



Limestone Coast
Local Government
Association

GENERAL MEETING AGENDA

Friday 9th October 2020

10.00am – 1.00pm

Host – District Council of Robe

Program

- 9.30am Registration and Morning Tea
- 10.00am Open of the LC LGA General Meeting
and President's Welcome
- Acknowledgement of Country
- 10.05am Welcome
Mayor Alison Nunan, District Council of Robe
- 10.15am Guest Speakers
- Dr Kerry DeGaris, Landscapes SA
- Mr Adam Gray, SA Coastal Councils Alliance
- 11.15am LC LGA General Meeting continues
- 1.00pm Close of the LC LGA General Meeting
- 1.10pm Lunch

AGENDA FOR THE GENERAL MEETING OF THE LIMESTONE COAST LOCAL GOVERNMENT ASSOCIATION TO BE HELD ON FRIDAY 9th OCTOBER 2020 FROM 10.00AM IN THE DISTRICT COUNCIL OF ROBE, TAROOKI CAMPSITE CONFERENCE ROOM; 55 MAIN ROAD ROBE SA 5276

1.0 MEMBERS/DEPUTY MEMBERS

1.1 Present

Naracoorte Lucindale Council	Mayor Erika Vickery (President)
City of Mount Gambier	Mayor Lynette Martin
Wattle Range Council	Mayor Des Noll Cr. Moira Neagle (Deputy Mayor)
District Council of Grant	Mayor Richard Sage (Vice President)
Kingston District Council	Mayor Kay Rasheed
District Council of Robe	Mayor Alison Nunan
Tatiara District Council	Mayor Graham Excell

1.2 In Attendance

City of Mount Gambier	Ms Barbara Cernovskis (Acting CEO)
District Council of Grant	Mr Darryl Whicker (CEO)
Wattle Range Council	Mr Ben Gower (CEO)
Naracoorte Lucindale Council	Mr Trevor Smart (CEO)
District Council of Robe	Mr James Holyman (CEO)
Kingston District Council	Ms Nat Traeger (CEO)
Tatiara District Council	Ms Anne Champness (CEO)
LCLGA	Mr Tony Wright (EO)

1.3 Guests and Observers

LGA SA	Mr Stephen Smith
UniSA	Mr Ian McKay
RDA Limestone Coast	Mr David Wheaton (CEO)
LC LGA	Mrs Biddie Shearing, Destination Development Development Manager Ms Mae Steele (Executive Assistant/Corporate Services Officer)

1.4 Apologies

Federal Member for Barker	Mr Tony Pasin MP
Member for Mount Gambier	Mr Troy Bell MP Mr Travis Fatchen (Office Manager)
Member for MacKillop	Mr Nick McBride MP
PIRSA	Ms Peta Crewe (Regional Manager – Limestone Coast)
City of Mount Gambier	Cr. Sonya Meziniec Mr Andrew Meddle (CEO)

“That the apologies be accepted.”

Moved,

Seconded,

2.0 DISCLOSURE OF INTERESTS

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

3.0 MINUTES OF MEETINGS

3.1 Confirmation of the Minutes of the August LC LGA General Meeting held in the Wattle Range Council on 14th August 2020 – *Refer to pages 9-17*

“That the Minutes of the LC LGA General Meeting held on 14th August 2020 be taken as read and confirmed as a true and correct record of the proceedings at that meeting.”

Moved,

Seconded,

4.0 MATTERS ARISING FROM THE MINUTES – ACTION SHEET

Refer to pages 18-19

Business arising from the Minutes of the August General Meeting.

5.0 CORRESPONDENCE

Refer to pages 20-22

5.1 Inwards and Outwards

Correspondence register to 2nd October 2020.

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

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

Moved,

Seconded,

6.0 FINANCIAL

6.1 Financial Reports

Refer to pages 23-26

It is recommended that LC LGA:

Receive and note the finance reports:

- a. Report from the Executive Officer.
- b. The Balance Sheet as at 31st August 2020.
- c. The Consolidated Profit and Loss Budget Analysis for the period 1st July 2020 to 31st August 2020.



Moved,

Seconded,

7.0 RECOMMENDATION REPORTS

7.1 LCLGA 2019-2020 Annual Report

Executive Officer

Refer page 27

It is recommended that LCLGA;

1. Note the report.
2. Endorse the 2019-20 Annual Report.
3. That a copy of the Annual Report along with the audited financial statements be provided to each Constituent Council on or before the 31st October 2020 in accordance with the Local Government (Financial Management) Regulations 2011.

Moved,

Seconded,

7.2 LCLGA 2019-2020 Audited Financial Statements

Executive Officer

Refer to pages 28-38

It is recommended that LCLGA;

1. Receive and note the report.
2. Endorse the provision of signatures by the President, Executive Officer and Council Chief Executive Officers to the audited accounts.
3. Adopt the audited accounts and appended to the Association's 2019-2020 Annual Report.

Moved,

Seconded,

7.3 Shared Sourcing and Capability - Update

Executive Officer

Refer to pages 39-41

It is recommended that LCLGA;

Notes Shared Sourcing and Capability (update) report

Moved,

Seconded,

7.4 Office Accommodation Review



- 8.3 **Executive Officer**
Tony Wright
Refer to pages 100-101
- 8.4 **Report from Destination Development Manager**
Biddie Shearing
Refer to pages 102-104
- 8.5 **Report from Starclub & Regional Sporting Academy**
Tony Elletson
Refer to pages 105-107
- 8.6 **Report from Leadership Program**
Ali Auld
Refer to pages 108-109
- 8.7 **Report from LC Substance Misuse Project Officer**
Sophie Bouchier
Refer to pages 110-112
- 8.8 **Report from LCLGA Program & Policy Coordinator**
Michael Bell
Refer to pages 113-114

It is recommended that LC LGA:

“the reports for LC LGA President, Local Government Association SA, Executive Officer, Destination Development Manager, Starclub & Regional Sporting Academy, Limestone Coast Leadership Program, Substance Misuse Project Officer and Project Manager be received and noted.”

Moved,

Seconded,

9.0 LCLGA SUB-COMMITTEE MINUTES

- 9.1 **LC LGA Economic Development Group Minutes – 25th August 2020**
Refer to pages 115-119
- 9.2 **LC Red Meat Cluster – 3rd September 2020**
Refer to pages 120-132

It is recommended that LC LGA:

““The Minutes and reports from the LCLGA Sub-Committees having first been circulated amongst members, be adopted.”

Moved,

Seconded,



10.0 OUTSIDE ORGANISATIONS AND COMMITTEES

- 10.1 **Regional Development Australia Limestone Coast**
David Wheaton - Chief Executive Officer
Refer to pages 133-135
- 10.2 **LC Heritage Advisory Services**
July & August 2020 reports
Refer to pages 136-145
- 10.3 **PIRSA**
Peta Crewe
Refer to pages 146-147

It is recommended that LC LGA;

“Receives and note the Reports.”

Moved,

Seconded,

11.0 OTHER BUSINESS

12.0 CONFIDENTIAL

Item 12.1 Executive Officers Performance Review

(to be circulated under a separate cover)

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

Ms Nat Traeger (CEO) Kingston District Council
Ms Anne Champness (CEO) Tatiara District Council
Ms Barbara Cernovskis (Acting CEO) City of Mount Gambier
Mr Darryl Whicker (CEO) District Council of Grant
Mr Ben Gower (CEO) Wattle Range Council
Mr Trevor Smart (CEO) Naracoorte Lucindale Council
Mr James Holyman (CEO) District Council of Robe

be excluded from attendance at the meeting in order to consider and discuss Confidential Item 12.1 Executive Officers Performance Review

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



12.1 Executive Officers Performance Review

LCLGA President

13.0 ANTICIPATED MEETING CLOSURE – 1pm

The next LC LGA General Meeting is to be held in the District Council of Grant **Friday 11th December 2020**. Acceptances and apologies to Mae Steele, LC LGA Executive Support Officer Phone 8723 7310 or Email admin@lclga.sa.gov.au

LC LGA CALENDAR

Date	Meeting	Location
29 th October 2020	LGA AGM	Woodville Town Hall
19 th November 2020	SAROC	LGA House, Adelaide
11 th December 2020	LC LGA GM & Christmas Lunch	Grant District Council
TBA February 2021	SAROC	LGA House, Adelaide
12 th February 2021	LG LGA AGM & GM	Tatiara District Council



MINUTES OF THE GENERAL MEETING OF THE LIMESTONE COAST LOCAL GOVERNMENT ASSOCIATION TO BE HELD ON FRIDAY 14TH AUGUST 2020 IN THE WATTLE RANGE COUNCIL, JOHN SHAW NEILSON GALLERY (PENOLA VISITOR INFORMATION CENTRE), 27 ARTHUR STREET, PENOLA SA 5277

President Erika Vickery opened General Meeting at 10.00am and welcomed everyone back for the First face to face meeting since COVID -19 restrictions.

- President's Welcome
- Acknowledgement of Country

Welcome to Wattle Range Council by Mayor Des Noll

Mayor Noll provided an update about activities in Penola including Rymill Hall upgrade, Penola Town Square, Visitor Centre Review, continued consultation on the Penola Destination/Town Plan and landscaping has commenced with the Penola Bypass now fully operational.

Nick McBride – Member for MacKillop

Mr McBride provided an update on the State Government response to the COVID -19 Pandemic health and economic crisis. An overview of the recent visit to the region by the Premier Stephen Marshall, Minister Stephen Wade, Minister David Speirs, Police Commissioner – Grant Stephens and Chief Health Officer-Nicola Spurrier. Information regarding the new border controls that come into effect on 21st August 2020 were provided, Mobile Black Spot funding, Speed Limits and SAPOL presence in the region.

Steve Bourne –Regional Material Recycling Facility (MRF) Study

An overview was provided on behalf of the LCLGA Regional waste management committee who were successful in securing funding from the LGA SA research fund to undertake a study into the risks and feasibility of a regional MRF. A partnership with Uni SA was established and modelling from 2 Adelaide councils. During the meeting approval would be requested for the LCLGA Executive Officer, in collaboration with the LCLGA Regional Waste Management Steering Committee, to further investigate the viability of the preferred solutions with Cross Border Councils, Regulators and the Market.

1.0 MEMBERS/DEPUTY MEMBERS

1.1 Present

Naracoorte Lucindale Council	Mayor Erika Vickery (LCLGA President)
City of Mount Gambier	Mayor Lynette Martin Deputy Mayor Sonya Mezinac
Wattle Range Council	Mayor Des Noll Deputy Mayor Moira Neagle
District Council of Grant	Mayor Richard Sage (LCLGA Vice President)
District Council of Robe	Cr Ned Wright
Kingston District Council	Mayor Kay Rasheed
Tatiara District Council	Mayor Graham Excell

1.2 In Attendance

City of Mount Gambier	Mr Andrew Meddle (CEO)
District Council of Grant	Mr Darryl Whicker (CEO)
Wattle Range Council	Mr Ben Gower (CEO)
Naracoorte Lucindale Council	Mr Trevor Smart (CEO)

District Council of Robe	Mr James Holyman (CEO)
Kingston District Council	Ms Nat Traeger (CEO)
Tatiara District Council	Ms Anne Champness (CEO)
LCLGA	Mr Tony Wright (EO) Mrs Biddie Shearing (Tourism Industry Development Manager) Ms Mae Steele (Executive Assistant & Corporate Services Officer)

1.3 Guests and Observers

LGA SA	Mr Stephen Smith
Member for MacKillop	Mr Nick McBride MP
City of Mount Gambier	Cr Paul Jenner
Naracoorte Lucindale Council	Mr Steve Bourne
PIRSA	Ms Peta Crewe (Regional Manager – Limestone Coast)
Uni SA	Mr Ian McKay

1.4 Apologies

Federal Member for Barker	Mr Tony Pasin MP
Member for Mount Gambier	Mr Troy Bell MP Mt Travis Fatchen (Office Manager)
District Council of Robe	Mayor Alison Nunan Deputy
Tatiara District Council	Mayor Robert Mock
RDA Limestone Coast	Mr David Wheaton (CEO)

“That the apologies be accepted.”

Moved, District Council of Grant

Seconded, Wattle Range Council

CARRIED

2.0 **DISCLOSURE OF INTERESTS**

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

3.0 **MINUTES OF MEETINGS**

3.1 Confirmation of the Minutes of the LC LGA General Meeting held via Zoom on 19th June 2020

“That the Minutes of the LC LGA General Meeting held on 19th June 2020 be taken as read and confirmed as a true and correct record of the proceedings at that meeting.”

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

CARRIED

4.0 MATTERS ARISING FROM THE MINUTES - ACTION SHEET

Business arising from the Minutes of the June General Meeting.

5.0 CORRESPONDENCE

5.1 Inwards and Outwards

Key Correspondence to 7th August 2020

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

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

Moved, Wattle Range Council **Seconded**, District Council of Robe

CARRIED

6.0 FINANCIAL

6.1 Financial Reports Executive Officer

It is recommended that LC LGA:

Receive and note the finance reports:

1. Report from the Executive Officer including the preliminary comments on 2019-2020 profit and Loss
2. The Consolidated Profit and Loss Budget Analysis for the period 1st July 2019 to 30th June 2020.
3. Project Profit and Loss 2019-2020
4. The Balance Sheet for the period ending 30th June 2020.

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

CARRIED

7.0 RECOMMENDATION REPORTS

7.1 LCLGA Annual Business Plan 2020-2021- Final

Executive Officer

It is recommended that LC LGA;

Approves the adoption of the LCLGA Annual Business Plan 2020-2021.

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

CARRIED

7.2 Proactive Advocacy

Executive Officer

It is recommended that LC LGA;

Provide feedback on the priority items for the LCLGA to develop proactive advocacy strategies.

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

CARRIED

7.3 SAROC Nominations

Executive Officer

It is recommended that LC LGA;

Endorse the automatic nomination of the President and Deputy President for the SAROC Committee.

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

CARRIED

7.4 Independent Member – Risk and Audit Committee

Executive Officer

It is recommended that LC LGA;

Approve the Risk and Audit Committee to recruit and appoint an independent member to the Risk and Audit Committee, with a maximum cost of \$3,000 pa and that the terms of reference are amended to allow an independent committee member.

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

CARRIED

7.5 Regional Materials Recycling Facility (MRF)

Executive Officer

It is recommended that LC LGA;

Approve the LCLGA Executive Officer, in collaboration with the LCLGA Regional Waste Management Steering Committee, to further investigate the viability of the preferred solutions with Cross Border Councils, Regulators and the Market.

Moved, Wattle Range Council **Seconded**, District Council of Robe

CARRIED

7.6 **Cross-Border: Memorandum of Understanding**

Executive Officer

It is recommended that LC LGA;

1. Endorse the establishment of a formal cross-border tourism alliance between Limestone Coast Local Government Association and Glenelg Shire Council through a Memorandum of Understanding.
2. Authorise the President to sign the Memorandum of Understanding once the identified minor corrections have been completed.

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

CARRIED

7.7 **Sub Committee Terms of Reference**

Executive Officer

It is recommended that LCLGA;

1. Receives and notes the report
2. Endorses the Terms of Reference for the Tourism Management Group
3. Approves shifting the appointment period to LCLGA Committees to coincide with Council election cycles and durations.
4. Authorises the Executive Officer to conduct a full review of all LCLGA Committee TOR and present these to the LCLGA Board October meeting.

Mayor Erika Vickery Moved an amendment the motion:

It is recommended that LCLGA;

1. Receives and notes the report
2. Endorses the Terms of Reference for the Tourism Management Group with changes to the Membership and Terms of office sections in regard to the removal of the annual appointment process.
3. Approves aligned the appointment period to LCLGA Committees to coincide with Council election cycles and durations.
4. Authorises the Executive Officer to conduct a full review and update of all LCLGA Committee TOR and present these to the LCLGA Board October meeting.

Seconded, District Council of Grant

CARRIED

It was noted that a late information report circulated prior to the meeting from the Executive Officer on Committee Governance Arrangements has commenced the work on the review of the all LCLGA Committees and the related TOR's.

8.0 CONFIDENTIAL REPORTS

Items 8.1 - In-Confidence

With the leave of the meeting Mayor Erika Vickery moved 8.1 to the end of the meeting after item 13.

9.0 INFORMATION REPORTS

9.1 LC LGA President's Report

Mayor Erika Vickery acknowledged the regular Zoom meetings occurring to keep Mayors across the region connected throughout the constantly changing environment with restrictions and border controls during COVID-19 emergency response.

9.1.1 LGA Board

- (i) Draft Minutes and key outcomes of the LGA Board of Directors Meetings held on 18th June 2020 and 23rd July 2020.

9.1.2 SAROC

- (ii) Draft Minutes and key outcomes of the of the SAROC Committee Meeting held on 22nd July 2020 and the SAROC Annual Business Plan 2020-21.

9.2 Local Government Association of SA

Stephen Smith – Policy Director

- LGA SAROC Nominations
- New LGA President will be from Metropolitan Adelaide
- Roads and Works Conference has been cancelled
- LG Reform Update
- Planning reform, JPB
- GM Crops – Assistance available from Dr Thomas Counce at LGA SA
- Libraries SA Review currently underway
- New Heavy Vehicle Project – reach to Regional Councils
- Regional Road Safety – State Strategy feedback
- Rate Capping – New legislation
- Emergency Management Response - ongoing budget requirements

9.3 Executive Officer

Tony Wright

9.4 Starclub & Regional Sporting Academy

Tony Elletson attended the meeting briefly and shared information about academy athletes recent success.

9.5 Destination Development Manager

Biddie Shearing

9.6 Limestone Coast Leadership Program

Ali Auld

9.7 LC Substance Misuse Project Officer

Sophie Bouchier

It was noted that there was a commitment to report on the financial sustainability of the SMLC project. The Executive Officer committed to provide a report on all incubator projects at the next Board meeting.

9.8 **Program Manager**
Michaela Bell

Late report

1.0 Committee Governance Arrangements – Update

Executive Officer

It is recommended that LC LGA:

“the reports for LC LGA President, Local Government Association SA, Executive Officer, Starclub & Regional Sporting Academy, Destination Development Manager, Limestone Coast Leadership Program, Substance Misuse Project Officer, Project Manager and the late report be received and noted.”

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

CARRIED

10.0 EXTERNAL SUBMISSIONS FOR NOTING

10.1 No new submissions since 19TH June 2020

11.0 LCLGA SUB-COMMITTEE MINUTES

11.1 **LC LGA Tourism Management Group Minutes – 23rd July 2020**

11.2 **LC LGA Regional Waste Management Committee Minutes– 3rd August 2020**

11.3 **LC LGA Economic Development Group Minutes – 7th July 2020**

11.4 **LC LGA Risk and Audit Committee Minutes – 1st April 2020**

11.5 **LC LGA Regional Sporting Academy – 20th July 2020**

It is recommended that LC LGA;

“The Minutes and reports from the LCLGA Sub-Committees having first been circulated amongst members, be adopted.”

Moved, District Council of Grant

Seconded, Tatiara District Council

CARRIED

12.0 OUTSIDE ORGANISATIONS AND COMMITTEES

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

12.2 **LC Heritage Advisory Services Reports – May, June & Annual Report 2019/20**
Richard Woods

12.3 **PIRSA**
Peta Crewe

An overview of current activities was provided including the status of the current rounds of the Regional Growth Fund, Wine Tourism Awards, additional Rural Business Financial Support based at RDALC, SAPOL impacts on Agriculture via the PIRSA website.

12.4 **Uni SA**

Ian McKay

Regional campus and virtual open days occurring in August. Stem Program with regional high schools underway this week. Secondary Teaching Program will soon offered in the region from 2021 or 2022.

It is recommended that LC LGA;

“Receives and note the Reports.”

Moved, Kingston District Council

Seconded, City of Mount Gambier

CARRIED

13.0 **OTHER BUSINESS**

District Council of Robe advised that changes to their representatives for the following Committees:

Position	Current for 2019	Incumbent for 2020
LCLGA Committees		
LCLGA Roads and Transport Management Group	Trevor Hondow Cr Bates (Proxy)	Rober Moir Cr Bates (Proxy)
LGCLGA Regional Waste Management Steering Committee	Nick Brown	Robert Moir
Tourism Management Group	James Holyman	Camile Lehman
Outside Organisations		Nominees for 2020
Limestone Coast Bushfire Management Committee		Cr Dell'Antonio

8.0 **CONFIDENTIAL REPORTS**

Items 8.1 - In-Confidence (to be circulated under a separate cover)

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

Ms Nat Traeger (CEO) Kingston District Council
 Ms Anne Champness (CEO) Tatiara District Council
 Mr Andrew Meddle (CEO) City of Mount Gambier
 Mr Darryl Whicker (CEO) District Council of Grant
 Mr Paul Duka (Acting CEO) Wattle Range Council
 Mr Trevor Smart (CEO) Naracoorte Lucindale Council
 Mr James Holyman (CEO) District Council of Robe
 Mr Tony Wright (EO) LCLGA
 Mrs Biddie Shearing (Destination Development Manager) LCLGA
 Ms Mae Steele (Executive Assistant) LCLGA

be excluded from attendance at the meeting in order to consider and discuss Confidential Item 8.1 RDALC Funding Model.

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

Moved, Kingston District Council

Seconded, City of Mount Gambier

CARRIED

8.1 RDALC Funding Model

Executive Officer

Motion without notice moved by Wattle Range Council

It is recommended that LC LGA;

1. Continue to financially support the RDALC through the annual funding agreement for \$91,221.78 excluding GST for Small Business Support.
2. Invite the RDALC Board to meet with the LCLGA Board as per the Joint Board meeting Terms of Reference adopted in February 2019.

Seconded, Tatiara District Council

CARRIED

14.0 MEETING CLOSED– 1.30pm

The next LC LGA General Meeting is to be held in District Council of Robe **Friday 9th October 2020**. Acceptances and apologies to Mae Steele, Executive Assistant & Corporate Services Officer Phone 8723 7310 or Email admin@lclga.sa.gov.au

LC LGA CALENDAR

Date	Meeting	Location
17 th September 2020	SAROC	LGA House, Adelaide
9 th October 2020	LC LGA	District Council of Robe
29 th October 2020	LGA Conference & AGM	Adelaide Oval, Adelaide.
19 th November 2020	SAROC	LGA House, Adelaide
11 th December 2020	LC LGA GM & Christmas Lunch	Grant District Council
TBA February 2021	SAROC	LGA House, Adelaide
12 th February 2021	LG LGA AGM & GM	Tatiara District Council

Item	5.0 ACTION LIST	Due Date	STATUS
	14th August 2020		
7.2	Councils to provide feedback on the priority items for the LCLGA to develop proactive advocacy strategies.	Dec 2020	December workshop
7.4	Risk and Audit Committee to recruit and appoint an independent member to the Risk and Audit Committee, with a maximum cost of \$3,000 pa and that the terms of reference are amended to allow an independent committee member.		To be progress after the 2020 financial years audit is completed
7.5	LCLGA Executive Officer, in collaboration with the LCLGA Regional Waste Management Steering Committee, to further investigate the viability of the preferred solutions with Cross Border Councils, Regulators and the Market.		Planning commenced
7.6.2	President to sign the Memorandum of Understanding once the identified minor corrections have been completed.	ASAP	Amendments made and ready for signing
7.7	Update the Terms of Reference for the Tourism Management Group with changes to the Membership and Terms of office sections in regard to the removal of the annual appointment process Shift the appointment period to LCLGA Committees to coincide with Council election cycles and durations. Executive Officer to conduct a full review and update of all LCLGA Committee TOR and present these to the LCLGA Board October meeting.	Dec 2020	Review underway
8.1	Advise RDALC that the LCLGA will financially support the RDALC through the annual funding agreement for 91,221.78 excluding GST for Small Business Support. Invite the RDALC Board to review the RDALC/ LCLGA Joint Board Meeting Terms of Reference adopted in February 2019.		Completed and joint meeting planning commenced
	19th June 2020		
7.2	Request that any comments and/or amendments to the LCLGA 2020-21 Draft Business Plan be communicated back to the Executive Officer no later than the Friday 31 st July 2020 prior to final adoption at the August 2020 Board meeting of the LCLGA.	31st July 2020	Completed
7.3	Advise SEGRA we will not be seeking to take up the opportunity to host the 2022 conference.		Completed

7.7	Advise Dean Newbery & Partners of their appointment of as external auditors to the LCLGA for a period of 5 years with an annual review.		Completed
7.8	RDALC Funding Model and Activities referred to LCLGA CEO Group.		Completed
12.1	Members agreed to consider the matter of Vegetation Management on State and National Roadsides further as a whole of Limestone Coast issue before adopting the actions as formal motions. Executive Officer to work with the individual councils through the CEO group and collate/coordinate the LCLGA collective position on the matter.	Continuing	CEO's have discussed and are taking up with the CFS. See comment in the ExO report.
17th April 2020			
7.1	Executive Officer to complete consultation with LCLGA councils on the LCLGA Strategic Plan - 2020-2025 before formal adoption.		Completed
7.2	It was agreed that a further workshop would be held to provide the Executive Officer with direction on matters so the LCLGA Annual Business Plan 2020-2021 can be completed.		Completed
7.3	The Draft Limestone Coast Regional Public Health & Wellbeing Plan Public & Stakeholder consultation to begin.		Approved for consultation
7.5	Executive Officer to prepare a report for the LCLGA Board that outlines the governance arrangements and associated risk profile for externally funded projects/programs that are currently being auspiced and/or managed by the LCLGA.		Completed
7.8	Board approve the agreement, in attachment one, to form a Joint Planning Board		Submission to Minister under development.
7.9	The submissions of the seven regional priority projects totalling \$1,907 million for 2020 Special Local Roads Program		Completed
14th February 2020			
7.1.2	Councils to consider the draft Joint Planning Board Agreement and provide feedback to the LCLGA Executive Officer by the 31 st March 2020		Completed
7.2	Advise Limestone Coast Wine Show of Approved Sponsorship to the value of \$2,500 (plus GST).		Completed
11.2	Executive Officer to follow up with the City of Mount Gambier and heritage Advisor. unauthorised consultation regarding the New Community Hub.		Follow-up completed, reviewing scope and procurement options.

Key Correspondence to 2nd October 2020

In/Out	Date	Subject	Name	Organisation
Out	5/08/2020	2019-20 Annual Report Template - Limestone Coast LGA (002) (002).docx	Mathilde Thorsen	LGA SA
In	12/08/2020	Using Business Grants	Elise Gordan	Ausindustry
In	13/08/2020	LCLGA Business Plan 2020/21	Natalie Ellis	DC Robe
In	14/08/2020	SAROC Nominations	Natalie Ellis	DC Robe
In	19/08/2020	ATDW - Are your Deals & Offers up to date - Feedback	Julie Hinchliffe	Sea Vu Caravan Park Office
In	19/08/2020	SA Local Government Grants - Distribution FA Grants	Vicki Chapman MP	DPTI
In	20/08/2020	New Grant Opportunity: Cooperative Research Centres Projects Grants - Round 10	Elise Gordan	Ausindustry
In	21/08/2020	Membership Nominations Council 18 08 2020	Michael McCarthy	City of Mount Gambier
In	21/08/2020	Review of the Regional Growth Strategy - Tourism Pillar	Judy Nagy	City of Mount Gambier
In	25/08/2020	Cut the Crap	Geoffrey Lewis	Community Member (Wattle Range)
In	28/08/2020	Distribution fee refund for the calendar year 2020	Sarah Quay	ATDW Accounts
In	31/08/2020	Seasonal Outlook Sept - November 2020	Simcock, Claire (CFS)	
In	3/09/2020	Limestone Coast Visitor Servicing Network - Visitor Guide Discussion	Jacqui Harbison	HWR Media
In	3/09/2020	Local Government Association of South Australia Annual Members' Survey	Neil Howells	Hudson Howells
In	3/09/2020	SA & Victorian Boarder Closure - Request for Support	Cr Anita rank	Glenelg Shire Council
In	4/09/2020	State Bushfire Corrdination Committee - Business Items	Simcock, Claire	CFS
In	4/09/2020	BREAKING: COVID-19 restrictions update	Steven Marshall	Premier SA
In	7/09/2020	Round 2 - Brown Sign Project: City of Mount Gambier submission	Danielle Leckie	City of Mount Gambier
In	7/09/2020	SA Regional Visitor Strategy 2025 Workshop	Kent Comley	The Barn
In	10/09/2020	Round 2 - Brown Sign Project	Camille Lehmann	DC Robe
In	10/09/2020	Role of the Heritage Advisor - City of Mount Gambier - Briefing Statement	Andrew Meddle	City of Mount Gambier
In	10/09/2020	Limestone Coast Regional Public Health Plan Response	Tony Pasin MP	Member for Barker
In	14/09/2020	Limestone Coast Wine Show luncheon cancellation for 2020	Bruce Gregory	LC Grape & Wine Council
In	14/09/2020	RE: RSVP for SA Regional Visitor Strategy - Wednesday 16th September	Pete Balnaves	Balnaves
In	15/09/2020	NHVR Strategic Local Government Asset Assessment	Lucas, Sharn	PIRSA
In	15/09/2020	Round 2 - Brown Sign Project	Tess Armfield	Kingston DC
In	16/09/2020	Australian Institute Disaster Resilience - Major Incident Report	Simcock, Claire (CFS)	CFS
In	17/09/2020	Another TV Show to visit - SA With Cossi		SATC
In	22/09/2020	Change of format for next weeks meeting due to security concerns with Zoom	John Ernst	Safe Frieght Networks

In/Out	Date	Subject	Name	Organisation
In	24/09/2020	Tourism Consultants	Miranda Lang	SATC
In	29/09/2020	Agenda for todays meeting attached - Green Triangle Safe Freight Network	John Ernst	SA Freight Networks
In	30/09/2020	Limestone Coast Bushfire Management Committee	Simcock, Claire	CFS
In	30/09/2020	SA Government's Comprehensive Response to the Independent Bushfire Review	Simcock, Claire	CFS
In	30/09/2020	Workshop for Wine and Alcoholic Beverages Industry Sector - Wednesday 21st October.	Elise Gordan	Ausindustry
In	12/08/2020	Regional focus Limestone Coast	Rhiannon Klar	News Corp Australia
In/Out	3/09/2020	Foodland Catalogue & Digital Activity	Regan Mahoney	Foodland SA
In/Out	3/09/2020	Limestone Coast Trade Presentation - Wynns Coonawarra	Jeffrey, Renee;Zotti, Paige	Penfolds & TWE Global
In/Out	10/09/2020	Amazing Race - Mt Gambier	McCreanor, Minnie	SATC
In/Out	28/09/2020	Invitation: Transport in the Limestone Coast forum	Meg Bell	LC Leadership Program
In/Out	29/09/2020	Tourism Industry Development Fund	Ian Smith	Cape Jaffa Caravan Park
In/Out	29/09/2020	example	Various Recipients	LC Regional Waste Management Committee
Out	10/08/2020	Office for Recreation, Sport and Racing Grants now open	Various Recipients	Sport & Rec Database
Out	11/08/2020	2020/2021 City of Mount Gambier Sport and Recreation Capital Works Program	Various Recipients	Sport & Rec Database (MT Gambier)
Out	11/08/2020	Invitation: Free webinar for events industry in South Australia	Various Recipients	Tourism Industry Database
Out	13/08/2020	LCRSA Education Sessions	Various Recipients	LCRSA Database
Out	16/08/2020	Industry-Updates: Latest mobility reports, broken down State-by-State	Judy Nagy	City of Mount Gambier
Out	17/08/2020	INVITATION - SA Regional Visitor Strategy 2025 Workshop	Various Recipients	Tourism Industry Database
Out	17/08/2020	FW: COVID-19 Summary of Updated Directions - effective 21st August	Various Recipients	Sport & Rec Database
Out	18/08/2020	Review of the Regional Growth Strategy - Tourism Pillar	Various Recipients	Tourism Management Group
Out	18/08/2020	Round 2 - Brown Sign Project	Camille Lehmann	DC Robe
Out	18/08/2020	Round 2 - Brown Sign Project	Linda Hay	DC Grant
Out	18/08/2020	Round 2 - Brown Sign Project	Roger Babolka	Wattle Range Council
Out	18/08/2020	Round 2 - Brown Sign Project	Danielle Leckie	City of Mount Gambier
Out	18/08/2020	Round 2 - Brown Sign Project	Sally Close	NLC
Out	18/08/2020	Round 2 - Brown Sign Project	Tess Armfield	Kingston DC
Out	18/08/2020	Invite - Tourism Australia meeting with LC Industry Reference Group	Various Recipients	Tourism Industry Reference Group
Out	18/08/2020	COVID Marshal Online Training now available	Various Recipients	Sport & Rec Database
Out	18/08/2020	Foodland Catalogue	Various Recipients	LCLGA Member Councils
Out	19/08/2020	ATDW - Are your Deals & Offers up to date?	Various Recipients	Tourism Industry Database
Out	19/08/2020	COVID Marshal training now available	Various Recipients	Tourism Industry Database
Out	21/08/2020	INVITATION - The Domestic Traveller & Distribution Online Workshops - commencing	Biddie Shearing	Biddie Shearing
Out	24/08/2020	Join the Tasting Australia 2021 program	Various Recipients	Tourism Industry Database
Out	24/08/2020	Round 2 - Brown Sign Project	Aaron Hillier	Tatiara DC
Out	25/08/2020	2020/2021 City of Mount Gambier Sport and Recreation Capital Works Program -	Various Recipients	Sport & Rec Database (MT Gambier)
Out	26/08/2020	SATC Digital Marketing Workshop - Limestone Coast	Various Recipients	Tourism Industry Database
Out	26/08/2020	Regional focus Limestone Coast	Rhiannon Klar	News Corp Australia
Out	28/08/2020	Foodland Catalogue - additional exposure	Richard Peake	
Out	28/08/2020	Foodland Catalogue - additional exposure	Emily Iannella	Discovery Parks
Out	28/08/2020	Have your say with the next SA Regional Visitor Strategy 2025.	Various Recipients	Tourism Industry Database
Out	1/09/2020	Limestone Coast Regional Public Health Plan - LC Landscapes Board	Kerry Degaris	LC Landscapes Board
Out	1/09/2020	Limestone Coast Regional Public Health Plan - RDALC	Peter Gandolfi	RDALC
Out	1/09/2020	Limestone Coast Regional Public Health Plan - Troy Bell MP	Troy Bell MP	Member for Mount Gambier
Out	1/09/2020	Limestone Coast Regional Public Health Plan - Tony Pasin	Tony Pasin MP	Member for Barker
Out	1/09/2020	Limestone Coast Regional Public Health Plan - Nick McBride MP	Nick McBride MP	Member for MacKillop
Out	1/09/2020	COVIDSAFE Procedures for Outdoor Mass Participation Events	Various Recipients	

In/Out	Date	Subject	Name	Organisation
Out	1/09/2020	Limestone Coast Regional Public Health Plan	Sophie Bourchier	Substance Misuse LC
Out	3/09/2020	SAROC Elections - Ballot Paper & Information	Various Recipients	LCLGA Member Councils
Out	4/09/2020	Tourism Marketing	Abigail Goodman	Tourism Operator
Out	4/09/2020	Invitation - Limestone Coast Virtual Expo	Various Recipients	Tourism Industry Database
Out	5/09/2020	INVITATION - Webinar - "How to implement the new wine related features on	Various Recipients	Tourism Industry Database
Out	7/09/2020	REMINDER to RSVP - SA Regional Visitor Strategy 2025 Workshop	Biddie Shearing	Tourism Industry Database
Out	7/09/2020	Waste Collection Contractor Data Collection	Various Recipients	LC Regional Waste Management Committee
Out	10/09/2020	Dingley Dell Site Visit	McIntyre, Nicholas	DEW
Out	10/09/2020	SEN SA Made in the Mount Radio Spot	Various Recipients	LCRSA Database
Out	11/09/2020	Virtual Tourism Expo details - Session 3	Various Recipients	Tourism Industry Database
Out	14/09/2020	Survey response by Friday 4 Sept for Regional Waste Strategy	Various Recipients	LC Regional Waste Management Committee
Out	14/09/2020	Virtual Tourism Expo - Session 5 invite	Various Recipients	Tourism Industry Database
Out	14/09/2020	Tourism Industry Development Fund	Various Recipients	Tourism Industry Database
Out	15/09/2020	Accommodation Stimulus - ATDW Updates	Tamara North	Wattle Range Council
Out	15/09/2020	Reg. Tourism Update	Various Recipients	Tourism Industry Database
Out	16/09/2020	Community Recreation and Sport Facilities Program	Various Recipients	Sport & Rec Database
Out	16/09/2020	RSA Training Course	Various Recipients	Sport & Rec Database
Out	21/09/2020	Kaboom Entertainment Enquiry - TIDF	Stewart Owen	Kaboom Entertainment
Out	21/09/2020	2025 RVS workshop - presentation for Limestone Coast	Various Recipients	Tourism Industry Database
Out	22/09/2020	Regional Tourism Assistance - TIDF	Martin & Lisa Ruffell	Robe Town Chocolate Co
Out	24/09/2020	Next meeting of Green Triangle Safe Freight Group	John Ernst	
Out	24/09/2020	Letter of Support - TIDF	Emma Raidis	Raidis Estate
Out	24/09/2020	Limestone Prosperity Project from Mount Gambier International - TIDF	Fivian Tee	International Motel
Out	24/09/2020	Letter of Support - TIDF	Steve Perryman	Presidential Motel
Out	24/09/2020	Letter of Support - TIDF	Karen Richards	Kilsby Sinkhole
Out	24/09/2020	e-introduction - Robetown Chocolate Co	Lyn Howes	RDALC
Out	24/09/2020	Letter of Support - TIDF	Lachy Mutton	Sorrentos Cafe
Out	25/09/2020	LCRSA Nominations Opening	Various Recipients	Sport & Rec Database
Out	25/09/2020	TV Crew SA with Cossi - Robe	Camille Lehmann	DC Robe
Out	25/09/2020	Tourism Industry Restart Conference	Various Recipients	Tourism Industry Database
Out	29/09/2020	Kingston DC - Review of Regional Transport Plan Methodologies	Various Recipients	LC Regional Waste Management Committee
Out	30/09/2020	Material Recovery Facility Market Sounding Proposal	Various Recipients	LC Regional Waste Management Committee
Out	30/09/2020	Discussion for Roads & Transport Group meeting	Various Recipients	LC Regional Waste Management Committee
Out	30/09/2020	Council offering financial support to business	Various Recipients	Tourism Industry Database - DC Grant
Out	2/10/2020	LC Marketing Campaign Update	Various Recipients	Tourism Management Group
Out		Regional Connectivity Program Opportunities	David Wheaton	RDALC
Out/In	26/08/2020	MOU LCLGA & Glenelg Shire Council	Jodie Vaughan	Glenelg Shire Council
Out/In	27/08/2020	Nominations for LGA President, and members of SAROC	Alicia Stewart	LGA SA
Out/In	1/09/2020	Limestone Coast Regional Public Health Plan - Tourism Management Group	Biddie Shearing	LCLGA
Out/In	10/09/2020	BBRF74357 - Naracoorte Lucindale Council - End of Project Report	Anthony Noonan	BBRF Reports

6.1 FINANCE REPORT

BACKGROUND

The finance report is for the period July to August, which is still early in the financial year.

To date, the budget is tracking as expected with some project actual cash flow being more variable than budgeted. Some project cash flow was smoothed when the budget was developed in April, due to uncertainty from Covid-19.

In the profit and loss report, to make it less cluttered, we have bundled together the following items:

- Members contributions – one-line item for all members contributions
- Grants – we receive multiple grants and have bundled them together into one-line item
- Participant fees – we receive participant fees for leadership and sports academy
- Wages- this includes salary, superannuation, work cover and FBT.
- Vehicles – this includes fuel, lease, repairs and maintenance.

If major variations emerge they can be disaggregated easily.

Income from grants (with agreements in place) are held in liabilities and transferred into income as per those agreements and expenditure occurs.

We have separated the expenditure associated with the program and policy work from projects. The budgeted expense for this work is still included in the project budget and will be corrected in the next Board report.

When developing this budget, we assumed that travel would be minimal until November, and this is reflected in a lower fuel budget.

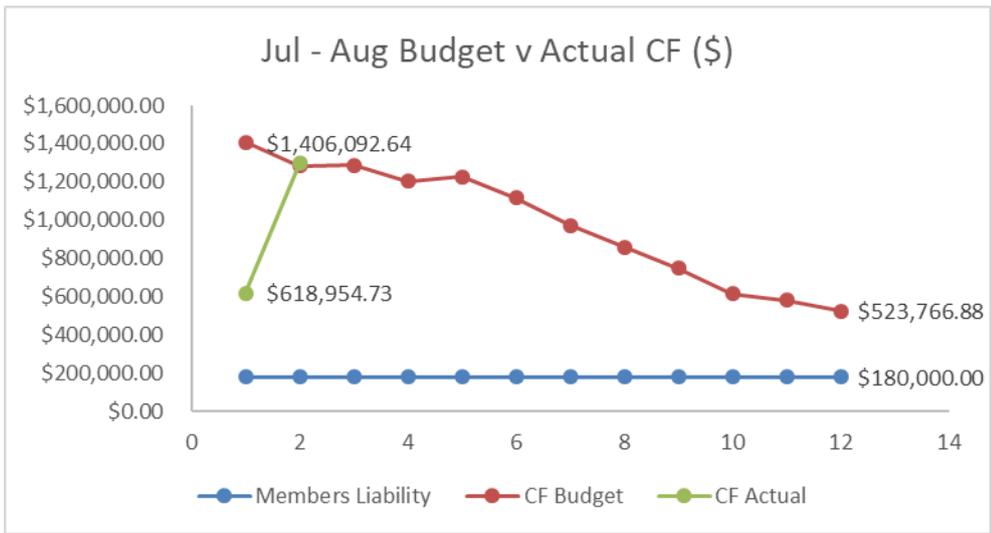
We are currently investigating lease or purchase options for vehicles as our cars are ready for replacement. Leasing may be a good option for preserving capital (in the short term); however, it does limit flexibility due to lease obligations and creates a liability from break costs. Typically leasing is more expensive in the long run (especially as we can access government rates).

It is noted that all our members purchase their vehicles in preference to leases.

This decision would come back to the Board as it will have a significant impact on our balance sheet and budget.

From the cash flow in the table below, the LCLGA is tracking slightly positive to budgeted cash flow.

With possible changes in accommodation leases, the way we purchase cars and improved provisions for employee liabilities, it would be prudent to reassess the minimum cash holding position once these decisions have been made.



In terms of the balance sheet, we have \$928,585 in cash and \$770,778 in trade debtors. The majority of trade debtors are members contributions which were paid in September.

Total liabilities are \$396,168 of which \$200,537 are project liabilities, \$108,990 for payroll and staff entitlements, \$63,119 for GST liabilities and \$25,076 for trade creditors.

Total members equity is currently \$1,303,196.61, which will be drawn down over the year to around \$520,000. This is lower than forecast in the Business Plan due to members equity at the start of the cash flow analysis starting lower than assumed.

Attachment one is the balance sheet, and attachment two is the profit and loss.

Balance Sheet

As of August 2020

ABN: 42 930 727 010

Email: admin@lclga.sa.gov.au

Assets		
Cheque Account		\$80,257.42
Business Access Saver		\$138,379.15
Term Deposit 1- 4960		\$254,549.65
Term Deposit 2 - 0560		\$232,676.23
Term Deposit 3 - 8860		\$222,464.90
Petty Cash		\$250.00
Trade Debtors		\$770,778.89
Undeposited Funds Account		\$8.35
Total Assets		\$1,699,364.59
Liabilities		
Trade Creditors		\$25,076.85
Accrued Expenses		\$909.56
CREDIT CARDS		
Chair	\$215.30	
Destination Development Manager	-\$2,267.93	
SMLC	\$8.00	
Leadership - 3157	\$128.50	
Executive Assistant	\$400.37	
Executive Officer - 4945	\$491.26	
Starclub/LCRSA - 9808	-\$1,439.22	
Total CREDIT CARDS		-\$2,463.72
GST LIABILITIES		
GST Collected	\$256,703.23	
GST Control Account	-\$175,069.31	
GST Paid	-\$18,515.06	
Total GST LIABILITIES		\$63,118.86
PAYROLL LIABILITIES		
PAYG Payable	\$21,104.20	
Superannuation Payable	\$4,760.41	
Leave Provisions	\$48,883.21	
Long Service Leave	\$32,647.25	
Salary Sacrifice	\$1,594.78	
Total PAYROLL LIABILITIES		\$108,989.85
PROJECT LIABILITIES		
Tourism	\$23,952.40	
Limestone Coast Leadership Program	\$13,000.00	
Substance Misuse LC	\$65,049.46	
SA Coastal Councils Alliance	\$98,534.72	
Total PROJECT LIABILITIES		\$200,536.58
Total Liabilities		\$396,167.98
Net Assets		\$1,303,196.61
Equity		
Retained Earnings	\$618,521.28	
Current Year Earnings	\$684,675.33	
Total Equity		\$1,303,196.61

This report includes Year-End Adjustments.

LIMESTONE COAST LOCAL GOVERNMENT ASSOC

Level 1
9 Bay Road
Mount Gambier SA 5290

Profit & Loss

July 2020 To August 2020

	Selected Period	Budgeted	\$ Difference	% Difference
INCOME				
Members Contributions	\$642,668	\$642,670	-\$2	0.0%
Grants	\$175,257	\$175,966	-\$709	-0.4%
Grant (from liabilities)	\$18,882	\$0	\$18,882	
Participant Contributions	\$5,146	\$27,021	-\$21,875	-81.0%
Sponsorship	\$20,129	\$0	\$20,129	
Sundry Income	\$2,322	\$0	\$2,322	
Interest	\$1,337	\$2,500	-\$1,163	-46.5%
SA Coastal Councils Alliance	\$0	\$40,000	-\$40,000	-100.0%
Total INCOME	\$865,742	\$888,157	-\$22,415	-2.5%
EXPENSES				
Advertising & Marketing	\$0	\$500	-\$500	-100.0%
Audit & Accountants Fees	\$0	\$2,334	-\$2,334	-100.0%
Bank Fees	\$405	\$120	\$285	237.3%
Computing & IT	\$1,877	\$2,500	-\$623	-24.9%
Consultancy	\$0	\$1,000	-\$1,000	-100.0%
Occupancy	\$3,471	\$5,000	-\$1,529	-30.6%
Governance	\$2,000	\$3,000	-\$1,000	-33.3%
Insurances	\$3,602	\$1,700	\$1,902	111.9%
Meeting Expenses	\$355	\$600	-\$245	-40.9%
Miscellaneous Expenses	\$1,129	\$1,000	\$129	12.9%
Postage	\$0	\$80	-\$80	-100.0%
Printing/Stationery	\$1,107	\$1,000	\$107	10.7%
Projects	\$41,284	\$182,652	-\$141,368	-77.4%
Seminars	\$0	\$1,000	-\$1,000	-100.0%
Subscriptions	\$36	\$300	-\$264	-87.9%
Telephones	\$964	\$1,340	-\$376	-28.1%
Training	\$0	\$1,677	-\$1,677	-100.0%
Travel/Accommodation/Meals	\$899	\$0	\$899	
Vehicles	\$10,298	\$7,970	\$2,328	29.2%
Programs & Policy	\$12,681	\$0	\$12,681	
Wages	\$107,775	\$116,855	-\$9,080	-7.8%
Total EXPENSES	\$187,882	\$330,628	-\$142,746	-43.2%
Net Profit/(Loss)	\$677,860	\$557,528	\$120,331	21.6%

7.1 LCLGA 2019 – 2020 ANNUAL REPORT

BACKGROUND

Pursuant to the Local Government Act 1999, and the LCLGA Charter, the LCLGA Annual Report has been prepared for the period 1 July 2019 to 30 June 2020.

Once adopted, the report will be issued to councils and be available for download from the Corporate Documents section of our website www.lclga.sa.gov.au.

The report details the activities of the Association to represent and serve the Constituent Councils. Audited financial statements for the 2019-20 financial year are presented in 7.2.

The 2019-20 Annual Report is provided for LCLGA Board consideration and endorsement.

The Annual Report will be circulated as a separate document from these papers.

KEY ISSUES

Upon LCLGA Board endorsement, the Report will be provided to LCLGA Constituent Councils for inclusion in Council Annual Reports.

RECOMMENDATIONS

It is recommended that the LCLGA Board;

1. Note the report.
2. Endorse the 2019-20 Annual Report.
3. That a copy of the Annual Report along with the audited financial statements be provided to each Constituent Council on or before the 31st October 2020 in accordance with the Local Government (Financial Management) Regulations 2011.

Moved,

Seconded,

7.2 LCLGA AUDITED FINANCIAL STATEMENTS

BACKGROUND

The LCLGA audited financial statements for the period 1st July 2019 to 30th June 2020 will be circulated once received from the Auditors.

It is worthwhile noting that we changed auditors this year and their audit approach has been different from previous audits, partly due to Covid-19 and also due to the audit focus on the Local Government Act. There has been a focus on ensuring our account structures aligned with the local government model accounts.

Whilst you will notice some structural differences from the 2018-19 accounts and notes, they will be more aligned with Councils financial accounts.

When compared to the budget, the financial results are favourable. There are some minor variations from the report provided at the last Board meeting on project expenditure. These variations occurred as some project expenditure had been allocated to non-project categories such as misc and are now allocated to projects. These variations did not impact the overall P&L.

The Auditors report on risk and improvements hasn't been received by the LCLGA. Once this report is received the Audit and Risk Committee will have a meeting with the Auditor and the report tabled with the Board as part of the Audit and Risk Committee meeting minutes.

We expect, as flagged with the Board and Risk and Audit Committee, there will be some work required to make sure our policies and procedures are up-to-date and whilst improved from 2018-19 there is still a lot more work required.

As advised at the last Board meeting the P&L forecast loss was expected to increase due to provisions in liabilities for long service leave which ended up being a transfer of \$25k from members equity to employee liabilities.

There was an error in the treatment of end of year accruals for the last pay period where salary expenses were incorrectly accrued as an income. The error was missed by our accountants and us and was picked up through the audit process.

The net impact from these changes was a loss of \$141k, which is still favourable to the budgeted loss of \$298k.

Members equity is lower than forecast in the 2020/21 Business Plan Cashflow, and it is expected that with revised escalators for salary, a further reduction in FTE's to 5.8 (20% lower than the start of 2019) and the new opening balance of members equity of \$618k that closing members equity should be around \$523k. This forecast is \$17k less than the forecast in the Business Plan, which was developed in April.

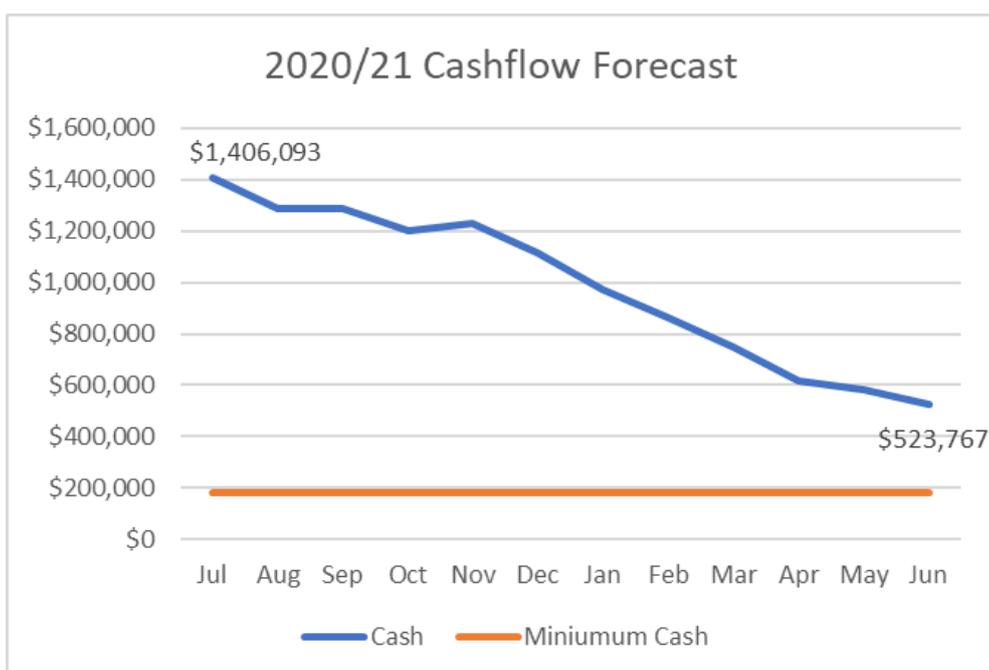


Figure 1: revised business plan cashflow 2020/21

Whilst expenses have tracked favourably to budget, as discussed in the August report, when compared to 2018-19 actuals, the following observations can be made:

Balance Sheet

Total current cash assets have increased by \$25k, while members equity has decreased by \$141k.

The increase in cash assets is mainly due to receiving funds for the SMLC and SACCA projects which are being held in the liabilities account for those projects.

Liabilities have increased by \$166k mainly due to grant income liabilities and increased provisions for staff entitlements.

Profit and Loss

Income was lower than 2019 and this was due to a one-off reallocation of revenue from liabilities to members equity where those liabilities had no formal agreement in place to prove they were liabilities. Compared to budget income was \$129k favourable.

Expenses shows some significant variations from 2019, and this is understandable due to new programs and changes in staff. The key variations are:

Audit and Account Fees were \$8,478 higher than 2019. This related to the need to engage Accountants to assist in the preparation of end of year financials and for assistance during the year to improve our processes.

Consultancy fees were \$11,035 lower due to improved allocation of costs to projects and legal fees.

Insurance costs were higher by \$2,287 due to change premiums not considered in the budget preparation.

Project costs were \$121k higher and this was driven by new projects such as the SMLC and SACCA, both of which were funded via grants. The actual spend against budget was \$114k lower.

Trade and consumer show expenditure was \$26k lower than 2019 mainly due to Covid-19 cancellations and redirecting expenditure to recovery in Tourism.

Travels and accommodation was also significantly reduced by \$19k due to Covid-19.

Salary was significantly higher than 2019 by \$190k but close to budget, this was due to the following factors:

- For part of this period there was one person acting in the role of Executive Officer and also working in their substantive position in 2019, and the new Executive Officer is on a slightly higher TRP. (+65k)
- Changes in projects (two new projects, one project manager not replaced and one completed) (+80k). Note this is also linked to increased grant funding.
- Position reclassifications from strategic plan (+\$35k)
- Salary (EBA referenced) increases from 1/7/19 (+10k)

KEY ISSUES

The overall the actual Profit and Loss is favourable to budget.

There are significant variations from 2019 actuals, and this is to be expected due to different projects, new projects and vacancies from 2019.

Members equity is still healthy at \$618k but is lower than forecast in the April Business Plan cashflow (\$656k) mainly due to provisions for long service leave liabilities.

RECOMMENDATION

It is recommended that LCLGA Board;

1. Receive and note the report.
2. Endorse the provision of signatures by the President, Executive Officer and Council Chief Executive Officers to the audited accounts.
3. Adopt the audited accounts and appended to the Association's 2019-2020 Annual Report.

Moved,

Seconded,

CONFIDENTIAL**1st October 2020**

Jim Keogh
Partner
Dean Newbery & Partners
Chartered Accountants
PO Box 755
NORTH ADELAIDE SA 5006

Dear Jim

Management Representations: External Audit, Financial Year Ended 30 June 2020

This Management Representation letter is provided in connection with your audit examination of the General Purpose Financial Report (**2020 Financial Report**) of **Limestone Coast Local Government Association** ('the **Authority**') for the financial year ended 30 June 2020.

We hereby confirm, at your formal request, that to the best of our knowledge and belief, the following representations relating to the 2020 Financial Report are correct.

In making these representations, we understand that they are provided to you in connection with your external audit of the Authority for the year ended 30 June 2020 as prescribed by the Local Government Act 1999, for the express purpose of your expressing an opinion as to whether the 2020 Financial Report is, in all material respects, presented fairly in accordance with all applicable standards and requirements, including statutory. In making these representations, we have read and understood the standard unqualified Audit Opinion that would be normally expressed to the Authority by you as is required under Section 129(3) of the Local Government Act 1999 for the financial year ended 30 June 2020. We therefore understand, without exception, the potential ramifications of making any representations to you that are not correct, to the best of our knowledge and belief as of the date of this letter.

We understand and acknowledge that it is the Authority management's responsibility for the fair presentation of the 2020 Financial Report and that management, as appropriate, have approved the Financial Report. Accordingly, management of the Authority are of the opinion that the 2020 Financial Report is free of material misstatements, including omissions.

1. Compliance with all Applicable Standards, including Statutory

The Financial Report of the Authority has been prepared so as to present a true and fair view of the state of affairs of the Authority as at 30 June 2020 and of the results of operations of the Authority for the financial year ended on that date, including for all post balance date matters, as applicable.

The accounting and financial management policies, practices and records of the Authority were at all times maintained in accordance with the requirements of the Local Government Act 1999, Local Government (Financial Management) Regulations 2011 and that the Financial Report was prepared in accordance with the *Local Government Act 1999, Local Government (Financial Management) Regulations 2011*, Australian Accounting



Standards, other authoritative pronouncements of the Australian Accounting Standards Board together with all other mandatory professional reporting requirements in Australia.

The 2020 Business Plan did not include a forecast balance sheet or targeted financial ratios. The operating surplus ratio was inferred through the approved profit and loss in the Business Plan and the ratios for Net Financial Liability and Asset Sustainability are not relevant to the LCLGA as we have no debt or assets.

This has been addressed in 2021.

ASSETS

Cash and Cash Equivalents

- (1) Cash on hand at balance date was represented by cash floats reconciled and on hand as at 30 June 2020.
- (2) Cash at bank at balance date represented the reconciled operating account(s) of the Authority.
- (3) Short term deposits represented amounts held with the LGFA by the Authority.

Trade and Other Receivables

- (1) Current receivables at balance date represented all outstanding amounts owed by rate payers.
- (2) Current other receivables at balance date represented all outstanding amounts owed by debtors other than rate payers.
- (3) Debts due at balance date that are known to be uncollectible have since been written-off and adequate provision has been made for impairment to cover allowances, discounts and losses that may be sustained by Authority in the collection of the debts (**\$0**).

Inventories

- (1) All inventories were the property of the Authority and have either been paid for or the liability has been brought to account.
- (2) All inventories have been physically counted and valued in accordance with the applicable Australian Accounting Standard.

Other Current Assets

- (1) Prepayments at balance date represented payments for goods and services to be received in the 30 June 2020 financial year.

Infrastructure, Property, Plant & Equipment and Depreciation

- (1) Infrastructure, property, plant and equipment at the 2020 balance date was represented by the following fair values, cost, accumulated depreciation and carrying amounts for each class of asset, in accordance with all prescribed requirements and standards, as follows:

Nil.

- (2) The additions during the 2020 financial year to Infrastructure, property, plant and equipment general ledger control accounts and asset registers represents the cost of additions and or improvements to existing facilities or replacements thereof. All units of property which have been replaced, sold, dismantled or otherwise disposed of, or which are permanently unusable, have been removed from general ledger and applicable asset register. Adequate provision, determined in a manner consistent with that of the preceding financial year, has been made to write-off depreciable assets over their useful economic working lives.

No circumstances have arisen which render adherence to the existing basis of depreciation misleading or inappropriate and that depreciation expense for the financial year ended 30 June 2020 is reliable.

Nil.

- (3) All additions to depreciable assets represent actual additions or improvements of a capital nature, based on capitalisation thresholds consistently applied for the 2020 financial year and unchanged from the 2019 financial year. **Nil**
- (4) Where the recorded carrying amount of any depreciable assets exceeds its recoverable amount as at 30 June 2020, that asset's recorded carrying amount has been written down to its recoverable amount.
- (5) Contractual commitments for capital expenditure(s) included in the Financial Report payable not later than one year are as described in the notes accompanying the Financial Report.
- (6) There are no deficiencies or encumbrances attaching to the title of the assets of the Authority at 30 June 2020 other than those reflected in the financial report and those are not greater than the value of the asset.
- (7) No Operating or Finance Lease commitments exist that have not been disclosed in the Financial Report. All Operating Lease expenses have been fully disclosed in the notes to the 2020 Statement of Comprehensive Income. Finance Leasing commitments have been fully disclosed in the notes to the 2020 Balance Sheet.
- (8) There were no asset revaluations done in the 2020 financial year.

LIABILITIES – Current and Non-Current

- (1) All liabilities which have arisen or which will arise out of the activities of the Authority to the end of the 2020 financial year have been included in the 2020 Financial Report.
- (2) All outstanding trade payables at balance date have been taken up as at the 2020 balance date.
- (3) All applicable accrued wages and salaries and accrued employee entitlements at the 2020 balance date have been taken up.
- (4) All accrued interest at the 2020 balance date have been taken up.
- (5) All revenue received in advance as at the 2020 balance date have been taken up.
- (6) Provisions for employee benefits, inclusive of on-costs, all discounted as at the 2020 balance date representing long service leave benefits calculated for all valid employees (as at balance date) have been taken up.
- (7) Accrued employee benefits represent annual leave accrued for all valid employees as at the 2020 balance date.
- (8) Borrowings as at the 2020 balance date represented amounts owed to the Local Government Finance Authority and other institutions (**not applicable as the LCLGA have no loans**). Loans with the LGFA (**not applicable as the LCLGA have no loans**) have varying maturity dates and interest rates with details fully provided in the notes to the 2020 Financial Report.
- (9) There were no contingent liabilities including for:
 - a) guarantees;
 - b) bills and accounts receivable discounted, assigned or sold and which are subject to recourse;
 - c) endorsements;
 - d) pending law suits, unsatisfied judgements or claims;
 - e) repurchase agreements; or
 - f) contractual disputes between the Authority and any contractor / service provider that may result in an increased liability as at 30 June 2020; which are not fully disclosed in the notes to the 2020 Financial Report.

EQUITY

- (1) There have been no adjustments to the Accumulated Surplus other than those allowable under the Australian Accounting Standards.
- (2) There have been no adjustments to the Asset Revaluation Reserve other than those allowable under the Australian Accounting standards and the balance of the reserve has been reconciled to each class of asset.

- (3) All reserve funds required by legislation to be maintained have been at all times maintained in the accounting records of the Authority.
- (4) All transfers to and from reserve funds (including the Accumulated Surplus) have been prior authorised by the Authority.
- (5) Other than for the Asset Revaluation Reserve, all other reserve accounts are those applied for 2020 Authority budget purposes and have the same balances as at 30 June 2020.
- (6) An ageing of the balances held in the Authority's 'Committed Expenditures/Carry Forward Projects reserve (or equivalent(s) is included as an attachment to this letter, inclusive of all debit and credit balances, as applicable.
- (7) Where the Authority maintains a 'Contingency Reserve' (or equivalent), please outline the reasons for the same, in particular for any known matter(s) that should be disclosed elsewhere in the 2020 Financial Report.
- (8) Please advise us of any reserve funds that are 'cash backed' and the reasons for such method of accounting (including where it is a prescribed requirement).

2020 STATEMENT OF COMPREHENSIVE INCOME

- (1) Please find enclosed a summary of all 2020 amounts that have been re-classified in the 2020 Statement of Comprehensive Income, including the reasons for the reclassification. Dean Newbery & Partners have had full access to all journals via MYOB and in the files made available during the audit process.
- (2) All depreciable physical resources received free of charge have been included in the appropriate asset register and depreciated from the date when the Authority assumed control (of the asset).
- (3) Salaries and Wages expense disclosed in the 2020 Statement of Comprehensive Income reconciles to the last budgeted salaries and wage amount approved by the Authority for 2020 annual budget funding purposes.
- (4) Capital grants have been correctly separated from operating grants, in accordance with the requirements of the Model Financial Statements.

OTHER REQUIRED REPRESENTATIONS

- (1) No events have occurred (or are known to occur) subsequent to the 30 June 2020 that would require any consideration for adjustment to or additional disclosure in the 2020 Financial Report.
- (2) The Authority does not have any plans or intentions that may materially affect the carrying value or classification of all assets and liabilities as at 30 June 2020.

- (3) The Authority has complied with all aspects of contractual arrangements and agreements that would have a material effect on the 2020 Financial Report in the event of non-compliance.
- (4) There were no material commitments for construction or acquisition of property, plant and equipment or to acquire other non-current assets, other than those disclosed in the 2020 Financial Report.
- (5) There are no violations or possible violations of laws, compulsory standards or regulations whose effects should be considered for disclosure in the 2020 Financial Report or as a basis for recording as an expense or otherwise.
- (6) The methods, the data, and the significant assumptions used in making accounting estimates, and their related disclosures are appropriate to achieve recognition, measurement or disclosure that is reasonable in the context of the applicable financial reporting framework.
- (7) The Authority has full title to all assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- (8) All details concerning related party transactions and related amounts receivable or payable (including sales, purchases, loans and guarantees) have been correctly recorded in the accounting records. All related parties have been identified and disclosed to you during your audit.
- (9) The Authority reviews, at least on annual basis, the adequacy of insurance cover on all assets and insurable risks. This review has been consistently performed, and where it is considered appropriate, assets and insurable risks of the Authority are at all times adequately covered by appropriate insurance.
- (10) The minutes of all meetings of the Authority's Board and its Committees were made available to you and are complete and authentic records of all such meetings held during the 2020 financial year and to the date of this letter. All other statutory records were properly kept at all times during the year and have been made available to you for audit purposes.
- (11) All audit correspondence has been formally and promptly responded.
- (12) All audit correspondence has been referred to Authority's Board and Authority's Audit Committee.
- (13) Salaries and wages records together with records for the Goods and Service Tax were at all times fully maintained in accordance with the requirements of the Australian Taxation Office, as applicable.
- (14) All documentation relating to the capture of Related Party Disclosures and Transactions (AASB 124 Related Party Disclosures) including all authorised forms provided by the deemed Key Management Personnel, evidence of review of total related party transactions processed during the financial year by the Authority e.g. Transaction reports of payments made by Authority to related parties and any working papers of calculation methodologies for the disclosures in the 30 June 2020 financial statements have been made available to the auditors.
- (15) All deemed material transactions relating to Related Party Disclosures and Transactions (AASB 124 Related Party Disclosures) have been included and adequately disclosed in the 30 June 2020 financial statements.
- (16) The Authority has formally in place and has at all times maintained an appropriate standard of accounting, internal control structure and framework, segregation of duties and risk management

structure and framework across the entire organisation, including appropriate controls and mechanisms specifically designed to prevent and detect fraud and error. Further, we advise that there have not been any instances of fraud or error during the financial year ended 30 June 2020 or to the date of this letter. In addition, there are no matters that should be brought to your attention for the purposes of your making an assessment as to Sections 129(5) and 129(6) of the Local Government Act 1999.

- (17) The 2020 Financial Report has been adjusted for all agreed audit adjustments for the year ended 30 June 2020
- (18) Attached is a summary of all changes in accounting practices and accounting policies made for the financial year ended 30 June 2020 compared to the financial year ended 30 June 2019. Included in the attached summary is an explanation for the change, including for the monetary effect in the 2020 Financial Report, when compared to the 2019 Financial Report.
- (19) There is no formal audit committee.
- (20) In our opinion, there are no grounds to believe that the Authority will not be able to pay its debts as and when they fall due, that assets will be at all time maintained to the service standards currently determined by Authority and accordingly, the Authority is long term financially sustainable.

Yours Sincerely



Tony Wright
Executive Officer

Enclosures

Accountants Adjustments



Accountant
Adjustments 2020.pdf

Working Documents



Trade creditors &
Accruals.pdf



Provision for
Annual Leave.pdf



Long service leave
30 June 2020 - final.



Long service leave
30 June 2020.xlsx



Accrued
Interest.pdf



Wage Accrual.pdf

7.3 SHARED SOURCING AND CAPABILITY (UPDATE)

BACKGROUND

In the Business Plan, we identified in the key result area of Building Member Capability the investigation and testing of shared sourcing.

With agreement from the CEO's, we have focused on Road Sealing as a first area to test the opportunity from a regional perspective.

In developing a share sourcing strategy, the following areas need to be considered.

1. If the market we are accessing is driven only by discounted volumes, i.e. margin, we need to ask what additional value derive from the market beyond simple aggregation.

For purely volume-based purchases of a mostly homogeneous product, it is unlikely we can generate a better rate than other aggregators unless we think we are cross subsidising others in a buying group or have some unique value (to the supplier) when compared to the market.

A good example of this is purchasing retail electricity. It is a homogenous product, the greater the buying group, the lower the wholesale trading risk for the retailer. It, therefore, becomes a matter of volume and margin. However, if you can control your demand to help the retailer manage their trading risk, there are opportunities to access a reduced risk premium from the retailer.

2. This begs the questions that due to our size, risk profile, capability and location, how can we develop customised approaches to the market that will encourage competitive bids to secure our contracts? What risks and transaction costs can we avoid or transfer, without risking our governance, to gain a better outcome in the market?
3. In securing contracts, what impact does this have on our local and the broader market? A short-term gain that destroys local competition and capability inevitable leads to higher prices in the future.
4. What incentives and competitive tension can we design into our model, process and throughout the contract term to achieve long term sustainable outcomes?

To better understand the opportunities in the market, the following approach is proposed:

1. Gather evidence and knowledge on existing contracts and costs and future needs from our members in the area of focus. In the case of Road Sealing, we have already done this. The Limestone Coast Councils are spending over \$3m pa under a range of contract structures.
2. Develop a series of questions to undertake market sounding around value, risks, transaction costs, incentives for innovation and other costs drivers in the suppliers business model.

These market sounding questions should be defined before the engagement commences to ensure transparency from a probity perspective.

Depending on the nature of the questions, we may need to enter into a non-disclosure agreement with suppliers and potential suppliers.

Commence engagement with the market and based on our knowledge and the information received, consider the design of the procurement model so it can optimise outcomes for Councils and the supply chain.

3. Test our intelligence with LGA and State Government contracts to assess if we think we can drive additional value. These contracts should become our “public sector comparator” in whatever process we run. This means we only proceed if the value we think we can create is greater than we could otherwise access through these existing and available agreements.

This analysis should also consider our transaction costs.

4. For particular supply chains, it may be legitimate to invest in creating market capability and competition. In these cases, there should be a detailed strategy on the need for these investments and some modelling on the expected long term value created.
5. We will seek Board approval before implementing the procurement process, and depending on the design, we may also seek legal advice.
6. Then implement the procurement plan as approved by our members via the Board and track the actual value created.

The LCLGA has also been collecting information on supply contracts in waste and notes Legatus is developing economic models on recycling which will become available to Councils.

Both the Roads and Waste areas have significant intersections with the work being done on assessing the value from the development of a Regional MRF. Waste is an input to a MRF and Roads are a potential user of outputs ie glass, plastics and rubber.

Following the last Board meeting, the market sounding questions have been developed for the MRF project and this will commence in the next few weeks.

We expect to complete the MRF and Road Sealant market sounding before the December Board meeting.

SHARED CAPABILITY HR

The LCLGA has been provided with the position and organisational structures of our members. We are analysing the data for gaps and capabilities to assess the opportunities for increased collaboration, capability development, partnerships to access hard to source skills and short-term resource cover.

In November we will be holding a workshop with the CEO’s to begin assessing the opportunities across the Limestone Coast Councils. Noting there is already collaboration occurring amongst various Councils.

RECOMMENDATION

It is recommended that LC LGA;

Notes the Shared Sourcing and Capability (update) report.

Moved,

Seconded,

7.4 OFFICE ACCOMMODATION REVIEW

BACKGROUND

Following a request from Wattle Range Council, the LCLGA began a review of its office to see if it meets our operational requirements and in particular WH&S and access standards before Covid-19.

An independent consultant undertook a WH&S and Building Code review and identified several areas for improvement. This report was shared with the owner of the property and is being monitored through the Risk and Audit Committee.

Despite following up with the owner several times, we have had no response to the issues raised in the report, but there has been some progress on minor maintenance issues around heating and cooling systems.

The office was vacant for several months when Covid-19 first occurred in response to directions to work from home where possible.

Our lease has expired, and we have moved to a month by month arrangement.

Before the Covid-19 lockdown, several sites were inspected to gain a feel for the market. Essentially, we can expect to pay around \$200 per square meter in Mount Gambier, and for a mid-range fit out we should budget for about \$500 per square meter.

We have yet to find an existing office setup that meets our needs, and there are several vacant new sites that are a suitable size but would require a fit-out.

During the Covid-19 lockdown some of the key learnings were:

1. We can efficiently and effectively use virtual environments to replace many of the face to face meetings we have traditionally held.
2. Whilst virtual environments are effective, face-to-face meetings are still required for complex issues and to sustain effective working relationships in the longer term.
3. We do not necessarily need a permanent office, especially if we move our systems to cloud-based applications, but we do need a place to meet and store materials.
4. The LCLGA does not need a shop front, but we do need places to meet with members, stakeholders and program participants.
5. One of the interesting observations was that even when given an option of working remotely there was a strong desire for our employees to return to a physical workspace.
6. The value of informal conversations, especially in a small team, is an effective and efficient way of communicating. This communication is particularly important when we rely on each other for project cover as we have limited redundancy across our project managers.

Before we decide on our future office, there are some assumptions we need to agree on to help guide our decision making and market scanning.

The following questions/observations were explored to help determine our assumptions; they are:

- 1) Given the lack of response from the property managers and owner, we are not expecting a positive engagement to resolve the issues we have identified with the current office.
- 2) Do we need a physical office?
- 3) We can expect to continue to make losses for the next three years to draw down our cash reserves. In three years, we will have a new Board, and their appetite for any significant members fee correction is unknown. Therefore, we need to be mindful of not unduly limiting a future Boards decision-making.
- 4) What impression do we want visitors and our members to have when they attend our offices?
- 5) What functionality do our members need from an LCLGA Office?
- 6) What size and capability should we be planning for and over what duration?
- 7) Do staff need to be located in a central location?
- 8) Do we need a reception or public fronting office?
- 9) Do we need a meeting room and if so, how big?
- 10) Do we need storage and if so, how much?
- 11) What other facilities do we need?
- 12) Do we need off-street parking?
- 13) Do we need to house IT infrastructure?
- 14) Do we need secure work areas?
- 15) How much space do we need?

Based on conversations with Council CEOs, LCLGA Staff and analysis, the following assumptions are proposed:

- 1) The current office is not suitable for our needs.
- 2) We do need a physical office as a base for work from which to undertake our activities. This could be a shared office or separate.
- 3) Our members do not have spare space from which we can run our operations. This may need further testing.
- 4) An office with a significant fit-out requirement is not a viable option due to the need to be flexible in the next three years and avoid short-term make good cost liabilities.
- 5) We do not need a large meeting room as we can use our members rooms or hire rooms at other venues.
- 6) All of our systems and data storage will be run out of cloud environments.
- 7) The space needs to be professional and accessible for staff, members and stakeholders.
- 8) A new office could include some hot-desking capability for visiting members to work from or for short-term project work.

- 9) Should be located in Mount Gambier as it is accessible to stakeholders, all our staff currently live there, close to the airport and it is the largest centre in our region.
- 10) As much as possible, the costs should be within the existing budget. This outcome may be difficult to achieve as our current lease includes all outgoings.

Based on the above, we are looking for a space with the following specifications:

- 1) Standalone office or shared.
- 2) Office for one staff member.
- 3) Open plan for five staff members.
- 4) Two hot desks (can be used by our members or people working on projects).
- 5) One medium meeting room with video conferencing capability (seats up to twelve people or six socially distanced).
- 6) One small interview room/office – can also be used by members.
- 7) Reception area not specifically required.
- 8) Small storage space, printer and copier area (can be same space).
- 9) Kitchenette.
- 10) Suitable facilities for staff – toilets etc.
- 11) Professional presentation for members and stakeholders (not specifically for the general public).
- 12) Ground floor location and/or accessibility that meets local government standards.
- 13) Complies with building code and WHS standards.
- 14) Efficient heating and cooling systems.
- 15) Staff enjoy attending the work environment.
- 16) The lease should have options for extensions and exit after three years.
- 17) The lease should include rights to sub-lease part or all of the office as a further risk mitigation strategy.
- 18) Minimal fit-out costs.
- 19) Can use existing furniture as much as possible.
- 20) Ease of parking for staff and members.

Based on these specifications, we are looking at an office space in the order of 145m² to 160m² depending on its design and shape and any shared areas.

We are currently spending \$30,000pa, including outgoings.

We are continuing to scan the market for an appropriate office site.

KEY ISSUES

The current office does not meet our needs from an access and WHS perspective.

The owners have been reluctant to engage with us on the issues raised at our current offices.

We are now on a month to month contract.

The suitable sites we have found would require a fit-out and a commitment that does not match our current risk profile.

We are continuing to scan the market for a suitable space.

RECOMMENDATIONS

It is recommended that the LCLGA Board:

- 1) Approve the assumptions; and
- 2) Note the progress in seeking a new office.

7.5 FINANCIAL SUSTAINABILITY OF INCUBATOR PROJECTS

BACKGROUND

The LCLGA sponsors or auspices projects to provide a legal entity for them to receive funds, employ staff and to enter into agreements with third parties.

There are four projects we are currently supporting, they are the Sports Academy, Leadership Program, Substance Misuse Limestone Coast Project and South Australian Coastal Council Alliance.

In each of these cases, we have made commitments to support these projects to allow them to deliver their projects, develop their value proposition and sustainable funding models.

This report is an update on the progress of each of these projects in terms of their sustainability, as requested by Wattle Range Council.

Sports Academy

The Sports Academy is in its third year of development and has expanded its size, scope and number of athletes supported by securing additional funding from the ORSR, participant contributions and contributions from members equity based on rubble royalties.

The project gains efficiencies by sharing resources with the STARCLUB program and has an advisory board in place to support the development of the Academy.

ORSR has increased its funding for the program to \$70,000 pa, and the contribution from members equity is \$55,647.

There is a considerable opportunity to increase private sector support for the program. However, this will require the development of a supporting ecosystem for elite sport in the region, as occurs in other regions. The Academy is working on these opportunities through its advisory panel.

The program can be scaled according to revenue in the longer term.

Leadership

The leadership program was originally funded from BBR and Local Government to support the development of Leadership Capability in the region. The project was identified as an action under the Regional Growth Strategy to Support the Development of a Vibrant Business Ecosystem as a specific strategy.

It is now completing the second year of the program with a third-year committed starting at the end of this financial year.

Initially, the program was profitable, which was underpinned by grants, and the second year was less profitable but successful in securing sponsorship and participant contributions.

Currently, the third year's is a possible loss but with more work required to secure sponsors etc. Depending on the success of securing sponsorships and participants, it may need to be scaled accordingly.

	2018/19	2019/20	2020/21	2021/22	Net
P&L	\$45,107	\$19,175	-\$9,761	-\$22,294	\$32,227

Note 2020/22 is based on conservative estimates.

The project is expecting to raise around \$218k from non-government sources over the three years of the project and is on track to achieve this, notwithstanding what a Covid-19 environment may be like in the future.

Its viability relies on the quality of the program, support from graduates in promoting it and its ability to source sponsorship and participant fees.

Sunstance Misuse Limestone Coast

This project commenced in November 2019 and its purpose is to develop an evidence base to assess the viability for community-based models to address alcohol and other drug issues.

The project was successful in securing three years of federal funding and the LCLGA agreed to auspice the project.

The project is self-funding through the grant, and the LCLGA assume the risks from employment, reputation and brand association (which could be positive or negative).

The project relies on federal funding with no current plans to seek other substantive forms of income to support it.

One of the objectives is for the project to become an independent entity, regardless of its status after three years it will need to secure further grant funding or some other form of income to continue.

South Australian Coastal Council Alliance

The LCLGA has agreed to sponsor the SACCA. The SACCA has been successful receiving funds from research bodies, government agencies, SAROC, GAROC and from Coastal Councils including the Metro Coastal Council Group.

The Executive Officer for the SACCA is engaged by the LCLGA and reports to an Executive Committee of its members.

The SACCA has a Business Plan for the 2020/21 financial year and is currently in the process of developing its 2021/22 business plan so funding models can be discussed with its members.

The future of the SACCA is dependant mainly on the LGASA plans with Coastal Councils, appetite for Coastal Councils to fund an independent representative body and the LCLGA's wiliness to continue to sponsor the Alliance.

KEY ISSUES

Sponsored and auspiced projects are those that need a legal entity to receive money (normally from grants), enter into contracts and to spend money.

They are usually grant dependant and their longevity relies on their capacity to raise revenue from other sources in the future.

Where they can be profitable, the LCLGA and the project may decide to embed the project into the LCLGA (provided there is strong strategic alignment), transfer it to another organisation or to create a new organisation.

The key decision for the LCLGA, when considering these projects in the future, is are we satisfied the wider benefits to the community align with our why, and are we satisfied with the risks and timelines.

RECOMMENDATIONS

It is recommended that the LCLGA Board:

Receives and notes the report.

Moved,

Seconded,

7.6 SACCA TENDER – OUT OF SESSION PAPER

BACKGROUND

The LCLGA sponsor the SACCA to provide a legal entity to allow the alliance to enter into contracts etc. Recently the SACCA undertook a procurement process, and this required the LCLGA's approval to enter into the contract.

The size of the contract meant we needed Board approval to proceed with the agreement with the recommended tenderer.

The preferred tenderer was chosen from a select tender and endorsed by the SACCA executive steering committee.

The Board was briefed out of session, and a recommendation board paper (as attached) was approved via email.

The contract has subsequently been executed, and the work has commenced.

All out of session Board papers are presented at the next Board meeting to ensure all Board decisions are captured in our meeting agendas and minutes.

KEY ISSUES

The SACCA needed to enter into a contract for a consultant to undertake work for the alliance.

LCLGA procurement required a select tender and Board approval of the contract.

The Board were presented with an out of session paper outlining the procurement process and recommendation, and this paper was approved.

The contract has now been executed with the preferred supplier.

RECOMMENDATIONS

It is recommended that the LCLGA Board:

Note the out-of-session approval for the LCLGA to enter into a contract with Edge and Marsden Jacobs on behalf of the SACCA.

Moved,

Seconded,

SACCA CONSULTANCY CONTRACT – OUT OF SESSION PAPER

BACKGROUND

The LCLGA support the South Australian Coastal Council Alliance (SACCA) by providing administrative support and a legal entity for contracts and transactions.

We currently have two contracts in place supporting the SACCA, one to undertake an economic analysis on sustainable federal and state funding models to address the coastal challenges for Councils and the other for a consultant to provide Project Manager Services for 12 months.

The SACCA Business Plan was approved by the Executive Steering Committee and accepted by SAROC and GAROC as attached (attachment two).

The LCLGA currently holds has \$98,534.72 in a Project Liabilities account which are funds received for the SACCA.

The SACCA has undertaken a procurement process to source a suitable consultant to undertake work to analyse and develop a sustainable funding model for coastal council coast issues (capex and opex).

The tender evaluation report is attached (attachment one).

Four bids were sought and three received, following an evaluation of the bids by myself and Adam Gray against the assessment criteria the analysis was presented to the SACCA Executive Committee. The Committee endorsed the recommended contractor (EDGE/Marsden Jacobs) on the 19th of August 2020.

KEY ISSUES

The LCLGA are supporting the SACCA through administrative and being a legal entity for contracts.

As costs are incurred from the SACCA these are funded from funds already received and held in the SACCA Project Liabilities account. There is no contribution from LCLGA members equity.

There is no net impact on our P&L from this contract but there will be an increase in Revenue and Project Expenditure which will cancel each other out.

SACCA is governed by an Executive Steering Committee, Mayor Richard Sage is the Deputy Chair. SACCA also reports to SAROC and GAROC; and these reports are included in the LCLGA Board Agenda as part of the SAROC Agenda papers.

The SACCA cannot make any transactions unless approved by the LCLGA Executive Officer and processed through the LCLGA EA/Corporate Services Officer.

As the contract will be held by the LCLGA we require LCLGA Board approval before entering into the agreement.

This paper and the out of session decisions received will be included in the October agenda to ensure we capture the decisions in our normal agenda papers.

RECOMMENDATION

It is recommended that LCLGA;

1. Notes the tender evaluation report; and
2. Approves the engagement of EDGE/Marsden Jacobs to undertake the SACCA LGAR&DS funded project 'Funding the Future...'

SA Coastal Councils Alliance – Tender Evaluation Report

Reports for Discussion

From:	Adam Gray, Executive Officer SA Coastal Councils Alliance
Strategic Plan:	Advocacy 7.1 In partnership with DEW deliver the LGAR&DS Coastal Management Funding Models Reform project. Actively promote the principles identified and engage all relevant stakeholders to consider reforms in both coastal zone management roles and responsibilities as well as shared investment models.
Meeting:	SACCA Committee Meeting 19 August 2020

Recommendation

That the SACCA Committee:

1. **Notes the tender evaluation report; and**
2. **Endorses the engagement of EDGE/Marsden Jacobs to undertake the SACCA LGAR&DS funded project ‘Funding the Future...’**

Discussion

One of the key deliverables for the SA Coastal Councils Alliance (SACCA) in 2020 is the delivery of the LGAR&DS funded project ‘Funding the Future...’.

This project aims to produce a new, collaborative and evidence based coastal protection and management funding / co-investment model(s) for South Australian coastal Councils, that considers:

- The roles and most appropriate cost-sharing, co-investment and resourcing contributions towards future coastal management by all levels of Government;
- Establishment of a rolling, long-term forward program of works, rather than the current adhoc or year to year grant arrangements and considering adaptation planning and long-term asset and financial management planning;
- More streamlined funding and investment mechanisms to encourage and facilitate multiple outcomes for our coast, including protection, tourism, health, recreational and environmental benefits
- Appropriate cost-sharing and proportion of public vs private benefit gained from investment of public funding into coastal management and protection

- Principles and thresholds for triggering Government financial intervention/support vs default market/insurance driven response.

To deliver this project the SACCA has secured approximately \$55,000 ex GST to engage a suitable consultancy. This includes an additional \$10,000 from the Department of Environment and Water that was secured recently by the Executive Officer.

As the SACCA is an informal association and administered by the Limestone Coast LGA (LCLGA) it is necessary for the project to be undertaken consistent with the policies and procedures of the LCLGA, including its procurement policy. The select tender and evaluation process meets this expectation.

Following consultation with various stakeholders including the CEOs of the regional LGAs as well as staff supporting the Coast Protection Board a short list of suitable consultancy firms was identified for inclusion in a select tender process.

On 9th July 2020 SACCA finalised a Select Tender 'Request for Quote' (RFQ) document and sought responses from the following firms by COB 31st July 2020.

1. Deloitte Access Economics (DAE)
2. SA Centre for Economic Studies (SACES)
3. AEC Consulting Group (AEC)
4. EDGE / Marsden Jacob Associates (consortia)

SACCA received a response from all consultancy groups other than DAE. DAE did not formally acknowledge receipt of the RFQ (despite confirming to the SACCA EO when queried that DAE had actually received the RFQ), did not submit a response by the due date, and when contacted by phone to query the lack of any response did not return the call.

On Thursday 13th August the SACCA Executive Officer (Adam Gray) and CEO of the LCLGA (Tony Wright) undertook an assessment of the three submissions received. Submissions were assessed and scored out of 100, against the following criteria;

1. Capability and relevant project Experience – 30
2. Proposed methodology – 20
3. Proposed deliverables to meet expectations (incl. any suggested innovation) – 20
4. Quoted price – 30
5. Risks / challenges to the proposal – qualitative
6. Innovation and 'value adds' - qualitative

Following the initial assessment and scoring process EDGE/MJA consortia was requested to clarify the potential for inclusion of cost benefit analysis (referred to as 'out of scope' in their submission) at the expense of some of the included consultation elements. This clarification was received on 17 August 2020 and incorporated in the assessment accordingly.

The following Table 1 represents the RFQ tender response assessment and scoring results. It is recommended that the SACCA (via the Limestone Coast LGA) engage EDGE / Marsden Jacob Associates to deliver the project.

Table 1. Assessment and scoring of SACCA RFQ tender responses.

SACCA LGAR&DS Tender Responses	Score	AEC	Score	EDGE/Marsden	Score	SACES
Capability and relevant project experience – 30%	23	AEC heavily weighted towards economic/financial management exp. Good range of relevant experience	27	Strong with equal focus on Coastal Env/Nat Res. As well as economic analysis	20	Limited to SACES staff and Ec. Dev emphasis
Proposed methodology – 20%	17	3 council case studies. Lacking info on access to Gov't	18	Strong Gov't engagement process (incl LG) as well as NGO	16	Brief, less defined than other proposals
Proposed deliverables to meet expectations (incl. Any suggested innovation) – 20%	18	Appropriate methods of engagement	19	Good spread of engagement and economic analysis incl. 2 papers	16	Discussion paper only
Quote (ex GST) – 30%	30	\$ 45,705.00	28	\$ 49,779.00	28	\$ 49,800.00
TOTAL	88		92		80	
Risks / challenges		Brisbane based, may be difficult to do faceto face component. Survey of all council problematic and may have not been accounted for appropriately. No scope/variation costs referred to.		EDGE staff local in SA, MJA staff located interstate		All staff local, however limited range of expertise
Innovation/value adds		Provision of project advocacy tools/marketing info		2 x papers - summary for Gov't policy as well, and Cost benefit analysis		limited



STRATEGIC OBJECTIVES & BUSINESS PLAN 2020-2025

www.sacoastalcouncils.com.au

INTRODUCTION

Half of South Australia's sixty-eight local Councils are coastal.

Eight are located along the metropolitan Adelaide coastline, with the remaining twenty-six spread around the vast regional coastline, from Eyre Peninsula, Spencer Gulf, Yorke Peninsula, Fleurieu Peninsula & Kangaroo Island and Limestone Coast.

All Councils are under increasing pressure to do more, with less. Coastal Councils have an additional responsibility to provide, manage and maintain a wide range of coastal assets that not only benefit residents and ratepayers, but a much wider visiting and tourist population.

Regardless of size and location, or whether they are metropolitan or rural, coastal Councils are facing the same issues and resourcing pressures including; accelerated cliff and dune erosion; inundation; managing coastal access; maintenance and replacement cost of recreational infrastructure like jetties and boat ramps; planning and development anomalies in coastal areas; sand and beach management; illegal dumping; dredging; managing coastal biodiversity; and construction and maintenance of protection infrastructure including levees, seawalls and groynes.

Every day Local Government is dealing first-hand with these issues and the impact on their communities. To address these challenges Councils consistently identify several barriers, but also the remedies and opportunities to deliver better coastal management outcomes, including;

- New funding and investment strategies are needed to meet the growing demand for infrastructure and mitigate risk from coastal hazards
- Better coordination between levels of government is needed to maximise resources and enhance efficiencies.
- The desire to develop local expertise in coastal planning and decision making to reduce the risk from coastal hazards; and
- To build Local Government resources and capacity, particularly in small and non-metropolitan Councils to undertake the range of required coastal management works, maintenance, data capture and monitoring.

Over the last ten years expenditure by Local Government on coast protection, management and infrastructure has nearly doubled, however the level of funding from other tiers of government to support this has remained relatively static.

Over the next ten years, the cost of managing the coast is forecast to grow exponentially, with Councils in SA conservatively identifying capital works and operating expenses in excess of \$200 million.

Based on the mounting challenges facing coastal Councils and strong demand from the sector for a more collective approach, the 'South Australia Coastal Councils Alliance' was formally launched in October 2019 with the initial objectives of providing;

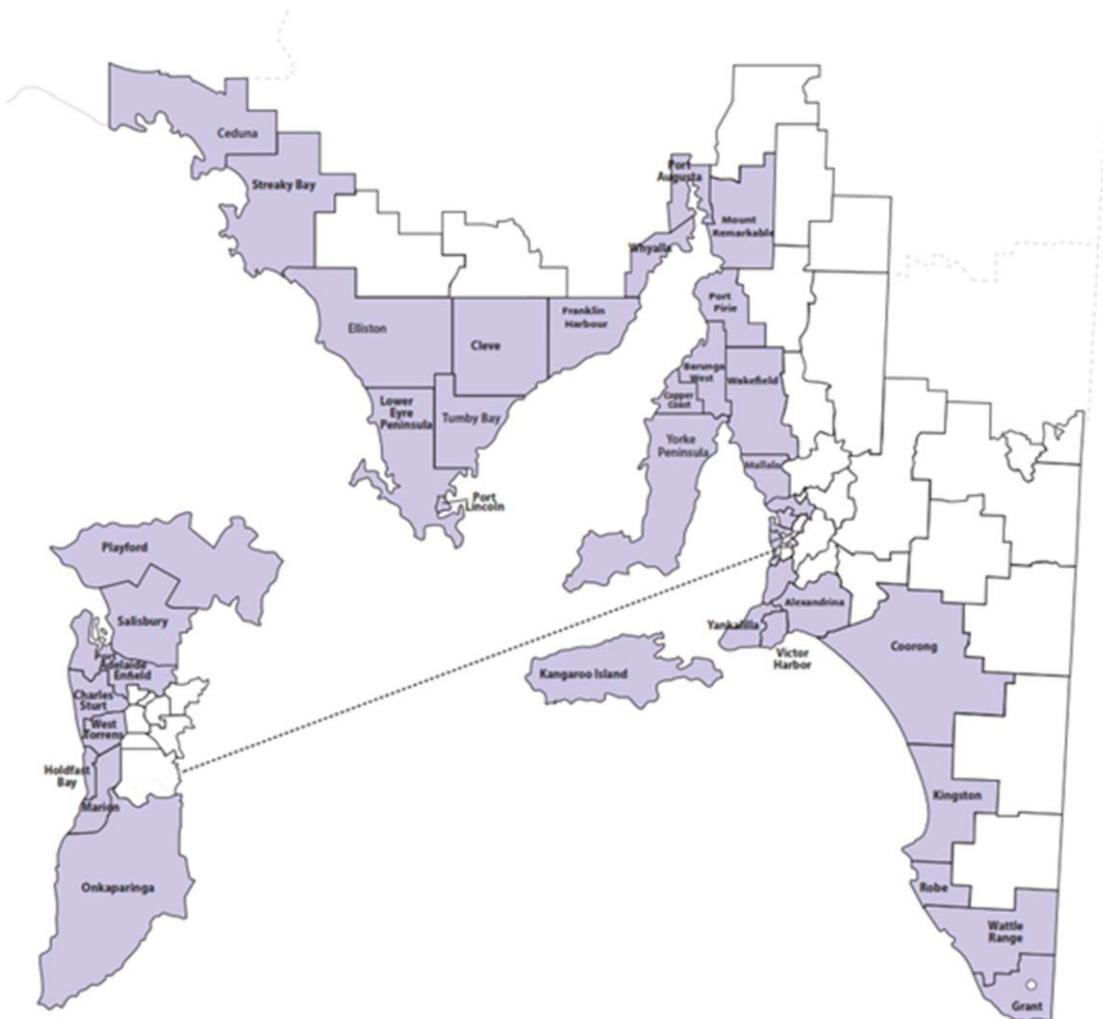
1. An informed, coordinated advocacy voice; and,
2. a forum for information sharing and networking on coastal management issues facing Councils across SA.

This Plan identifies the strategic objectives of the South Australia Coastal Councils Alliance (SACCA) and its annual activities.

MEMBER COUNCILS

Adelaide Plains Council
 Alexandrina Council
 Barunga West Council
 District Council of Ceduna
 City of Charles Sturt
 District Council of Cleve
 Coorong District Council
 Copper Coast Council
 District Council of Elliston
 District Council of Franklin Harbour
 District Council of Grant
 City of Holdfast Bay
 Kangaroo Island Council
 Kingston District Council
 District Council of Lower Eyre Peninsula
 City of Marion
 District Council of Mount Remarkable

City of Onkaparinga
 City of Playford
 City of Port Adelaide Enfield
 Port Augusta City Council
 City of Port Lincoln
 Port Pirie Regional Council
 District Council of Robe
 City of Salisbury
 District Council of Streaky Bay
 District Council of Tumby Bay
 City of Victor Harbor
 Wakefield Regional Council
 Wattle Range Council
 City of West Torrens
 City of Whyalla
 District Council of Yankalilla
 Yorke Peninsula Council



GOVERNANCE

The SA Coastal Councils Alliance is governed by an Executive Committee. Two Committee members and one proxy member is elected from the Councils within each of the following coastal zones;

Southern Region	Metropolitan Adelaide	Northern Zone	Western Zone
Grant, Wattle Range, Robe, Kingston, Coorong, Alexandrina, Victor Harbor, Kangaroo Island, Yankalilla	Onkaparinga, Marion, Holdfast Bay, West Torrens, Charles Sturt, Port Adelaide Enfield, Salisbury, Playford	Adelaide Plains, Wakefield, Yorke Peninsula, Copper Coast, Barunga West, Port Pirie, Mount Remarkable, Port Augusta, Whyalla	Franklin Harbor, Cleve, Tumby Bay, Port Lincoln, Lower Eyre, Elliston, Streaky Bay, Ceduna

** The President of the LGA shall be an ex-officio member of the SA Coastal Councils Alliance.*

Chairperson

- One Chair and one Deputy Chair shall be selected from and by the Executive Committee members for two years.
- The Chair of the Executive Committee shall be the primary spokesperson of the SA Coastal Councils Alliance.

Meeting Frequency

- The SA Coastal Councils Alliance will meet twice per year in April and October, in conjunction with SA Local Government Association's ordinary and annual general meetings.
- The Executive Committee will meet at least quarterly, or on an as needs basis.

Resources

- Executive support for the SA Coastal Councils Alliance and Executive Committee shall be provided by an Executive Officer.
- Core funding for SACCA shall be sought from an equal, annual allocation from the LGA's Greater Adelaide Regional Organisation of Councils (GAROC) and SA Regional Organisation of Councils (SAROC). This funding model however is under review and to be confirmed from 30 June 2021.
- Additional project or specialist support shall be funded by grants, Councils or other external assistance as relevant.

Delegated Authority

- Nil – The SA Coastal Councils Alliance is an informal representative network of the States thirty-four coastal Councils. The Alliance Executive Committee is chaired by a Council elected member. The Alliance reports against its strategic objectives regularly to its members and to the LGA SAROC and GAROC committees.

Review

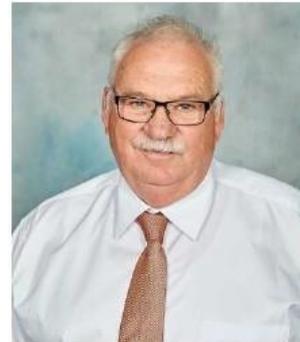
- The SACCA Strategic Objectives and Business Plan 2020-25 will be reviewed annually.

SACCA EXECUTIVE COMMITTEE 2019 - 2021

The inaugural 2019-2021 SA Coastal Councils Alliance Executive Committee consists of the following elected members.

Chairperson - Mayor Keith Parkes

Deputy Chairperson - Mayor Richard Sage



Metropolitan Zone
Councillor Bill Jamieson - City of Onkaparinga (delegate)
Councillor Oanh Nguyen - City of Charles Sturt (delegate)
Councillor William Miller - City of Holdfast Bay (proxy)
Southern Zone
Mayor Keith Parkes - Alexandrina Council (delegate)
Mayor Richard Sage - District Council of Grant (delegate)
Mayor Alison Nunan - District Council of Robe (proxy)
Northern Zone
Mayor Darren Braund - Yorke Peninsula Council (delegate)
Mayor Leon Stephens - Port Pirie Regional Council (delegate)
Mayor Mark Wasley - Adelaide Plains Council (proxy)
Western Zone
Councillor Alan Tingay - District Council of Lower Eyre Peninsula (delegate)
Councillor Andrea Broadfoot - Port Lincoln City Council (delegate)
Deputy Mayor Robert Randall - District Council of Tumby Bay (proxy)
LGA President
Mayor Sam Telfer - District Council of Tumby Bay (ex-officio)

MISSION & STRATEGIC OBJECTIVES

The mission of the South Australia Coastal Councils Alliance is;

To provide leadership, support and advocacy for the benefit of all South Australian coastal Councils and their communities.

The activities of SACCA are guided by its five-year Strategic Objectives and Business Plan and the four key strategic objectives identified below;

1. Coordination

- Support coastal Councils by coordinating state-wide strategic coastal activities
- Act as a central point of contact for key stakeholders to engage with SA coastal Councils

2. Collaboration

- Partner with other key stakeholders to advance the interests of SA coastal Councils
- Support member Councils in partnering with other stakeholders to advance the interests of SA coastal Councils

3. Capacity building

- Develop and deliver information, services or projects to build expertise and knowledge within the SA coastal Councils community.
- Build the capacity of the SACCA to deliver its strategic objectives

4. Advocacy

- Represent the interests of SA coastal Councils to key stakeholders, including research institutions, industry bodies and State and Commonwealth Governments.
- Work with key stakeholders to deliver strategic objectives established by the SACCA

BUSINESS PLAN

The 2020-25 SACCA business plan is the first for the Alliance and represents both the short and medium targets established by the inaugural SACCA Executive Committee. As a new organisation for the Local Government sector in South Australia the Alliance is building its foundation while delivering a program of work to benefit its member Councils and their communities. The SACCA Business Plan will be revised annually.

Objective	SACCA role	2020-21 SACCA Actions
Support coastal Councils by coordinating state-wide strategic coastal activities	Coordination	Build awareness of all coastal stakeholders and their activities and create linkages with relevant Councils.
		Support the SA Coast Protection Board to work with Councils to identify priority works programs and provide support and resources.
Act as a central point of contact for key stakeholders to engage with SA coastal Councils	Coordination	Promote the role of the SACCA and its capacity to engage with all coastal Councils across the state.
		Support education, awareness and information dissemination between key stakeholders and relevant Councils.
		Maintain effective and valued communication with coastal Councils
Partner with other key stakeholders to advance the interests of SA coastal Councils	Collaboration	Work with the SA Coast Protection Board and the SA Department for Environment and Water (DEW) to support and deliver relevant coastal projects, programs and services.
		Work with the SA Coast Protection Board and the SA Department for Environment and Water (DEW) to develop a program of review and reform (including a new State Coastal Management Strategy) for coastal zone management roles/responsibilities, priorities and investment.
		Collaborate with the Metropolitan Seaside Councils Committee to create linkages between metropolitan and regional coastal Councils to share expertise and resources.
		Work with interested parties to influence R&D at local, state and national level. Engage with National stakeholders (incl. the Australian Coastal Councils Association, local government coastal alliances, state LGA bodies) to represent interests of SA Councils, learn from experience and collaborate where mutually beneficial.
Support member Councils in partnering with other stakeholders to advance the interests of SA coastal Councils.	Collaboration	SACCA will facilitate information exchange and provide support in creating partnerships between Councils and key stakeholders incl. the LGA SA & other Councils, State and Federal Government, Australian Coastal Councils Alliance and research institutions.

Objective	SACCA role	2020-21 SACCA Actions
Develop and deliver information, services or projects to build expertise and knowledge within the SA coastal Councils community.	Capacity Building	SACCA will provide support (either financial or in-kind) where appropriate to encourage coastal zone management capacity building and R&D.
Build the capacity of the SACCA to deliver its strategic objectives	Capacity building	Establish both strategic and business planning frameworks for SACCA.
		Resolve long term SACCA funding arrangements with members.
		Design and develop a SACCA website and other communication platforms.
		Review SACCA governance arrangements.
Represent the interests of SA coastal Councils to key stakeholders, including research institutions, industry bodies and State and Federal Governments.	Advocacy	In partnership with DEW deliver the LGAR&DS Coastal Management Funding Models Reform project. Actively promote the principles identified and engage all relevant stakeholders to consider reforms in both coastal zone management roles and responsibilities as well as shared investment models.
		SACCA participation as a member on the CPB LG Advisory Committee.
		Seek out opportunities to represent the activities of SACCA at various forums and promote the strategic objectives of SACCA.
Work with key stakeholders to deliver strategic objectives established by the Alliance	Advocacy	Identify and collaborate with relevant stakeholders to advance the interests of the SACCA.

FUNDING & BUDGETS

Income for the South Australia Coastal Councils is derived from four main sources:

1. Subscriptions and Project Fees from SA Coastal Councils
2. Funding from the LGA SAROC and GAROC committees
3. Funding from the SA Coast Protection Board; and
4. Project funding through partnerships with external organisations.

Annual expenditure is divided between two main areas:

1. Operating – expenditure required to employ an Executive Officer, and general costs for administration, subscriptions/memberships, travel and other general organisational expenses, and
2. Projects – expenditure required to deliver specific projects.

The SACCA 2020/21 FY Budget and P/L is outlined below.

SACCA BUDGET AND P/L 2020-21

INCOME	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	TOTAL
GAROC	\$20,000												\$20,000
SAROC	\$20,000												\$20,000
Members contributions	\$0												\$0
Grants DEW				\$5,000									\$5,000
Grants - coastal				\$35,000									\$35,000
Total	\$40,000	\$0	\$0	\$40,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$80,000
EXPENSES	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	TOTAL
Consultancy	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,100	\$5,100	\$5,100	\$5,100	\$5,100	\$5,100	\$60,600
Projects		9,000		18,000		18,000							\$45,000
Travel and Accommodation	833	833	833	833	833	833	833	833	833	833	833	833	\$10,000
Memberships				5,000			5,000						\$10,000
Communications	\$416.67	\$416.67	\$416.67	\$416.67	\$416.67	\$416.67	\$416.67	\$416.67	\$416.67	\$416.67	\$416.67	\$416.67	\$5,000
Admin and overheads	200	200	200	200	200	200	200	200	200	200	200	200	\$2,400
IT	100	100	100	100	100	100	100	100	100	100	100	100	\$1,200
Total	\$6,550	\$15,550	\$6,550	\$29,550	\$6,550	\$24,550	\$11,650	\$6,650	\$6,650	\$6,650	\$6,650	\$6,650	\$134,200
P&L	\$33,450	-\$15,550	-\$6,550	\$10,450	-\$6,550	-\$24,550	-\$11,650	-\$6,650	-\$6,650	-\$6,650	-\$6,650	-\$6,650	-\$54,200
Cashflow	\$123,924	\$108,374	\$101,824	\$112,274	\$105,724	\$81,174	\$69,524	\$62,874	\$56,224	\$49,574	\$42,924	\$36,274	

18/05/2020 Adjustment

Starting cash \$101,973.67 \$11,500.00 \$90,473.67

SA COASTAL COUNCILS ALLIANCE - LEADERSHIP



Photo Courtesy of Ms Anita Crisp. Photo depicts representatives from South Australian coastal Councils at the launch of the Alliance in 2019 including Mayor Sam Telfer (LGASA President), Mayor Keith Parkes (Inaugural SACCA Chairperson) and Mayor Richard Sage (Inaugural SACCA Vice Chairperson). The 'SA coastal snapshot' was presented at the launch.

Draft

Draft Minutes of the LGA Board of Directors Meeting held on Thursday 20 August 2020 at 1:00 pm in Room CC1 at City of Charles Sturt Civic Centre, 72 Woodville Road, Woodville

1. Welcome, Present & Apologies

The President opened the meeting at 1.00 pm, welcomed members and acknowledged the City of Charles Sturt.

1.1 Present

Mayor Sam Telfer	Director / LGA President
Mayor Kevin Knight	Director
Mayor Peter Matthey OAM (<i>via videoconference</i>)	Director
Mayor David O'Loughlin	Director
Mayor Keith Parkes	Director
Mayor Karen Redman	Director / Chair of GAROC
Mayor Erika Vickery OAM	Director / Chair of SAROC

LGA Secretariat:

Matt Pinnegar (<i>via videoconference</i>)	Chief Executive Officer
Nathan Petrus	Executive Director Member Services
Lisa Teburea	Executive Director Public Affairs
Astrid Crago	Records Management and Projects Coordinator (<i>minutes</i>)

1.2 Apologies & Absences

Mayor Gillian Aldridge OAM	Director / Office of the Immediate Past President
Mayor Clare McLaughlin	Director
Mayor Jan-Claire Wisdom	Director

2. Minutes of Previous Meeting

2.1 Minutes of Meeting held 23 July 2020

Moved Mayor Vickery Seconded Mayor Parkes that the LGA Board of Directors confirms the public minutes of the meeting held on 23 July 2020 as a true and accurate record of the proceedings held.

Carried

2.2 Resolutions and actions from previous meetings

Moved Mayor Knight Seconded Mayor Redman that the LGA Board of Directors notes progress with public resolutions resulting from the meeting of 23 July 2020 and outstanding resolutions from earlier meetings.

Carried

3. LGA Updates

3.1 Report from the LGA President – August 2020

The President provided a verbal update to the report.

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

Carried

3.2 ALGA Update

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

3.3 Report from the LGA CEO

The President welcomed Nathan Petrus, LGA Executive Director Member Services and introduced him to Directors.

The CEO provided a verbal update to the report.

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

Carried

4. Reports from Bodies Established Pursuant to the LGA Constitution

4.1 LGA Audit & Risk Committee *(no report)*

Executive Director Public Affairs Lisa Teburea provided a verbal update on the meeting held this week.

4.2 GAROC Committee *(no report)*

Chair Mayor Redman advised of a GAROC COVID-19 Recovery webinar to be held next Thursday.

4.3 SAROC Committee

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

The President and Board Directors acknowledged the work by LGA Planning Reform Partner Stephen Smith on consultation with regional councils on planning reform.

Moved Mayor Vickery Seconded Mayor Redman that the LGA Board of Directors notes the draft minutes for the meeting of the SAROC Committee held on 22 July 2020.

Carried

4.4 CEO Advisory Group *(refer confidential reports)*

4.5 LGASA Mutual *(no report)*

4.6 LGA Procurement *(no report)*

5. Invited Guest Speakers

Nil.

6. Proposed Items of Business submitted by Member Councils

Nil.

7. Reports for Discussion

7.1 Independent review into South Australia's 2019-20 bushfire season

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

1. notes the report;
2. approves that the LGA President provides an LGA response to the Independent review into South Australia's 2019-20 bushfire season to the Minister for Police, Emergency Services and Correctional Services, SAFECOM and the Country Fire Service; and
3. requests an update report be provided to the LGA Board of Directors at its August 2021 meeting on progression of recommendations by the LGA, the sector and State Government agencies.

Carried

Draft

7.2 LGA Submission – Local Design Review Scheme for South Australia

LGA Planning Reform Partner Stephen Smith provided a verbal update to the meeting.

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

1. notes the report; and
2. endorses the LGA Submission on the Local Design Review Scheme for South Australia with the inclusion of stronger messaging highlighting that the proposed scheme is unworkable and will have no impact on good design outcomes and to submit that the scheme must operate post application and be at the council's discretion.

Carried

7.3 Audit and Risk Committee Terms of Reference

Director Corporate Services Andrew Wroniak provided a verbal update to the report.

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

1. approves the changes to the Audit and Risk Committee's Terms of Reference; and
2. approves a further amendment to clause 9.7 to provide that an LGA Board Director (or their proxy or the LGA President) must be present at each Audit and Risk Committee meeting.

Carried

8. Confidential Reports

8.1 Grounds for moving into confidence

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

1. Agenda Item 8.2 - Confidential Minutes of Previous Meetings;
2. Agenda Item 8.3 - Confidential Resolutions and Actions from Previous Meetings;
3. Agenda Item 8.4 - CEO Advisory Group Confidential Minutes of Meeting;
4. Agenda Item 8.5 - Stormwater Discussion Paper;
5. Agenda Item 8.6 - Local Government Reform; and

Draft

6. Agenda Item 8.7 - Board Room Names – Ground Floor Fitout.

Carried

1.44pm there were no observers present to leave.

8.2 Confidential Minutes of Previous Meetings

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

1. notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures;
2. confirms the confidential minutes of the meeting of 23 July 2020 as a true and accurate record of the proceedings held;
3. confirms the in-camera minutes of the meeting of 23 July 2020 as a true and accurate record of the proceedings held; and
4. having considered Agenda Item 8.2 - *Confidential Minutes of Previous Meetings* in confidence resolves to retain the attachments and discussion in confidence and in-camera respectively within the parameters of the original resolutions contained within.

Carried

8.3 Confidential Resolutions and Actions from Previous Meetings

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

1. notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures;
2. notes progress of confidential resolutions resulting from the meeting of 23 July 2020 and outstanding confidential resolutions from earlier meetings including the LGA Executive Committee; and
3. having considered Agenda Item 8.3 - *Confidential Resolutions and Actions from Previous Meetings* in confidence resolves to retain the report in confidence within the parameters of the original resolutions contained within; and release the resolution.

Carried

8.4 CEO Advisory Group Confidential Minutes of Meeting

Executive Director Public Affairs Lisa Teburea provided a verbal update to the report.

Draft

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

1. notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures; and
2. notes the confidential workshop notes of the CEO Advisory Group meeting held on 15 July 2020 and the draft confidential minutes of the meeting held 6 August 2020; and
3. having considered Agenda Item 8.4 – *CEO Advisory Group Confidential Minutes of Meeting* in confidence resolves to retain the attachment and discussion in confidence within the parameters of the original resolutions contained within.

Carried

8.5 Stormwater Discussion Paper

8.6 Local Government Reform

8.7 Board Room Names – Ground Floor Fitout

Director Corporate Services, Andrew Wroniak addressed the group.

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

1. notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures;
2. approves the recommended Room Names for the new ground floor fitout as outlined in this report (as amended to name the foyer the Susan Grace Benny Foyer); and
3. having considered Agenda Item 8.7 - *Board Room Names – Ground Floor Fitout* in confidence resolves to release the report, attachments and resolution immediately following the meeting.

Carried

3.48pm with the leave of the meeting the President brought Confidential Item 11.1 – Operational Updates forward.

11. Any Other Business

11.1 Operational Updates

Moved Mayor Redman Seconded Mayor Vickery that the LGA Board of Directors resolves to consider Agenda Item 11.1 - *Operational Updates* in confidence being satisfied that there are reasonable grounds for the information received, discussed or considered in relation to this item to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures and orders all observers at the

Draft

meeting, with the exception of LGA staff on duty, be excluded from attendance at the meeting.

Carried

3.49pm there were no observers present to leave.

3.55pm Mayor Vickery left the meeting.

4.00pm Mayor Vickery returned to the meeting.

9. Late Reports

9.1 Deregistration of Local Super Pty Ltd

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

Carried

10. Questions With / Without Notice

Nil.

11. Any Other Business (cont.)

11.2 Australia Day Council Events

There was general discussion on the different ways councils are dealing with citizenship ceremonies and similar events.

12. Calendar of upcoming Key Dates

LG Research & Development Scheme Advisory Committee – 21 August

GAROC Committee – 7 September

Audit & Risk Committee – 7 September

SAROC Committee – 17 September

Annual General Meeting – 29 October

CEO Advisory Group – 5 November

13. Next Meeting

The next meeting of the LGA Board of Directors will be held on Thursday 17 September 2020 at City of Salisbury, 34 Church Street, Salisbury, commencing at 1:00pm.

Draft

14. Close

The President thanked Mayor Evans and staff at the City of Charles Sturt for hosting the meeting.

The meeting was declared closed at 4.10.pm.

Minutes confirmed

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Chairperson signature

Date

Draft

Draft Minutes of the LGA Board of Directors Meeting held on Thursday 17 September 2020 at 1:01 pm in the Little Para Rooms, Level 1, City of Salisbury, 34 Church Street, Salisbury

1. Welcome, Present & Apologies

The President opened the meeting at 1.00 pm and welcomed members and staff to City of Salisbury. The President thanked the Mayor of Salisbury for hosting.

1.1 Present

Mayor Sam Telfer	Director / LGA President
Mayor Gillian Aldridge OAM	Director / Office of the Immediate Past President
Mayor Kevin Knight	Director
Mayor Peter Matthey OAM	Director
Mayor David O'Loughlin	Director (<i>until 3:00pm</i>)
Mayor Keith Parkes (<i>via videoconference</i>)	Director (<i>until 4.03pm</i>)
Mayor Karen Redman	Director / Chair of GAROC
Mayor Erika Vickery OAM	Director / Chair of SAROC

LGA Secretariat:

Matt Pinnegar	Chief Executive Officer
Dr Andrew Johnson	Executive Director Corporate Governance / Mutual
Nathan Petrus	Executive Director Member Services
Lisa Teburea	Executive Director Public Affairs
Astrid Crago	Records Management and Projects Coordinator (<i>minutes</i>)

Observers:

Peter Scott (<i>until 1.56pm</i>)	Executive Officer, Eyre Peninsula LGA
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1.2 Apologies & Absences

Mayor Clare McLaughlin	Director
Mayor Jan-Claire Wisdom	Director

2. Minutes of Previous Meeting

2.1 Minutes of Meeting held on 20 August 2020

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

- the meeting held on 20 August 2020;
- the circular resolution of 27 August; and
- the circular resolution of 11 September 2020;

as true and accurate records of the proceedings held.

Carried

2.2 Resolutions and actions from previous meetings

Moved Mayor Knight Seconded Mayor Aldridge that the LGA Board of Directors notes progress with resolutions resulting from the meeting of 20 August 2020 and outstanding resolutions from earlier meetings.

Carried

3. LGA Updates

3.1 Report from the LGA President

The President provided a verbal update on the report.

1.05pm Marcus Lojzarczyk (PricewaterhouseCoopers) joined the meeting via videoconference.

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

Carried

3.2 ALGA Update

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

Executive Director Public Affairs Lisa Teburea provided an update on vacancies on the ALGA Executive. Mayor O'Loughlin's term as ALGA President expires on 15 November and he is not eligible for re-appointment due to having served two terms.

Mayor Telfer declared a conflict of interest in the item as the Board considered nominating his for the position of ALGA Vice President. Mayor Telfer vacated the chair and left the meeting.

Moved Mayor O'Loughlin Seconded Mayor Redman that Mayor Aldridge assumes the chair for item 3.2.

Carried

Draft

1.08pm Mayor Aldridge assumed the chair.

Moved Mayor Vickery Seconded Mayor Knight that the LGASA Board of Directors submits a nomination for Mayor Sam Telfer for the position of Vice President of the Australian Local Government Association for the term commencing November 2020.

Carried

Mayor Aldridge vacated the chair and the LGA President returned to the meeting and resumed the chair.

3.3 Report from the LGA CEO

The CEO provided a verbal update on the report.

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

Carried

4. Reports from Bodies Established Pursuant to the LGA Constitution

4.1 LGA Audit & Risk Committee (*refer confidential reports*)

4.2 GAROC Committee

GAROC Committee Chairperson, Mayor Karen Redman, provided a verbal update on the report and thanked staff and Committee members for their contributions.

Moved Mayor Redman Seconded Mayor Knight that the LGA Board of Directors notes the draft minutes of the meeting of the GAROC Committee held on 7 September 2020.

Carried

4.3 SAROC Committee

SAROC Committee Chairperson, Mayor Erika Vickery, provided a verbal update on the meeting held earlier that day.

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

Carried

The President congratulated the Chair of the SAROC Committee and the Chair of the GAROC Committee on their successful terms in their roles.

4.4 CEO Advisory Group (*no report*)

4.5 LGASA Mutual (*no report*)

4.6 LGA Procurement (*refer confidential reports*)

5. Invited Guest Speakers

Ms Rosina Hislop, Chair, LGA Audit & Risk Committee for Item 8.9 and Marcus Lojczyk, Partner, PricewaterhouseCoopers (LGA Auditors) for Items 7.2 and 8.9.

6. Proposed Items of Business

6.1 Installation of Sea-Level Gauge at O'Sullivan Beach (Adelaide Plains)

Executive Director Public Affairs Lisa Teburea provided a verbal update to the report and responded to Director's questions.

Moved Mayor Matthey Seconded Mayor Parkes that the LGA Board of Directors approves the following item of business requested by Adelaide Plains Council being included in the agenda for the LGA Annual General Meeting to be held on 29 October 2020:

That the Annual General Meeting requests that:

1. *the LGA give a higher priority to lobbying State and Federal governments on the installation of a Sea Level Gauge at O'Sullivan Beach to obtain accurate data regarding of Sea Level change; and*
2. *the LGA continue to lobby for and contribute to an improved national approach to sea level rise management and consider moving to a 'monitor and respond' model of adaptation.*

Carried

1.26pm Marcus Lojczyk (PricewaterhouseCoopers) left the meeting.

6.2 LGA Annual Report – Inclusion of Nominations (Marion)

Moved Mayor Redman Seconded Mayor Aldridge that the LGA Board of Directors requests that from 2021 the LGA publish, as part of the LGA Annual Report, all appointments or recommendations which lead to an appointment by the LGA Board of Directors (or delegate) including LGA related entities and committees. The list is to include relevant information such as:

- the position
- name of the person appointed
- term of the position
- any remuneration applicable to the position.

Carried

6.3 'Buying it Back' Circular Procurement Pilot Project

Executive Director Public Affairs Lisa Teburea and Director Policy Lea Bacon provided verbal updates to the report and responded to Director's questions.

Draft

Moved Mayor Redman Seconded Mayor O'Loughlin that the LGA Board of Directors approves the following item of business being included in the agenda for the LGA Annual General Meeting to be held on 29 October 2020:

That the Annual General Meeting:

1. *acknowledges the outcomes, learnings and support materials from the 'Buying it Back' Circular Procurement Pilot Project that has supported participating councils to increase and track their purchase of recycled content;*
2. *endorses the following recommendations of the 'Buying it Back' Circular Procurement Pilot Project, that LGA member councils:*
 - 2.1 *acknowledge that local government action is imperative for addressing the current challenges in waste and recycling (as detailed in the National Waste Policy Action Plan and including the implications of the impending national waste export ban);*
 - 2.2 *commit to increasing purchasing of recycled-content material as a high priority and as a necessary method of mitigating councils' rising waste management costs;*
 - 2.3 *amend their existing Procurement Policies to:*
 - a) *Temporarily (say, for 5 years) prioritise recycled-content through the procurement process and include a method of ensuring accountability;*
 - b) *Mandate consideration of recycled-content through design and planning processes (including where panel contracts are already in place);*
 - c) *Specifically permit consideration of the "opportunity cost" associated with a purchase (ie instead of only asking "which product is most sustainable?", also ask "what will happen to the materials if I don't purchase the recycled-content option?");*
 - d) *Require councils to track the purchase of recycled-content by weight and report publicly on purchases;*
 - 2.4 *in addition to amending existing Procurement Policies, consider implementing an administrative approach outside of the policy, for example, by limiting stationery items available for purchase by council staff to those with recycled content (noting that this approach can make data collection easier as all purchases will have recycled-content and simply need to be collated);*
 - 2.5 *continue working through communities of practice to share knowledge and experiences of buying recycled and to explore and/or support development of a certification scheme for recycled-content products and materials;*



Draft

3. *endorses the LGA writing to the Commissioner for Roads as provided for in sections 23 and 24 of the Highways Act 1926 to request that work be undertaken with engineering bodies and/or Austroads to develop a generic (ie non-industry owned) specification that allows for the use of recycled-content in road construction materials (in particular, materials sourced from yellow bins including plastic and glass fines).*

Carried

7. Reports for Discussion

7.1 2019-2020 LGA Annual Report

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

1. adopts the 2019-2020 LGA Annual Report; and
2. requests that copies of the Annual Report be made available to councils at the 2020 LGA Annual General Meeting.

Carried

1.46pm the President advised Item 7.2 would be dealt with later in the meeting when the guest speaker was available to join the meeting via videoconference.

7.3 SAROC Annual Report 2019-2020

Moved Mayor Vickery Seconded Mayor Redman that the LGA Board of Directors notes the *2019-2020 SAROC Annual Report*.

Carried

7.4 GAROC Annual Report 2019-2020

Moved Mayor O'Loughlin Seconded Mayor Redman that the LGA Board of Directors notes the *2019-2020 GAROC Annual Report*.

Carried

7.5 CEO Advisory Group Annual Report 2019-2020

Moved Mayor O'Loughlin Seconded Mayor Knight that the LGA Board of Directors notes the *2019-20 CEO Advisory Group Annual Report*.

Carried

7.6 2020 Annual General Meeting (AGM) Agenda Reports

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

1. approves the agenda items outlined in this report being submitted for consideration at the 2020 LGA Annual General Meeting; and

Draft

2. notes that the three outstanding items of business from the cancelled LGA Ordinary General Meeting will be included on the agenda for the 2020 LGA Annual General Meeting.
 - Family & domestic violence training, education & development (Adelaide)
 - Voter Roll Process (Murraylands & Riverland LGA)
 - Catastrophic Fire Days Community Relief Centres (Cool Refuge) (Port Lincoln)

Carried

7.7 LGA25 – Strategic Plan 2021-2025

Director Strategy Michael Arman provided a verbal update to the report.

Moved Mayor Vickery Seconded Mayor Parkes that the LGA Board of Directors notes the proposed approach and timeframes for developing a new Strategic Plan for the LGA.

Carried

7.8 Local Government Research and Development Scheme

Mayor Knight thanked the secretariat and members of the committee for their input over his term as Chair of the Scheme's Advisory Committee.

CEO Matt Pinnegar provided a verbal update to the report.

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

1. notes the report; and
2. approves the Local Government Research and Development Scheme Advisory Committee's recommendations to:
 - a. approve offers of funding for nine external project totalling \$328,159;
 - b. note the carryovers requested by multiple regional LGAs for the Regional Capacity Building Allocations; and
 - c. amend the reporting requirements for the Regional Capacity Building Allocations to include an interim report to be forwarded to the LGA by November 2020.

Carried

1.56pm Observer Mr Peter Scott left the meeting.

8. Confidential Reports

8.1 Grounds for moving into confidence

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

Draft

exception of LGA staff on duty and guest speakers Ms Rosina Hislop, chair of the Audit & Risk Committee and Mr Marcus Lojszczyk, Partner, PricewaterhouseCoopers be excluded from attendance at the meeting:

1. Agenda Item 8.2 - Confidential Minutes of Previous Meetings;
2. Agenda Item 8.3 - Confidential Resolutions and Actions from Previous Meetings;
3. Agenda Item 8.4 - LGA Audit and Risk Committee Confidential Minutes of Meeting;
4. Agenda Item 8.5 – LGA Procurement Update;
5. Agenda Item 8.6 - Local Government Reform Bill Update;
6. Agenda Item 8.7 - Pricing Methodology and Pricing Schedule 2020/21;
7. Agenda Item 8.8 - LGASA Mutual Pty Ltd End of Year Financial Statements 2019/20;
8. Agenda Item 8.9 - LGA Audit and Risk Committee Annual Report 2019-2020;
9. Agenda Item 8.10 - Policy Review (Schemes Management Fees);
10. Agenda Item 8.11 - Nominations to SA Local Government Grants Commission;
11. Agenda Item 9.1 – Nominations to State Bushfire Coordination Committee;
12. Agenda Item 9.2 – Allowance Policy Review; and
13. Agenda Item 9.3 – LGA Submission - Local Government (Elections) Act

Carried

There were no observers present to leave.

8.2 Confidential Minutes of previous meetings

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

1. notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures;
2. confirms the confidential minutes of the meeting of 20 August 2020 as a true and accurate record of the proceedings held; and
3. having considered Agenda Item 8.2 - *Confidential Minutes of Previous Meetings* in confidence resolves to retain the attachments and discussion in confidence within the parameters of the original resolutions contained within.

Carried

1.56pm Mayor O'Loughlin left the meeting.

Draft

8.3 Confidential Resolutions and Actions from previous meetings

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

1. notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures;
2. notes progress of confidential resolutions resulting from the meeting of 20 August 2020 and outstanding confidential resolutions from earlier meetings including the LGA Executive Committee; and
3. having considered Agenda Item 8.3 - *Confidential Resolutions and Actions from Previous Meetings* in confidence resolves to retain the report in confidence within the parameters of the original resolutions contained within; and release the resolution.

Carried

8.4 LGA Audit & Risk Committee Confidential Minutes of Meeting

Committee Member Mayor Redman provided a verbal update to the report.

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

1. notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures;
2. notes the confidential minutes of the LGA Audit and Risk Committee meetings held on 12 August and 7 September 2020; and
3. having considered Agenda Item 8.4 *LGA Audit and Risk Committee Confidential Minutes of Meeting* in confidence resolves to retain the report and attachment in confidence indefinitely.

Carried

8.5 LGA Procurement Update

2.00pm Mayor O'Loughlin returned to the meeting.

CEO and LGA Procurement Director, Matt Pinnegar and LGA Procurement Board Chairperson, Mayor O'Loughlin provided verbal updates to the report.

LGA Procurement Operations Manager, Martin Borgas provided a verbal update to the report in the absence of LGA Procurement CEO Mr Andrew Haste who had tendered his apology for the meeting.

LGA Procurement Board Chairperson Mayor O'Loughlin acknowledged the LGA Procurement staff and the high quality of work they have been doing.

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

Draft

1. notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures;
2. notes the LGA Procurement's audited annual financial statements 2019/2020 and performance summary;
3. and provides recognition of thanks to the LGA Procurement Board for leading the transformation and recovery process and positioning the business for ongoing successes; and
4. having considered Agenda Item 8.5 - *LGA Procurement Update* in confidence resolves to retain the report & attachment in confidence indefinitely on the grounds that this relates to commercial in confidence; and release the resolution.

Carried

2.10pm Marcus Lojszczyk joined the meeting via videoconference.

7. Reports for Discussion (cont.)

7.2 2019/20 Financial Statements

Director Corporate Services Andrew Wroniak gave a presentation.

Mr Marcus Lojszczyk, Partner, PricewaterhouseCoopers provided a verbal update to the report and answered questions from Directors.

2.30pm Ms Rosina Hislop joined the meeting via videoconference.

Ms Rosina Hislop, Chair, LGA Audit & Risk Committee provided a verbal update to the report and answered questions from the meeting.

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

1. notes the end of year result for the LGA secretariat is a \$31,000 surplus compared to a budgeted deficit of \$153,000. After including projects and impaired assets the LGA parent entity is reporting a deficit of \$1.056 million due to the net expenditure of project reserves.
2. authorises the President and Chief Executive Officer to certify the 2019/20 Financial Statements for the LGA and sign the Statements by the Board for the year ended 30 June 2020.

Carried

The President advised Item 8.9 would be brought forward so invited guests could remain to address Directors.

8. Confidential Reports (cont.)

8.9 LGA Audit and Risk Committee Annual Report 2019-2020

Mayor Redman acknowledged and thanked the LGA Audit & Risk Committee and Chairperson Rosina Hislop for their hard work.

2.49pm Mayor Aldridge left the meeting.

2.51pm Mayor Aldridge returned to the meeting.

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

1. notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures;
2. notes the report; and
3. having considered Agenda Item 8.9 - *LGA Audit and Risk Committee Annual Report 2019/20* in confidence resolves to retain the report in confidence indefinitely on the grounds that this relates to strategic and negotiation issues.

Carried

2.50pm Marcus Lojszczyk left the meeting.

2.50pm Ms Rosina Hislop left the meeting.

2.51pm the meeting adjourned for a short break.

3.11pm the meeting resumed without Mayor O'Loughlin.

8.6 Local Government Reform Bill Update

Local Government Reform Partner Andrew Lamb, Executive Director Public Affairs Lisa Teburea and CEO Matt Pinnegar provided verbal updates.

There was general discussion.

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

1. notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures;
2. notes the report; and
3. having considered Agenda Item 8.6 – *Local Government Reform Bill Update* in confidence resolves to retain the report in confidence indefinitely on the grounds that this relates to the LGA's strategic negotiations.

Carried

8.7 Pricing Methodology and Pricing Schedule 2020/21

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

1. notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures;
2. adopts the draft Pricing Methodology and Pricing Schedule 2020/21 as attached to this report; and
3. having considered agenda item 8.7 - *Pricing Methodology and Pricing Schedule 2020/21* in confidence resolves to release the report, attachment and resolution upon the adoption of the Pricing Methodology and Pricing Schedule 2020/21 by the Board.

Carried

8.8 LGASA Mutual Pty Ltd End of Year Financial Statements 2019/20

8.10 Policy Review (Schemes Management Fees)

Executive Director Andrew Johnson provided a verbal update to the report.

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

1. notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures;
2. adopts the attached Schemes Management Fees Policy; and
3. having considered Agenda Item 8.10 - *Policy Review (Schemes Management Fees)* in confidence resolves to release the resolution and retain the report and attachment in confidence for twelve months on the grounds that this relates to strategic and negotiation issues.

Carried

8.11 Nominations to SA Local Government Grants Commission

Due to a lack of quorum created by three Board Directors declaring a conflict of interest on this item, this matter was deferred to be dealt with via circular resolution.

9. Late Reports

9.1 Nominations to State Bushfire Coordination Committee

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

1. notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures;

Draft

2. notes the Nominations Committee of the LGA Board of Directors has considered the nominations received for the State Bushfire Coordination Committee; and
3. based on the recommendations of the Nominations Committee, forwards the following three nominees (including at least one male and one female) to the Minister for Police, Emergency Services and Correctional Services, for the appointment of one person to the State Bushfire Coordination Committee, and the appointment of one person as deputy, for a term of three years, being (in alphabetical order):
 - a. Heidi Greaves
 - b. Michael Lange
 - c. John Moyle
4. having considered agenda item 9.1 *Nominations to State Bushfire Coordination Committee* in confidence resolves to release the report and resolution immediately after the matter is determined by the LGA Board of Directors and retains the attachment to the report indefinitely on the grounds that this relates to personal affairs information.

Carried

9.2 Allowance Policy Review - Confidential

Executive Director Corporate Governance Dr Andrew Johnson provided a presentation to the Board.

4.03pm Mayor Parkes left the meeting.

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

1. notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures;
2. acknowledges that the current President's and Director's remuneration is not set at a level that adequately reflect the responsibilities, risks and time commitment required to undertake their role effectively and professionally.
3. authorises the attached LGA Board and Committee Member Allowances and Expenses Policy to be included in the agenda for the 2020 LGA AGM, with the relevant allowances to be as follows:
 - President \$ 60,000;
 - Director \$ 6,000; and
4. requests that the CEO writes to the Remuneration Tribunal to request that they advise the LGA on the setting of LGA Board Director and related entity remuneration;

Draft

5. having considered Agenda Item 9.2 - *Allowance Policy Review* in confidence resolves to retain the report in confidence for 12 months on the grounds that this relates to strategic discussion.

Carried

9.3 LGA Submission - Local Government (Elections) Act - Confidential

Local Government Reform Partner Andrew Lamb provided a verbal update.

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

1. notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures;
2. approves the LGA submission on amendments to the Local Government (Elections) Act; and
3. having considered Agenda Item 9.3 - *LGA Submission - Local Government Elections Act* in confidence resolves to release the report, resolution and attachment immediately.

Carried

10. Questions With / Without Notice

11. Any Other Business

12. Calendar of upcoming Key Dates

Audit & Risk Committee – 26 October

Annual General Meeting – 29 October

GAROC Committee – 2 November

CEO Advisory Group – 5 November

SAROC Committee – 19 November

13. Next Meeting

The next meeting of the LGA Board of Directors will be held on Thursday 22 October 2020 commencing at 1pm, at a venue to be confirmed.

Draft

14. Close

The President thanked Mayor Aldridge and staff at the City of Salisbury for hosting the meeting.

The meeting was declared closed at 4.39pm.

Minutes confirmed

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Chairperson signature

Date

Draft

Draft Minutes of the South Australian Region Organisation of Councils (SAROC) Committee meeting held at 10:00am on 17 September 2020 at City of Salisbury - Little Para Rooms, Level 1, 34 Church Street, Salisbury

1. Welcome, Present & Apologies

The Chairperson opened the meeting at 10:02am and welcomed members and staff.

1.1 Present

SAROC Committee

Mayor Erika Vickery OAM*	Member / Chairperson
Mayor Dave Burgess	Member
Mayor Peter Hunt	Member
Mayor Moira Jenkins	Member – <i>via video conference</i>
Mayor Peter Matthey OAM*	Member
Mayor Bill O'Brien	Member - <i>via video conference</i>
Mayor Keith Parkes*	Member - <i>via video conference</i>
Mayor Leon Stephens	Member - <i>via video conference</i>
Mayor Sam Telfer*	Member / LGA President

Regional Executive Officers

Peter Scott	Eyre Peninsula LGA
Tony Wright	Limestone Coast LGA - <i>via video conference</i>
Tim Smythe	Murrylands & Riverland LGA
Graeme Martin	Southern & Hills LGA

* LGA Board Director

LGA Secretariat

Lisa Teburea	Executive Director, Public Affairs
Lea Bacon	Director, Policy - <i>via video conference</i>
Nathan Petrus	Executive Director Member Services
Stephen Smith	Planning Reform Partner - <i>via video conference</i>
Melissa Dahmen	Executive Assistant (minutes)



Draft

1.2 Apologies and Absences

Mayor Clare McLaughlin*	Member
Mayor Dean Johnson	Member
Mayor Richard Sage	Member

2. Standing Items

2.1 Minutes of Meetings

Moved Mayor Mattey Seconded Mayor Hunt that the SAROC Committee confirms the minutes of its meeting held on 22 July 2020 as a true and accurate record of the proceedings held.

Carried

2.2 Resolutions and Actions from Previous Meetings

Moved Mayor Burgess Seconded Mayor Hunt that the SAROC Committee notes progress with resolutions resulting from the meeting on 22 July 2020 and previous meetings of the SAROC Committee.

Carried

2.3 Finance Update

Moved Mayor Mattey Seconded Mayor Parkes that the SAROC Committee notes the year to date finances to 30 June 2020.

Carried

Draft

2.4 Regional LGA Chairs Update (Verbal)

Mayor Telfer, Mayor Hunt, Mayor Parkes, Mayor Matthey, Mayor Vickery & Mayor Stephens provided verbal updates. SAROC agreed to accept written updates in future meetings:

EPLGA:

- Had a visit from the Native Vegetation Council to discuss issues, particularly around dealing with roadside vegetation management.
- Looking at Covid-19 and tourism strategies

MRLGA:

- Updating their regional transport plans and hierarchy plan
- Update on wellbeing projects and new Regional Public Health Plan
- Discussing regional roads corridors with State Government
- Developing their own Regional Growth Plan in response to Covid-19

S&HLGA:

- Governance review – developing a new charter
- GM Crops consideration
- SACCA – meeting with metro seaside councils groups to realign with regional coastal councils and discussing SA councils membership of the Australian Coastal Councils Alliance

Legatus:

- Supported LGA advocacy for rating equity regarding electricity generators as part of LG reform
- Covid-19 / tourism response is good
- Councils funding RDAs – identified lack of consistency funding methodology.
- Action – LGA to work with regional LGAs executive officers to coordinate assessment of RDA methodology / formula across each region.

LCLGA:

- Update on Recycling Material Study.
- Looking at a proactive advocacy strategy for the region.
- Established a risk and audit committee (new) and updating policies.
- Cross boarder MOU with Glenelg Shire re tourism
- Regional Tourism Strategy for LCLGA – well-implemented plan, delivering outcomes
- 6 October will be 135 years' old as an organisation.

Spencer Gulf Cities:

- Echoed RDA funding issues and welcomed that work.

3. Invited Guest Speakers

Nil.

Draft

4. Regional Executive Officers' Update

4.1 Regional Executive Officers Communique

10:49am – Mayor Telfer left the meeting

Graeme Martin, Southern & Hills LGA spoke to the report.

Moved Mayor Jenkins Seconded Mayor Matthey that the SAROC Committee:

1. notes the communique;
2. that SAROC hold a Public Health Workshop specific to Regional Councils needs associated with the Wellbeing Alliance in November 2020;
3. that SAROC supports the approach being taken by the Regional Executive Officers to engage with LGA Training to identify any need and possible programs to support wellbeing of Regional Council Elected Members and Staff; and
4. that during SAROC and RDSA discussions they include identifying areas of support at a State-wide level associated with the Drought Futures Fund.

Carried

Draft

5. Proposed Items of Business Submitted by Member Councils

5.1 Attendance at Meetings by electronic means (Victor Harbor)

Moved Mayor Matthey Seconded Mayor Stephens that the SAROC Committee approves the following item of business requested by City of Victor Harbor being included in the agenda for the LGA Annual General Meeting to be held on 29 October 2020:

That the Annual General Meeting requests the Local Government Association to lobby to the State Government or the Minister for Planning and Local Government to review the Local Government Act 1999 and Local Government (Procedures at Meetings) 2013 to include provisions for Council Members to attend Meetings and Informal Gatherings by electronic means.

Carried

5.2 Solid Waste Levy (Berri Barmera)

Moved Mayor Hunt Seconded Mayor Parkes that the SAROC Committee approves the following item of business, as amended, being included in the agenda for the LGA Annual General Meeting to be held on 29 October 2020:

That the Annual General Meeting requests the LGA to:

1. continue to advocate for 50% of the monies accumulated in the Green Industry Fund (collected from council contributions to the Solid Waste levy) be committed back to local government for worthwhile waste, recycling and resource recovery endeavours that support the transition towards a more circular economy;
2. advocate that State Government commit to a guaranteed minimum level of reinvestment of the solid waste levy in the waste, recycling and resource recovery sector;
3. advocate for State Government to conduct ongoing research and development in collaboration with local government and other stakeholders into;
 - a. alternative waste technologies and strategies such as organics composting for food waste;
 - b. kerbside collection technologies/strategies to incentivise households to maximise recycling rates and minimise the amount of general waste going to landfill; and
 - c. Green Industries SA to expand its Waste Education/Awareness campaign to provide clear messaging on recycling and organic waste strategies to help the South Australian community.

Carried

Draft

5.3 International campaign to abolish nuclear weapons (Mount Barker)

Moved Mayor Matthey Seconded Mayor O'Brien that the SAROC Committee determines that the 'International campaign to abolish nuclear weapons' item of business submitted by the Mount Barker District Council does not meet the LGA Guidelines for Considering items of Business for LGA General Meetings as it is a Federal issue and not a matter of strategic importance to local government in South Australia.

Carried

5.4 Recycling Services and better support for regional communities in the disposal and management of recycling (Wattle Range)

Moved Mayor Burgess Seconded Mayor Hunt that the SAROC Committee approves the following item of business proposed by Wattle Range Councils, as amended by the LGA Secretariat, being included in the agenda for the LGA Annual General Meeting to be held on 29 October 2020:

That the Annual General Meeting requests the LGA to:

1. advocate on behalf of all Councils with State Government on the challenges of managing recycling and resource recovery in South Australia;
2. ask State Government to direct Green Industries SA to work more closely with local government and businesses in the development of sustainable long-term options and 'on the ground solutions' to support the transition towards a circular economy, including making a lot more funding available; and
3. advocate for a substantial increase in the level of State Government funding in the waste and resource recovery infrastructure program.

Carried

5.5 Local Commercial Fishery Industry remains an Owner / Operator Fishery where the fishing licence holder and the quota holder are the same person (Wattle Range)

Moved Mayor Stephens Seconded Mayor Matthey that the SAROC Committee:

1. notes the following proposed item of business submitted by Wattle Range Council:

That the Annual / Ordinary General Meeting requests the LGA to request the South Australian Minister for Agriculture, Food and Fisheries to legislate for constraints on the current ability for the trading of quotas attached to fishing licences and to legislate to prevent the amalgamation of fishing licences;

Draft

2. determines that the proposed item of business does not meet the LGA Guidelines for considering proposed Items of Business for LGA General Meetings as the trading of quotas attached to fishing licences and the potential for the amalgamation of fishing licences are not matters of strategic importance to the council operations and services and have insufficient relevance to the local government sector as a whole;
3. accepts that the matter will be progressed by SAROC as matters regarding the commercial fishery industry have some relevance to regional councils and their local business community; and
4. approves that the SAROC Chair write to the Minister for Primary Industries and Regional Development, Hon David Basham MP, requesting he review the concerns expressed in the written correspondence from Marine Fisher's Association Inc. Executive Officer, Dr Gary Morgan, and include consideration of Dr Morgan's suggestions for legislative change(s) which affect the regulation of commercial fishing licences and associated quota trading and amalgamations.

Carried

6. Reports for Discussion

6.1 Implementation of the Planning and Design Code

Moved Mayor Burgess Seconded Mayor Stephens that the SAROC Committee notes the report on the implementation of the Planning and Design Code

Carried

6.2 SAROC Annual Report 2019-20

Moved Mayor O'Brien Seconded Mayor Parkes that the SAROC Committee:

1. endorses the 2019-20 SAROC Annual Report; and
2. provides the 2019-20 SAROC Annual Report to the LGA Board of Directors in accordance with the SAROC Terms of Reference.

Carried

7. Confidential Reports

Nil.

8. Late Reports

Nil.

9. Any Other Business

Nil.

Draft

10. Next Meeting

The next meeting of the SAROC Committee will be held on Thursday 19 November 2020 at 10:00am with location to be confirmed due to LG House renovations

11. Close

The Chair thanked the City of Salisbury for hosting the meeting. The meeting was declared closed at 11:10am

Minutes confirmed

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Chairperson signature

Date

Draft

SAROC Committee Meeting – Key Outcomes Summary – 17 September 2020

Regional Executive Officers Communique

The SAROC Committee noted the report and agreed that:

- SAROC would hold a Public Health Workshop in November 2020 that is specific to regional councils' needs associated with the Wellbeing Alliance.
- SAROC supports the approach being taken by the Regional Executive Officers to engage with LGA Training to identify any need and possible programs to support wellbeing of regional council Elected Members and staff.
- SAROC and RDSA discussions include identifying areas of support at a state-wide level associated with the Drought Futures Fund.

Items of Business Submitted by Member Councils for the Annual General Meeting

The following items of business were approved by the SAROC committee to be included on the agenda for the LGA Annual General Meeting scheduled for 29 October 2020:

- Attendance at Meetings by electronic means (Victor Harbor)
- Solid Waste Levy (Berri Barmera)
- Recycling Services and better support for regional communities in the disposal and management of recycling (Wattle Range)

The following proposed items of business were not approved to be on the AGM agenda:

- International campaign to abolish nuclear weapons (Mount Barker)
- Local Commercial Fishery Industry remains an Owner / Operator Fishery where the fishing licence holder and the quota holder are the same person (Wattle Range)

Local Commercial Fishery Industry

In deciding that the Local Commercial Fishery Industry proposed item of business submitted by Wattle Range Council would not be recommended to the LGA AGM, SAROC did:

- accept that the matter will be progressed by SAROC as matters regarding the commercial fishery industry have some relevance to regional councils and their local business community; and
- approve that the SAROC Chair write to the Minister for Primary Industries and Regional Development, Hon David Basham MP

Implementation of the Planning and Design Code

The committee noted a report on the implementation of the Planning and Design Code.



SAROC Annual Report 2019-20

SAROC endorsed the Annual Report 2019-20 and agreed to provide the report to the LGA Board of Directors in accordance with the SAROC Terms of Reference.

8.3 EXECUTIVE OFFICER REPORT

BACKGROUND

This is the first period the team has been entirely face-to-face since the lockdowns and work from home instructions. Whilst virtual meetings and processes have been effective, there is a noticeable increase in productivity since returning to face-to-face environments. Possibly because in a small team, we rely on each other for coverage and informal communications which are more effective when people are working in the same space.

Focusing on the new Business Plan, the team has performed well with all projects progressing as planned, within the constraints from Covid-19.

The development of the Annual Report and completing the end of year financial reports has also taken some time and attention.

For the next period, the focus (depending on the impacts from Covid-19) will be:

- Continued delivery of Covid-19 recovery plan
- Implementing the approved Business Plan
- Agreeing on Regional Growth Strategy approach
- Completing the community engagement phase of the Regional Health Plan.
- Completing the Destination Tourism Strategy
- Submitting the Joint Planning Board proposal for Ministerial approval
- Complete the review and prioritisation of the Roads Database
- Start the face to face market testing phase of the MRF project including with Cross Border Councils and with the Road Sealing supply chain
- Support the Coastal Alliance
- Go to market for Heritage Services
- Continue to raise the issue of DPTI curbside roads – currently with the Minister.

The key activities during the last month

- Audit and end of year financials
- SACA meetings
- Mayor and CEO meetings
- SAROC - zoom
- Red Meat Cluster Strategic Plan finalisation
- Meetings Nick McBride, Tory Bell and Tony Pasin
- Meeting The Hon Trevor Evans, Assistant Minister for Waste Reduction and Environmental Management
- Media engagement – Tourism and Cross Border
- Regional Tourist Chairs Forum
- Regional Executive Officers Forum (Whyalla)
- Presentation to the Coastal Protection Board on a Strategic Approach to Regional Coastal protection issues
- Meeting David Lake to progress the Joint Planning Board
- Workshop to map out the market sounding strategy for the MRF
- LGFSG meeting on cross border matters
- CEO CFS Forum
- ZEMC Meeting and engagement with Phil Hoff on the ZEMC Committee Chair
- Discussion with the President on priorities and engagement with media

- Performance reviews of all staff and planning for 2020/21
- Engagement with Wellbeing SA on potential pilot program in Naracoorte
- AC Care Board and Committee meetings, including assisting with strategic planning
- SATC Visitor Economy Strategy Review Workshops
- Engagement and establishment process for Edge and Marsden Jacobs SACCA contract
- Academy of Science workshop on coastal environments and priorities
- SBFCA meeting with cross border fire services and police to discuss fire season preparation and communications
- Engagement with IT consultant on migration fully to the cloud and using share point libraries for record management
- Preparation and facilitation of a District Council of Kingston Council Values workshop with staff
- Discussions David Downie on the Great South Coast Group Regional Growth Strategy and potential to develop a cross border hydrogen industry
- CEO's Forum
- Meetings with RDA to plan the Joint Board meeting
- Inspection of potential office sites

The Executive Officer and CEO's recently met with the CFS Regional Commander. In this meeting, we discussed issues around risk and responsibilities, the operational nature of the Bushfire Management Committee and the need for strategic engagement on a regular basis.

The CFS confirmed that they would be visiting each council to revise risk assessments for communities and critical council assets.

We also agreed to hold CEO and Regional Commander meetings immediately after and before each fire season.

Issues around DPIT roads were also discussed and following the meeting, the LCLGA followed up with the Regional Commander, raising concerns about the responsibilities between the white posts and fence line on DPTI roads and lack of resources required to manage this risk. Feedback from the CFS is this has been raised with the Minister.

RECOMMENDATION

It is recommended that LC LGA Board;

Note the Executive Officer Report

Moved,

Seconded,

8.4 Destination Development Program

Objectives

The objectives of the Destination Development Program are fluid given the changing nature of the industry from Covid-19. They have been categorised as short, medium and long term.

- Short-Term Objective: Delivery of the Recovery & Rebuild Action Plan
- Medium-Term Objective: Delivery of Destination Tourism & Marketing Strategy
- Longer-Term Objective: Developing an Implementation Plan for the Destination Tourism & Marketing Strategy.

Key Highlights

The Recovery & Rebuilding Action Plan outlined 34 actions, of which 28 are complete and 6 are underway, with the bulk of outstanding actions still to be determined in the events section and these are slowly developing as restrictions ease.

Industry engagement and connection remains strong, with over 320 members on our closed Facebook group. Current the industry sentiment is quite concerned about filling job vacancies in the lead up to peak season. There are over 45 positions available in Tourism & Hospitality (not including retail).

One of the highlights has been the inaugural Virtual Expo, with a variety of tourism businesses participating to promote their business to other businesses in the region and across into Victoria. This will be supported with an in-region familiarisation.

Known tourism operator infrastructure investment in the pipeline has increased to approx. \$24M due to the state government's \$20M Tourism Industry Development Fund, along with the Great State Voucher Scheme which commences 15th October.

A regional digital campaign will be launched towards the end of the School Holidays to promote the Limestone Coast leading into the summer season and in anticipation of the Victorian Border opening soon. This activity is being supported by several other media and marketing activities, noting the option for additional activity, which is currently unbudgeted, seeking an additional \$27k. This will be discussed further in the meeting.

See attachment one for Project Plan.

Figure 1: P&L

Project Year To Date Profit and Loss			
	Actual	Budget YTD	Variation
Income	\$159,958	\$159,958	
Expenditure	\$21,158	\$24,766	-\$3,608
Net	\$138,800	\$135,192	
Expected Carry Over			

Project Risks

Risk	Probability	Consequence	Control
CoVid19 Pandemic ‘ Emergency – Public Health, Bushfires, Drought)	High	High International and Victorian border closure affecting Melbourne to Adelaide Touring, combined expenditure impact is valued at \$135M. High Consumer confidence, proximity perception to Victorian border	Build flexibility in activities that can be re-allocated Currently re-directing regional promotion and activity to domestic, increasing digital activity to reach targeted audiences. Support industry to access funding and recover through business capability and capacity.
Fragmentation	High High	High Duplication of messages and inefficient use of limited resources. High Multiple organisations approaching state and federal government, advocating for tourism sector.	Digital campaign that has ‘user-friendly ‘overarching theme that can be used at micro-local level or destination level to keep messaging consistent. LCLGA to play a leadership role and create stakeholder connections to create ‘one voice’
Resources	Medium	High Lack of alignment of internal tourism resources could create duplication and in efficiencies. Medium 1 x FTE for the Regional Tourism Program, being spread across multiple tasks and locations impacts industry and stakeholder connectedness and communication	Established a Limestone Coast Visitor Servicing Network (via Zoom) to improve communication and information sharing. Closed Facebook Group established to create a communication and connection platform.
Strategic Support	Low	Low Attendance and participation at Tourism Management Group meetings reduces and strategic insight and contribution is low.	Low Ensure Tourism Management Group Meetings are timely, relevant and succinct. Terms of Reference are in place.

Limestone Coast Campaign Activity

		2020																																	
		July		August		September		October		November		December		January - March 2021																					
Partners	Target Audience	Budget	Comment	29.06	6.07	13.07	20.07	27.07	3.08	10.08	17.08	24.08	31.08	7.09	14.09	21.09	28.09	5.10	12.10	19.10	26.10	2.11	9.11	16.11	23.11	30.11	7.12	14.12	21.12	28.12					
Secured Activity																																			
TV - South Aussie with Cos (On Air Date TBC)	SATC Adelaide		Bid to host																																
TV - National Reality Show (confidential) (On Air Date TBC)	National		Bid to host filming in region																																
TV - Adelaide (On Air Date TBC)	SATC Adelaide		Magazine Feature																																
Qantas Magazine 150 word feature	SATC National		October edition - family hosted																																
SATC Instate Campaign	SATC SA		OTA's, Retail & Wholesale																																
SATC Instate Campaign	SATC National		OTA's, Retail & Wholesale																																
Limestone Coast Digital Campaign (from existing budget)																																			
Creative theme designed			Recovery & Rebuilding Action Plan																																
Web-landing page (analytics for measurement)		\$1,000	Background work commenced July																																
Social Media Activation (inc. targeted ads)		\$1,500	Background work commenced July																																
Industry User Guide		\$10,000	Background work commenced July																																
Consumer Database (efm)		\$1,500	Background work commenced July																																
Limestone Coast Street Activation		\$8,500	Background work commenced July																																
SATC Co-op Marketing - Photo Shoot		\$40,000	Matched with \$20k from LCLGA																																
		\$64,000	\$20k from SATC																																
Optional Activity (not currently budgeted for)																																			
The Advertiser - 2 options ranging from \$80k to \$160k	Adelaide		Approaches from Media Organisations																																
Rex Airlines In-flight Magazine Oct/Nov issue	National	TBC	Proposing feature																																
Billboard advertising - at Nhill	Cross-border	\$5,000	Proposing advertising																																
Adelady	SATC Adelaide	\$2,750	When borders open, 12 weeks durat																																
SA Regional Show case - Celebrating Limestone Coast	Region & SA	\$10,000	8 segments + social media																																
Regional Visitor Guide (HMR) Storage & Distribution	HMR	\$20,000	Bespoke sponsorship																																
		\$10,000	Fill the gap 'stay another day' will have a digital version																																
		\$47,750																																	
Additional Activity (from existing budget)																																			
Closed Facebook Group	All	\$2,800	321 members, commenced March '20																																
Themed Blogs / News Series	SATC		8 Series commissioned																																
Tourism Industry Development Fund (TIDF)	SATC		Investment Pipeline																																
Familiarisation with frontline agents from RAA	SATC	\$500	Database is 740,000. Bid to host																																
Qantas Magazine Full Page advertisement	Grape & Wine		Mixed Dozen Campaign																																
Presentations to Retail agents	Tourism Australia		Brand Awareness & maintaining a profile for when border re-open																																
Tourism Restart Conference - Regional Hub Host	TICSA & SATC		Hub & Spoke Model Limestone Coast on eod 8 regions hosting.																																
Virtual Expo	Industry		strong response from Victoria																																
Limestone Coast Regional Familiarisation	Industry	\$6,000	Post school holiday s																																

8.5 STARCLUB AND REGIONAL SPORTS ACADEMY

Objectives - StarClub

To ensure clubs in the region:

- comply with State and Federal Legislation,
- are financially stable through prudent self-management and have access to appropriate funding
- maintain and build on membership, players and volunteers within the club.
- can access training and education opportunities for Clubs, Members and Associations
- are supported to secure grants and funding

Objectives – Sports Academy

The objectives of the Sports Academy are to:

- identify regional talent
- educate and develop youth in the region
- provide pathways to State and National representation
- develop the skills of regional coaches

Key Highlights – StarClub

- Active Club Funding Program closed 23rd September. The Office for Recreation Sport and Racing was hoping to fund up to 1200 clubs statewide. The promotion of this program through our region was prolific to clubs and associations.
- Community Recreation and Sport Facilities Program to open in Mid October the date to be confirmed. This round has a budget of \$4,328,000. Applicants may apply for up to \$1 million on a dollar-for-dollar basis (recreational trails may apply for up to 75%).
- The Star Club Field Officer met face to face and over the phone or online with over 150 clubs in 2019-20. These meetings provide vital sustainability and governance support to clubs.

Key Highlights – Sports Academy

- Every sport is different, but all have a set of national and or state development pathways. The LCRSA will continue to provide a vital link and support for athletes and coaches to these pathways.
- Educate and develop youth and coaches in the region. With our education programs, we want to close the gap for regional athletes on understanding what is required to make it at elite sport, without having to miss school and family time by travelling to

Adelaide to access these programs. We want to continue to develop local coaches and provide them with Personal Development and State/National Coaching opportunities.

- Our Hockey program coach has been supported and developed through this program by Hockey SA and was rewarded with the head coaching position for the U/13 State Hockey team.
- Provide our communities with future leaders and role models. By undertaking this program we are giving athletes the best possible chance to succeed in their chosen sport, but also provide traits, habits and skills that make them good people with values and respect that our communities need. We believe our athletes will be more employable and likely to give back to the community after being part of this program.

Figure 1: Key Projects Tasks

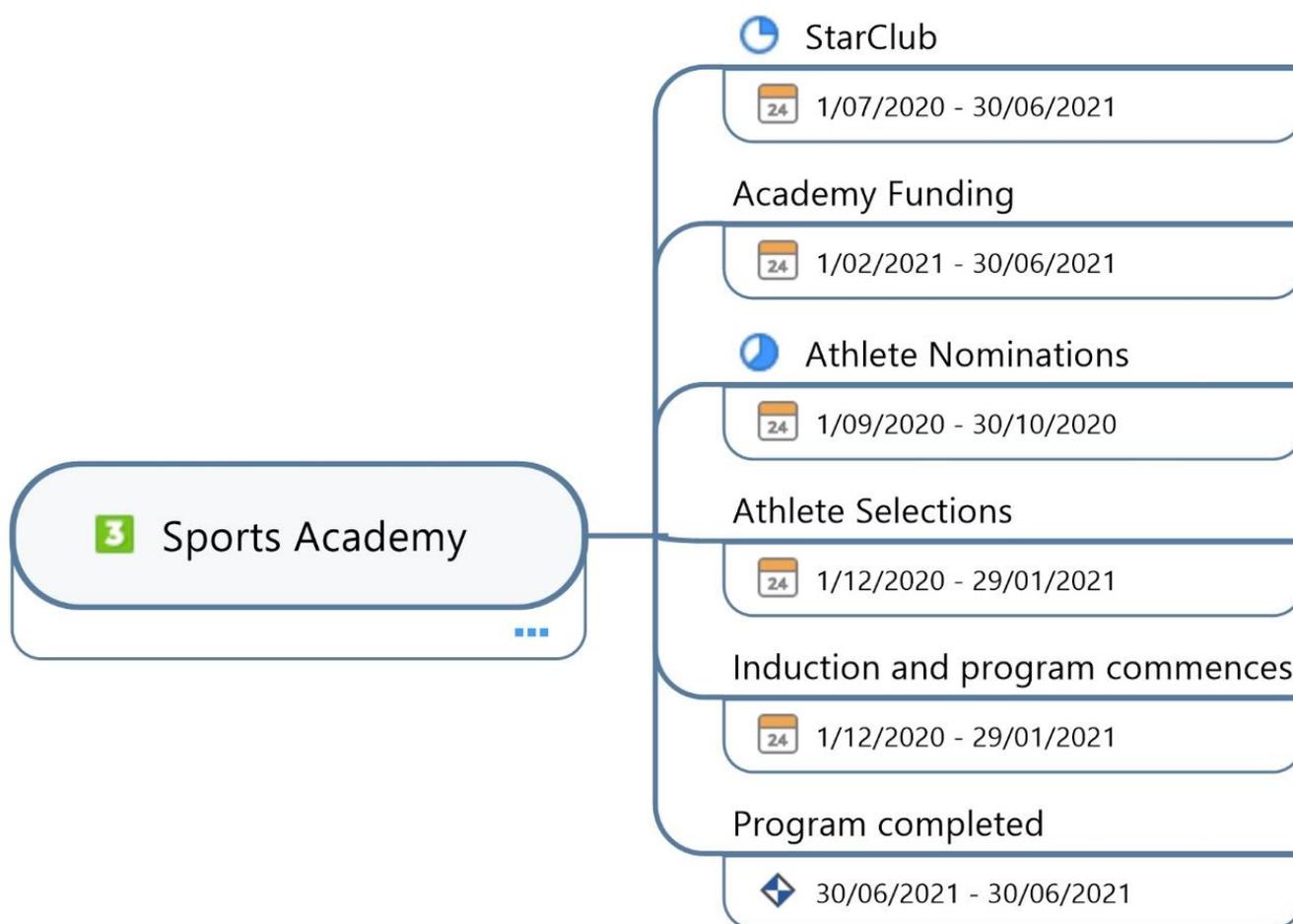


Figure 2: Year To Date Project P&L

Project Year To Date Profit and Loss			
	Actual	Budget (full year)	Variation
Income	\$177,304	\$271,000	-\$93,696
Expenditure	\$23,234	\$267,500	-\$244,266
Net	\$154,070	\$3,500	\$150,570
Expected Carry Over			

Project Risks

Description	Probability (L/M/H)	Consequence (L/M/H)	Treatment
Access to facilities	Low	High	Maintain strong relationships with councils and facility management
Delivering programs to young adults and pre teen children	Medium	High	Ensure child safe policies and procedures are adhered to
Funding	High	High	Source other forms of funding
Program inadequately staffed leading to program standard disintegration	High	High	Ensure program is well funded to ensure all facets of the program is well resourced and managed

8.6 LEADERSHIP PROGRAM

Objectives

The Objective of the Leadership Program is to mobilise regional community leaders across the Limestone Coast.

The program aims to build a diverse cohort of leaders in our community who are representative of our demographics, have an understanding of regional issues, can foster stronger connections and local networks.

Through participating in the program, they will have increased self-confidence to engage, lead and create positive outcomes for the region.

Key Highlights

The LCLP is nearing the completion of its second year. With participants from five of the seven council areas. Participants come from a diverse range of work environments and backgrounds.

This year has experienced the Covid-19 impacts and the program has been required to be agile and flexible to accommodate.

- Graduation for the LCLP 2020 participants is on Thursday 29 October 2020 at the Naracoorte Town Hall.
- 15 participants to Graduate.
- The 2021 program will be advertised as open for applications by 1 November 2020.

Figure 1: Key Projects Tasks

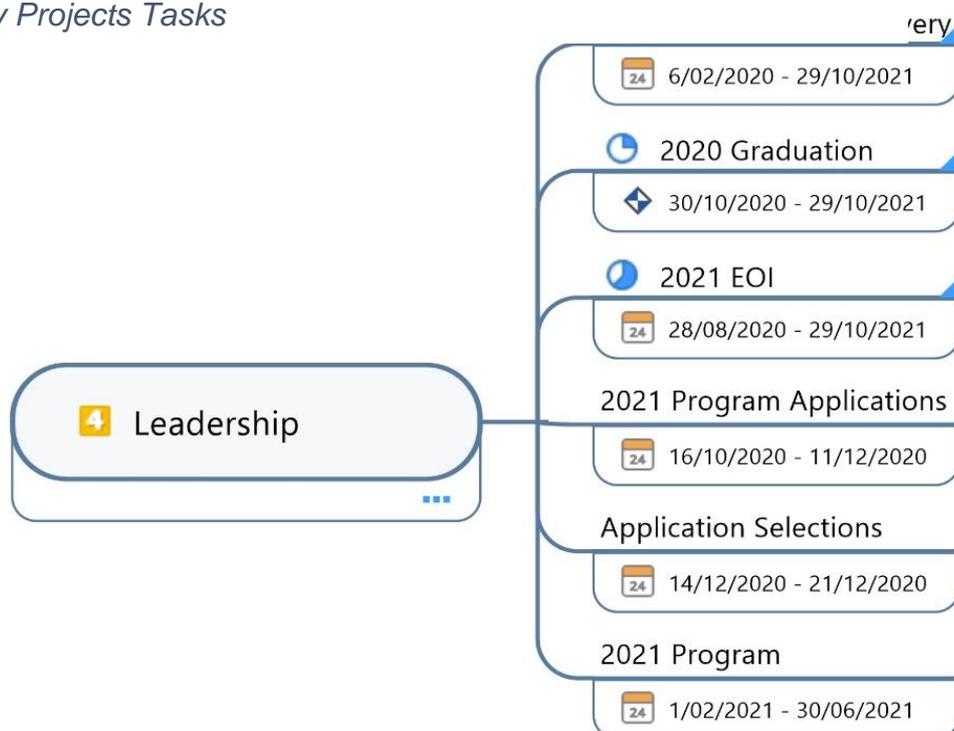


Figure 2: Year To Date Project P&L

Project Year To Date Profit and Loss			
	Actual	Budget (full year)	Variation
Income	\$25,282	\$114,971	
Expenditure	\$28,261	\$125,000	
Net	-\$2,979	-\$10,029	
Expected Carry Over			

Project Risks

Description	Probability (L/M/H)	Consequence (L/M/H)	Treatment
Lack of Interest in community participation	Low	High	Broader advertisement and a greater reliance on current leaders' promotion and 'tapping on shoulders' of suitable participants
Limited sponsorship	Medium	High	Target communication plan to the community and agencies working with families, to attract families Communication plan to include multiple media platforms
Funding ends after three (3) years	Medium	High	Evaluate activities and deliver value to the funding agency Increase Project Profile.
Covid-19 Impact Program	High	High	Increased communication via online platforms, print and radio media.

8.7 SUBSTANCE MISUSE LIMESTONE COAST

Objectives

- Build community awareness of addiction issues
- Provide training for frontline community service workforce and families
- Supporting secondary schools to imbed evidence-based alcohol and other drug education into curriculum
- Community and stakeholder engagement
- Establishing community partnerships to reduce isolation in the region
- Consult with Western Region Alcohol and Drug Service (WRAD)
- Establish an active and diverse Board representing community interests to build the development of infrastructure incorporating a community-based model to address alcohol and other drug issues
- Establishment of legal entity, website and facilities for the project

Key Highlights

SMLC website is in progress with links to local and national agencies to address alcohol and other drug issues for all age and gender groups. The online platform also gives information about SMLC campaigns and programs, along with details and photos of the new advisory board. A web designer and communications resource has been contracted to deliver SMLC's website and communications.

A four-week community education campaign on alcohol use is to be launched mid-October. The focus will be on breaking habits relating to alcohol use that may have started during COVID-19 with more people working from home and reduced social gatherings. The campaign is aimed at 25 years + and will be in print, radio and the soon to be launched SMLC website.

SMLC's Advisory Board has been selected with a 100% uptake to join the Working Party. Our new Members are:

- Ian Darnton-Hill AO
- Michael Schultz
- John Williamson
- Sandi Seymour
- Sue Thomson

The Kingston Lions Club and the Nangwarry Neighbourhood Watch Group have expressed interest in learning more about the Community Partnership program and have invited SMLC to attend their October meetings to learn more about how they can be involved in contributing to an effective response to alcohol and drug problems in their communities.

A survey has been designed, developed and sent out to explore the short and long-term impacts of COVID-19 on Limestone Coast Agencies, their current and future resources, and their clients who regularly use licit and illicit substances. SMLC understands the pandemic has influenced alcohol and other drug use nationally. While those issues may not be exactly replicated in our region, it is understood that there is an impact on local alcohol and other drug use. Agencies invited to participate in the local survey are Government, Non-Government and Private Agencies in the medical, housing, counselling, criminal justice and alcohol and other drug sectors. The data will be shared widely in the community and particularly to Agencies for their funding and planning purposes.

Planet Youth Data dissemination and Climate Schools promotion is ongoing to Councils, School Governing Councils, Agencies and Clubs in collaboration with the City of Mt Gambier Library Manager Georgina Davison, District Council of Grant Community Development Officer Jayne Miller and Starclub Field Officer Tony Elletson.

SMLC regularly meets with the following Networks:

- South Australia Network of Drug and Alcohol Services
- Limestone Coast Drug Action Team
- Planet Youth South Australia
- Millicent Social Issues
- Naracoorte Round Table
- Limestone Coast Service Round Table
- Naracoorte Suicide Prevention Network
- Family Violence Action Group

Figure 1: Key Projects Tasks

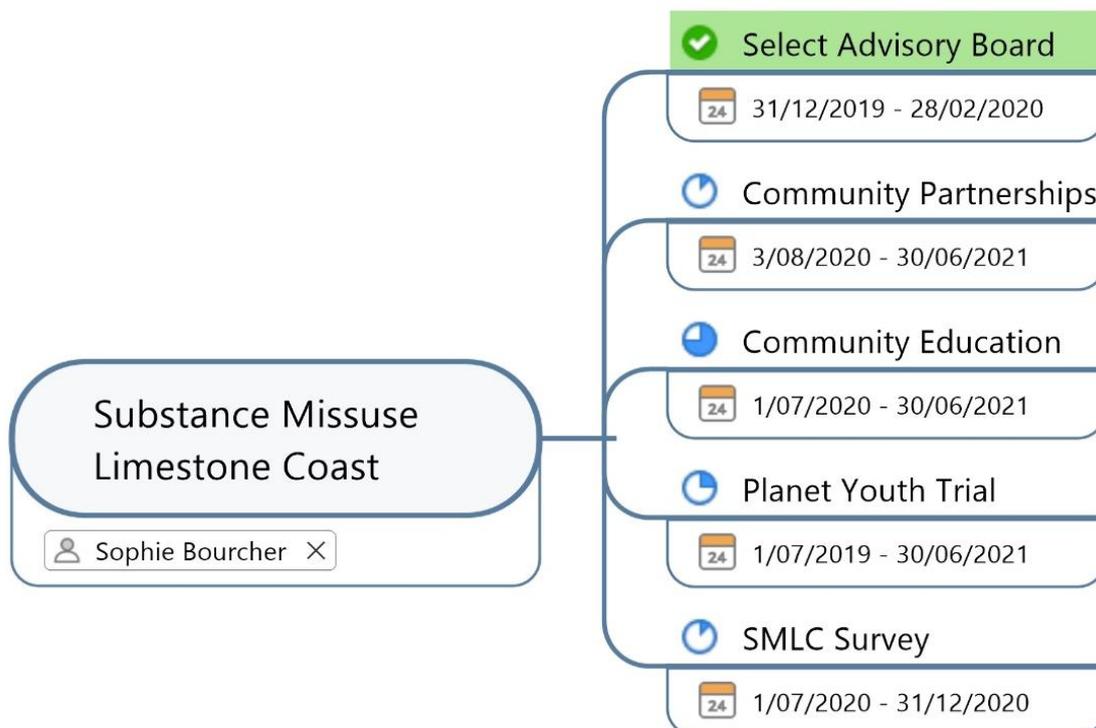


Figure 2: Year To Date Project P&L

Project Year To Date Profit and Loss			
	Actual	Budget	Variation
Income	\$83,931	\$83,931	\$0
Expenditure	\$18,882	\$28,331	-\$9,449
Net	\$65,049	\$55,600	\$9,449
Expected Carry Over			

Project Risks

Description	Probability (L/M/H)	Consequence (L/M/H)	Treatment
Schools not interested in implementing a new alcohol & drug education program	Medium	High	Continue conversations with schools, Governing Councils & Education Departments. Showcase engaged schools in local media and networking opportunities.
Not enough interest from families to attend targeted education and information sessions	Medium	High	Target communication plan to the community and agencies working with families, to attract families Communication plan to include multiple media platforms
Funding ends after three (3) years	Medium	High	Evaluate activities and deliver value to the funding agency Increase Project Profile.
Covid-19 Impact Program	High	High	Increase communication via online platforms, print and radio media.

8.7 LCLGA Programs

Objectives

Deliver the following programs:

- Regional Growth Strategy / Limestone Coast Economic Development Group
- Regional Roads / Special Local Roads Program & Regional Transport Plan review
- Regional Waste / Material Recovery Facility modelling
- Regional Health & Wellbeing Plan
- Shared Capability / Roads & Waste

Key Highlights

Funding achieved for all but one Special Roads projects with 2/3 funding for the majority of projects.

Review of the roads database and strategy underway to be completed to allow SLRP funding applications for 2021/22.

Market sounding to assess the viability of MRF outputs to commence in the next few weeks.

Community consultation on the Regional Health and Wellbeing Plan in progress.

Initial analysis of Roads Sealing Contracts completed with a further workshop planned with the Roads Management Group to explore specifications and to agree on the market sounding questions.

(see next page for key tasks)

Figure 1: Key Tasks



Project Risks

Risk	Probability	Consequence	Control
Competing priorities, especially given unplanned work, such as Submissions	Low	Medium	Engagement with EO to confirm priorities and trade-offs
Availability of EO to support and assist due to competing priorities	Low	Medium	Schedule regular briefing updates
Lack of redundancy amongst LCLGA	Medium	High	Establish Work Plans
Lack of allocated and secure funding sources to deliver some projects	Medium	Medium	Seek and secure funding and income
1 x .6FTE on multiple programs	Medium	Medium	Steering Committees to support Staff
Availability of Council staff on Committees	Low	Low	Terms of References and Work Plans developed

LIMESTONE COAST ECONOMIC DEVELOPMENT GROUP MEETING

1. Present

Erika Vickery	Naracoorte Lucindale Council
James Holyman	Robe
Biddie Shearing	LC LGA
Roger Babolka	Wattle Range Council
Nat Traeger	Kingston
Mike Ryan	District Council Grant
Peta Crewe	PIRSA
Steve Chapple	Wattle Range Council
Tony Wright	LCLGA
Trevor Smart	Naracoorte Lucindale Council
Graham Excell	Tatiara
Richard Sage	District Council Grant
Elise Gordon	AusIndustry
Judy Nagy	City Mount Gambier
Anne Champness	Tatiara District Council
David Wheaton	RDA LC
Michaela Bell	LCLGA

2. Apologies

Frank Morello	City Mount Gambier
Andrew Meddle	City Mount Gambier

3. Confirmation of the Minutes

Confirmation of the Minutes of the LCEDG meeting held 7th July 2020 via Zoom

MOVED: Mike Ryan

SECOND: Trevor Smart

CARRIED

4. Matters arising from the Minutes

Nil

5. Work Plan update (refer to attached Work Plan)

The Work Plan was presented to the Group and accepted.

6. LC Leadership Program update

- Pete Crewe provided an update on the LC Leadership Program.
- The Steering Committee met last Friday.
- The Program has recommenced.
- Graduation ceremony has been confirmed for 29th October 2020.
- Applications for 20/21 will open soon – please people in the region to apply.

7. LC Regional Growth Strategy review

(Tony Wright)

Discussion occurred around:

- The role of the LCEDG in implementing and delivering the Strategy.
- Is the current reporting model the best way to capture the outcomes?
- Should the group be reporting on the targets and not the Actions?

- Three themes emerged from the discussion; the importance of information sharing, simplification, working groups for focused action and tracking RGS performance.

(Additional information has been attached to support the discussion, with more updates to be provided at a later date)

8. Updates from around the region

Tatiara District Council

- X Border issues similar to others. Impacts for those businesses that service across the Border has seen a 30-40% decrease due to customers who can no longer come across the Border.
- A tender has gone out for the Caravan Park to build 8 cabins. Difficulty due to lack of available local builders.
- Developing a Business Case for Hawke House.
- Masters Games will go ahead in 2022.
- Doing some good work in the Migration space, with small pockets of funding being received.
- JBS requires 110 new staff, as of August they are still 80 short. Cannot accommodate the workers, no housing available.
- Investigating projects that may fit the Regional Connectivity Program

District Council Robe

- Council reviewing future events (ie social distancing implications).
- Tourism doing ok, numbers are up. Issues with getting Businesses to open during this time.
- 15% of ratepayers are Victorian.

Naracoorte Lucindale Council

- Teys are short 23 workers
- There are several new subdivisions being developed.
- Town Centre rejuvenation project underway
- Have received independent costings for the redevelopment of the Naracoorte Sporting Centre (State and federal govt financial assistance being investigated)
- Caves Trail will be completed this calendar year, Council is also investigating other options/trails
- Council will consider GM cropping at upcoming Council meeting
- Upgrading of cattle yards continues at the Livestock Exchange
- Working through Lucindale Master Plan

Wattle Range Council

- COVID19. Continuing work being undertaken regarding border crossings with the supply of closure signage and rubbish removal. Identified impacts on the Coonawarra area with less travelers/visitors and a reduction in tourism activity.
- Impacts on larger scale caravan parks over Xmas holiday period may occur – Southern Ocean Tourist Park would normally have 1200 people on the grounds at any one time during this period. Obtaining detail on how to manage this and especially group areas such as ablutions and camp cooking areas.
- Events cancelled including the 1000 person GEOCACHE 2020 event, major events for Millicent's 150th celebrations and reduction in the delivery of the Pines Enduro.
- Border crossing impacts on some major industry sectors, including dairy with deliveries to UDC at Penola delayed after COVID19 impacts on drivers. Some cross-border issues with people unable to attend for medical appointments and normal shopping.
- Closure of two of our local Newspapers – South Eastern Times and Penola Pennant will have localised impacts, including job losses. A number of proposals have already been presented for a replacement regional model.
- Housing applications have increased dramatically with 28 new DA's received in one week - an average of 6 per week are normally received.
- Twenty-eight on line responses to our GM survey were received along with a significant number of unsolicited letters and emails from outside of the Council area. A report will go to Council on this matter in September.

Kingston District Council

- Genetically Modified Crops - after a community engagement campaign undertaken largely with our primary producers, we will remain with the in-principle position we made at the June Council meeting. Based on the responses received, we are not in a position to make an application to the Minister to continue a GM ban in our Council area, as there is insufficient supporting evidence specific to our area to lodge a compelling case.
- Free RV Park investigation Cooke Street Kingston – there was a strong voice of opposition, primarily from adjoining landowners, and Council has agreed to put the investigation on-hold indefinitely. In saying this, we will still pursue further options for our RV offerings, specifically around operations at the Council owned park adjacent the Kingston

jetty. We remain concerned about reputational damage the protest rally, negative signage on cars and local businesses is causing to our RV friendly status, particularly as images of the anti-RV sentiment was syndicated across many free camping Facebook sites across Australia.

- Limestone Coast Rail Trails – this matter was raised at a recent Limestone Coast CEO forum. I have since started investigating the railway corridor that extends from Kingston (via Lucindale) to Naracoorte with an aim to determining the viability of having this link into the trail. The corridor appears clearly defined (from a very initial look) and could lend itself to not only walking, but trail bikes and horse riding.
- COVID-19 Business Survey - Council has considered in confidence, the full results of the COVID-19 Business Survey undertaken in June. An abridged version of the *COVID-19 Recovery Starts Here Business Survey Confidential Summary* has been released to the public (and I have some hard copies at the meeting for anyone interested). Other relevant decisions from this item are as follows:
 - *That a program and projects, that demonstrate the Council is supporting local businesses, encouraging others to do the same and advertising 'buy local', be developed.*
 - *That the Chief Executive Officer facilitate a round-table discussion with the business community to discuss the survey results.*
- Our arts & culture program has ramped up, as we set about recruiting volunteers for the mosaic project. There is strong interest and not just from within our Council area; we are set to host many volunteers who will be spending blocks of weeks here just to be part of the project. We have also embarked on an EOI campaign to recruit a large-scale mural artist to work with JumpGate VR on the virtual reality public artwork going on the Kingston Electrical & Renovator Centre wall.
- Maria Creek Infrastructure Project – the closure of the boat ramp at Maria Creek remains a contentious issue, particularly with recreational fishers and local business operators who indicate a significant loss of income due to decreased visitors who only come to fish. Council has now released the Maria Creek Sustainable Infrastructure Project Concept Study to the public. Realistically there is no capital solution to maintain navigability without significant capital and operational expenditure. A community focus group to help the Council with its decision-making process and to provide input on behalf of the community has been formed and met for the first time last week.
- Main Street Upgrade – progressing slightly behind schedule, due to complexities of plans and actual infrastructure, will be completed by the end of September. There are two main and two minor intersections and the round-a-bout to complete, with planting commencing this week. Paving extensions for the augmented reality art project have been a variance to the project and will be completed this week.

Grant District Council

- Council resolved not to be GM free.
- Stage 1 Airport has opened, with Stage 2 due for completion December 2020.
- Disability Inclusion Action Plan is currently up for consultation.

City Mount Gambier

- Border closure has provided staff with some significant challenges.
- Have noticed an influx of armed forces and police in the region.
- Increasing number of events have been cancelled due to Covid. Council is still providing extra support to those that still want to run events.
- Land and residential sales continue to increase rapidly, with limited amounts of land currently available and two years wait for builders to be available.
- RAI are completing a study on attracting corporates to regions.

Biddie/LCLGA

- Has established a closed industry Facebook group, which is a powerful platform to receive, seek & share information.
- Cancellations still occurring in the region due to perceived proximity to the Border.
- Skills and staff shortage in the Hospitality sector in the region.
- SATC is holding a consultation in the region on the 16/17th September regarding the development of their Visitation Strategy.
- Re-Start Conference being delivered by Tick SA & SATC.
- Tourism Management Group having ongoing discussions about how to market the region given the current Covid climate.

Elise/AusIndustry

- Energy-efficient programs currently available.
- Provided an update on current Entrepreneurial programs.
- Budget being released next month.

Dave/RDALC

- Continue to have regular meetings with the Minister.
- Review of DAMA Agreement.
- Workforce Development Plan – potential pilot program in Limestone Coast.
- Regional Connectivity Fund – new rounds \$58 million.
- RDALC made a submission to Infrastructure Australia for the Mount Gambier to Heywood Rail Line.
- There were a range of other new funding models being considered and these are still subject to approvals.

Peta/PIRSA

- Regional Growth Fund announcements to be made soon.
- Continue to work around X Border issues.

David/Dept Industry & Skills

- Provided an update on his current role including support for SME's who may be looking to developed export (OS and Interstate) capabilities.

9. Any other Business**10. Next Meeting**

MINUTES

Tuesday 25th August 2020 10:00am – 12:00pm
Naracoorte Town Hall

MINUTES

3rd September 2020
3:00pm – 4:30pm
Struan House, Naracoorte

LIMESTONE COAST LOCAL GOVERNMENT ASSOCIATION LIMESTONE COAST RED MEAT CLUSTER STRATEGY GROUP MEETING

1. Present

Peta Crewe	PIRSA
Meg Bell	MFMG
Graham Clothier	Producer
Peter Stock (Chair)	Producer
Sean Miller	University Adelaide
Jack Langberg	Producer
Tony Wright	LCLGA
Michaela Bell	LCLGA
Bryan Hunt	Rabobank
Trevor Smart	Naracoorte Lucindale Council
Kerry DeGaris	Landscape SA Limestone Coast
Robyn Terry	Rural Solutions
Kirby Shearing	Soul Projects
Richard Harvie	Livestock Agent

2. Apologies

Steve Lee	SA Sheep & Beef Industry Blueprints
Sean Miller	University Adelaide
Kitty Sheridan	Livestock
Rusty Crane	Crane Livestock
Michael Wilkes	Thomas Elder Consulting

3. Confirmation of the Minutes

Confirmation of the Minutes of the LCRM meeting held 14th July 2020 at Struan House

CARRIED

4. Matters arising from the Minutes

Nil

5. Limestone Coast Red Meat Cluster Strategic Plan

Peter Stock discussed the importance of focusing the Strategic Plan so that it better reflected the Groups role as being more of an Information sharing & consulting group that had unhurried conversations across the value chain. The Group would still be a sounding board to test ideas and provide input to various programs and projects.

RECOMMENDATION

It is recommended that The Limestone Coast Red Meat Cluster approve the Limestone Coast Red Meat Cluster Strategic Plan, with the following amendments:

- I. Page 8- Timing November 2020, change to ongoing;*
- II. Page 8 - Timing September 2020, change to September 2021*
- III. Remove the SWOT analysis from the document & summarize themes*

6. Around the Table (updates from members)

Kirby Shearing

- Covid has slowed down his industry, difficulty getting locally sourced meat
- Has commenced initial discussions with local suppliers to look at the best way to provide evidence that the food is being produced locally, ie Providence passport

Bryan Hunt

- Liquidity has tightened, with banks being more selective
- Possible issues with the Agriculture industry over supply, under capacity of meat works & lack of available staff in abattoirs
- Uncertainty of supply & demand and cost of production issues for many farmers

Meg Bell

- Workload still high and busy
- MacKillop AGM – new board members elected
- Launched Strategic Plan & Operational Plan, currently working on Policy & Procedures
- Livestock Field Days – good attendance, with good speakers & feedback
- MLA looking for research & development projects

Jack Langberg

- Offered to produce a Scorecard/Dashboard like the PIRSA Scorecard he developed

ACTION:

Jack to produce and provide to the Group a Scorecard update at future meetings

Peter Stock

- Encouraged the group to invite guests to future meetings and send a proxy if you are unable to attend
- Acknowledged Graham Clothier and the advice he provided the Group regarding limited access to NZ Shearers

Richard Harvie

- Concerns raised over disparity between shelf and paddock prices
- 9% unemployment in Australia, yet its increasingly difficult to find workers/staff for abattoirs
- Trading market looking flat
- Swing in digital marketing, which could potentially alter the market in the next couple of years
- Important to acknowledge the impact the border closures have had on communities and their relationship with X Border communities

Kerry DeGaris

- Lots of issues in relation to Covid, however important to not forget the issues that still occur around Climate
- Difficulty getting traction with Chemical companies, re protection for grazing sheep, particularly in vineyards
Suggestions made to contact Bio Security SA & Livestock SA to further investigate
- Would be great to see greater coordination of quality assurance schemes in the industry

Trevor Smart

- Teys & JBS continue to have housing issues, which makes attraction & retention of staff difficult
- Livestock Exchange staff are undergoing training in online sales
- Cattle pen upgrades nearing competition



Tony Wright

- Current reforms occurring around Joint Planning Boards, which will affect zoning, critical assets, overlays etc
The LCLGA will seek feedback from the group around other potential impacts
- Special Local Roads funding shifted from 1:2 funding to 1:3 funding

Robyn Terry

- Introduced to the Group, Robyn is taking over from Tiffany Bennett
- As discussed in the meeting, for further information with regards to the Red Meat and Wool Growth Program click on the links below
- Livestock Ag Tech rebate:
https://www.pir.sa.gov.au/major_programs/red_meat_and_wool_growth_program/agtech-adoption-rebate
- Livestock Enterprise planning:
https://www.pir.sa.gov.au/major_programs/red_meat_and_wool_growth_program/planning_workshops
- MLA partnership with Red Meat and Wool Growth Program media release:
[https://www.pir.sa.gov.au/alerts_news_events/news/primary_industries/\\$1_million_partnership_to_help_grow_sa_red_meat_and_wool_sector](https://www.pir.sa.gov.au/alerts_news_events/news/primary_industries/$1_million_partnership_to_help_grow_sa_red_meat_and_wool_sector)

Graham Clothier

- Wool market decline will have an impact on the red meat market in the region
- Ram sales across border still an issue
- Auction Plus – continues to get traction, possibly lead to better bio security

Peter Crewe

- X Border access still an issue
- PIRSA continues to work with Livestock SA to ensure enough Shearers in SA
- JBS need extra 100 workers, however, still nowhere to accommodate
- MLA & PIRSA partnership re Research & Development

7. Next Meeting

TBC February 2021



LIMESTONE COAST RED MEAT CLUSTER

STRATEGIC PLAN 2020 - 2025

VISION

THE LIMESTONE COAST RED MEAT CLUSTER (LCRMC) IS A COLLABORATION OF VALUE CHAIN PARTICIPANTS TARGETING INCREASED PROFITABILITY, IMPROVED RESILIENCE AND SUSTAINABILITY TO MEET THE NEEDS OF OUR MARKETS AND CONSUMERS.

OBJECTIVES

- Achieve measurable growth, efficiency and productivity in the Limestone Coast Region.
- Remove barriers to prosperity and sustainable development of the LCRMC.
- Solve problems to increase value chain profitability and capability.
- Capture increased value chain value in the Limestone Coast Region.
- The LCRMC is supported by the value chain and has a sustainable funding model.

STRATEGIES & ACTIONS

1. Identify barriers and opportunities in the supply chain by collaborating with two or more sectors to create solutions and capture more value in the region.
 - a. Be a forum for ongoing unhurried conversations amongst the red meat value chain in the Limestone Coast
 - b. Ensure there is engaged representation across the value chain on the LCRMC Strategy Group
2. Develop a shared narrative on the Limestone Coast's red meat industry competitive advantage.
 - a. A LCRMC working group to develop a narrative
 - b. Make use of the narrative to support advocacy and in representing the industry
3. Secure adequate resources and partner with relevant project delivery organisations to implement the Strategic Plan.
 - a. Identify potential funding opportunities and delivery partners for projects and recurrent funding



LIMESTONE COAST RED MEAT

CLUSTER

STRATEGIC PLAN 2020 - 2025

JUNE 2020

EXECUTIVE SUMMARY

The Limestone Coast Red Meat Cluster (LCRMC) Strategic Plan 2020-2025 sets out the LCRMC strategic direction and priorities to enhance the profitability, sustainability and competitiveness of the Limestone Coast Red Meat Industry.

The Limestone Coast Red Meat Cluster has developed its Strategic Plan (2020 to 2025) cognisance of being the only collaborative platform that focuses on the opportunities for growing the value of the region's red meat industry and value chain.

The LCRMC reviewed its operating environment, objectives and priorities in the development of this strategy with a focus on enabling sustainable growth and capturing regional value.

The most critical emerging factors in the operating environment, which emerged during the development of this plan, was COVID-19 and the heightened geopolitical tensions with our largest export trading partner. These developments are impacting our markets, value chains, labour, capital and wealth across regional, state, national and global economies.

These developments, however, do not change the objectives of the LCRMC of increasing the sector's capacity for growth and capturing value chain value within the region. Indeed, the fragmentation and vulnerability of global value chains may also become an opportunity for increased regional value capture. Without a doubt, the future operating environment for businesses is undergoing rapid and stepped change due to Covid-19.

The LCRMC, therefore, understands the need for flexibility to pivot during the next five years.

The following objectives were identified as priorities for the LCRMC over the next five years:

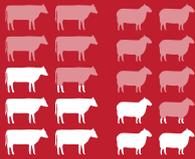
- Achieve measurable growth, efficiency and productivity in the Limestone Coast Region (ROA of at least 1%).
- Remove barriers to prosperity and sustainable development of the red meat value chain.
- Solve problems to increase value chain profitability and capability.
- Capture increased value chain value in the Limestone Coast Region.
- The LCRMC is supported by the sector and has a sustainable funding model.

To achieve these objectives, the LCRMC utilises four approaches to progress strategies; they are to facilitate:

- **Communication** with value chain members and stakeholders to share information and increase knowledge.
- **Collaboration** with the value chain, government, external organisations such as private companies, industry associations and educational bodies to solve problems and create new insights.
- **Advocacy** with decision-makers and stakeholders to challenge dominant paradigms and create momentum for change that benefits the LCRMC.
- **Delivery** of projects, that increases the value or capability of the value chain.

1. INDUSTRY SNAPSHOT

The red meat industry is an essential driver of the Limestone Coast economy, by increasing the value, growth and productivity in the value chain this will have a significant impact on regional wealth, quality of life and living standards. The beef, sheep and lamb production accounts for one-third of the total estimated value of primary production in the Limestone Coast.



As of 2014 / 15, the Limestone Coast had 56% of the South Australian cattle herd and 34% of the South Australian sheep flock



\$1315M REVENUE

2016-17 financial year the SA beef industry generated \$606M of farm gate value with total gross value chain revenue of \$1315M



\$5 BILLION WORTH

The region also had 1,330 livestock businesses, managing \$5 billion worth of assets



PRODUCTION DOUBLED

2017, SA has some 464,000 breeding stock and over 950,000 beef cattle in total. Feedlot production has more than doubled since 2010 to 100,000 head per year



The red meat industry is Australia's largest food manufacturer and a substantial employer in rural and regional areas



3 EXPORT ABATTOIRS



7,000

Livestock properties in SA



3,649 FTE'S

Sector employed 3,649 Full Time Equivalent employees (FTEs)



140,000 TONNES

140,000 tonnes of SA Sheep and Lamb processed per year



Australia produces 3% of worlds beef & 5% of Sheep meat



NO. 1

Australia ranked number 1 in the world for total value of red meat export goods



\$16 BILLION

Australian red meat industry generates \$16 billion in export earnings

The region's major red meat processors, Teys Australia at Naracoorte and JBS at Bordertown, are significant Limestone Coast employers, along with Thomas Foods International at Murray Bridge. There are also a large number of small meatworks, retail butchers and foodservice outlets that contribute significantly to the regional economy.

1. INDUSTRY SNAPSHOT

In recognition of the importance of the Red Meat Industry, there are many federal and state policies, strategies and programs to support the industry, the ones most relevant to the work of the LCRMC are:

THE RED MEAT AND WOOL GROWTH PROGRAM

The South Australian Government has committed \$7.5 million over three years towards an industry and government partnership to grow the red meat and wool industries. This Program will contribute to improved productivity, profitability and enhanced market access, through skill development, new infrastructure and tools to increase the use of technology and data-based decision making across the value chain.

SA SHEEP INDUSTRY BLUEPRINT

The Blueprint was launched in April 2016 with an overarching aim to increase productivity by 20% by 2020. There are five objectives:

- **GROWING:** Grow the South Australian sheep industry's production and value from \$1.48 billion in 2015 to \$1.80 billion in 2020 while maintaining international competitiveness.
- **UNITING:** Develop a united value chain workforce plan from 2015 to 2020 that attracts new and energetic people to the industry.
- **ENGAGING:** Support a 20% increase in the engagement of quality consultants and advisers with increased use of business decision-support tools.
- **INNOVATING:** Act as a conduit for greater research, development and extension collaboration along the value chain at the regional, state and national level and develop a measure of greater adoption and uptake.
- **SHARING:** Develop a proactive and progressive industry communication plan that, through advocacy and champions, gives greater consumer confidence to increase their demand and engages the whole value chain.

SA BEEF INDUSTRY BLUEPRINT

The South Australian Beef Industry Blueprint seeks to position the industry to capture the benefits that exist in the growing demand for premium beef. The Beef Blueprint outlines a 10-year plan to ensure the SA beef industry remains a major economic contributor to the state economy. The Blueprint has a major focus on increasing consistency of supply of premium beef-based product integrity, animal welfare, natural resource stewardship, product quality and nutritional value.

THE MEAT INDUSTRY STRATEGIC PLAN 2020-2030

The Meat Industry Strategic Plan (MISP) frames the overarching strategic priorities for Australia's red meat and livestock industry, comprising the production, processing and live export sectors of Australia's beef, sheep meat and goat meat value chains. This strategy was developed with the direct input from major red meat and livestock co-investors including levy payers, Federal, State and Territory Departments of Agriculture, CSIRO, the University sector and agribusiness (including pastoral houses, financial institutions and the consulting sector).

2. ABOUT THE LIMESTONE COAST RED MEAT CLUSTER

The LCRMC was initially funded by PIRSA to develop a deeper understanding of the region's red meat industry, build innovation, grow profitability and enhance skills. The concept of the Cluster arose from the Limestone Coast Economic Development Forum in late 2012 and achieved funding through PIRSA's Premium Food and Wine Innovation Cluster.

The Cluster has been an effective vehicle to access funds and deliver projects that have benefited the sector and region. With a large member database, the Clusters activities have, however, only been sustained through external funding. One of the benefits of the Cluster is it virtually has no overheads and can ramp up (and down) its activities depending on the issues and project funding it receives.

The Cluster relies heavily on volunteers from its value chain and stakeholders with administrative support from the Limestone Coast Local Government Association. To progress some of its aspirational objectives, it will need to develop a sustainable funding model which it currently does not have.

3. LIMESTONE COAST RED MEAT CLUSTER STRATEGY GROUP

The Limestone Coast Red Meat Cluster is overseen by an industry-wide Strategy Group, with project working groups to implement specific actions and auspiced by the Limestone Coast Local Government Association (LCLGA).

The Strategy Group is drawn from members from the red meat industry value chain and stakeholder's cohort including local processors, producers, the transport industry, agents, universities, retail, finance sector, farming systems groups, and local and state governments including, for example:

- Limestone Coast Primary Producers
- Independent technical or business advisers to the livestock sector
- Transport industry representative
- PIRSA Regional Coordinator
- Advocacy Representative
- Food & Catering representative
- Meat retail representative
- Stock Agent representative with relevant expertise
- Rural Finance Sector representative with relevant expertise
- University of Adelaide representative
- Red Meat Processing Sector representative
- Limestone Coast Local Government Association representative

4. STRATEGIC PLAN 2020-2025

Following stakeholder engagement, surveys and workshops facilitated by consultants AsiaAustralis the LCRMC's key objectives, performance indicators and strategies were developed, as well as a new vision. (see appendix 1 for the workshop SWOT analysis).

The vision picks up the LCRMC's focus on creating increased and sustainable value through collaboration.

VISION

'THE LIMESTONE COAST RED MEAT CLUSTER IS A COLLABORATION OF VALUE CHAIN PARTICIPANTS TARGETING INCREASED PROFITABILITY, IMPROVED RESILIENCE AND SUSTAINABILITY TO MEET THE NEEDS OF OUR MARKETS AND CONSUMERS'

4.1 OBJECTIVES

- Achieve measurable growth, efficiency and productivity in the Limestone Coast Region.
- Remove barriers to prosperity and sustainable development of the red meat value chain.
- Solve problems to increase value chain profitability and capability.
- Capture increased value chain value in the Limestone Coast Region.
- The LCRMC is supported by the value chain and has a sustainable funding model.



4. STRATEGIC PLAN 2020-2025

4.2 PERFORMANCE INDICATORS

How will we know if we have been successful?

- The LCRMC is supported by red meat value chain participants.
- Return on assets under management in the Limestone Coast is (ROA) increased.
- Project funding is secured, and projects delivered.
- A sustainable funding model is achieved.

To achieve these objectives, the LCRMC utilises four approaches to progress strategies; they are to facilitate:

- **Communication** with value chain members and stakeholders to share information and increase knowledge.
- **Collaboration** with the value chain, government, external organisations such as private companies, industry associations and educational bodies to solve problems and create new insights.
- **Advocacy** with decision-makers and stakeholders to challenge dominant paradigms and create momentum for change that benefits the LCRMC.
- **Partner to deliver projects**, that increases the value or capability of the value chain.



4.3 STRATEGIES

The Strategies to deliver the objectives from the workshops and as captured by AsiaAustralis are:

1. Identify barriers and opportunities in the value chain by collaborating with two or more sectors to create solutions and capture more value in the region.
2. Develop a shared narrative on the Limestone Coast's red meat industry competitive advantage.
3. Secure adequate resources to implement the Strategic Plan and partner with relevant project delivery organisations to implement the Strategic Plan.

5. STRATEGIES AND ACTIONS

1. Identify barriers and opportunities in the supply chain by collaborating with two or more sectors to create solutions and capture more value in the region.

ACTIONS	RESOURCES	TIMING	RESPONSIBLE
Be a forum for ongoing, unhurried conversations amongst the red meat value chain in the Limestone Coast.	LCRMC Strategy Group members	Minimum twice per year	LCRMC Strategy Group
Ensure there is engaged representation across the value chain on the LCRMC Strategy Group.	LCRMC Strategy Group members	Ongoing	LCRMC Strategy Group

2. Develop a shared narrative on the Limestone Coasts red meat industry, competitive advantage

ACTIONS	RESOURCES	TIMING	RESPONSIBLE
A LCRMC working group to develop a draft narrative.	LCRMC members and LCLGA	September 2021	LCRMC Strategy Group

3. Secure adequate resources and partner with relevant organisations to implement the Strategic Plan.

ACTIONS	RESOURCES	TIMING	RESPONSIBLE
Identify potential funding opportunities and delivery partners for projects and recurrent funding.	LCRMC Strategy Group and LCLGA	Annually (when developing the Cluster Business Plan)	LCRMC Strategy Group supported by the LCLGA

6. RESOURCES

The LCRMC is flexible and can scale up and down as required, at its most basic level it provides a regular meeting which brings together the value chain and stakeholders to share and communicate on cluster related issues.

At its more advanced level, the LCRMC is receiving funding and delivering projects with partners in the region.

The Limestone Coast Local Government Association (LCLGA) is supportive of the LCRMC as it recognises the value the sector brings to the region and our communities.

The support from the LCLGA is in the way of administrative functions and partnering on specific initiative and by providing a legal entity to receive and manage funds for the delivery of agreed projects.



**RDALC REPORT TO THE LCLGA BOARD
1 July 2020 to 31 August 2020**

During this reporting period, **37** businesses accessed Regional Development Australia Limestone Coast's Small Business Support. A **14** further businesses were supported in their applications for Investment (grants and funding).

ANZSIC Industry Category – Small Business Support and Investment Assistance

- Accommodation and Food Services – 12
- Agriculture, Forestry and Fishing – 10
- Arts and Recreation – 2
- Construction – 2
- Education and Training – 2
- Electricity, Gas, Water and Waste Services – 1
- Health Care and Social Assistance – 3
- Other Services- 1
- Manufacturing – 5
- Retail Trade – 4
- Transport – 6
- Professional Services – 1
- Wholesale Trade – 2

Businesses by Council area

- City of Mount Gambier – 23
- District Council of Grant - 6
- Robe - 3
- Kingston - 1
- Naracoorte-Lucindale - 3
- Tatiara - 2
- Wattle Range Council – 9
- Outside Area – 4 (please note that this includes a business that was located in the region and 3 businesses that are planning to locate/operate in the region)

Businesses by Type of support provided:

- COVID-19 Support – 7
- Grants - 18
- Investment* (included in Grants)
- Migration - 3
- Business Support - 21
- Workforce development – 2

In addition, 3 Councils, and 1 not for profit organisation accessed grants and funding support in this period.

Small Business Support – COVID-19 - Information and Connection via social media and *The Weekly*

To support and guide businesses through COVID-19, RDALC implemented an interim communications plan in which we focussed on ‘information and connection’; the timely provision of information via multiple platforms and maintaining a meaningful connection with our business community. Short-term measures included increasing resources to the Communications Team, in order to communicate clearly, simply and frequently with our small business community. RDALC recognised that there was a need to have time-critical, pertinent and accurate information from all three levels of Government in one place and therefore created a dedicated webpage on our website. The COVID-19 webpage is updated daily. This website includes information on accessing COVID-19 Government support, grant and funding information, emergency management declarations and border restrictions, Ministerial announcements, as well as mental health and wellbeing resources.

The RDALC Facebook page was used for the distribution of key information to small businesses. Prior to COVID-19, RDALC posted on average, two times per week, however, we quickly moved to posting key updates once a day or more if required. From mid-March 2020 to mid-June 2020 we posted 70 updates, compared to 21 posts in 3-month period preceding COVID-19. Our number of Facebook followers increased by over 10% from March - June 2020 and our cumulative engagement greatly increased from 17K (mid-December 2019 – mid-March 2020) to 55K (mid-March to mid-June 2020).

The business closures and social distancing restrictions had an impact on the way that people connected with one another and RDALC staff were no longer able to meet with business owners and operators. Our Manager, Business and Workforce Development, moved to providing regular video updates via Facebook. These were designed to share key information but had the added benefit of being a friendly face amongst the overwhelming amount of news. RDALC had not previously used video as a medium for social media updates and we saw a significant increase in the traffic to our Facebook page, with a reach of over 2,500 on video updates and an increase in shares.

RDALC’s weekly electronic newsletter, *The Weekly*, is the cornerstone of our communications. Through this publication, we provide relevant information including grants, funding, Government programs, updates and small business support to over 1,363 subscribers each week. In response to COVID-19, new features were added to *The Weekly* including our ‘A Chat With...’ series. In this series, we featured advice and information from local (and national) experts aimed at small business owners and operators, as they put measures in place to pivot their businesses and investigated how they could continue to operate. The ‘A Chat With...’ series were also posted to our Facebook page and became a popular feature.

Recognising the need for a targeted and focussed communications for our small business community, RDALC successfully implemented a plan that focussed on ‘information and connection’. The increased traffic to our Facebook page has demonstrated that during the crisis, we have maintained a meaningful connection with our small business community. When businesses new-to-RDALC reach out for one-on-one information and business support as a result of seeing our video updates or a Facebook post, we know that we have achieved the goals we set out in our plan.

Small Business Support – Collaboration for Business Success

Working closely with the City of Mount Gambier, Women in Business and Regional Development (WiBRD) and Mount Gambier Chamber of Commerce, the current collaboration between the four organisations has focussed on supporting the recovery of the city's business community. Meeting regularly with Mayor Martin from June, the group planned and held a COVID-Safe event in July to help revitalise the city's business community and to highlight the resilience of small businesses in the community. The 'Reconnect to Recover' event brought together over 70 business owners and operators to reflect on their experiences and reconnect with other members of the community. Important information was collected during the evening, which has since been used to help inform the design of RDALC's upcoming business support program, 'Expert Connection'.

The group are continuing to collaborate on a support local campaign, 'big, small – support us all', that aims to draw the attention of the broader community that by supporting a business in the city, they are supporting the charities and sporting clubs that rely on financial contributions from the businesses. The campaign is scheduled to launch in November.

028L/rw
28/08/2020

Mr Tony Wright
Executive Officer
Limestone Coast Local Government Association
Post Office Box 1445
Mt. Gambier SA 5290

Limestone Coast Heritage Adviser

Report July 2020

Date /	Where /	Status /	Place /	Advice /	
02/07/20	Office	HCPA	Robe Child Care Centre and Kindy, 29 Victoria St Robe	Heritage Advice to Council on replacement front fence.	1.0
	Office	HCPA	28 Victoria St, Mt Gambier	Heritage consultation (phone) with Niki Strachan re fences and re-roofing.	1.25
03/07/19	Office	Cont / LHPA	13 Wallace St, Mt Gambier	Development Application Assessment and report on pergola and carport additions at rear.	0.25
		LHPA	62 Wehl St South, Mt Gambier	Assess additional information for detached dwelling.	0.5
		SH	Caledonian Inn, Robe	Draft State Heritage response to development application for service area upgrade	0.5





Date /	Where /	Status /	Place /	Advice /	
03/07/19	Office	Adj SH	8 Sturt St, Robe	Draft State heritage response for dwelling addition adjacent to Moorakyne House.	0.75
		SH	John Shaw Neilson Cottage, Coonawarra	Heritage consultation (phone) with Christian Fraser regarding kitchen fitout and air-conditioning.	0.5
					
		LH		Limestone Coast Heritage Adviser Report for June 2020.	1.25
8/7/20	Office	LH	45A Church Street Penola	Heritage Advice to Peter Whiting re change of use to a cafe.	0.25
9/7/20	Office	SHA	Crater Lakes	Heritage consultation (phone) with Michael Queale Heritage SA re variable message board display.	0.25
10/7/20	Office	HCPA	28 Victoria Tce, Mt Gambier	Heritage Advice to contractor on fencing options.	0.5
15/07/20	Office	SH	Beachport Museum	Heritage Advice to Wattle Range Council on re-roofing specification.	1.0
	Office	LH	Frew Park, Mt Gambier	Heritage Advice to Abdullah Mahmud on vehicle bollards.	1.0



Date /	Where /	Status /	Place /	Advice /	
20/07/20	Office	LH	Crown Inn, Agnes St, Kingston	Preliminary advice on Al-fresco dining.	1.0



21/07/20	Office	SH	Karratta House, Robe	Review Development Application for site filling. Liaise with Peter Wells (Heritage SA).	0.5
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24/07/19	Office	LH	17 Jardine Street, Mt Gambier	Preliminary advice on extensions.	0.75
		HCPA	26 Power Street, Mt Gambier	Review amended plans for infill dwelling repairs / replacement.	0.5

28/7/20	Tatiara	SH	Wirrega Council Chambers	Heritage consultation (site) with Liz Goosens and Carleen Leach re front fence.	0.75
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		SH	Mundulla Hotel	Inspection of original hardwood front verandah	0.25
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Date /	Where /	Status /	Place /	Advice /	
28/7/20	Kingston	LH	Crown Inn, Agnes St Kingston	Heritage consultation (site) with Tom Gardener re outdoor dining structures.	1.0
	Wattle Range	SH	Former Mt Gambier Gaol	Draft Minister's response to Development Application for proposed Bird Netting Enclosure at the Community Gardens.	1.25
29/07/20	Mt Gambier	SH	Liberty Church, 17 Penola Rd	9:00 am to 10:00 am Liberty Church 17 Penola Rd Mt Gambier SH Site consultation with Paul Gibbs re required exit signage and escape latches.	1.0
					
		SHA	Crater Lakes	Heritage consultation with Emily Ruffin and Danielle Leckie re interpretive signage project.	1.0
		SH	Umpherston Cave	Heritage consultation (site) with Hayden Cooke re replacement of lighting.	1.0
		LH	Mt Gambier Club, 7 Penola Road	Heritage consultation (site) with committee regarding building maintenance and stormwater priorities.	1.0
		LH	9A Shepherdson Road	Heritage consultation (site) with Brittney GL Gardiner and Emily Ruffin re design of new rear of allotment dwelling.	1.0



29/07/20 Mt Gambier LH 68 Bay Road Heritage consultation (council) with Matthew and Merika Gazzard and Rebekah Gilbertson. Preliminary review of concept design for alterations, garage and additions. 1.0



HCPA 14 Eleanor St, Mt Gambier Heritage consultation (site) with Dean and Debbie Zeverona re bedroom / ensuite addition. 1.0

30/07/20 Robe SH Robe Institute Heritage advice (Council) re exterior paint colours. 1.0

LH Meeting with Michelle Gibbs and Milan Hodak re DPI implementation. 1.0

31/07/20 Office SHA Crater Lakes Heritage consultation (phone) with Sin Georgio re Woody Weed Clearance Project. 0.5

LH Local Heritage Place
 Nom LH Identified Place not listed.
 Gen General Advice
 Cont. Contributory Place.
 HCZ Historic Conservation Zone.
 LHPA Local Heritage Policy Area.

cc Dr Judy Nagy, Nick Serle, Tracy Tzoutzouklaris, Emily Ruffin,
 Jessica Porter, City of Mt Gambier
 Chris Tully, Peter Whiting, Kirsten Falt WRC
 Paul McCrostie, Sarah Durand, NLC
 Leith McEvoy, Trudy Glynn, John Best DC Grant
 Nat Traeger, Milan Hodak, DC Kingston
 Rocky Callisto, DC Tatiara
 James Holyman, Michelle Gibbs, DC Robe

028L/rw
16/09/20

Mr Tony Wright
Executive Officer
Limestone Coast Local Government Association
Post Office Box 1445
Mt. Gambier SA 5290

Limestone Coast Heritage Adviser

Report August 2020

Date /	Where /	Status /	Place /	Advice /	
3/8/20	Office	SH	Neilson Cottage, Coonawarra	Inspection Report.	0.25
		LH		Limestone Coast Heritage Adviser Report July 2020.	0.5
		HCPA	68 Bay Road, Mt Gambier	Preliminary Heritage Advice.	0.25
		HCPA	31 Elizabeth St, Mt Gambier	Assess amended plans for infill dwelling.	1.25
5/08/20	Office	Cont. / LHPA	45 Elizabeth St, Mt Gambier	Development Application assessment and report on proposed dwelling additions.	0.5
		LH	38 Young St, Penola	Development Application assessment and report on pizza oven.	0.5
		SH	Umpherston Cave, Mt Gambier	Inspection report and advice on replacement lighting and master plan.	0.75





Date /	Where /	Status /	Place /	Advice /	
07/08/20	Office	LH	Former National School 36 Sturt St, Mt Gambier	Heritage Advice to owner re Council's heritage policies.	1.0



	Office	HCPA	23 Agnes St, Mt Gambier	Heritage consultation (phone) with Evelyn Norman re design guidelines for infill dwelling.	0.5
10/08/20	Office	SH	Nielson Cottage, Coonawarra	Heritage Advice re development application, liaise with Council.	1.0
19/08/20	Office	SH	1-5 Karratta Road, Robe	Review amended cut and fill plan for adjoining allotment.	0.75
		SH	Christ Church, Mt Gambier	Heritage consultation (phone) with Emily Ruffin.	1.0
		SHA	Crater Lakes	Draft response for Variable Message Board.	1.0
		SHA	Crater Lakes	Draft response for upgrade of interpretive signage.	0.25

City of Mount Gambier



Blue Lake Pumping Station

The Blue Lake is beautiful all year round. Marvel at its mysterious colour change in warmer weather. A sealed road takes you all around the perimeter; stop at the lookouts for panoramic views. Or you can walk around the Lake at only 3.6km it is an easy 45 minute walk. Free Entry John Watson Drive Mount Gambier 1800 087 187

Aquifer Tour, a fascinating 45 minute tour, gets down close to the water to find out more about the Folklore, History, Geology and Aboriginal Legend of the lake. Enjoy a coffee afterwards. Fee Applies. John Watson Drive Mount Gambier 08 8723 1199.

To learn more about what Mount Gambier and the surrounding area has to offer, visit discovermountgambier.com



Scan the QR code for more information



Date /	Where /	Status /	Place /	Advice /	
20/8/20	Office	SHA	Crater Lakes	Crater Lakes SHA Letter of support for woody weed removal.	0.25
		SH	Mt Gambier Goal	Heritage Report on external stonework.	0.75
		LH	Suttontown Rd Stable, Mt Gambier	Report on external painting.	0.75



		SH	Neilson Cottage Coonawarra	Draft State Heritage response for proposed Kitchen fit-out.	0.25
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21/8/20	Office	Cont / LHPA	2 Anzac St, Mt Gambier	Development Application Assessment and advice on second storey attic additions.	0.25
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25/8/20	Kingston	Nom LH	Kingston Museum, Cooke Street, Kingston	Inspection for NTSA Kingston Branch	0.75
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	Wattle Range	LH	38 Young St, Penola	Heritage consultation (site) with Jeff (Builder) re pizza oven.	1.0
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Date /	Where /	Status /	Place /	Advice /	
25/8/20	Wattle Range		Warner Pavilion, Penola Showgrounds	Inspection with Kirsten Falt and Chris Tully.	1.0
					
		SHA	Petticoat Lane	Inspection and heritage consultation with Kirsten Falt re adaptive re-use for tourist accommodation.	1.0
26/08/20	Mt Gambier	SH	Former Oatmill	Heritage consultation (site) with Bryce Allen, Jenna Holder and Dino Vrynios.	1.0
		SH	Christ Church	Heritage consultation (site) regarding proposed container storage.	1.0
		HCPA	11 O'Halloran Terrace	Heritage consultation (site) with Geoff Morris re fences and verandah reconstruction.	5.25
		LH	Railway Lands	Heritage consultation (office) with Nick Serle and Abdullah Mahmud re integrated design of cycle facilities.	
					
		HCPA	8 Wallace St	Heritage consultation (office) with Sarah Cutting - general advice on heritage requirements.	
		LH	17 Jardine Street	Heritage consultation (site) with Ryan Creek re dining room extension, external colours.	



Date /	Where /	Status /	Place /	Advice /	
27/08/20	Robe	LH	Arthur House, 68 Bay Road	Heritage consultation (site) with Matt and Merika Gazzard, Emily Ruffin, David Pike and Rebekah on re garage extension & fence.	
					
27/08/20	Naracoorte / Lucindale	Nom LH	Wombeena Station, 42 Vincents Rd, Joanna	Heritage consultation (site) with Graham Johnston re heritage value.	1.0
					
	Kingston	Nom LH	Kingston Museum, Cooke Street	Liaison with Milan Hodak re fire safety requirements.	1.0
28/08/20	Office	LH		Limestone Coast Heritage Adviser Report July 2020.	2.0
31/08/20	Office	LH	Glenrowan, 15 Bowden St, Penola	Advice to Council on date of construction of the front verandah.	0.25

LH Local Heritage Place
 Nom LH Identified Place not listed.
 Gen General Advice
 Cont. Contributory Place.
 HCZ Historic Conservation Zone.
 LHPA Local Heritage Policy Area.
 HAO Heritage Area Overlay

cc Dr Judy Nagy, Nick Serle, Abdullah Mahmud, Tracy Tzoutzouklaris, Emily Ruffin, Jessica Porter, City of Mt Gambier
 Chris Tully, Peter Whiting, Kristan Falt, WRC
 Paul McCrostie, Sarah Durand, NLC
 Leith McEvoy, Trudy Glynn, John Best DC Grant
 Nat Traeger, Milan Hodak, DC Kingston
 Rocky Callisto, DC Tatiara
 James Holyman, Michelle Gibbs, DC Robe

From: [Crewe, Peta \(PIRSA\)](#)
To: [Mae Steele](#)
Cc: [Crewe, Peta \(PIRSA\)](#)
Subject: PIRSA Update - LCLGA Oct 2020 meeting
Date: Friday, 25 September 2020 5:32:07 PM
Attachments: [image013.png](#)

Hi Mae –

Please see below for a PIRSA update to include with the LCLGA Board papers for the October 2020 meeting.

Hope it all goes well.

Kind regards

Peta

PIRSA Update

Independent Audit of OneFortyOne lease agreement

An independent audit assessment on the State Government's Plantation Lease Agreement (PLA) with OneFortyOne Plantations Pty Ltd has found the company to be compliant.

The audit found that OneFortyOne complied in all material respects with PLA requirements in regards to domestic timber supply and exports for 2018. The requirements audited include age class distribution, area weighted average clearfall age, tender process for uncontracted sawlog in excess of planned viable domestic supply and the sale contract lengths for sawlog exports. The auditors found the disclosed quantum and classification of sawlog and pulplog exported by OneFortyOne in 2018 was correct. This audit was conducted by BDO Advisory (SA) under the ASAE 3100 standard, set by the Auditing and Assurance Standards Board, which provides a high level of assurance to the assessment findings.

Regional Growth Fund

Successful projects from the Regional Growth Fund Competitive Round 3 and an initial batch of projects from the Strategic Business Round have been announced. At this stage the only successful project for the Limestone Coast is SE Pine for an automated biomass steam generation plant for wood drying. There is still \$7.7 million in funding available in the Regional Growth Fund with further applicants from the existing pool being considered from the Strategic Business Round.

Ag Town of the Year 2020

Nominations have now closed for this years award, and voting will open soon – monitor the website for the latest information: <https://solsticemedia.com.au/south-australian-agricultural-town-of-the-year-award/>

Southern Zone Rock Lobster Fishery

The Southern Zone Rock Lobster Fishery opened on the 15 September 2020. This follows temporary arrangements for the commercial rock lobster fisheries announced in May 2020 to allow for uncaught quota entitlements on commercial licences from the 2019–20 fishing season to be carried over to the 2020–21 fishing season for the Southern Zone due to the impacts of COVID-19 on export markets.

Peta Crewe | Regional Coordinator - Limestone Coast
Regions | **Department of Primary Industries and Regions**
Government of South Australia | 9 Krummel Street, Mount Gambier
PO Box 2124 Mount Gambier SA 5290
P: +61 8 8735 1224 | **M:** +61 427 012 510 | **E:** peta.crewe@sa.gov.au

pir.sa.gov.au



Government of South Australia
Department of Primary Industries
and Regions

Thank SA farmers
Share your message of thanks #ThankSAFarmers

**Service | Professionalism | Trust | Respect | Collaboration & Engagement | Honesty & Integrity
| Courage & Tenacity | Sustainability**

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