health and Wellbeing and council immunisation providers, which the LGA negotiates on behalf of the sector.

The LGA's advocacy has resulted in councils who deliver SIPs receiving an approximate 30% increase in funding for the 2024 school year. For comparison, previous increases had been aligned to CPI and were generally around 2%. Increased LGA advocacy has seen an increase of 6.1% in the 2023 school year and 30% for the 2024 school year.

Hoarding and squalor

The LGA commenced advocacy to support member councils with the complex and challenging issue of hoarding and severe domestic squalor. The South Australian Public Health Act 2011 places obligations on SA councils to investigate and manage these cases. The LGA gathered data about the impact of hoarding and squalor on the local government sector at the end of 2023. This involved a survey of all 68 councils, interstate benchmarking, detailed case studies and stakeholder conversations. The LGA is now using this information to develop future advocacy actions.

Aged Care reforms

The Commonwealth aged care reforms have created a high degree of uncertainty for councils and the communities they serve; however, there is a strong sense in across the sector that there is an ongoing role for local government in supporting the needs of people as they get older. The LGA continues to advocate for the sector and for councils funded under the Commonwealth Home Support Program (CHSP). The latest stage of reforms is reflected in the LGA's submission on *The Aged Care Exposure Draft Consultation Paper no.2*. which can be accessed from the LGA's website.

Local Nuisance and Litter Control Act Review

The LGA held extensive consultation with members on local nuisance and litter control and has been advocating since 2019 on challenges in this area through the review of the Local Nuisance and Litter Control Act, on a variety of issues relating to the Act and Regulations.

The *Local Nuisance and Litter Control (Miscellaneous) Amendment Bill 2024* was introduced into Parliament on 22 February 2024 and contains a variety of useful mechanisms which councils can use to manage local nuisance and litter issues.

Early Childhood Community Innovation Grants

This grants program funded by the Department for Education's Office for the Early Years, delivered grants to councils to increase the proportion of children developmentally on track as measured by the Australian Early Development Census. Through a variety of programs engaging with children or building council capacity, the grants had a wide impact on children. Twelve councils received grants totalling \$180,000, administered by the LGA.

The final report, available on the LGA website, illustrates the program involved 3,825 children, supported 276 community events and engaged with 96 stakeholders. Both the Office for the Early Years and the local government sector benefitted from this collaboration which proved highly effective with relatively small amounts of funding.

Infrastructure and Assets

20-year State Infrastructure Strategy

Infrastructure SA is reviewing the 20-year State Infrastructure Strategy to assess statewide infrastructure needs, strategic goals and priorities to 2045.

Following consultation with members in late 2023, the LGA made a submission to the discussion paper released by Infrastructure SA to inform the development of the next strategy. The LGA's submission highlighted 30 recommendations on key sector issues and about half of these were reflected in the following key themes identified by Infrastructure SA in their listening report, released in early 2024:

- Integrated planning
- Energy transition
- Public and active transport
- Freight
- Climate resilience
- Digital connectivity

In 2024, the LGA will seek to shape and influence the development of the strategy, in ways which will benefit the sector. The LGA is currently planning further engagement with both Infrastructure SA and the sector on issues of keen interest that have been identified as key themes in the next strategy.

State Funding for Regional Roads

The LGA welcomed the major step toward better road safety, connectivity and productivity across South Australia's local roads, with the federal government's announcement in November 2023 of significant increases to its flagship road infrastructure programs.

LGA notes that over the four years:

- Roads to Recovery funding will be boosted from \$500 million to \$1 billion.
- Black Spot funding will increase from \$110 million to \$150 million.
- New combined Safer Local Roads and Infrastructure Program will increase funding pool from \$150 million to \$200 million (combines previous Bridges Renewal and Heavy Vehicle Safety and Productivity Programs)

These programs will commence from 1 July 2024 and LGA awaits the expected announcements from the federal government with updated guidelines for each of these programs.

LGA sees a key need in enhancing sector capability and capacity around regional road infrastructure and ensuring smaller regional areas are supported in equitable access for this funding boost.

In our pre-budget submission, the LGA has sought state government investment for a five-year \$18 million program to assess and improve regional road management across the state using the Intelligent Pavement Assessment Vehicle (iPAVE), which would mirror the work being undertaken for state-controlled roads.

For most councils, maintaining roads is their single largest expenditure. This program will provide an evidence-based approach to road infrastructure management and safety using world class technology, enabling smarter and more efficient investment decisions around maintenance and renewal.

Special Local Roads Program

The provides important funding to South Australian councils for the maintenance and construction of strategic and significant local roads, through an annual competitive grant round.

The LGA manages the Special Local Roads Program and through the 2023-24 grant round the \$17.9 million was provided to 24 councils to deliver 29 projects.

The 2024-25 grant round is now closed with the LGA Board making recommendations to the SA Local Government Grants Commission for allocation of funds. Successful recipients will be announced in late 2024.

SA's Waters Resilient Water Futures Project

SA Water is leading the state government's review of the water supply needs for the Greater Adelaide region for the next 50 years (the Resilient Water Futures Project). The LGA has provided input to the project's Steering Group and councils have been engaged through project working groups.

Our key message to the review is that many councils play an important role in an integrated water system, through the provision of water, wastewater and stormwater services to many communities. Strong collaboration between all stakeholders, including councils, will be important in delivering an adaptive and integrated water plan. A draft Resilient Water Futures strategy is expected to be released by the state government in mid-2024.

Review of Stormwater Management

Councils play a leading role in stormwater management. The LGA presented to State Cabinet on 12 February 2024 to advocate for an increase in the Stormwater Management Fund of \$9 million per year in the next state budget. This would support councils to invest in and maintain stormwater assets. Stormwater management is also being considered through the Resilient Water Futures Project and the LGA is providing input into this work.

Community Wastewater Management Schemes

Councils operate 175 Community Wastewater Management Schemes (CWMS) across the state. The LGA administered \$4.9 million in funding in 2023-24 for CWMS, supporting design work and construction of new systems including construction projects at Orroroo, Fisherman Bay and Freeling. These new systems have been completed with the program committing up to \$5.5 million. Design work is in progress for Wongulla, Kingston, Murray Bridge, Swan Reach and Two Wells. The program also supports sector development which includes advice, research and development grants and an annual conference.

Asset Management Information Papers

Through support of the Local Government Research and Development Scheme, the LGA has finalised and published six information papers developed by the Institute of Public Works Australia in collaboration with councils and the LGA. Further papers are being developed and the suite of documents will provide a comprehensive library of resources to assist councils with all aspects of asset management.

Advocacy activities

State Cabinet Presentations

The LGA has continued its program of quarterly presentations to State Cabinet. Presentations in 2024 have centred around the 2024-25 State Budget and how state and local government collaboration can maximum use of finite taxpayer and ratepayer dollars.

Through Cabinet presentations and other engagement, the LGA and the state government have built a strong, respectful dialogue which promotes a collaborative approach with local government representatives at the decision-making table.

ALGA

- The LGA continues to engage and collaborate with ALGA to support federal advocacy and engagement with senior departmental officers, to promote national

State Legislation

The LGA has made several submissions and advocated on a wide range of state government legislation and statutory decision-making, including:

- Independent Review of Landscapes SA Act
- Proposed SA Biodiversity Act
- Proposals for changes to Dog and Cat Management Act.
- Proposed changes to legislated Building Indemnity Insurance arrangements.
- Regulations to modify the impact of the Automated External Defibrillator Act 2023
- Restoring annual CPI increases for council libraries.
- Decisions of Remuneration Tribunal of SA in relation to CEO remuneration parameter
- Findings of SA Ombudsman in relation to staff recognition programs.

Save our Jetties Campaign

In 2024, LGA launched a Save our Jetties campaign to highlight the need for a sustainable funding model which protects the future of South Australian jetties and doesn't push the burden of ageing coastal infrastructure onto communities and councils.

The campaign was kicked off with the release of LGA's Value of Jetties Report which outlined the economic contribution of jetties across the state and their significant value for community wellbeing, tourism and recreation.

The campaign has resulted in significant media coverage, including a multi-week campaign spread in partnership with the Sunday Mail. LGA will continue to advocate for a fair funding model with state and federal governments.

Sector development and events

Building Sector Capability Project

Workforce planning and skills shortages are significant issues for local government. The Building Sector Capability Project has been initiated by the LGA and our key partner, LG Professionals SA. This project, funded through the Local Government Research and Development Scheme, will deliver two key components:

- Careers in council – promoting careers in local government through practical, information, career profiles and pathways
- Council resources – development of resources, tools and case studies for councils to use in their workforce planning.

The project has established a Content Reference Group which includes representatives from metropolitan and regional councils, and council staff members in various roles. The Content Reference Group will provide input to the information and resources which will be included in an expanded 'Careers in Council' section on the Local Councils website. The new content aims to be launched in the new financial year.

Training and Events

LGA, through the LG Professionals SA partnership, continues to deliver training and events. Planning is well underway for the Mayor and CEO Forum, 25-26 July and the Roads and Works Conference on 28-29 August 2024. Work has commenced in planning for the coming year's training and events program.

Review of the LGA Training Standard for Council Members and delivery of Mandatory Training

LGA launched an offering of the Mid Term Refresher Council Member Mandatory Training in November 2023. In October 2023, the LG Governance Network was engaged in providing feedback on the uptake of the new Mandatory Training Standards. The LGA has prioritised to support a review of the LGA Training Standard which will be progressed in 2024-2025.

Economic Development and Innovation

Statutory fees, charges and rebates

South Australia has a more extensive system of mandatory council rates rebates and exemptions than in most Australian jurisdictions. This system exists through state legislation and is not within the control of councils. It is poorly targeted and puts upward pressure on council rates paid by other ratepayers.

For example, electricity generating plant and equipment are exempted from council rates under legislation, giving electricity entities preferential treatment over other ratepayers. There are many other recipients of mandatory rebates and exemptions, including community housing providers, many of which operate on a commercial basis.

The LGA continues to proactively advocate to members of Parliament on this issue and has made targeted submissions to call for a state government review of all mandatory rebates and exemptions.

On behalf of members the LGA has:

- Made a submission to the Joint Committee on the Establishment of Adelaide University which is being formed through the amalgamation of the University of Adelaide and the University of South Australia. The submission focused on the original intention of the Parliament in providing an exemption for the Universities was no longer being met and as a major profit-making business, should be contributing through rates to the delivery of key services for the Adelaide community.
- Made a submission to the *Hydrogen and Renewable Energy Bill 2023* focused on ensuring electricity generators make a fair contribution to the community through payment of rates.
- Advocated to members of Parliament on the inequities of the current model of rate rebates and exemptions.
- Prepared a Mandatory Statutory Rebates and Exemptions from Council Rates Issues Paper. Extensive consultation with the sector on this will inform a deeper analysis of the issue and further advocacy to the state government.

Local Government Research and Development Scheme

The Local Government Research and Development Scheme (LGR&DS) provides up to two million annually for projects which benefit South Australian councils and supports their efforts to achieve more for their communities.

Over the past year, funding has been delivered through two competitive grant rounds and ongoing allocations to strategic initiatives.

A range of successful projects have been completed over the past year through the scheme, including:

- Shaping local civic youth leaders, City of Onkaparinga
- Keys to the digital world; libraries communities centres role in digital access and connection, South Australian Council of Social Services
- Jetties Research Project – the economic, social and historical value of jetties in South Australia, LGA
- Placemaking indicators and benchmarks, University of South Australia

- Understanding and addressing the housing shortage in the Tatiara, Southern Mallee, Naracoorte Lucindale and Coorong Local Government Areas, Tatiara District Council
- Local Government Career Pathways & Workforce Toolkit for Regional South Australia, Torrens University

Grant applications from external partners, including SA councils, for projects which support the development of the South Australian local government sector and align with research priorities will open 17 June 2024.

Governance and Reform

Compliance Support Register

The largest and most significant components of the Compliance Support Register project was provided to councils in April 2024.

The Local Government Act and Regulations register provides practical support to assist councils meet their legislative obligations. In putting together the register, the LGA recognises there is not necessarily a one size fits all approach to achieving compliance and how legislative requirements are met varies between each council based on size and resourcing.

Other legislative registers are being progressed and will be released once finalised in consultation with the LGA's legal partner Norman Waterhouse Lawyers.

Participation and Elections Review

The Minister for Local Government launched a local government participation and elections review in October 2023. The state-wide consultation provided all South Australians the opportunity to provide feedback and ideas on how communities can better engage with their councils through a council term and during the local government election process.

Many of the concepts raised in the Minister's Discussion Paper are significant and warranted an informed response from the LGA to represent sector views while providing a forum for other suggestions to the review.

The LGA's submission to the review was informed through extensive feedback from councils to a targeted LGA Participation Review Discussion Paper which was provided to councils in November 2023.

The LGA is continuing to liaise with the Office of Local Government on the review and has participated in two working groups to consider all feedback received and inform the preparation of summary information to be presented to the Minister.

The LGA will continue to closely engage with the state government and Minister as the review consultation outcomes are considered.

Local Government Act Reform Implementation

Various resources were developed to assist councils navigate several significant legislative reforms which commenced in June, August and November 2023.

There were six documents prepared and 20 explanatory text items made available on the LGA website relating to each provision which commenced.

ESCOSA Strategic Management Plan Advice Scheme Ready

The LGA has continued to provide support to councils as they go through the SMP Advice Scheme with ESCOSA. This support includes access to information to assist councils in preparing their involvement in the Scheme as well as facilitating a community of practice with scheduled engagement.

Tranche 2 support concluded on 8 April 2024 and Tranche 3 support commenced on 15 April 2024.

The LGA continues to raise the sector's significant concerns about the operation, cost and intent of the scheme with ESCOSA, the Minister for Local Government and State Cabinet.

Employee Reward and Recognition Guideline

Following an Ombudsman report into Employee Recognition Practices in April 2023 and consultation with the LGA CEO Advisory Group, the LGA commenced development of an Employee Recognition Framework Guideline. The guideline intends to support member councils achieve best practice employee reward and recognition.

The guideline was released in November 2023 following a consultation process with CEOs and human resource practitioners. The guideline is intended to assist CEOs develop and implement employee recognition practices within their council which consider the findings of the Ombudsman and balance the significant value and contribution recognition programs have on organisational culture and employee performance.

The LGA has discussed this issue with new SA Ombudsman and looks forward to subsequently working with the Ombudsman to provide guidance to councils to support planning for future staff recognition programs.

Emergency Management

SEC Liaison Officer and State Duty Officer capability development

As the lead agency for the Local Government Functional Support Group, the LGA is responsible for providing Liaison Officers to the State Emergency Centre when activated for emergencies, and a 24/7 on-call State Duty Officer function.

The LGA Emergency Support Team has updated the position descriptions for these roles and provided relevant information and training to personnel to perform the required function, including ensuring security access to the SEC and relevant systems.

Training and upskilling will be ongoing to ensure preparedness for, and effectiveness during, emergencies.

Updated Local Government Functional Support Group Plan

The Local Government Functional Support Group is required to prepare a plan setting out the principles, structures and supporting documentation, to enable delivery of core responsibilities to:

- ensure coordinated operational support from local government during response and recovery
- support the preparedness of the local government sector including building the capacity of councils to participate in emergency management.

An engagement process to guide the development of a new plan began in late 2022 and involved extensive sector engagement.

The assurance process for state-level emergency plans formally approved the Local Government Functional Support Group plan in March 2024. The result is an improved and fit-for-purpose LGFSG plan.

Emergency Management Training and i-Responda review

A significant amount of emergency management and i-Responda training has been provided to council employees to support councils' capability and capacity to provide support during emergencies.

A substantial update of the i-Responda Framework is currently underway. This framework outlines the support councils provide during emergencies in a safe and responsible manner. The update will result in a review of all emergency management and i-Responda training on offer.

It is intended, in the first instance, all training content will be updated and provided online to enable councils to have access to the training on an as-needs-basis, at no cost. Once this has occurred, councils will be engaged to identify other format(s) they would like to have made available for training delivery such as face-to-face and webinars.

Represent LGA and LGFSG within the emergency management sector

The SA state emergency management sector is very active and the LGA provides representation at multiple state-level committees, as well as nationally through ALGA.

Following recommendations from the 2019-20 bushfire season, the state government has been delivering a state Emergency Management Uplift Program. The LGA represents the local government sector by participating and contributing to projects such as the state strategic emergency management risks project, review of Functional Support Group planning, Emergency Management Graduate Program and review of State Recovery Planning.

Through the year, the LGA has provided input into state legislative reviews, policy development and planning reviews, as well as providing advice and support to councils on many aspects of emergency management including response, relief and recovery.

The LGA's Emergency Support Team is currently engaging with each of South Australian Police Zone Coordinators (including metropolitan zones) and council representatives to build relationships, networks and processes for council support and liaison during emergencies.

Corporate Initiatives

LGA Squiz Platform & My Local Services App

In South Australia 53 councils host their website on the LGA Squiz platform with a new large metropolitan council due to move their website on the platform later this year. Through the year, LGA has continued to assist councils with website upgrades, enhancements and deployment of new features. The Squiz platform continues to improve its cyber-security stance with enhanced mitigations for distributed denial-of-service (DDoS) attacks.

With the addition of another metropolitan council in 2024, the LGA now provides the My Local Services App to 49 councils. The LGA has worked closely with several councils to adjust their waste collection schedules to accommodate weekly Food Organics Garden Organics trials and ensure the App's messaging is consistent and informative for residents. Work on updates to backend infrastructure has also improved service levels for councils and app users.

Constitution Review

The LGA has commenced a process to review our constitution to modernise our governance and better serve members. The constitution review covers sector and non-sector consultation, timing of elections, term length for office bearer positions and the roles of SAROC and GAROC.

Updates to the LGA constitution will help the LGA be a stronger peak body to advocate for council interests.

Strategic Plan and Brand Strategy

The LGA has initiated a review of its strategic plan, which has been brought forward as the current four-year plan is due to expire in 2025. Over the next six months, the LGA will engage with the Board, sub-committees and members to establish strategic targets to ensure the organisation is best positioned to provide value to its members.

The strategic plan aims to enhance alignment with other strategic documents, including the activities of the LGA's subsidiaries and subcommittees.

This review also presents an opportunity for members to actively contribute to shaping the LGA's future direction.

As a member-based organisation, the LGA's new strategic direction will support our positioning as a strong advocacy leader for the sector and ensure member services remain relevant. Supporting this work, the LGA commenced a process to revitalise the organisation's brand strategy, communication delivery and visual brand to best represent value to members and staff.

The process to strengthen and enhance the LGA brand strategy has involved consultation with members, staff and stakeholders to ensure we remain relevant, modern and can position as a leader for the sector.

6.2 LGASA Mutual Services Update

LGA Updates

| | | |
|-----------|--|-------------|
| From: | Dr Andrew Johnson, Chief Executive Officer - LGASA Mutual | |
| Strategy: | 2 - Assist | |
| Outcome: | 2.2 Councils draw upon our resources, services and advice in order to save time and money, and reduce risk | |
| Meeting: | Ordinary General Meeting | 24 May 2024 |
| ECM: | 811081 | |

Recommendation

That the Ordinary General Meeting notes the LGASA Mutual Update report.

Discussion

LGASA Mutual is a wholly owned subsidiary of the LGA which was set up to manage the LGA Workers Compensation Scheme and the LGA Mutual Liability Scheme. LGASA Mutual has an independent skills-based board which reports to and is accountable to the LGA Board of Directors.

Member engagement is a key priority of the LGASA Mutual Board. We value the insights that you provide into your councils and the feedback we receive from you in relation to the services we deliver. The independent Chair of LGASA Mutual, David Holston, has undertaken to attempt to visit every council CEO over a three-year period. In the last 18 months the Chair and LGASA Mutual CEO have visited around 29 councils across the state, with more planned for the second half of 2024. The information gained from these visits has helped the Board gain a better understanding of the requirements of our members and has helped the Board determine the resourcing it requires to deliver the services our members expect from us.

The LGASA Mutual Board recently commissioned BRM Advisory to undertake a strategic review of LGASA Mutual and the services it provides.

The review was commissioned as the Board acknowledges that while the Schemes have been in operations for over 30 years and have enjoyed great endorsement from its members, the Board was keen to build on this success and ensure that we continue to evolve our service offerings to meet the changing needs of our members.

The Board is currently working its way through the observations made by BRM Advisory and anticipates that it will release the report and its response to the review, to members, in the very near future.

Both the LGA Workers Compensation Scheme and the LGA Mutual Liability Scheme continue to perform well in a challenging environment. Financially, both schemes are tracking favourably against their respected budgets and both schemes currently maintain an accumulated surplus within or above the ranges recommended by their independent actuary. The LGA Workers Compensation Scheme was able to provide members with a special distribution of \$1 million and make available \$500,000 to councils for risk projects via the risk incentive fund, this year, as a result of the financial result achieved in the 2022/23 financial year.

LGASA Mutual's 2024/25 draft budget provides for maintaining the average net rate payable by members at the current (2023/24) level for the LGA Workers Compensation Scheme, while contributions to the LGA Mutual Liability Scheme are proposed to be increased by 4%.

The schemes continue to develop new programs and evolve existing programs to meet the needs of members and the emerging risks facing the sector. These new programs include:

- LG Safe – a WHS program designed to provide a simpler, user friendly, WHS framework supported by an electronic system, tools, templates and training materials.
- Elected Member Behaviours Standards Risk Management Service – an early intervention service provided to assist councils if they experience behavioural issues or relationship breakdown with their elected members. The service provides training, assistance and mediation to help councils address these behaviours.
- Waste Facilities Risk Review – this program initially saw a comprehensive risk review undertaken of all subsidiary waste management facilities. It is proposed to expand this offering to council owned transfer stations in the coming year.
- Event Management Guidelines – checklists and guidance materials have been developed to assist council run and manage community events.
- Noise Induced Hearing Loss Program – a program aimed at reducing the number of Noise Induced Hearing Loss claims by providing base level hearing assessments and an ongoing monitoring program.
- Mentally Healthy Workplace program – a preventative program designed to identify and reduce risks associated with psychological injury in the workplace.

These new programs complement our existing extensive range of programs including the healthy lifestyle program, aging workforce program, first aid readiness program, crisis counselling service, strategic risk services, aerodrome risk management program and WHS and risk advice service.

The Schemes also continue to work with the LGA and the sector to advocate on a large range of legislation which the government is seeking to implement. Our objective is in part to minimise any adverse impact of the proposed legislation on the sector and ensure that risks are not transferred to local government.

The LGA Mutual Liability Scheme seeks to minimise its financial risk exposure by transfer this a large portion of this exposure to global reinsurers. The global insurance market has however continued to experience significant challenges with catastrophic losses across the globe and new emerging risks being observed. The demands from reinsurers are increasing with respect to risk management and profiling which is evident in the increasing questions they are asking as part of the renewal process. Our objective is to gather enough evidence from councils, to demonstrate that the risks that our reinsurers are concerned about, either do not apply to South Australian local government or that they are well managed by councils. This successful approach has enabled us to achieve minimal increases in premiums while also eliminating any attempt to limit the cover provided to councils. We appreciate your efforts to complete the annual renewal forms.

The LGA Workers Compensation Scheme has addressed the sole non-compliance and seven of the eight observations made by RTWSA, as part of the renewal of its licence in 2022. The remaining observation, relating to improving the sectors WHS internal auditing capacity, is currently being addressed.

The Board of LGASA Mutual looks forward to continually working with its members to provide stable contributions, unique cover and tailored risk services to meet the sector's needs.

6.3 LGA Procurement Update

LGA Updates

| | | |
|-----------|--|-------------|
| From: | Simon Blom, Chief Executive Officer – LGA Procurement | |
| Strategy: | 2 - Assist | |
| Outcome: | 2.2 Councils draw upon our resources, services and advice in order to save time and money, and reduce risk | |
| Meeting: | Ordinary General Meeting | 24 May 2024 |
| ECM: | 811082 | |

Recommendation

That the Ordinary General Meeting notes the report.

Discussion

LGA Procurement is an integral part of SA local government. It supports councils by:

- Providing a panel of prequalified vendors to make procuring quick, easy, and safe across many categories, with the price benefit of aggregated sector-wide spending.
- Aggregated purchasing which provides all councils access to best pricing, not just those with purchasing power.
- Supplementing council procurement teams with bespoke tendering activities to deliver on Council commitments, at a comparable internal cost, allowing councils to deliver more with what they have.
- Supporting council procurement teams with difficult procurement projects that require an unbiased approach or specialised skills.
- Utilising a full cost recovery model with any profits returned to the LGA to provide member services, not profits to private equity.

Through LGAP the sector has access to 24 pre-qualified panels plus 7 special contracts made up of over 600 active pre-qualified suppliers. These panels have been constructed through a rigorous procurement process that meets or exceeds council policy requirements and provides protection to councils via a Preferred Supplier Agreement contract. Suppliers pay a small management fee to LGAP, which is not passed to councils, and in return have access to all councils as a customer through the Preferred Supplier Agreement, without the internal costs associated with responding to repeated open tender processes.

New and refreshed panels year to date include:

1. Bill Payment Services
2. Electricity
3. Trucks, Buses, Specialised Trucks and Bodies
4. Mobile Garbage Bins
5. Personal Safety Panel
6. External Auditors
7. After Hours Customer Contact Services

LGAP provides a procurement training program designed to lift the capability, understanding, and risk mitigation of all staff involved in the expenditure of public money. Councils are encouraged to learn more about the e-learning subscription option by contacting LGA Procurement. LGAP has also recommenced its offering of in-person and online training.

All councils should review their Procurement Policy against the LGAP Model Procurement Policy which has been developed to comply with all applicable legislation and is available as a free resource for councils on the LGAP website. The model procurement policy includes a clause for strategic alliances to provide councils with flexibility and a common-sense approach to procurement when appropriate. There is also a suite of market-facing templates available for councils to use. The documents are contemporary and align with LGRS requirements.

Another RFT for Electricity Supply was again a significant procurement activity during the period. Electricity supply is exponentially more complicated than in the past. LGAP secured an excellent two-year aggregated offer for all councils with large market and unmetered supplies containing a very high percentage of renewable energy from the Port Augusta Renewable Energy Park, Lake Bonney Wind Farms, and Lake Bonney Battery. With the support of the LGA R&D fund, several electricity forums were held, open to all councils, to learn from experts and other councils about how to understand and control electricity costs. LGAP will continue to support councils procure alternative electricity solutions when they choose to do so.

Financial Performance

LGAP is a part of local government and therefore does not generate profits for private equity. Income is generated through management fees from panel agreements, recovery of costs for direct consultancies to councils, and training activities for councils. Any remaining profits are paid to the LGA to assist in the delivery of additional services to councils as its members.

LGAP is tracking to budget YTD FY23/24 with a positive outlook for achieving year end targets. The financial position is considered bi-monthly by the LGA Procurement Board and LGA Board of Directors.

6.4 LGA Board and Committee Member Allowances and Expenses

LGA Updates

| | | |
|-----------|--|--------------------|
| From: | Andrew Wroniak, Executive Director Corporate Services | |
| Strategy: | 4 - Achieve | |
| Outcome: | 4.1 We lead by example in the governance and operations of the LGA | |
| Meeting: | Ordinary General Meeting | 24 May 2024 |
| ECM: | 811084 | Attachment: 812588 |

Recommendation

That the Ordinary General Meeting:

1. **Considers the report on the independent market-based review of *Board and Committee Member Allowances*;**
2. **Approves the following allowances effective from November 2024 (excluding superannuation guarantee)**
 - a. **President \$65,375**
 - b. **Immediate Past President \$6,554**
 - c. **Board Member \$5,850**
3. **Resolves that these allowances will stay in place for the term of the new Board appointed following the November 2024 Annual General Meeting, currently two years, following which the allowances will be due for indexation.**

Discussion

At the October 2023 Annual General Meeting, members approved an updated Board Member and Committee Allowances and Expenses policy. The Annual General Meeting also noted that the LGA will be conducting an independent review to establish a benchmark for the allowances, with the results to be reported at this meeting.

Any increase in allowances (outside of the scheduled indexation – discussed below) will require member approval and it is proposed to apply to the new board appointed following the November 2024 Annual General Meeting. It is suggested any proposed increase would apply for a two-year term.

President and Board Member Responsibilities

The independent review is based on the roles and responsibilities of the President, Immediate Past President and Board of Directors.

It is important to acknowledge that the LGA Board of Directors makes significant decisions regarding the finances, risk management, corporate policies, and operations of the LGA and its subsidiaries. Remuneration is provided to the LGA Board of Directors in recognition of the skills, knowledge and experience required to fulfil the requirements of the role, as well as the governance requirements, expectations, and fiduciary duties of a Board Director.

The role of the Board of Directors is distinct from the representative and advocacy role of other LGA committees, such as SAROC and GAROC, in that the Board of Directors have higher levels of corporate and individual responsibility and accountability.

Independent Market-Based Review

The LGA engaged the Godfrey Remuneration Group (GRG) to conduct a comprehensive analysis of board fees. This involved a survey of all interstate LGAs, a review of the South Australian Government's Board and Committees Remuneration Framework and a comparison with their database of similar associations and other non-profit entities.

Following GRG's request, the detailed 53-page report has not been included as an attachment due to the confidentiality of the data. Below is a summary GRG's market analysis, high and low range and its recommendations.

Market review and Board proposal for the two-year term of the new Board (table 1)

| Market increase | Rate from November 2024 based on policy | Market Range – GRG* | | | Proposed rate by LGA Board <i>including superannuation</i> |
|--------------------------|---|---------------------|-----------------|-------------|---|
| | | Low Percentile | High Percentile | Recommended | |
| President | \$61,130 | \$81,000 | \$160,908 | \$81,000 | \$72,566 |
| Immediate Past President | \$5,470 | \$5,628 | \$17,808 | \$9,542 | \$7,275 |
| Board Members | \$5,470 | \$5,628 | \$17,808 | \$9,542 | \$6,493 |

* Based on policy approved by Members at the Annual General Meeting in November 2023 plus superannuation guarantee of 11%.

In total, GRG recommended \$81,000 for the President and \$9,542 for Board Members and Immediate Past Presidents. GRG highlights that this falls within the lower range of comparable LGAs, despite the LGA SA having a size and turnover that falls on the higher end of the scale.

After reviewing the market analysis, the LGA Board of Directors proposes setting the rates at \$72,566 for the President, \$7,275 for the Immediate Past President and \$6,493 for Board Members. The allowance for the Immediate Past President is slightly higher than the Board Member allowance due to the additional responsibilities and time commitment of the role. These allowances remain below the independent market assessment and the budget impact is manageable, amounting to \$21,425 per year above the indexed rates.

The LGA Board of Directors' proposal carefully considered the roles' workloads and responsibilities, GRG's market analysis, and what should be considered reasonable to members.

The attached letter from GRG supports the Board of Directors' proposal but does highlight that it is relatively low compared to its market recommendation.

Superannuation

The GRG's recommendation in Table 1 includes superannuation guarantee payments, which are mandated by legislation to be paid on board fees. The approved *Board and Committee Member Allowances and Expenses Policy* sets rates exclusive of superannuation, considering that the superannuation guarantee rate changes annually in accordance with federal legislation.

| Proposed rate by LGA Board with Superannuation | Proposed Rate Excluding Superannuation |
|---|---|
| \$72,566 | \$65,375 |
| \$7,275 | \$6,554 |
| \$6,493 | \$5,850 |

The exclusive superannuation rate has been incorporated into the above recommendation for members' approval to maintain consistency with the policy.

Policy – Indexed Rates

Members approved a *Board and Committee Member Allowances and Expenses Policy* for the LGA Board at its October 2023 meeting. [LGA Policies](#) are available to view on the LGA website.

This policy stipulates an increase in allowances for Board members biennially following the adoption of the Policy, aligning with the allowance increases provided to elected members which are reviewed every four years by the Remuneration Tribunal of South Australia.

Based on this, if the market-based approach does not proceed, a default increase of 5.3% will be applied to allowances, as indicated in the table below. This adjustment is effective from the conclusion of the November 2024 Annual General Meeting. The increase to allowances is equivalent to a 2.65% per annum increase over the two-year term of the board.

| | Current Rate ⁽¹⁾ | New Rate from November 2024 ⁽¹⁾ |
|---------------------------------|------------------------------------|---|
| President | \$52,300 | \$55,072 |
| Immediate Past President | \$4,680 | \$4,928 |
| Board Members | \$4,680 | \$4,928 |

(1) These rates exclude superannuation guarantee payments.

Financial and Resource Implications

The budget impact in 2024-25, being seven months of the annual increase, is \$12,498 and will be incorporated into the LGA budget. It is proposed these fees are fixed for the term of the Board Directors.

19th April 2024

Andrew Wroniak
Executive Director Corporate Services
Local Government Association of South Australia
148 Frome Street
Adelaide SA 5000

Dear Andrew,

Independent Assessment of Board Remuneration

Recently in your capacity as the Secretariat of the Local Government Association of South Australia (LGASA, the Organisation) you requested that Godfrey Remuneration Group Pty Ltd (GRG) provide an independent expert opinion regarding appropriate remuneration for the Board of the Organisation, its committees and the “procurement Board”.

Methodology

When determining appropriate remuneration for Board roles, it is important to assess relevant reference points across the market to inform a decision. Board remuneration policy should be determined based on three factors, to the extent possible:

1. Organisation scale and complexity
2. Organisation type and function or industry
3. Relative work loads

Together, items 1 and 2 should determine the “market”, while item 3 allows for customisation where differences may arise between typical market requirements and the requirements of the Organisation in question.

In order to assess the market, GRG researched multiple market indicators to determine the range of practices representing relevant reference points. These included:

1. Remuneration paid to senior council roles in South Australia
2. Other disclosed government body board roles disclosed in South Australia
3. Disclosures of the Remuneration Tribunal for government office holders
4. The practices of ASX listed companies of comparable scale and complexity (as indicated by revenue), noting that this should not be directly applied but can be used to determine a “per-diem rate” for directorships that may represent an upper bound to reasonable remuneration given the not-for-profit status of the LGASA
5. The GRG 2022 Mutuals, Membership and Not-for-Profit Survey
6. A custom, comprehensive survey of other Local Government Associations (LGAs) across Australia (note: all LGA’s responded to the survey request, providing 100% coverage of the most directly market reference point)

A detailed report was prepared for the Board outlining the various market data reference points, and recommendations.

High Level Observations

Overall GRG observed that current LGASA Board remuneration was low, compared to the practices of other LGAs, noting that the LGASA's scale fell high in the range of organisation scales and workloads surveyed. The current remuneration generally appeared low compared to the majority of other reference points assessed also, taking into account organisation scale as indicated by revenue and workload, although the LGA market data likely presented the most relevant reference point. As a result, GRG recommended that increases be considered.

Recommendations for the Main Board

Considering the extensive market assessments and high relevance of information available, taking into account the not-for-profit status of the organisation, its scale, complexity and workloads attributable to roles relative to market indicators, and having workshopped the various approaches with representative executives of LGASA, GRG recommends:

1. Board Fees for the Board President of \$81,000
2. Board Fees for the Immediate Past President and other Board Members of \$9,542.

Transitory Recommendation

Following a workshop with representative executives of LGASA, GRG supports a more conservative, transitory approach to moving towards the recommended fees:

1. Board Fees for the Board President of \$72,566
2. Board Fees for the Immediate Past President of the Board of \$7,275
3. Board Fees for other Board Members of \$6,493

While the proposed fee rates will remain low compared to the most relevant market reference points, these rates are an appropriate step that recognises the need for an increase while also ensuring that the degree of change over a short period is not excessive.

Remuneration Consultant's Declaration

Godfrey Remuneration Group Pty Limited hereby declares that to the best of our knowledge and belief, the recommendations provided in this letter in relation to remuneration of Key Management Personnel of the Organisation have been made free from undue influence by any Key Management Personnel to whom the recommendations relate.

It is trusted that the foregoing is of assistance, please let us know if further discussion is required, and we will be happy to answer any questions.

Sincerely,



James Bouchier
Director

6.5 LGA Constitution and Ancillary Documents Review

LGA Updates

| | | |
|-----------|--|-------------|
| From: | Andrew Wroniak, Executive Director Corporate Services | |
| Strategy: | 4 - Achieve | |
| Outcome: | 4.1 We lead by example in the governance and operations of the LGA | |
| Meeting: | Ordinary General Meeting | 24 May 2024 |
| ECM: | 811085 | |

Recommendation

That the Ordinary General Meeting notes the report.

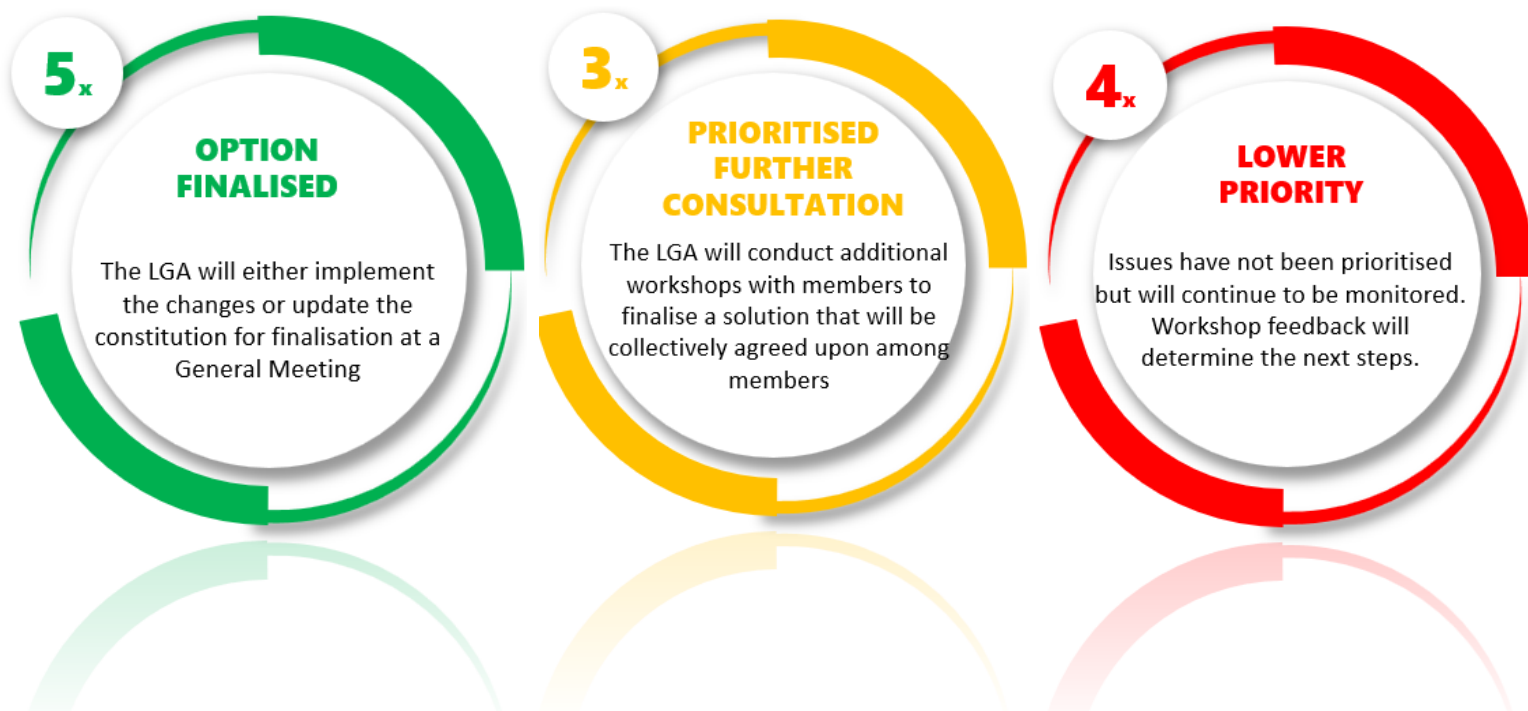
Discussion

In 2023, the LGA commenced a review of its Constitution, along with the Terms of Reference for the SAROC and GAROC sub-committees. Following a competitive tender process, Integrity Governance were appointed as the consultants to support the LGA to progress the review.

In March 2024, Integrity Governance circulated a survey to member councils. The survey presented options that address seven specific matters that had been raised for review through various workshops and discussions throughout 2023. Feedback was also sought on five ancillary questions, although no proposed solutions were provided. A series of workshops were held that facilitated qualitative feedback to guide this review.

Feedback from the initial round of surveys and workshops resulted in 145 responses from various stakeholders, including Mayors, Elected Members, council CEOs, Regional LGA EOs, LGA staff, and others. A positive outcome of the review is that the original list of issues provided to members has addressed almost all concerns raised so far.

The survey results have been summarised into three categories as detailed below.



Prioritised Further Consultation

The three issues where further consultation has been prioritised are:

- Timing of LGA nominations and elections
- SAROC and GAROC enhancements – including clarity in raising Items of Business for General meetings
- Regional Groupings

As there was no clear consensus on these three issues, the LGA will undertake further workshops to reach a resolution.

The LGA, in collaboration with Integrity Governance, has commenced the preparation of a second-phase project plan, which will analyse these issues and present a preferred options paper for member consideration.

The LGA is actively working to resolve all issues. Preparation of a marked-up copy of amendments to the LGA Constitution is underway. Providing consensus has been reached on the unresolved matters, this is anticipated to be put to members for consideration at the Ordinary General Meeting scheduled for November 2024.

Lower Priority

Survey results about four other matters raised have been given a lower priority. The LGA acknowledges their ongoing value to councils and will seek feedback during the second phase of workshops to determine whether they should be included in the 'Prioritise Further Consultation' category and subsequently finalised in time for the 2024 Annual General Meeting.

The summary below provides an overview of the survey results and outlines the next steps in the constitution review.

| | Topic | Action required |
|--------------------------|--|--|
| OPTIONS PRESENTED | | |
| 1 | Timing of LGA nominations/elections for members of the Board, President, GAROC, SAROC | Prioritised Further Consultation Further consultation is required with members to determine a preference from the following two options 3-year terms 2-year terms (but held after the local government elections): |
| 2 | Casual Vacancies | Option Finalised Modify the LGA Constitution and obtain approval by members: <ul style="list-style-type: none"> • ensure that any casual vacancy is filled by a member election process, except in the final 12 months of the term, when the President or Board roles will be filled via a Board/Committee vote. • trigger a Leave of Absence upon nomination for election to State or Federal Parliament. |
| 3 | SAROC / GAROC Removal of Strategic/Annual Business Plans | Option Finalised The Board has endorsed an amendment to the Terms of Reference for both GAROC and SAROC by eliminating the need for separate strategic and business plans. Each Committee will now contribute to formulating and implementing the LGA's plan. |

| | Topic | Action required |
|----------------------------|---|--|
| 4 | Improved clarity in raising Items of Business | Prioritised Further Consultation Further consultation is required with members to develop a revised Items of Business framework in collaboration with metropolitan and regional councils, regional groupings, and other stakeholder groups. |
| 5 | Achieving Quorum Regional Representation | Option Finalised The Board has endorsed an amendment to the Terms of Reference for GAROC and SAROC to require a quorum of 50% of members plus one instead of requiring representation from each regional group. |
| 6 | Delegates from the City of Adelaide | Option Finalised To amend the Terms of Reference for GAROC to align with quorum requirements for the Lord Mayor and enable the possibility for the Lord Mayor's nomination to the Board (pending standard election procedures) |
| 7 | Recognition of Regional Subsidiary Elections | Option Finalised Modify the LGA Constitution and obtain approval from members to allow recognition of elections run by a Local Government Regional Subsidiary (established under section 43 of the <i>Local Government Act 1999</i>) on the condition it is pre-approved by each council within the regional grouping and matches the processes required by the LGA Constitution. |
| ANCILLARY QUESTIONS | | |
| a | Review of Member GM Voting Entitlements | Lower Priority Survey responses and workshop participation indicated this was a lower priority. This will be deferred to a future review. The LGA will encourage feedback from members during the second phase of workshops. |
| b | GAROC and SAROC comprising only of Mayors | Lower Priority Survey responses and workshop participation indicated this was a lower priority. This will be deferred to a future review. |
| c | Electing Proxies or Deputies for GAROC and SAROC | Lower Priority While survey responses indicated a moderate level of importance, amending the quorum requirements in the Terms of Reference for GAROC and SAROC may address some of the desire for change. Members may have differing views on this matter so feedback will be encouraged during the second phase of workshops. |
| d | Associate Membership Model | Lower Priority Survey responses and workshop participation indicated this was a low priority. |
| e | Regional Groupings | Prioritised Further Consultation Further consultation is required (due to the importance rating being 70%) to review regional groupings in the constitution to ensure SAROC and GAROC members fairly reflect the membership base |

Financial and Resource Implications

This activity has been anticipated in the LGA's work program and resources are available to progress this work.

7.1 Mental Health Services Provided in Regional South Australia – Renmark Paringa Council

Recommendation Reports from the LGA Secretariat

| | | | |
|---------------|--------------------------|--------------------|--|
| Submitted by: | Renmark Paringa Council | | |
| Approved by: | SAROC Committee | | |
| Meeting | Ordinary General Meeting | 24 May 2024 | |
| ECM: | 811086 | Attachment: 808241 | |

Recommendation

That the Ordinary General Meeting requests the LGA to strongly advocate for the following:

1. In accordance with the Item of Business submitted by the Renmark Paringa Council:
 - a. Recognition by Health SA [SA Health] of the poor mental health services currently provided to Regional SA, as detailed in the Review of Rural Mental Health Services in SA Report (May 2023); and
 - b. Urgent Action on all of the 30 recommendations contained within the “Response to the Review of Rural Mental Health Services in South Australia” (13th September 2023); and
2. In accordance with the LGA Secretariat’s additional recommendations that were unanimously endorsed by the SAROC Committee on 14 March 2024:
 - a. Resourcing regional councils to coordinate and inform sector efforts, by way of grant monies, to support local government’s role and capability to deliver preventative mental health strategies and initiatives and influence attitudinal change;
 - b. Increased funding to the NGO sector to deliver psychosocial supports as per the recommendations noted in the ‘Unmet mental health service need in South Australia that could be met by the NGO sector: An analysis on behalf of the South Australian Government’ report.;
 - c. An acknowledgement of the role of local government and the need for formalised partnerships to progress health and wellbeing outcomes; and
 - d. Any advocacy undertaken includes the promotion of the Regional Health Workforce Toolkit to demonstrate local government’s commitment to supporting local communities.

SAROC Committee’s Comment

This Item of Business was tabled at the SAROC Committee meeting held on 14 March 2024. The resolution was unanimously carried incorporating the LGA Secretariat’s additional recommendations.

LGA Guidelines

The LGA Guidelines outline that all proposals will be assessed against the guiding principles in terms of their strategic importance to local government and the LGA, supporting evidence, alignment with LGA policy and resourcing requirements.

The matter raised in this Item of Business (IoB) has been assessed against these guiding principles which can be summarised in the following table:

| LGA Guiding Principle | Secretariat comment |
|---------------------------|--|
| Strategic importance | <p>The challenges faced by Renmark Paringa Council in the space of mental health services echoes across all council areas. However, the challenges and inequities for those living in regional areas is well-documented and longstanding.</p> <p>Due to strong member interest in this area, the LGA responded by releasing the Regional Health Workforce Toolkit to give guidance and steps to follow to create attractive, supportive environments for GPs, nurses and other health workers. This motion is aligned and complements the work undertaken to develop the Toolkit.</p> <p>This IoB aligns with SAROC's Annual Business Plan priority relating to regional health.</p> |
| Supporting evidence | <p>The IoB has provided sufficient supporting evidence as to the need for advocacy.</p> |
| Alignment with LGA policy | <p>The outcomes sought in the Proposed IoB relates to several of the LGA's endorsed policy positions namely,</p> <p>3.1. Public Health - Local government acknowledges that protecting the health and wellbeing of its communities is a shared responsibility of all tiers of government and recognises the significant contributions that councils make in this area. Councils should contribute equitably to providing preventative and on-going health services, notwithstanding the significant responsibilities of federal and state government.</p> <p>Policy 3.1.3 'Preventative Care' - Local government recognises the requirement for federal and state governments to improve local preventative services such as immunisation and education programs through the review of current arrangements. Councils, through the LGA, will continue to lobby federal and state governments for reviews of these services and for adequate resources.</p> <p>Additionally, Policy 1.1.7 'State-Wide Strategies' notes:</p> <p>Local government recognises its responsibilities to give due weight to the plans and strategies of other spheres of government, while continuing to be a key partner in their development. Local government shall continue to seek full and meaningful engagement with other spheres in the interests of consistency and alignment.</p> |

| | |
|------------|--|
| Resourcing | <p>This issue aligns with gaps in the broader mental health agenda being observed in relation to cases of hoarding and severe domestic squalor and suicide prevention networks, work which is also being undertaken by the LGA Secretariat, however it is not currently in the LGA Board approved 22 policy priorities.</p> <p>The drafting of a letter and including this matter on the agenda when meeting with appropriate Ministers would be able to be done within existing resources. Anything more in depth would require reprioritising or additional resources.</p> |
|------------|--|

The discussion provided below establishes that advocacy for improved collaboration and leadership from the Federal and State Government on this issue is required, and that the proposed item of business is in alignment with LGA Policy, as well as being of strategic importance to the sector, and supported by sufficient evidence.

LGA Officer's Comments

(Officer: Belinda Tassone, Senior Policy Officer)

The prevalence of mental health is a critical public health issue and responding to the mental health needs of regional and rural South Australians is challenging. In 2022 the Auditor-General¹ outlined significant 'gaps' in the state's mental health services – including poor planning, monitoring and reporting - with increased demand during the pandemic exacerbating problems.

Renmark Paringa Council's submission noted that the death of a local man could have been prevented if basic mental health services were available. There is much evidence available that describes the lack of medical services available in regional and rural areas, across all age cohorts.

This IoB is requesting that the LGA advocate to the State Government to recognise that regional SA currently receives poorer mental health support and that the SA Government urgently implement all the recommendations made by the Review Team in the report titled The Review of Rural Mental Health Services in South Australia (the Review) released in May 2023.

The LGA Secretariat is also aware that other reviews have been undertaken regarding mental health services and that this should also be considered as part of this IoB, as discussed below.

The Review of Rural Mental Health Services in South Australia

Background

The review was requested by the Office of the Chief Psychiatrist on behalf of the Minister for Health and Wellbeing to comply with recommendations made by the Deputy State Coroner, in the inquest into the death of Mr Theo Papageorgiou.

Interestingly the Review noted:

The context of this review should not be lost on SA Health, regional services and rural communities in South Australia. ...The impetus for this review was not internally driven by SA Health, borne out of a desire to reform, improve, enhance or ensure system quality and safety, but through the advocacy of this young man's family.

¹ <https://www.audit.sa.gov.au/reports/access-mental-health-services>

The Review describes how the need for strong leadership and action to address the mental health and wellbeing of regional and rural communities is long overdue. Thirty recommendations were made, grouped into three themes - *Governance*, *Workforce*, and *Service Enhancements*.

In September 2023, SA Health released a [Response to the Review of Rural Mental Health Services in South Australia](#). This response noted the actions SA Health have or were planning to take to address the 30 Recommendations handed down.

Of the 30 recommendations

- 11 were accepted in progress
- 5 were noted for consideration
- 12 were accepted in principle
- 2 were classed as outside the Terms of Reference

It is suggested that the responsibility for 27 of the recommendations sit wholly with the State Government and/or in partnership with the Federal Government with limited scope for the involvement of local government. Three of the recommendations, namely 2, 28 and 29 align more closely with the role and influence of local government.

Recommendations 2 and 29 were 'accepted in principle' and 28 was 'accepted – in progress' by SA Health in their response.

Those three specific recommendations are noted below, along with SA Health's response.

| Number | Recommendation | Response | Comment |
|--------|--|-------------------------|---|
| 2. | As a matter of priority, a 10-year rural mental health service plan and workforce strategy should be developed, supported by a funded implementation plan with regular implementation progress reporting to parliament | Accepted - in principle | <ul style="list-style-type: none"> > A ten year strategic plan for the mental health workforce is currently being developed that will include rural workforce needs. > Regional LHNs will undertake planning in partnership with the Department for Health and Wellbeing to develop a clinical services plan that will include mental health. The outcome of this planning will inform the appropriate next steps > Governance for implementation of any accepted recommendations is to be determined, therefore it is premature to require progress reports on this recommendation alone to be made to Parliament. |
| 28 | Regional LHNs in collaboration with SA Country PHN to review and update the Mental Health | Accepted - in progress | Regional plans have been drafted by Primary Health Networks with their LHN partners. Regional LHNs could work with the Country SA Primary |
| 29 | Expansion of funding and commissioning mechanisms for NGO provided mental health services for housing, employment, community participation and social prescribing and for sub-acute and low acuity service delivery. | Accepted in principle | <p>Work is underway to re-commission existing mental health NGO services, including those provided in country SA.</p> <p>Any expansion of services for psychosocial support will be considered as part of the response to the 'unmet needs report'.</p> <p>The Government is working to address the complexities of housing requirements in rural communities.</p> |

Role of councils - primary prevention not clinical services

The role of local government in these situations is difficult. Councils often become involved as a provider of last resort; however, local government is not, nor should be, a provider of clinical services.

Mental health occurs on a spectrum from mental wellbeing to mental ill health (including mental illnesses). Mental wellbeing “enables people to cope with the stresses of life, realise their abilities, learn well and work well, and contribute to their community”.²

The work of councils varies but is predominantly in primary prevention with a focus on maintaining and improving mental wellbeing to prevent illness in the first place. The roles and functions of local government in creating environments that support healthy communities are varied; but councils can positively impact the mental wellbeing of all individuals, families and communities by:

- building community resilience through creating safe, respectful and equitable communities, workplaces and public environments
- providing opportunities for increasing all residents’ participation and social connections
- preventing violence against women before it occurs by addressing the known contributors to such violence.³

Local government is uniquely placed to support local organisations. Councils can maximise value by leveraging multiple networks, investments and activities to deliver outcomes for communities.

Formalised, meaningful partnerships

As a partner in government, councils deserve to have a ‘seat’ at the table in regional discussions about mental health service planning and workforce strategies.

In addition to this Item of Business, the Renmark Paringa Council’s resolution sought to meet with senior leaders from the Coorong Mallee Riverland Local Health Network (CMRLHN). This was a productive meeting; and it is suggested that meetings between regional councils and their local LHNs, PHNs and other key stakeholders should be formalised to ensure the voice of local communities are heard.

A formalised structure would benefit from local knowledge, community-based relationships and direct engagement enabling mental health and suicide prevention measures to respond to issues within their local area. In this instance working with councils would also contribute to the outcomes of SA Health’s responses to Recommendations 2, 28 and 29 relating to workforce strategies, suicide prevention strategies and housing.

It is recommended that the Minister for Health and Wellbeing and the Chairs of the LHNs ensure that the councils in their relevant LHNs be invited to participate in these planning processes.

A good example of the benefit of formalised partnerships includes the Orange Declaration on Rural and Remote Mental Health.⁴

Resourcing

To support local government in creating environments that support healthy communities, resourcing is necessary to drive and embed change across council services and programs.

² World Health Organization (WHO) 2022, Mental health – Key facts. www.who.int/news-room/fact-sheets/detail/mental-health-strengthening-our-response

³ VicHealth. *Improving mental wellbeing: Local government action guide*. Victorian Health Promotion Foundation 2016.

⁴ Perkins D, Farmer J, Salvador-Carulla L, Dalton H, Luscombe G. The Orange Declaration on rural and remote mental health. *Australian J Rural Health*. (2019) 27:374–9. 10.1111/ajr.12560

Many councils actively seek out opportunities for funding and collaboration to enable the development of community awareness programs, referral pathways and build supports for their communities.

The LGA are aware that councils are keen to act and work on primary prevention activities but are operating in an increasingly constrained fiscal environment. Councils are a partner in government and can leverage state monies for the benefit of their communities.

A grant program to support local government's role and capability to deliver whole of community preventative mental health strategies and initiatives; and influence attitudinal change is needed.

Other relevant mental health reviews

In 2022 and 2023 other mental health service needs have been identified including the:

- Report 6 of 2022 - Managing access to mental health services conducted by the Auditor-General, it was a review into how SA Health runs mental health services – including those delivered in hospital. They concluded that “SA Health is not able to demonstrate how well it is performing in providing the public with access to the right mental health services at the right time.”⁵
- Unmet mental health service need in South Australia that could be met by the NGO sector - An analysis on behalf of the South Australian Government Final Report (February 2023)⁶ - Commissioned by the Office of the Chief Psychiatrist to determine the level of shortfall and future investment required in non-government delivered psychosocial services in South Australia and inform service planning.

The report found that when people receive access to community psychosocial supports it dramatically reduces the need for hospital-based crisis and emergency services, reduces ramping and wait times related to mental distress.

SA Health's response to Recommendation 29 of the Review noted “that any expansion of services for psychosocial support will be considered as per the response to the ‘unmet needs report’”.

To this effect it is appropriate that as part of this advocacy, the LGA call for the State Government to prioritise actioning the recommendations put forward in the Unmet Needs Report.

Promotion of the Regional Health Workforce Toolkit

The LGA's Regional Health Workforce Toolkit was developed to assist councils attract health workers to regional South Australia. Councils often play a supporting role given these services are essential to the wellbeing of communities. They also make a significant contribution to local economies and support population growth. As noted in the Toolkit, there is plenty councils can do to prepare for and support health workers, and to advocate for better funding and support systems which make regional jobs more appealing and rewarding.

The toolkit complements the work that the State Government is doing in terms of attracting and retaining the appropriate workforce needed to ensure that mental health services are timely, relevant and appropriate.

It is suggested that this piece of work is shared with the State Government to reinforce that local government are a partner in government and want to be part of the solution.

⁵ <https://www.audit.sa.gov.au/reports/access-mental-health-services>

⁶ <https://mhcsa.org.au/south-australians-mental-health-unmet-need/>

LGA Advocacy

It is proposed that a letter is drafted to the Minister for Health and Wellbeing (with copies to the Opposition and Independents) noting the local government sector's support for the implementation of the Review's recommendations, but additionally that the letter further states a call for:

- Resourcing regional councils to coordinate and inform sector efforts, by way of grant monies, to support local government's role and capability to deliver whole of community preventative mental health strategies and initiatives; and influence attitudinal change.
- Increased funding to the NGO sector to deliver psychosocial supports as per the recommendations handed down in the *Unmet mental health service need in South Australia that could be met by the NGO sector: An analysis on behalf of the South Australian Government* report.
- An acknowledgement of the role of local government and the need for formalised partnerships to progress health and wellbeing outcomes.
- Any advocacy undertaken includes the promotion of the toolkit to demonstrate local government's commitment to supporting local communities.

The LGA is planning to meet with the Minister for Health and Wellbeing and these messages will be reinforced in our discussion with the Minister. This will include urging the Minister to support the implementation of the Review's recommendations and transparently report against progress.

Financial and Resource Implications

Writing to the Minister and meeting with him to discuss mental health issues in regional SA and the importance of the Review's recommendations can be delivered within existing resources.

Any further significant advocacy on this issue would require staff resources that are not currently available or anticipated in the LGA budget and a trade-off decision would be required from the LGA Board of Directors or LGA Secretariat regarding what current work will be paused or delayed to accommodate the new activity. The timeframe for commencement would need to be determined having regard to existing workplans and priorities.

LGA General Meeting – Proposed Item of Business

The purpose of this form is to request consideration by SAROC, GAROC or the Board of Directors of an item of business to be included on the agenda of an LGA General Meeting - refer Clause 16.3.1 of the LGA Constitution. Prior to submitting a proposed Item of Business, please refer to the Considering Proposed Items of Business for LGA General Meetings Guidelines.

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| Council Name | Renmark Paringa Council |
| The body the item is being referred to <i>Proposals may only be submitted to the ROC of which council is a member, or to the LGA Board of Directors.</i> | LGA General Meeting |
| Subject of the proposed item of business | Mental Health Services provided in Regional South Australia |
| Proposed motion for the General Meeting | <p>That the Ordinary General Meeting requests the LGA to strongly advocate for:</p> <p>a) Recognition by Health SA of the Poor Mental Health Services currently provided to Regional SA, as detailed in the Review of Rural Mental Health Services in SA Report (May 2023)</p> <p>b) Urgent Action on all of the 30 recommendations contained within the “Response to the Review of Rural Mental Health Services in South Australia (13th September 2023)</p> |
| Supporting information <i>Provide a summary of the issue(s), relevant background information, description of the impact on the sector and evidence that this is an item of strategic importance to local government.</i> | <p>Theo Papageorgiou was a young adult, living in Renmark North, who was just beginning to build a business when he suffered depression & had suicidal thoughts. He visited local doctors and went to the Riverland General Hospital on many occasions.</p> <p>His death was preventable & would not have occurred if even basic Mental Health Services were available.</p> <p>His treatment was substandard at many levels there are a significant number of critical points in which the Coroner was very scathing – NB at one critical point he was incorrectly diagnosed by an unqualified doctor.</p> <p>A review was requested by the Office of the Chief Psychiatrist on behalf of the Minister for Health and Wellbeing SA (referred to as SA Health), to comply with recommendations from the Deputy State Coroner (Deputy Coroner) as outlined in the recommendations of the inquest into the death of Mr Theo Papageorgiou.</p> <p>The Deputy State Coroner Recommended:</p> <p>A comprehensive review be conducted in relation to the clinical resources in respect of mental health services in all rural regions in South Australia. The review was to be conducted with a view to:</p> <p>(i). Community Mental Health Teams in regional areas being staffed by a resident team consultant psychiatrist and a resident psychiatric registrar,</p> |

recognising that in order for this recommendation to be implemented there will be a need to incentivise these positions;

(ii). Ensuring that there is continuity of care in relation to the management of mental health patients in regional areas; and

(iii). Hospitals in regional areas that administer mental health services being provided with the ability and resources to administer level 2 Inpatient Treatment Orders.

Review of Rural Mental Health Services - Executive Summary:

“SA has by far the greatest metro to country workforce disparity in Australia. It has a rural psychiatrist workforce deficit of more than 50. Mental health nurses and allied health workforce suffer similar scale deficits, numbered in the 100s. Urgent action is required to bring rural mental health service provision up to par with the rest of the country. The 29 per cent of South Australians living in regional LHNs have a right to parity of mental health service access.

The fact that this situation has endured for decades demonstrates rural and regional mental health is not adequately represented across all levels of governance. There is an absence of a strong and clear rural advocacy voice in mental health service planning.

These two factors are at the core of all the issues outlined in this review. They should be addressed as a matter of urgency. From the community’s perspective, the lack of publicly available data on rural mental health against national benchmarks testifies to the work needed for governments to be more accountable for mental health service provision for people living in rural South Australia.”

Executive Summary – Review of Rural Mental Health Services in South Australia – May, 2023 List of Recommendations:

1. The state government should consider allocating responsibility for rural health and mental health within its Ministry portfolios.
2. As a matter of priority, a 10-year rural mental health service plan and workforce strategy should be developed, supported by a funded implementation plan with regular implementation progress reporting to parliament.
3. The implementation plan progress reporting should include progress against workforce, activity and quality targets. These reports should present data on: • Regional LHN mental health actual and established FTE, • Reported clinical hospital and community activity, and • Quality and safety performance indicators.
4. SA Health must ensure that rural mental health representation is proportionately present within state-wide mental health governance, planning and resourcing bodies. Representation must include clinical, lived experience and Aboriginal voices.
5. The state government must as a matter of priority establish independent branches of mental health governance. One branch should have responsibility for performance and activity; and the other for quality and safety, service review and independent investigations.

6. SA Health must adopt a single state-wide Electronic Medical Record system to enable effective communication of clinical information.
7. An external expert be contracted to work with local staff to review and recommend enhancements to existing governance processes with and across regional LHNs.
8. The centralised rural psychiatry team should be maintained and significantly enhanced. Clinical governance of rural psychiatrists should be to the Clinical Director, BHFLHN. Service operational governance regarding the provision of specialist psychiatry services should be documented in a MOU between regional LHN mental health directors and the Clinical Director BHRLHN. This MOU should specify the funding available to enable fair proportion of psychiatry time from the centralised rural psychiatry team to each rural LHN. The budget for psychiatry time from the centralised team and for resident psychiatrists would be under the control of the respective rural LHN Mental Health Directors.
9. The issues around the Rights of Private Practice in SA as identified in the 2019 ICAC report should be addresses as soon as practicable. Especially with respect to their impact on rural mental health service provision.
10. The ETLS must be resourced and expanded in order to meet increasing demands and complexity of calls/requests across all regional LHNs.
11. Immediate measures must be undertaken to resource, consult, implement and monitor the Actions for the Fifth Plan¹⁸ relating to Aboriginal and Torres Strait Islander social emotional wellbeing and mental health workforce including, improve Aboriginal presence in governance systems and functioning.
12. Actions must be undertaken to include people with lived experience in governance throughout mental health services.
13. SA Health undertake an immediate audit of patient and staff clinical environments and practices across all 6 regional LHNs to ensure and promote safe and high-quality mental health care for patients in accordance with the National Safety and Quality Health Services Standards (NSQHS).
14. SA Health should extend Clause 29, attraction and retention allowances, of the SA Health Salaried Medical Officers EA 2022, to include Psychiatry Consultants employed within a regional LHN to receive an allowance of the Consultant's annual salary (in Schedule 2.1) acknowledging and compensating for the waiver of RPP for to these employees. (Precedents for this exist for ICU and ED specialists.)
15. In cases where resident psychiatrists' positions are not filled, regional LHN mental health directors are empowered to use this funding for flexible and adjunct models of medical workforce employment such as the 'visiting medical officer' model.

16. For critical, and 'hard to recruit' positions, provision of housing stock and rental support should be considered by SA Health through Regional LHNs.
17. Enable mental health directors to employ a vacancy strategy using salary budget savings for purchase of other visiting clinical services dependent on need, e.g., visiting clinical psychologists and social workers.
18. SA Health commit to developing a high quality, well promoted and appropriately funded Rural Psychiatry Training Pathway (RPTP) for South Australia.
19. SA Health commit to enhance and incentivise its system to support recruitment and retention of allied health and nursing staff in regional LHNs.
20. SA Health must fund and develop a lived experience (peer) workforce within each regional LHN, consistent with the National Mental Health Commission's 'National Lived Experience (Peer) Workforce Development Guidelines'
21. An Aboriginal mental health workforce program should be developed and implemented as a priority to increase the number of qualified Aboriginal mental health workers in public mental health services. Aboriginal workforce initiatives must not be limited to AMHWs, but include affirmative incentives, scholarships, supports, training and career opportunities in clinical professions.
22. SA Health commit to adopting a single employer model for rural trainee GPs.
23. SA Health resource 2-3 rural GP training positions for advanced skills training and/or Diploma of Psychiatry (in development).
24. SA Health to develop and implement a Regional Hospital Consultation Liaison Service (RHCLS) to support low acuity mental health inpatient admissions and care using existing Telehealth Technologies available at RRMHS at Glenside Hospital.
25. SA Health commission and establish a MH rehabilitation and recovery centre in the east of the state.
26. SA Health ensure that the recent investment in residential recovery and rehabilitation beds in Adelaide includes a population-based proportion of those resources for BFHLHN in providing integrated services to rural consumers and communities proximal to Adelaide.
27. All stakeholders to consider seed funding initiatives or incentivisation of genuine private practice enterprise into regional South Australia such as the Outreach Program with RDWA.
28. Regional LHNs in collaboration with SA Country PHN to review and update the Mental Health and Suicide Prevention Strategy for the next 5 years.
29. Expansion of funding and commissioning mechanisms for NGO provided mental health services for housing, employment, community

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| | <p>participation and social prescribing and for sub-acute and low acuity service delivery.</p> <p>30. Consideration of a MOU with Aboriginal Medical Services for the partnerships and provision of Social and Emotional Wellbeing services for Aboriginal and Torres Strait Islander communities</p> |
| <p>Regional LGA <i>(Information requested from councils in SAROC only)</i></p> <p><i>Advise if this item has been considered by your RLGA and outcome of discussion</i></p> | This item has not been considered by the Murray Mallee LGA. |
| <p>LGA Policy Manual</p> <p><i>Does this item require a change to the LGA Policy Manual (new policy or amendment to existing policy)?</i></p> | N/A |
| <p>LGA Strategic Plan reference</p> | <p>Advocate – Achieve greater influence for Local Government</p> <p>1.1.1 We are close to our members, seek their feedback and represent them with evidence based advocacy on issues that matter.</p> |
| <p>Council Contact Officer submitting form</p> | <p>Julie Gregurec</p> <p>jgregurec@renmarkparinga.sa.gov.au</p> <p>85803000</p> |
| <p>Council Meeting minute reference and date of meeting</p> | <p>Special Council Meeting held 14th November 2023</p> <p>Notice of Motion – Mental Health Services provided in Regional South Australia</p> <p>COUNCIL RESOLUTION SC2023 -11</p> <p>Moved Deputy Mayor Howie Seconded Cr Sims</p> <p>1) That Renmark Paringa Council write to SAROC requesting they forward to the Board of LGA SA a recommendation that the Local Government Association of SA strongly advocate for:</p> <p>a) Recognition by Health SA of the Poor Mental Health Services currently provided to Regional SA, as detailed in the Review of Rural Mental Health Services in SA Report (May 2023)</p> <p>b) Urgent Action on all of the 30 recommendations contained within the “Response to the Review of Rural Mental Health Services in South Australia (13th September 2023)</p> <p>2) That Renmark Paringa Council invites senior Coorong Mallee Riverland Local Health Network Leaders to provide detail as to how the region has moved towards achieving these goals. CARRIED</p> <p>The minutes of the meeting can be found at this link.</p> |
| <p>Date submitted to LGA</p> | 2 nd January 2024 |

Please return Word version of completed form to lgasa@lga.sa.gov.au.
Refer to [LGA OGM/AGM Webpage](#) in respect to deadlines for upcoming General Meetings.

8.1 Domestic Violence Action – Campbelltown City Council

Recommendation Reports from the LGA Secretariat

| | | | |
|---------------|---------------------------|--------------------|--|
| Submitted by: | Campbelltown City Council | | |
| Approved by: | GAROC Committee | | |
| Meeting | Ordinary General Meeting | 24 May 2024 | |
| ECM: | 811087 | Attachment: 807444 | |

Recommendation

That the Ordinary General Meeting:

- 1) **Notes the work undertaken by the LGA since 2020 on domestic and family violence including opportunities for securing funding for a dedicated officer and working with the State Government to support cross government programs,**
- 2) **Approves the LGA writing to the Premier, the Treasurer and the Minister for Women and the Prevention of Domestic and Family Violence:**
 - a) **Seeking fixed-term funding for a minimum of five years, for a dedicated domestic, family and sexual violence policy/project officer to:**
 - i) **assist councils to support the State Government’s outcomes; and**
 - ii) **utilise and implement Our Watch’s local government toolkit and implement preventative domestic and family violence measures and gender equality work.**
 - b) **Seeking the establishment of a local government grant funding program, similar to the Victorian Free from Violence grant program, to be administered by the LGA.**
 - c) **Noting the findings and recommendations from the 2017 report from the Municipal Association of Victoria (MAV) and the Nous Group in Evaluation of the role of local government in preventing violence against women.**
- 3) **Should the LGA receive funding for a dedicated policy/project officer, endorse that the officer establish a dedicated council network or community of practice. The aim of this would be to support council staff deliver, partner and lead primary prevention work through a diverse range of strategies and actions across their communities.**

GAROC Committee’s Comments

This item of Business was tabled at the GAROC committee meeting held on 4 March 2024. The resolution was carried.

LGA Guidelines

The LGA Guidelines outline that all proposals will be assessed against the guiding principles in terms of their strategic importance to local government and the LGA, supporting evidence, alignment with LGA policy and resourcing requirements.

The matter raised in this Item of Business (IoB) has been assessed against these guiding principles which can be summarised in the following table:

| LGA Guiding Principle | Secretariat comment |
|---------------------------|--|
| Strategic importance | <p>This IoB relates to an issue that the LGA Secretariat have had a “watching brief” on for the past several years, but due to a lack of capacity and resources, have been unable to undertake meaningful work in this area. A recent prioritisation of policy area projects/issues has seen this issue removed from the ‘active’ list.</p> <p>The LGA’s Vision is “<i>For South Australian councils to work together as willing and trusted partners in government, for the benefit of our communities</i>”.</p> <p>There is no question that this is a relevant issue across all areas of the State. No South Australian council is free from family, domestic and sexual violence (FDSV).</p> <p>FDSV is a major health and welfare issue in Australia, occurring across all socio-economic and demographic groups, but predominantly affecting women and children.¹</p> <p>The level of urgency required to deal with this issue has been heightened as evidenced by the fact that in 2023 SA recorded eight deaths within a 6-month period, where the victim was killed by or allegedly killed by, a partner, ex-partner, family member or someone known to them.²</p> <p>The shocking escalation in deaths has resulted in the State Government announcing a Royal Commission into family, domestic and sexual violence; and prompting the Premier to comment “<i>the recent deaths experienced in our state were a horrendous reminder of how far our society still has to go in addressing the scourge of domestic violence....</i>”</p> <p>The Terms of Reference for the inquiry are currently being developed, with Former Australian Democrats leader Natasha Stott Despoja announced to lead the inquiry. Due to this and for the reasons explained below, advocacy in this area is of strategic importance for the sector.</p> |
| Supporting evidence | Sufficient evidence has been provided to support this Item of Business. |
| Alignment with LGA policy | <p>This IoB aligns with LGA Policy 3.4.8</p> <p>a) Local government commits to being part of the solution in the prevention of violence against women in South Australia. As the level of government closest to our communities, we recognise the damaging impact domestic</p> |

¹ Family, domestic and sexual violence FDSV Summary [Australian Institute of Health and Welfare webpage](#) accessed 2 February 2024

² Sunday Mail 10 December 2023, pgs 24-25

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| | <p>and family violence has on individuals and our communities.</p> <p>b) Recognising local government’s role to create and maintain healthy, vibrant, inclusive and safe communities, councils in South Australia will seek opportunities to work in partnership with each other and collaborate with specialist non-government organisations and agencies from other levels of government to raise awareness, facilitate, advocate and provide information to support victims of domestic violence.</p> <p>c) Councils in South Australia will demonstrate leadership by supporting employees through training and HR arrangements where appropriate.</p> <p>It also aligns with 3.1 of the LGA’s <i>Strategic Plan 2021-2025</i> “We research and communicate on emerging issues for councils and their communities”.</p> |
| Resourcing | <p>Due to the volume of policy activities sitting with the LGA Secretariat and the need to establish clear priorities for the work, a prioritisation matrix was developed late 2023. This prioritisation work resulted in 79 policy activities identified. From this list 21 were determined to be of ‘High Importance’ and “Must Do Urgency’, whilst others were ‘nice to do’.</p> <p>The policy activity related to FDV was not in the top 21 recommended priorities. There would need to be further resources allocated to this issue.</p> |

LGA Officer’s Comments

(Officer: Belinda Tassone, Senior Policy Officer)

Family, domestic and sexual violence (FDSV) is a complex, serious and widespread problem in Australia, with enormous individual and community impacts and social costs. However, it is also ultimately preventable.

Domestic violence is a major contributor to homelessness, mental health issues and economic insecurity amongst women and children. In Australia, a woman is killed by an intimate partner every 10 days, with one in five women experiencing sexual violence³. Gender inequality is at the heart of the problem so improving gender equality must be central to the solution.

Role of local government

As the level of government closest to the community, local government has an important role to play in promoting gender equality and preventing FDSV. Councils can lead this societal change through the services they deliver, as an employer and procurer, through their organisational structures and operations, and most importantly through leadership in the community.⁴

³ VicHealth (2017) Violence against women in Australia. An overview of research and approaches to primary prevention, Victorian Health Promotion Foundation, Melbourne Australia.

⁴ Municipal Association of Victoria (MAV) and the Nous Group, Evaluation of the role of local government in preventing violence against women, 2017

Councils can help prevent violence against women before it occurs by addressing the known contributors to such violence. This includes:

- increasing gender equality in all areas of life including education, income and social rights
- reducing the adoption of stereotypical roles by men and women and
- challenging permissive attitudes towards violence against women.⁵

The breadth of services and community infrastructure delivered by councils allows for a gender lens to be applied across a wide range of council services and settings, such as health and community services, arts, sports and recreation, education and care settings and public spaces.

Other actions could include:

- Improving gender equality within councils by improving female representation in decision-making bodies, improving job design and flexibility and establishing mentoring programs.
- Provide support and training to local sports clubs to assist their efforts to increase female representation in governance roles and coaching positions and encourage team participation for women and girls.
- Audit council infrastructure and facilities to evaluate how accessible, welcoming, relevant and secure they are for people, including 'at-risk' priority groups.
- Develop partnerships with other councils, community groups or organisations working towards preventing violence against women in the community to help shift community and cultural attitudes.⁶

Councils are also major employers with over 9,000 FTE employees⁷ as well as having many volunteers, enabling great reach into local communities.

Item of Business

Snapshot of action since 2020

To date, due to limited resources and competing priorities the LGA Secretariat have endeavoured to undertake work in this area but with difficulty. The need for additional resourcing was flagged in the IoB from the City of Adelaide on this topic which went to the 2020 AGM, and stated:

Financial and Resource Implications

However, without funding or resourcing support from the State or Federal governments, additional capacity would need to be created within the LGA Secretariat to progress part three of the proposed motion, which would require the re-prioritisation of the current activities and a future decision of the LGA Board of Directors.

The LGA Secretariat is aware that many councils have chosen to play an important advocacy role in addition to providing sources of information and referral for domestic and family violence victims.

Other support has included training front line staff to deal with sensitive situations, leadership and skill development programs for women, youth programs and providing information about external support programs.

Several councils have also chosen to participate in primary prevention programs, promote gender equality, and review their organisation's internal working culture to ensure it supports those experiencing domestic and family violence.

⁵ VicHealth, 2016, *Prevention of violence against women: Local government action guide*, Victorian Health Promotion Foundation, Victoria

⁶ VicHealth, 2016, *Prevention of violence against women: Local government action guide*, Victorian Health Promotion Foundation, Victoria

⁷ SA Local Government Grants Commission Database reports 2021-2022.

However, there has been no formal collection of data to identify what each council is doing in this space. Since the 2020 motion, the LGA Secretariat has been active on several levels as noted in [Attachment 1](#).

Benefits of Prevention

The argument for prevention activities is appropriately summarised in the summary and recommendations of the Victorian Royal Commission into Family Violence (Victorian Royal Commission) in 2016⁸, (emphasis added).

If we are to prevent family violence we must change the attitudes and social conditions that give rise to it. There is a need to implement primary prevention strategies that are designed to dismantle harmful attitudes towards women, promote gender equality and encourage respectful relationships. Because family violence takes many forms, a variety of approaches is required. Some programs should be addressed to the Victorian community, others to particular population groups and places. Educating young people about respectful relationships must be a core part of the Victorian Government's long-term prevention strategy.

Only a small amount of government funding goes to prevention. Prevention activities are often funded for short periods. But changing behaviours and attitudes is a complex and lengthy process, which requires long-term investment. Failure to give greater priority to prevention efforts risks condemning future generations to the plight of today's victims of family violence. Unless we pay serious and sustained attention to prevention initiatives, the service system will remain overwhelmed and under-resourced.

The document further notes:

Primary prevention strategies work best when they are delivered in the places where people live, work, play and learn⁹

Councils connect with people throughout their day and across their lives, managing the spaces where people live, work and play, from birth to old age.

Learnings from other jurisdictions

Other jurisdictions across Australia are being supported in leading prevention work.

Victoria

Legislative changes

The Victorian Government established the Royal Commission into Family Violence in February 2015 in acknowledgement of the seriousness of family violence and its consequences for individuals, families and communities. The government accepted all 227 recommendations in 2016 and committed to their implementation in the *Ending Family Violence: Victoria's 10-year plan for change*.

One of the recommendations resulted in the introduction of the Gender Equality Act 2020 (Vic) which required councils, along with the Victorian public sector and universities, to take positive action towards achieving workplace gender equality, and to consider and promote gender equality in their community facing policies, programs and services. The *Local Government Act 2020 (Vic)* was amended with councils required to give regard to the *Gender Equality Act 2020 (Vic)*. The *Public Health and Wellbeing Act 2008 (Vic)* was also amended requiring councils to "specify

⁸ State of Victoria, Royal Commission into Family Violence: Summary and recommendations, Parl Paper No 132 (2014–16). Page 19

⁹ State of Victoria, Royal Commission into Family Violence: Summary and recommendations, Parl Paper No 132 (2014–16). Page 1558

measures to prevent family violence and respond to the needs of victims of family violence in the local community” when preparing their municipal public health and wellbeing plans (MPHWPs).

Funding

Another response of the Royal Commission resulted in the Municipal Association of Victoria (MAV) being funded to support capacity-building and enhance local government’s capability to undertake work in primary prevention of family violence and all forms of violence against women. The Victorian Government have provided funding for an officer since 2011 with annual or two-yearly cycles. This changed recently, whereby the Victorian Government now fund two positions on a three-year funding agreement.

MAV support councils to deliver, partner and lead primary prevention work through a diverse range of strategies and actions across their communities, workplaces and organisations. Recognising that councils have the infrastructure to reach people where they live, learn, work and play providing the opportunity to embed prevention activity across the community.

The MAV and the Nous group evaluated the role of local government in preventing violence against women in 2017 and noted that:

MAV has been instrumental in supporting councils to effectively and efficiently work towards gender equality and strategies that prevent violence against women. The MAV has played a key role by connecting councils with State and Federal governments, providing leadership, representing local government at a vast array of forums, discussions and events, and facilitating knowledge exchange. Councils highly value the MAV’s work in gender equality and prevention of violence against women.

Also,

Collaboration is key to supporting gender equality and preventing violence against women. Through a sustained and strategic approach, collaborating within and across sectors, local government can drive the social change necessary to achieve a society free of violence against women.¹⁰

Grants program

Since 2017, Victorian councils have been able to apply for small 12-month grants, supported by the MAV Policy Officer. This has expanded with local councils now having access to a three-year grant program. The Free from Violence Local Government Grant Program continues to support councils to embed gender equality and family violence prevention practices into their work and the programs and services they deliver. Grants range between \$270,000 to \$300,000. The change to the funding arrangements was based on the finding of the Royal Commission which found that 12 months isn’t adequate when it comes to prevention work.

The program supports the Victorian Government’s vision to create a Victoria where everyone experiences equality, respect and lives free from violence.

One example of a project funded under the grants involved Wangaratta Rural City Council, who delivered workshops to more than 200 council employees, with a focus on male-dominated work groups such as depot workers and field services teams to look at how to prevent violence against women. Delivered in partnership with Jesuit Social Services, these workshops aimed to break down harmful gender stereotypes and actively promote healthy masculinity.

¹⁰ https://www.mav.asn.au/_data/assets/pdf_file/0014/7232/Evaluation-of-the-role-of-local-government-in-preventing-violence-against-woman-full-reportJune-2017.pdf

The Grant program is a partnership between MAV, Local Government Victoria in the Department of Government Services and the Office of Family Violence Prevention and Reform, Family Safety Victoria in the Department of Families, Fairness and Housing.

Queensland

Funding

The Local Government Association of Queensland (LGAQ) in partnership with the State Government recruited a Domestic Family Violence (DFV) Project Officer to work with councils who would like to do more about the issue. The range of activities included:

- assistance in developing and promoting awareness-raising activities and campaigns.
- guidance on how to support their own staff as councils are often the major employer of the community.

The LGAQ project officer facilitates 'community of interest' networks. The focus of these networks is to increase awareness of DFV both internally with council staff and with the wider community, sending a message that abuse in all its forms should not be tolerated. These groups meet regularly every two months and are supported with a monthly newsletter and exclusive access to an online collection of resources. This work was made possible due to State Government funding.

Funded position at the LGA

The Premier's announcement that the South Australian Government will establish a Royal Commission into Domestic, Family and Sexual Violence was welcomed and identified this issue as a priority for the State Government. Minister Hildyard, noted during the announcement that "This commitment is a demonstration of our resolve to make sure that we have the best possible systems in place - to prevent violence before it starts."

With this recent announcement the time is ripe for the LGA to strongly advocate for a funding arrangement that would support councils with prevention work and recognise local government's ability to lead initiatives and partnerships to improve outcomes in their communities. The LGA would also have the benefit of interstate colleagues, who can provide advice and support and to whose work SA can build upon, namely through the ALGA Our Watch Prevention Network. Considering the positive outcomes occurring in other jurisdictions, the LGA's ask would be to receive:

- \$700,000 over five-years for a funded position, based at the LGA.
- \$300,000 for a three-year funding period for a local government grants program.

The LGA is anecdotally hearing that councils are keen to act and work on prevention measures but are operating in an increasingly constrained fiscal environment. Councils are a partner in government and can leverage state monies for the benefit of their communities.

An LGA funded position would work with the State Government and aim to support the delivery of key State Government initiatives:

- SA Women's Equality Blueprint 2023-2026,
- See the signs of coercive control campaign, and
- Committed to Safety Strategy - A framework for addressing domestic, family, and sexual violence in SA. The LGA Secretariat understands that a new one is currently in development.

Establishment of a dedicated network

There are local government networks that currently exist which involve staff that work on prevention strategies for example the Community Manager's Network (CMN) and the Social Planner's Network (SPN). The CMN is facilitated by LG Professionals and only allows council staff who are LG Professionals members to attend the open network meetings; whilst the SPN is an open network meeting that comprises both council staff and relevant external stakeholders.

The establishment of a dedicated network would have value, but there would need to be funding to ensure that it can be appropriately managed, with secretariat support.

Should the LGA received funding for a dedicated position, this person would be able to support a broader network/community of practice for likeminded council staff to work collectively to develop shared polices and initiatives; as well as deliver, partner and lead primary prevention work through a diverse range of strategies and actions across their communities.

Financial and Resource Implications

This activity will require significant staff resources and funding that is not currently anticipated in the LGA budget. If additional staff resources and/or funding are not available, a trade-off decision will be required from the LGA Board of Directors or LGA Secretariat regarding what current work will be paused or delayed to accommodate any new activity on this matter.

Timeframe for commencement will need to be determined having regard to existing workplans and priorities.

Attachment 1

| LGA activity | Comment |
|--|---|
| 2020 | |
| <p>July – LGA Submission</p> <p>The LGA made a submission to the House of Representative’s Standing Committee on Social Policy and Legal Affairs <i>Inquiry into Family Domestic and Sexual Violence</i> (the Inquiry).</p> <p>The findings from the Inquiry were handed down in April 2021 and made 88 recommendations.</p> | <p>The submission was informed by LGA Policy and contributions from member councils and highlighted the fact that councils connect with people throughout their day and across their lives, managing the spaces where people live, work and play from birth to old age. It also noted the levers and influence councils have through the programs and services they deliver.</p> <p>The LGA liaised with ALGA to ensure consistency in the recommendations put forward.</p> <p>The Committee accepted all of ALGA’s recommendations, including “<i>that the Australian Government and state and territory governments directly involve local government in the development and implementation of the next National Plan...</i>”.</p> <p>Further, Recommendation 17 stated “<i>The Committee recommends that the Australian Government and each state and territory government co-fund on a 50-50 basis a dedicated family and domestic violence policy officer in each state and territory local government association for an initial period of five years</i>”.</p> <p>In addition, “<i>the Australian Government and state and territory governments should work with the ALGA to consider whether additional resources are required to assist individual local governments to have a more active role in preventing and responding to family, domestic and sexual violence, and to implement the Prevention toolkit for local government</i>”.</p> <p>Disappointingly, both these recommendations failed to eventuate and the <i>National Plan to End Violence against Women and Children 2022–2032</i> released in October 2022 failed to recognise the role of local government in prevention and in fact mentions local government only twice in the report.</p> |
| <p>July – Our Watch resources released.</p> | <p>Our Watch finalised and published the <i>Prevention toolkit for local government</i> (the toolkit). This toolkit was an initiative of the National Plan to Reduce Violence against Women and their Children and recognises the critical role local government plays</p> |

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| | <p>in preventing family and domestic violence. The City of Charles Sturt was one of five councils that trialled the toolkit across Australia.</p> <p>The LGA actively promoted the toolkit via latest news and through the various existing networks such as the Community Manager's Network and Social Planner's Network as well as via council wellbeing contacts at the time.</p> |
| 2021 | |
| <p>April – Provided an update on the 2020 IoB at the 2021 OGM.</p> | <p>The update noted:</p> <p><i>“The LGA provided a submission to the Inquiry, which made a series of recommendations on the role of local government and its contribution to primary prevention strategies and actions. That the secretariat is regularly meeting with ALGA, interstate counterparts and Our Watch, a national leader in the primary prevention of violence against women and their children in Australia, to keep up to date with new initiatives and developments in this area and share information and knowledge. That the LGA Secretariat is currently exploring the scope and resourcing opportunities for an education and training package (part 3 of the resolution) that will be implemented over the coming months”.</i></p> <p>Unfortunately, limited work was undertaken in 2021 due to a lack of capacity and the ongoing resourcing challenges because of the pandemic.</p> |
| 2022 | |
| <p>February - the LGA provided a submission to the <u>Draft National Plan to End Violence Against Women and Children 2022-2032</u></p> | <p>The LGA once again sought:</p> <p><i>“for a dedicated Domestic and Family Violence Prevention Officer jointly funded by Commonwealth and state governments. That this position be funded for a minimum of five years in line with the first stage of the National Plan.</i></p> <p><i>The focus of the role should be to support councils in the implementation of Our Watch’s Local Government Prevention Toolkit”.</i></p> <p>This also aligned with ALGA’s submission and their ask for a dedicated officer, noting that a dedicated resource <i>“would have significant reach across each state and territory with communities experiencing significant benefits. Local government is a partner in government and being closest to communities, can leverage state and federal monies further.</i></p> <p><i>This position should have a minimum five-year funding period in line with the first stage of the National Plan and be reviewed when the National</i></p> |

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| | <p><i>Plan is reviewed for a potential second five-year funding commitment.”</i></p> <p>As noted previously the National Plan failed to recognise the role of local government in prevention and in fact mentions local government only twice in the report.</p> |
| June – Briefing to Government and Opposition | Reiterated the LGA’s position regarding funding to action prevention work on family and domestic violence. |
| May – resources released | <p>Shared and promoted <i>Equality in the Chambers Video</i> released by Our Watch and ALGA.</p> <p>The LGA Secretariat provided feedback to the video, and it has been added to LGA’s website.</p> |
| May – webinar | <p>The LGA Secretariat were involved in the development of the <i>Leading the prevention of violence against women in local government</i> webinar.</p> <p>Our Watch, in partnership with the ALGA and State and Territory Local Government Associations, presented a one-hour webinar for councillors, executives and other leaders in local government about their role in promoting gender equality and preventing violence against women.</p> <p>ALGA Chair Cr Linda Scott delivered keynote address, about the role of council leaders in the prevention of violence against women. Followed by a panel discussion with Elected members from Vic, WA, NSW and Cr Arman Abrahamzadeh, from the City of Adelaide.</p> <p>This webinar was promoted via latest news and through the LGA’s networks to support the implementation of the Toolkit; and has been added to the LGA’s website.</p> |
| June – webinar | <p>The LGA Secretariat were involved in the development of <i>Councils and communities: local governments supporting the prevention of violence against women</i> webinar.</p> <p>Our Watch, in partnership with ALGA and State and Territory Associations of Local Government, presented a one-hour webinar for local government staff, in areas such as community development and engagement, diversity and inclusion, health and wellbeing, community safety and communications, and marketing roles about their role in promoting gender equality and preventing violence against women.</p> <p>A keynote address was delivered by Vicky Mason the Director of Health and Wellbeing at the City of Greater Bendigo (VIC) about the role of councils in the prevention of violence against women. A panel discussion followed with a representative from City of Salisbury participating.</p> |

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| | <p>This webinar was promoted via latest news and through the LGA's networks to support the implementation of the Toolkit and has been added to the LGA's website.</p> |
| <p>July - LGA Secretariat met with Kelly-ann Tansley from the Zahra Foundation.</p> | <p>Kelly-Ann proposed a project that would see the Zahara Foundation partner with councils to pilot the provision of library services such as free computer, printing and scanner access to women experiencing domestic violence.</p> <p>Recognising that libraries are also provide people with access to safe community activities which break down social isolation.</p> <p>The LGA Secretariat were supportive of the proposal but noted the current lack of resources and shared our desire for funding from either the Federal or State Government through the submission to the Draft National Plan.</p> <p>Kelly-Ann had received informal support from the project from the then State Government. Unfortunately, due to a change in Government, this project never eventuated.</p> |
| <p>July - Conversations with Minister Katrine Hildyard, Minister for the Women and the Prevention of Domestic and Family Violence</p> | <p>Informal conversations occurred with Minister Hildyard regarding the LGA's desire for a funded position at the LGA and the great work being done by MAV and LGAQ because of funding they have received.</p> |
| 2023 | |
| <p>March – resources</p> | <p>Our Watch's <u>Prevention toolkit for local government</u> was promoted to the CEO Network.</p> |
| <p>March - Australian Local Government Women's Association's International Women's Day event</p> | <p>The LGA Secretariat had the opportunity to speak with Minister Katrine Hildyard, who was the keynote speaker at the event, and her Advisor. The LGA's ask for working with State Government on gender equity/Prevention of Violence Against Women issues was again reiterated.</p> |
| <p>April – Webinar</p> | <p><i>Domestic and Family Violence Services in South Australia - Local Council Briefing</i> from DHS.</p> <p>This briefing was a collaboration with the Office for Women and the LGA. The online briefing provided councils with an overview of statewide services available for women who are experiencing Domestic and Family Violence was promoted via CEO network. The webinar was well attended.</p> |
| <p>June – Meeting</p> | <p>LGA Secretariat met with Minister Hillyard's office, following on from the International Women's Day event, about supporting the rollout of domestic violence leave within councils and raised the opportunity for the government to fund an officer within the LGA.</p> |

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| June – briefing to Government and Opposition | The LGA again briefed Government and Opposition on LGA position regarding request for funding to action work on family and domestic violence. |
| September – information shared | <u>Paid Family and Domestic Violence Leave</u> came into effect in South Australia, pursuant to <i>the Fair Work (Family and Domestic Violence Leave) Amendment Act 2023 (SA)</i> . Information about the changes was promoted to the sector via CEO's newsletter. |
| November – R&D project awarded | The LG Research and Development Scheme awarded \$75,000 to LG Professionals to undertake a <i>Local Government Workforce And Gender Equity</i> project. This project aims to: <ul style="list-style-type: none"> • Promote the importance of a sector-wide approach to data collection with a focus on gender. • Gather, organise, and analyse workforce data from across SA councils. • Identify the key gender equity issues for the sector. • Explore a tool to assist with the voluntary disclosure of information for ongoing benchmarking. • Produce a final report with strategies which align with state and federal priorities and actions for local councils. |
| November – Social Planner's Network (SPN) meeting. | The November meeting of the SPN, held at the LGA was focussed on primary prevention of violence against women and children, and/or gender equity policy matters. The meeting occurred during the <u>16 Days of Activism against Gender-Based violence</u> campaign. The meeting was attended by the Office for Women and several councils shared information as to the work being done in this space. |
| 2024 | |
| February – webinar | <i>Our Watch Webinar: The power of community sport to prevent gender-based violence.</i> The webinar was shared with LGA networks. This webinar is for community sporting organisations and clubs who want to kick start their journeys towards gender equality. |
| February – Supported ALGA's advocacy | Reviewed and supported the ALGA's budget paper that incorporates the bid for a policy officer in each LGA. |
| March - Australian Local Government Women's Association's International Women's Day event | The LGA Secretariat and Mayor Jill Whittaker OAM had the opportunity to speak with Minister Katrina Hildyard, who was the keynote speaker at the event. The LGA's ask for working with State Government on gender equity/Prevention of |

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| | Violence Against Women issues was again reiterated. |
| General | |
| March – webinar | <p><i>The Role of Local Government in the Prevention of Violence Against Women.</i></p> <p>Hosted by the LGA, in partnership with Preventive Health SA.</p> <p>Speakers included:</p> <p>Chris Deakin, Relationship and Business Manager from Our Watch and Josh Spier Community and Social Planning Officer from Adelaide Hills Council. Chris shared information about Our watch and Josh shared how the AHC were implementing Our Watch's <u>Prevention toolkit for local government</u></p> |
| LGA Website | <u>Domestic violence & gender equality</u> page on the website provides key resources and information for councils. |
| ALGA's Local Government Association's Prevention Network | LGA Secretariat have sat in on regular ALGA meetings as part of ongoing support in this area since its inception. |

LGA General Meeting – Proposed Item of Business

The purpose of this form is to request consideration by SAROC, GAROC or the Board of Directors of an item of business to be included on the agenda of an LGA General Meeting - refer Clause 16.3.1 of the LGA Constitution. Prior to submitting a proposed Item of Business, please refer to the Considering Proposed Items of Business for LGA General Meetings Guidelines.

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| Council Name | Campbelltown City Council |
| The body the item is being referred to <i>Proposals may only be submitted to the ROC of which council is a member, or to the LGA Board of Directors.</i> | Board of Directors |
| Subject of the proposed item of business | Domestic Violence Action |
| Proposed motion for the General Meeting | <p>That the Ordinary General Meeting requests the LGA to ...</p> <ol style="list-style-type: none"> Build on the work undertaken by the LGA in 2020/2021 on domestic violence and prepare a snapshot of the work that Councils have undertaken since 2021 <ul style="list-style-type: none"> report on any progress in securing funding for a dedicated officer based in the LGA to assist Councils develop training and education programs for Staff and the general Community, and work with the State and Federal Governments to support cross Government programs. That a working party of Councils be established to help develop practical measures for Councils to use to support survivors of domestic violence to establish a new, safer life in the Community. This working party could help develop policies to advocate for measures that can be adopted in Communities such as utilising phones that are not tracked by an ex-partner. |
| Supporting information <i>Provide a summary of the issue(s), relevant background information, description of the impact on the sector and evidence that this is an item of strategic importance to local government.</i> | <p>SA has seen horrific deaths of women in 2023, many of them after long periods of abuse. There have been a record number of deaths of women by current or former partners in 2023. <i>The Sunday Mail</i> on 10 December 2023 published tables of areas affected; this is an issue that impacts many communities across the State, both in city and country areas.</p> <p>Understanding of what constitutes Domestic and Family Violence is patchy and people often don't know what to do. There is a lot of misunderstanding of the spectrum of behaviours and the State Government is considering laws to manage coercive control.</p> <p>The LGA started on a range of work in 2020/2021 and made good connections with Our Watch and its resources. https://localgov.ourwatch.org.au/localgovtoolkit/</p> |

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| | <p>However, the increase in instances of domestic murders suggests that the education programs are not as effective as they can be.</p> <p>As Domestic Violence is prevalent in so many Council areas a consistent approach across the state is an important step. It is about much more than policing.</p> |
| <p>Regional LGA <i>(Information requested from councils in SAROC only)</i></p> <p><i>Advise if this item has been considered by your RLGA and outcome of discussion</i></p> | |
| <p>LGA Policy Manual</p> <p><i>Does this item require a change to the LGA Policy Manual (new policy or amendment to existing policy)?</i></p> | <p>(please click here to view the LGA Policy Manual)</p> <p>Campbelltown City Council notes the current policy, 3.4.8 Family and Domestic Violence within the LGA Policy Manual and does not propose further changes or amendments to this. Council further notes the submission prepared by the LGA for the Draft National Plan to End Violence against Women and Children in February 2022 and that the LGA is a member of the National LGA Prevention of Violence Against Women Network.</p> |
| <p>LGA Strategic Plan reference</p> | <p>(please click here to view the plan and identify the Key Initiative and Strategy reference)</p> <p>The proposed Item of Business is aligned with the LGA's Strategy 3: Advance, Facilitating continuous improvement in Local Government and Outcome 3.1, Researching and communicating issues for Councils and their communities.</p> |
| <p>Council Contact Officer submitting form</p> | <p>Lyn Barton, Manager Governance</p> <p>lbarton@campbelltown.sa.gov.au</p> <p>08 8366 9234</p> |
| <p>Council Meeting minute reference and date of meeting</p> | <p>Item 9.7, 19 December 2023</p> |
| <p>Date submitted to LGA</p> | <p>15 January 2024</p> |

Please return Word version of completed form to lgasa@lga.sa.gov.au.
Refer to [LGA OGM/AGM Webpage](#) in respect to deadlines for upcoming General Meetings.

Item No: 16.6

Subject: **STORMWATER MANAGEMENT AUTHORITY – CALL FOR NOMINATIONS**

Summary

The Local Government Association (LGA) is seeking nominations for two Local Government representatives to fill two vacancies on the Stormwater Management Authority for a three-year term, until August 2027. Successful candidates must attend six meetings per year held at the Department for Environment and Water in Adelaide.

Nominees should consider the selection criteria of the position as outlined on the Call for Nominations Information Sheet. Nominees can be Elected Members or staff, noting that staff are not paid sitting fees.

Any nominees need to have their nomination endorsed by Council prior to submission to the LGA. If Council does not have a nominee, it may just note the report.

Recommendation

That Council notes the report.

OR

That Council nominates _____ for consideration by the LGA to be nominated for the Stormwater Management Authority.

Background

The Stormwater Management Authority (Authority) is a state-level committee established under the *Local Government Act 1999*. It is made up of representatives appointed by the Minister with half appointed on nomination of the Local Government Association (LGA).

The purpose of the Stormwater Management Authority is to implement the Agreement on Stormwater Management between the State of South Australia and the LGA. The Authority leads the development and supports the implementation of multi-objective stormwater management plans which address flood risk, environmental amenity and water security, maximising the public benefit of stormwater.

The Authority acts as a body for the planning and prioritisation and funding of stormwater initiatives and administers the Stormwater Management Fund which provides funding for stormwater planning and infrastructure projects for South Australia.

Report

The Local Government Association (LGA) is seeking nominations to fill two positions for the Stormwater Management Authority.

To be eligible to nominate, you must have qualifications and/or experience in public administration, water resources, stormwater management, mitigation of flood hazards, environmental management or infrastructure development. At least one of the members appointed on nomination of the LGA must have appropriate qualifications or experience to represent the interests of regional Local Government.

There are up to six meetings held per year at the Department for Environment and Water in Adelaide. The remuneration for members is \$12,383 per annum and council employees are not eligible for sitting fees.

The Call for Nominations Information Sheet is provided for Members' information. It provides further information about the role and a selection criterion to be addressed by the nominee. A current curriculum vitae must also be supplied by the nominee.

Refer Attachment 1

Pursuant to the LGA Appointments and Nominations to Outside Bodies Policy, only nominations submitted by a council, following a resolution of Council, will be considered.

Council is required to complete the nomination form and forward to the Nominations Coordinator by 5.00pm **Wednesday 28 May 2024**.

Refer Attachment 2

Administration recognises that Members may have their reasons for nominating for these vacancies and supports Members who wish to nominate for the Committee, if they feel they have the appropriate experience and qualifications.

Budget

Not applicable

Life Cycle Costs

Not applicable

Strategic Plan

Not applicable

Council Policy

Not applicable

Statutory Provisions

Local Government (Stormwater Management Agreement) Amendment Act 2016

Local Government Act 1999 – Schedule 1A

Written By: Executive Support Officer

Chief Executive Officer: Mr R Bria

Attachment 1

Stormwater Management Authority (SMA) — Call for Nominations

| | |
|--|---|
| Governing Statute (if applicable) | The SMA is established under Clause 7, Sch 1A <i>Local Government Act 1999</i> |
| Purpose/Objective | Implements the Agreement on Stormwater Management between the State of South Australia and the LGA. Leads the development and supports the implementation of multi-objective stormwater management plans that address flood risk, environmental amenity and water security and that maximise the public benefit of stormwater. The Authority operates as a body for the planning, prioritisation and funding of stormwater initiatives, and administers the Stormwater Management Fund which provides funding for stormwater planning and infrastructure projects. |
| Administrative Details | Generally, 6 meetings per year, held bi-monthly (minimum 4 under ToRs), held at the DEW offices in Waymouth Street. Remuneration \$12,383pa for members. Note: council employees are eligible to nominate, however are <u>not</u> eligible for payment. |
| Selection Criteria (to be addressed by applicant) | Must have: <ul style="list-style-type: none"> • local government knowledge and experience; • appropriate qualifications or experience in public administration; • water resources; • stormwater management; • mitigation of flood hazards; • environmental management; or • infrastructure development (7(3)); AND • at least 1 of the members appointed on nomination of the LGA, must have appropriate qualifications or experience to represent the interests of regional local government (7(4)). |
| CLASS A PRIMARY NOMINATION: | <i>In accordance with the LGA Appointments and Nominations to Outside Bodies Policy, selection for appointment or nomination to this Outside Body may include the conduct of interviews and checking of referees by the LGA. By applying, the applicant accepts that the LGA may request an interview and/or the details of referees</i> |
| Liability and indemnity cover | <i>The LGA requires that persons appointed to Outside Bodies be appropriately insured throughout the period of their appointment and seeks to collect details of the insurances provided by the Outside Body on an annual basis.</i> |

For more information contact: LGA Nominations Coordinator at nominationscoordinator@lga.sa.gov.au or 8224 2130

Attachment 2

Stormwater Management Authority — Nomination Form

Instructions

This form:

- Must be submitted by a council
- Must be emailed in PDF format to nominationscoordinator@lga.sa.gov.au
- Receipt of nomination will be acknowledged by return email
- CV and response to selection criteria (if applicable) may be emailed separately by the nominee and will be treated confidentially

This nomination form fulfils the requirements of the LGAs Appointments and Nominations to Outside Bodies Policy, [available here](#).

SECTION 1 to be completed by Council, SECTION 2 to be completed by Nominee.

Please refer to the *Call for Nominations* information sheet (PART A) for details of the Outside Body and the selection criteria to be met by the nominee.

SECTION 1: COUNCIL to complete

| < Name of Outside Body > | |
|---|---|
| Council Details | |
| Name of Council submitting the nomination | |
| Contact details of council officer submitting this form | Name: <input style="width: 80%;" type="text"/> |
| | Position: <input style="width: 80%;" type="text"/> |
| | Email: <input style="width: 80%;" type="text"/> |
| | Phone: <input style="width: 80%;" type="text"/> |
| Council meeting date and minute reference | |
| Nominee Full Name | |
| elected member <input type="checkbox"/> OR employee of council <input type="checkbox"/> OR employee of local government entity <input type="checkbox"/> | |
| <i>Note: by submitting this nomination council is recommending the nominee is suitable for the role.</i> | |

SECTION 2: NOMINEE to complete

| < Name of Outside Body > | | | |
|--|--|----------------|--|
| Nominee Details | | | |
| * Denotes a Mandatory Field. The information in this form is provided by the LGA to the relevant Minister/State Government Authority for the purposes of actioning an appointment to an outside body. Successful Nominees may be contacted directly by the relevant body using the information provided in this form. | | | |
| First Name:* | | Gender | |
| Middle Name:* | | | |
| Surname:* | | | |
| Home / Personal Postal Address:* | | | |
| Phone: | | Mobile: | |
| Personal Email: | | | |
| Why are you interested in this role? | | | |
| CV | attached <input type="checkbox"/> OR forwarding separately <input type="checkbox"/> | | |
| Response to selection criteria (if applicable) <i>Please refer to the Call for Nominations information sheet for the selection criteria to be addressed.</i> | <i>Nominee to provide response to selection criteria (of no more than 2 pages) for consideration by the LGA Board of Directors.</i> attached <input type="checkbox"/> OR forwarding separately <input type="checkbox"/> | | |
| Do you agree for your details to be retained on the LGA Nominees Database for a period of 12 months in order to be considered for other vacancies on Outside Bodies? | | | |
| Yes <input type="checkbox"/> OR No <input type="checkbox"/> | | | |
| If Yes, please list any fields of interest or Outside Bodies of interest: | | | |
| <ul style="list-style-type: none"> • • • | | | |
| Undertaking: | | | |
| <i>The LGA Board resolved in January 2015 to ensure that appointees to external Boards and Committees remain current local government members or officers. If you leave local government for any reason during the term of your appointment, are you prepared to resign your appointment if requested to do so by the LGA?</i> | | | |
| Yes <input type="checkbox"/> No <input type="checkbox"/> | | | |
| Signature of Nominee: _____ | | | |

Item No: 16.7

Subject: **ADELAIDE CEMETERIES AUTHORITY BOARD – CALL FOR NOMINATIONS**

Summary

The Local Government Association (LGA) is seeking nominations for a Local Government representative to fill one vacancy on the Adelaide Cemeteries Authority Board for a five-year term, until June 2028. Successful candidates must attend 10 meetings per year held at Enfield Memorial Park.

Nominees should consider the selection criteria of the position as outlined on the Call for Nominations Information Sheet. Nominees must be a currently serving Council member, an employee of a council or other local government entity (unless otherwise determined by the LGA Board of Directors).

Any nominees need to have their nomination endorsed by Council prior to submission to the LGA. If Council does not have a nominee, it may just note the report.

Recommendation

That Council:

1. notes the report.

OR

2. nominates _____ for consideration by the Local Government Association to be nominated for the Adelaide Cemeteries Authority Board.

Background

The Adelaide Cemeteries Authority Board is a state-level committee established under the *Adelaide Cemeteries Authority Act 2001*. It comprises representatives appointed by the Minister, with one nomination by the LGA.

The primary function of the Adelaide Cemeteries Authority Board is the administration and maintenance of public cemeteries, including Cheltenham Cemetery, Enfield Memorial Park, West Terrace Cemetery, Smithfield Memorial Park and any other cemetery established or acquired by the Authority.

Other functions include the burial or other disposal of human remains in an Authority cemetery, administration of activities associated with the heritage or historical significance of an Authority cemetery and any other function assigned to the Authority by or under this or any Act, or by the Minister.

Report

The Local Government Association (LGA) is seeking nominations to fill one position on the Adelaide Cemeteries Authority Board.

To be eligible to nominate, you must have local government knowledge and experience as well as commercial and business acumen. Nominees must be a currently serving Council member or employee of a council or other local government entity (unless otherwise determined by the LGA Board of Directors).

There are 10 meetings held per year at Enfield Memorial Park. The remuneration for members is \$12,383 per annum.

The Call for Nominations Information Sheet is provided for Members' information. It provides further information about the role and a selection criterion to be addressed by the nominee. A current curriculum vitae must also be supplied by the nominee.

Refer Attachment 1

Pursuant to the LGA Appointments and Nominations to Outside Bodies Policy, only nominations submitted by a council, following a resolution of Council, will be considered.

Council is required to complete the nomination form and forward to the Nominations Coordinator by 5.00pm **Monday 3 June 2024**.

Refer Attachment 2

Administration recognises that Members may have their reasons for nominating for this vacancy and supports Members who wish to nominate for the Committee, if they feel they have the appropriate experience and qualifications.

Budget

Not applicable

Life Cycle Costs

Not applicable

Strategic Plan

Not applicable

Council Policy

Not applicable

Statutory Provisions

Adelaide Cemeteries Authority Act 2001

Written By: Executive Support Officer

Chief Executive Officer: Mr R Bria

Attachment 1

Adelaide Cemeteries Authority Board — Call for Nominations

| | |
|--|--|
| Governing Statute (if applicable) | Section 12(2)(a) <i>Adelaide Cemeteries Authority Act 2001</i> |
| Purpose/Objective | <p>The primary functions of the Authority under the Adelaide Cemeteries Authority Act 2007 (SA) are:</p> <ul style="list-style-type: none"> the administration and maintenance of the following public cemeteries: (i) Cheltenham Cemetery (ii) Enfield Memorial Park (iii) West Terrace Cemetery (iv) Smithfield Memorial Park; the administration and maintenance of any other cemetery established or acquired by the Authority the burial or other disposal of human remains in an Authority cemetery administration of activities associated with the heritage or historical significance of an Authority cemetery any other function assigned to the Authority by or under this or any Act, or by the Minister. |
| Administrative Details | <p>Nominees serve a 4-year term</p> <p>Generally 10 meetings per year</p> <p>Remuneration - \$12,383 per annum</p> |
| Selection Criteria (to be addressed by applicant) | <ul style="list-style-type: none"> Practical knowledge of and experience in local government |
| CLASS A PRIMARY NOMINATION: | <i>In accordance with the LGA Appointments and Nominations to Outside Bodies Policy, selection for appointment or nomination to this Outside Body may include the conduct of interviews and checking of referees by the LGA. By applying, the applicant accepts that the LGA may request an interview and/or the details of referees</i> |
| Liability and indemnity cover | <i>The LGA requires that persons appointed to Outside Bodies be appropriately insured throughout the period of their appointment and seeks to collect details of the insurances provided by the Outside Body on an annual basis.</i> |

For more information contact: LGA Nominations Coordinator at nominationscoordinator@lga.sa.gov.au or 8224 2000

Attachment 2

Adelaide Cemeteries Authority Board — Nomination Form

Instructions

This form:

- Must be submitted by a council
- Must be emailed in PDF format to nominationscoordinator@lga.sa.gov.au
- Receipt of nomination will be acknowledged by return email
- CV and response to selection criteria (if applicable) may be emailed separately by the nominee and will be treated confidentially

This nomination form fulfils the requirements of the LGAs Appointments and Nominations to Outside Bodies Policy, [available here](#).

SECTION 1 to be completed by Council, SECTION 2 to be completed by Nominee.

Please refer to the *Call for Nominations* information sheet (PART A) for details of the Outside Body and the selection criteria to be met by the nominee.

SECTION 1: COUNCIL to complete

| Adelaide Cemeteries Authority Board | | |
|---|------------------|--|
| Council Details | | |
| Name of Council submitting the nomination | | |
| Contact details of council officer submitting this form | Name: | |
| | Position: | |
| | Email: | |
| | Phone: | |
| Council meeting date and minute reference | | |
| Nominee Full Name | | |
| elected member <input type="checkbox"/> OR employee of council <input type="checkbox"/> OR employee of local government entity <input type="checkbox"/> | | |
| <i>Note: by submitting this nomination council is recommending the nominee is suitable for the role.</i> | | |

SECTION 2: NOMINEE to complete

| Adelaide Cemeteries Authority Board | | | |
|--|--|----------------|--|
| Nominee Details | | | |
| * Denotes a Mandatory Field. The information in this form is provided by the LGA to the relevant Minister/State Government Authority for the purposes of actioning an appointment to an outside body. Successful Nominees may be contacted directly by the relevant body using the information provided in this form. | | | |
| First Name:* | | Gender | |
| Middle Name:* | | | |
| Surname:* | | | |
| Home / Personal Postal Address:* | | | |
| Phone: | | Mobile: | |
| Personal Email: | | | |
| Why are you interested in this role? | | | |
| CV | attached <input type="checkbox"/> OR forwarding separately <input type="checkbox"/> | | |
| Response to selection criteria (if applicable) <i>Please refer to the Call for Nominations information sheet for the selection criteria to be addressed.</i> | <i>Nominee to provide response to selection criteria (of no more than 2 pages) for consideration by the LGA Board of Directors.</i> attached <input type="checkbox"/> OR forwarding separately <input type="checkbox"/> | | |
| Do you agree for your details to be retained on the LGA Nominees Database for a period of 12 months in order to be considered for other vacancies on Outside Bodies? | | | |
| Yes <input type="checkbox"/> OR No <input type="checkbox"/> | | | |
| If Yes, please list any fields of interest or Outside Bodies of interest: | | | |
| <ul style="list-style-type: none"> • • • | | | |
| Undertaking: | | | |
| <i>The LGA Board resolved in January 2015 to ensure that appointees to external Boards and Committees remain current local government members or officers. If you leave local government for any reason during the term of your appointment, are you prepared to resign your appointment if requested to do so by the LGA?</i> | | | |
| Yes <input type="checkbox"/> No <input type="checkbox"/> | | | |
| Signature of Nominee: _____ | | | |