19 May 2022

Contact for Apologies: Katie Common
Phone: (08) 8551 0506
Email: localgov@victor.sa.gov.au

Dear Member

# NOTICE OF MEETING

Notice is hereby given pursuant to Section **83(1)** of the *Local Government Act, 1999*, as amended that a meeting for the **Ordinary Council** has been called for:-

**DATE:** **23 MAY 2022**

**TIME:** **5:30pm**

**PLACE:** **Council Chambers, 1 Bay Road, Victor Harbor**

Please find enclosed a copy of the Agenda for the meeting.

Yours faithfully



Graham Pathuis
**ACTING CHIEF EXECUTIVE OFFICER**

*Please be advised that filming, photography, audio recording and live-streaming may take place at this meeting when the public and media are not lawfully excluded under Section 90 of the Local Government Act 1999.*

*To comply with COVID-19 physical distancing requirements, places in the public gallery are limited and will be filled on a 'first in' basis.*

Councillors are reminded of the requirements of disclosure by Councillors of material, actual or perceived conflict of interest in items listed for consideration on the Agenda.

Section 73, 74, 75, 75A and 75B of the *Local Government Act 1999* requires that Councillors declare any interest and provide full and accurate details of the relevant interest to the Council prior to consideration of that item on the Agenda.

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## 1. PRESENT

## 2. LOCAL GOVERNMENT PRAYER AND ACKNOWLEDGEMENT

**Acknowledge Country**

We acknowledge the traditional custodians of our beautiful lands and surrounding waters, the Ramindjeri and Ngarrindjeri people. As a community we recognise and respect their cultural connection with the land and waters.

**Prayer**

Almighty God, we ask you to bless this council and allow it to be an agent of change to the people of this City and beyond. Direct and prosper its deliberations to the honouring of Your name and the welfare of the people whom it serves. Amen

**Service Acknowledgement**

We gratefully acknowledge the men and women of the Navy, Army and Air Force who made the Supreme Sacrifice in the preservation of Australia's freedom and democracy, we also proclaim our gratitude to those who returned to us.

## 3. APOLOGIES AND LEAVE OF ABSENCE

## 4. ITEMS ADJOURNED AND/OR LYING ON THE TABLE

Nil

# 5. MINUTES OF THE PREVIOUS MEETING

## 5.1 Minutes of the Previous Meeting held 26 April 2022

| | |
|---|---|
| Committee | Victor Harbor Council |
| Meeting Held | 23/05/2022 |
| From | Katie Common |
| File Reference | GOV9.24.001 |

## RECOMMENDATION

That the minutes of the Ordinary Meeting of Council held 26 April 2022 be confirmed as true and accurate.

## INFORMATION

The Minutes of the Ordinary Meeting of Council held 26 April 2022 have been distributed to Elected Members.

## RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

**Legal and Compliance** – Preparation and reporting for the endorsement of the minutes can be managed through routine activities and have a negligible impact. This risk is assessed as ***low***.

## REFERENCES

**City of Victor Harbor Community Plan 2030**

Aspiration 6 – We are a financially sustainable and well–governed organisation

## BUDGET IMPLICATION

Excluding endorsed budgeted staff resources there are no budget implications from preparation of this report or endorsement of the minutes.

No additional funds are required.

## CONSULTATION

Elected Members

Acting Chief Executive Officer – Graham Pathuis

## 5.2 Minutes of the Special Meeting of Council held 2 May 2022

| | |
|---|---|
| Committee | Victor Harbor Council |
| Meeting Held | 23/05/2022 |
| From | Katie Common |
| File Reference | GOV9.24.001 |

## RECOMMENDATION

That the minutes of the Special Meeting of Council held 2 May 2022 be confirmed as true and accurate.

## INFORMATION

The Minutes of the Special Meeting of Council held 2 May 2022 have been distributed to Elected Members.

## RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

**Legal and Compliance** – Preparation and reporting for the endorsement of the minutes can be managed through routine activities and have a negligible impact. This risk is assessed as ***low***.

## REFERENCES

**City of Victor Harbor Community Plan 2030**

Aspiration 6 – We are a financially sustainable and well–governed organisation

## BUDGET IMPLICATION

Excluding endorsed budgeted staff resources there are no budget implications from preparation of this report or endorsement of the minutes.

No additional funds are required.

## CONSULTATION

Elected Members

Acting Chief Executive Officer – Graham Pathuis

## 5.3 Minutes of the Special Meeting of Council held 16 May 2022

| | |
|---|---|
| Committee | Victor Harbor Council |
| Meeting Held | 23/05/2022 |
| From | Katie Common |
| File Reference | GOV9.24.001 |

## RECOMMENDATION

That the minutes of the Special Meeting of Council held 16 May 2022 be confirmed as true and accurate.

## INFORMATION

The Minutes of the Special Meeting of Council held 16 May 2022 have been distributed to Elected Members.

## RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

**Legal and Compliance** – preparation and reporting for the endorsement of the minutes can be managed through routine activities and have a negligible impact. This risk is assessed as ***low***.

## REFERENCES

**City of Victor Harbor Community Plan 2030**

Aspiration 6 – We are a financially sustainable and well–governed organisation

## BUDGET IMPLICATION

Excluding endorsed budgeted staff resources there are no budget implications from preparation of this report or endorsement of the minutes.

No additional funds are required.

## CONSULTATION

Elected Members

Acting Chief Executive Officer – Graham Pathuis

## 6. DEPUTATIONS

## 7. QUESTIONS FROM THE GALLERY

# 8. PETITIONS

## 8.1 Petition - Armstrong Road Speed Limit Reduction - Victor Harbor Men's Shed

| | |
|---|---|
| Committee | Victor Harbor Council |
| Meeting Held | 23/05/2022 |
| From | Chelsie Butler |
| File Reference | TM20.67.002 |

## RECOMMENDATION

1. That Council receive and note the Petition - Armstrong Road Speed Limit Reduction - Victor Harbor Men's Shed report.

2. The Council instruct Administration to write to the Department for Infrastructure and Transport to request that a formal speed limit review of Armstrong Road, between the Inman River and Hindmarsh River, be undertaken.

3. That Elected Members and the head petitioner be advised of the outcome of the Department for Infrastructure and Transport's speed limit review of Armstrong Road.

## INFORMATION

**Purpose**
The purpose of this report is for members to give consideration to petitions received pursuant to Regulation 10 of the *Local Government (Procedures at Meetings) Regulations 2013*.

**Background**
In accordance with the *Local Government (Procedures at Meetings) Regulations 2013*, a petition to Council:

- must be legibly written, or typed or printed, and
- clearly set out the request or submission of the petitioners; and
- include the name and address of each person who signed or endorsed the petition; and
- be addressed to the Council and delivered to the principal office of the Council.

The Armstrong Road Speed Limit Reduction - Victor Harbor Men's Shed petition meets the legislative requirements.

**Commentary**
Petitions allow the community to bring matters of concern to the attention of Council. Council can receive petitions for any matter that falls under its jurisdiction.

On Wednesday, 4 May 2022 a petition was received as follows:

We, the residents/ratepayers or (identify specific Group.....)
of Victor Harbor, request the City of Victor Harbor (Council):

Reduce the speed on Armstrong Road from 100km to 80km per hour to cover the Crosier Road junction.

Several accidents have occurred at this intersection and we believe a reduction in speed will help.

The petition contains 38 signatures and meets the legislative requirements of a petition. A copy of the petition is provided at Attachment A.

Armstrong Road (the Ring Road) is a sealed rural road, and a western bypass of the Victor Harbor Town Centre area. Figure 1 below shows the current posted speed limits on Armstrong Road.

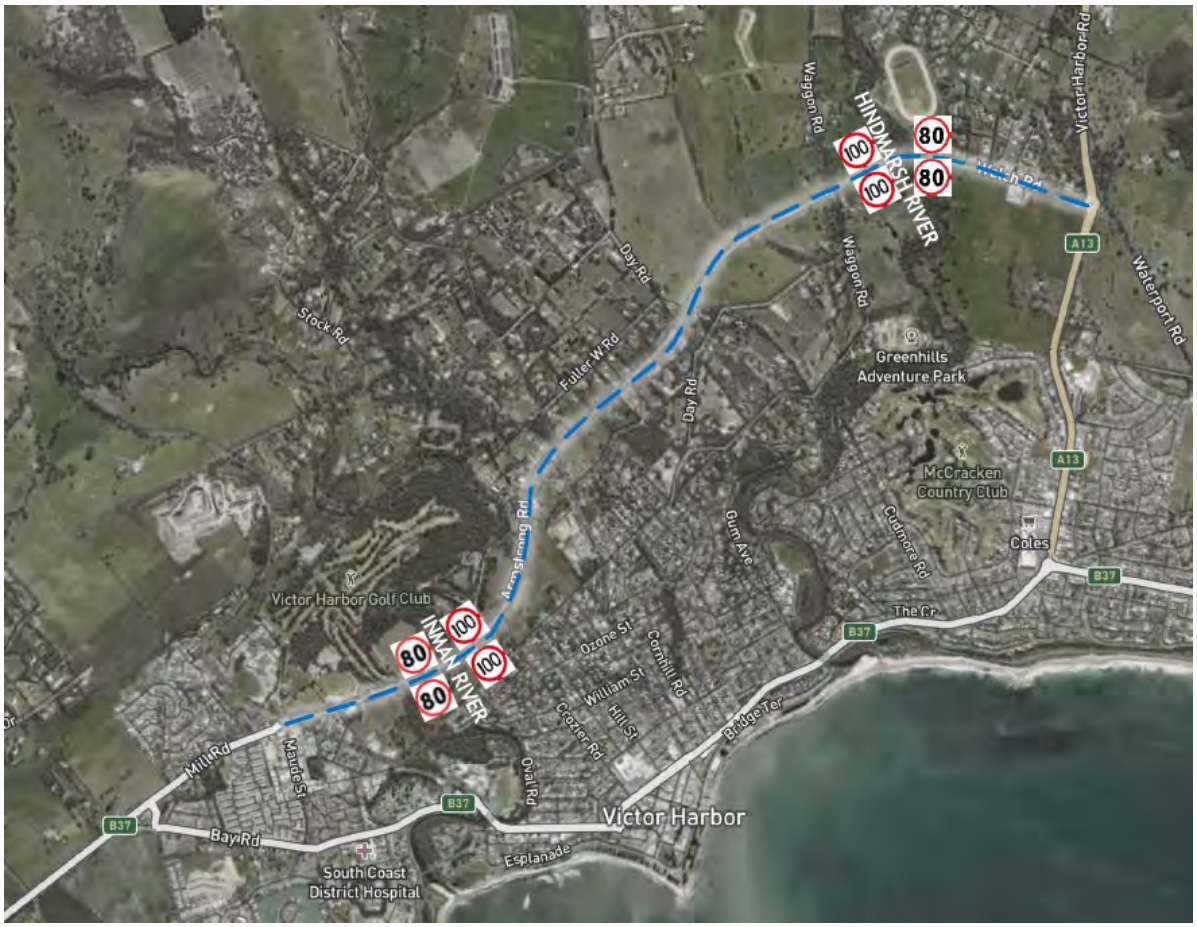


***Figure 1: Posted speed limits on Armstrong Road***

Armstrong Road is under the care and control of the City of Victor Harbor; however, speed limit setting and reviews are controlled by the Department for Infrastructure and Transport (DIT), and guided by the Speed Limit Guidelines for South Australia. Therefore, only DIT has the delegated authority to approve speed limit changes.

The section of Armstrong Road between the Hindmarsh River and the Inman River is posted at 100km/h. It is 6.0km in length with four (4) road intersections (Waggon Road, Greenhills Road, Henderson Road and Crozier Road).

In accordance with the Speed Limit Guidelines, this section of Armstrong Road is suitable for a posted speed of 100km/h. This is supported by the Australian Standard AS 1742.4 Speed Controls, where the road surroundings are classed as “undeveloped” with the number of access points less than five (5) per kilometer, and was supported by a speed limit review undertaken by BE Engineering Solutions in December 2020 (discussed further below).

The Armstrong Road / Crozier Road intersection has a giveway sign for vehicles entering Armstrong Road from Crozier Road, and an auxiliary left turn lane treatment on the main road for left turning vehicles to stay away from the through traffic and slow down before entering the minor road. Figure 2 below shows an aerial image of the intersection.




***Figure 2: Armstrong Road/Crozier Road intersection***

In December 2020, BE Engineering, an external traffic engineering consultant, were engaged to conduct a Road Safety Audit (RSA) and speed limit review of Armstrong Road. A copy of the RSA Report is provided under separated cover due to size.

The findings of this audit determined that the posted speed at the Armstrong Road / Crozier Road intersection is suitable, as supported by Australian Standard AS 1742.4 Speed Controls (detailed above). The audit also provided a number of recommendations to improve safety along the 100km/h section of Armstrong Road, including linemarking, signage improvements, stabilisation of guard railing and regular road sweeping. All of these recommendations have since been implemented.

In 2015 the Department of Planning, Transport and Infrastructure, now Department for Infrastructure and Transport (DIT) undertook a full assessment of Armstrong Road as requested by Council. The findings of DIT's assessment also concluded that the posted 100km/h was considered appropriate and in accordance with AS1742.4 Speed Controls.

In consideration of the above, it is anticipated that a new speed limit review would produce the same outcome to those that have been undertaken previously. However, given it has been seven years since DIT completed a formal speed limit review of Armstrong Road, it is recommended that administration liaise with DIT and request that a further speed limit review of Armstrong Road be completed, to reflect its current condition and use.

## RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

**Legal and Compliance** – The petition has been completed and submitted in line with legislative requirements. The risk is assessed as ***low***.

**Reputation** – Not going ahead with the requested speed limit review and reduction may result in disappointment from signatories to the petition. This risk is assessed as ***low***.

## REFERENCES

**City of Victor Harbor Community Plan 2030**

Aspiration 5 – We have services and infrastructure that meet our community's needs

- Strategy – Provide key community infrastructure
- Priority – Create and maintain safe road and footpath networks

**Other references used:**

- Local Government (Procedures at Meetings) Regulations 2013
  Regulation 10 – Petitions

## BUDGET IMPLICATION

Excluding endorsed budgeted staff resources there are no budget implications in receiving and noting the Armstrong Road / Crozier Road Intersection Speed Limit Reduction Report.

No additional funds are required.

## CONSULTATION

Director Environment and Infrastructure – Kathy Hayter

Manager Infrastructure – Jodi Roberts

Acting Team Leader Capital Projects – John Straccia

Attachment A

**City of Victor Harbor**
**Council Meeting Procedures**

**Attachment 4**

## Petition form

*(A Petition must be legibly written, clearly set out the request or submission of the petitioners (no alterations should be made by a petitioner) and addressed and delivered to the Council. The petition should include, for each person who has signed the petition, their name, address and normal signature. The action requested of Council must be re-stated on the top of each page of the petition).*

**Head Petitioner details:** Name: DENNIS WILLIAMS

Address: 11 MARTHA CLOSE VICTOR HARBOR

**We, the residents/ratepayers or (identify specific Group** VICTOR HARBOR MEN'S SHED **of Victor Harbor, request the City of Victor Harbor (Council):**

**Reduce the speed on Armstrong Road from 100 km to 80 km per hour to cover the Crosier Road junction.**
**Several accidents have occurred at this intersection and we believe a reduction in speed will help.**

| Name | Address | Signature |
|---|---|---|
| DAVID MUNDY | GOOLWA BCH | |
| GREG ALLISON | ENCOUNTER BAY | |
| MAX LANE | ENCOUNTER BAY | |
| BRIAN KING | ENCOUNTER BAY | |
| BRIAN ROBINSON-SMITH | " | |
| ALAN TASKER | ENCOUNTER BAY | |
| C WRIGHT | " | |
| B SECCOMBE | HAYBOROUGH | |
| DAVID KEARNEY | VICTOR HARBOR | |
| JIM MILES | McCRACKEN | J L Miles |
| KAE FREEBAIRN | ENC BAY | |
| NOEL HICKS | 18 DAY RD VH | |
| DENNIS WILLIAMS | 11 HARWOOD CL, EB. | |
| RAY SINCLAIR | 400 FLETCHERVILLE RD MIDDLETON | |
| IAN TOOGOOD | 17 Victor Ave Enc Bay | |
| GEOFF KEARTON | BAY VILLAGE VH | |
| BRIAN JONES | 23 Redgum Rise VH | |
| JOHN MARDELL | 50 SEAGULL AVE, CHITON | |

**City of Victor Harbor**
**Council Meeting Procedures**

**We, the residents/ratepayers or (identify specific Group.....)**
**of Victor Harbor, request the City of Victor Harbor (Council):**

**Reduce the speed on Armstrong Road from 100km to 80km per hour to cover the Crosier Road junction.**

Several accidents have occurred at this intersection and we believe a reduction in speed will help.

| Name | Address | Signature |
|---|---|---|
| NICK PUGLIESE | ENCOUNTER BAY | |
| BARRIE CHARLES | VICTOR HBR | |
| [illegible] | E/BAY | |
| Tony Walter | Encounter Bay | |
| Max Finn | Hayborough | |
| Clyde Hitchin | - | |
| CLIFF VIKYO | ENCOUNTER BAY | |
| Peter Wickham | 5 Seaview Vlt | |
| [illegible] | Encounter Bay | |
| Ian Tuckfield | Encounter Bay | |
| DARRYL KEANE | ROSETTA VILLAGE | |
| GEORGE REDAN | BEYOND CHITON | |
| MALCOLM HOWISON | VICTOR HARBOR | |
| TREVOR BISHOP | ENCOUNTER BAY | |
| DENNIS WILLIAMS | ENCOUNTER BAY | |
| WAYNE PEARCE | 2 EWEN TCE VH | |
| ALEC JENKINS | Vic Bay Village | |
| John Hubbard | VICTOR HARBOR | |
| Peter Zanker | 123 Rapid Drive | |
| [illegible] | [illegible] | |
| KERRY ALLISON | Encounter Bay | |

# 9. OFFICE OF CHIEF EXECUTIVE OFFICER

## 9.1 Outstanding Resolutions - May 2022

Committee Victor Harbor Council

Meeting Held 23/05/2022

From Katie Common

File Reference GOV9.24.007

## RECOMMENDATION

That Council receive and note the Outstanding Resolutions May 2022 report.

## INFORMATION

**Purpose**
The purpose of this report is to provide Council with an up to date listing of the outstanding resolutions of Council as at the time of the Agenda preparation.

**Background**
A register of resolutions for the term of Council is maintained and a report included in each Ordinary Council meeting.

The register is presented as an attachment to the report and shows items completed since the last Council meeting and outstanding resolutions that still require action.

**Commentary**
The Outstanding Resolutions Register provided at Attachment A details items still to be actioned and those completed since the Ordinary Council meeting held Tuesday, 26 April 2022.

Summary action comments are provided for each item to advise Council of progress to date

## RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

**Legal and Compliance** – Preparation and reporting for the endorsement of the Outstanding Resolutions Report can be managed through routine activities and have a negligible impact. This risk is assessed as ***low***.

## REFERENCES

**City of Victor Harbor Community Plan 2030**

Aspiration 6 – We are a financially sustainable and well–governed organisation

## BUDGET IMPLICATION

Excluding endorsed budgeted staff resources there are no budget implications from the preparation or receipt of the Outstanding Resolutions report.

No additional funds are required.

## CONSULTATION

Acting Chief Executive Officer

Relevant Staff

Attachment A

| RESOLUTIONS - MAY 2022 | | | | | | |
|---|---|---|---|---|---|---|
| **MINUTE NUMBER** | **MEETING DATE** | **SUBJECT** | **RECOMMENDATION** | **OFFICER** | **DEPARTMENT** | **FOLLOW UP ACTION** |
| **COMPLETED RESOLUTIONS** | | | | | | |
| OC1142020 | 24/02/2020 | Disability Access and Inclusion Advisory Committee Meeting Minutes - 12 December 2019 | 1. That Council receive and note the Minutes of the Disability Access and Inclusion Advisory Committee meeting held 12 December 2019.<br>2. That administration review the Outdoor Dining and Street Traders Permit Policy for consistency with the Disability Discrimination Act 1992 advice within the Footpath and Pedestrian Strategy and once complete present back to the Disability Access and Inclusion Advisory Committee and Council for endorsement before undertaking Public Consultation. | CHRIS BOWEY | ENVIRONMENT AND INFRASTRUCTURE | Further report presented to April 2022 Council Meeting (see OC1802022) COMPLETE – May 2022 |
| OC202022 | 24/01/2022 | Grantley Avenue Level Crossing | 1. That Council receive and note the Grantley Avenue Level Crossing report.<br>2. That Council endorse Administration working with SteamRanger and undertaking the civil work required to convert the Grantley Avenue Level Crossing to an activated crossing at an estimated cost of $80000; and approve a 2021/22 operating budget increase of $80000. | Jodi Roberts | INFRASTRUCTURE | Matter adjourned. Represented at April 2022 Council Meeting. Motion withdrawn, no further resolutions in relation to matter. COMPLETE – May 2022 |
| OC352022 | 24/01/2022 | Motion without Notice - Pedestrian Crossing - Adelaide Road/McCracken Drive - Cr Nick Hayles | That council administration explore the options for the installation of a signalised intersection with associated pedestrian crossings at the intersection of Adelaide Road and McCracken Drive and that a report be brought back by the March Council meeting. Investigations to include but not limited to:<br>Speaking with the Department of Infrastructure and Transport about their appetite for such improvements and whether they would grant in principle agreement/approval for the upgrade. Take into consideration the upgrades due to occur at McCracken Country Club and the associated traffic implications such as a higher volume of caravans and RVs through the intersection. What budget requirements there would be for the upgrade works. To include the consideration of developer state government and any other possible funding contributors That the Chief Executive Officer write to our existing State and Federal MPs as well as local candidates for the upcoming State and Federal elections regarding the concerns raised in relation to this matter and seeking their support in resolving it. | Kathy Hayter | ENVIRONMENT AND INFRASTRUCTURE | Further report presented to April 2022 Council Meeting (see OC1792022). COMPLETE – May 2022 |

| RESOLUTIONS - MAY 2022 | | | | | | |
|---|---|---|---|---|---|---|
| MINUTE NUMBER | MEETING DATE | SUBJECT | RECOMMENDATION | OFFICER | DEPARTMENT | FOLLOW UP ACTION |
| OC1332022 | 28/03/2022 | Volunteer Week Small Grants Program 2021/22 | That Council approve the following grant applications for funding under the 2021/22 Volunteer Week Small Grants Program for a total amount of $2900: Carrickalinga Board of Management $100 Cooinda Community Garden $100 Country Fire Service - Cadets Brigade $100 Country Fire Service - Hindmarsh Valley Brigade $100 Country Fire Service - Lower Inman Brigade $100 Country Fire Service - Operational Support Brigade $ 50 Country Fire Service - Waitpinga Brigade $100 Country Women's Association - Hindmarsh Valley Branch $ 50 Encounter Bay Family History Group $ 50 Encounter Centre Inc - Community Programs $100 Encounter Centre Inc - Wooden Toy Factory $100 Fleurieu Cancer Support Foundation $100 Fleurieu FM $100 Fleurieu Justices Group $100 Fleurieu Marine Life $ 50 Fleurieu Road Safety Group $ 50 Fleurieu Royal Flying Doctors Service (RFDS) Support Group $100 Friends of Granite Island $ 50 Happy FM $100 Riding for the Disabled Southern Fleurieu $100 Southern Volunteering $ 50 Victor Harbor and Districts Senior Citizens Club $100 Victor Harbor Art Society $ 50 Victor Harbor Bowling Club $100 Victor Harbor Church of Christ $ 50 Victor Harbor Coastcare $100 Victor Harbor Croquet Club $100 Victor Harbor Garden Club (Floral Art) $100 Victor Harbor Regional Gallery $ 50 Victor Harbor Men's Shed $100 Victor Harbor Tennis Club $100 Zonta Club of Fleurieu Peninsular Inc $100 Southern Breakers Soccer Club $100 Victor Harbor City Band Inc $100 | JOANNE DANIELS | COMMUNITY SERVICES | Grant recipients advised of Council resolution. COMPLETE - MAY 2022 |
| OC1342022 | 28/03/2022 | Volunteer Week Small Grants Program 2021/22 | That Council approve an additional payment of either $25 or $50 (dependent on the number of the volunteers in the event) under the 2021/22 Volunteer Week Small Grants Program to a total amount of $350: Country Women's Association - Hindmarsh Valley Branch $50 Encounter Bay Family History Group $50 Fleurieu Marine Life $50 Fleurieu Road Safety Group $25 Friends of Granite Island $50 Southern Volunteering $25 Victor Harbor Art Society $25 Victor Harbor Church of Christ $50 Victor Harbor Regional Gallery $25 | JOANNE DANIELS | COMMUNITY SERVICES | Grant recipients advised of Council resolution. COMPLETE - MAY 2022 |
| OC1382022 | 28/03/2022 | Arts Culture and Heritage Strategy - Community Engagement | That Council proceeds to public consultation on the Draft Arts Culture and Heritage Strategy as provided under separate cover and in line with the Arts Culture and Heritage Strategy Community Engagement Plan as provided under separate cover. | Louise Hampel | PLANNING AND ACTIVATION | Public Consultation complete, with City Activation team currently reviewing the feedback received. An amended strategy is expected to be presented to the Council in June or July 2022.<br><br>COMPLETE - MAY 2022 |
| OC1702022 | 26/04/2022 | 2022 Victor Harbor Rock n' Roll Festival | That Council approve:<br>a one day event for the 2022 Victor Harbor Rock n Roll Festival as outlined within the report;<br>and a pre-budget commitment of $20000 operating expenditure offset by $5000 of income in the 2022/23 Annual Business Plan and Budget to support the 2022 Victor Harbor Rock n Roll Festival. | MARK PRZIBILLA | PLANNING AND ACTIVATION | 2022/23 Budget reflects commitment. Meetings have been scheduled with the Historic Motor Vehicle Club to commence implementing event plans.<br><br>COMPLETE - MAY 2022 |

| RESOLUTIONS - MAY 2022 | | | | | | |
|---|---|---|---|---|---|---|
| MINUTE NUMBER | MEETING DATE | SUBJECT | RECOMMENDATION | OFFICER | DEPARTMENT | FOLLOW UP ACTION |
| OC1722022 | 26/04/2022 | 2021/22 Festivals and Events Sponsorship Program - Round Two | That Council grant $2000 (ex GST) cash and $1200 in-kind sponsorship to Henry Carter to support the 2022 Viking Festival subject to the applicant meeting the conditions outlined within the 2021/22 Festivals and Events Sponsorship Program Guidelines.<br>That Council grant $2000 (ex GST) cash and $1000 in-kind sponsorship to Henry Carter to support the Fleurieu Spring Fair subject to the applicant meeting the conditions outlined within the 2021/22 Festivals and Events Sponsorship Program Guidelines.<br>That Council grant $500 (ex GST) cash and $750 in-kind sponsorship to Ultra Series to support the Heysen 105 Ultra Marathon subject to the applicant meeting the conditions outlined within the 2021/22 Festivals and Events Sponsorship Program Guidelines.<br>That Council grant $2000 (ex GST) cash and $500 to Great Southern Runs to support the Granite Island Run subject to the applicant meeting the conditions outlined within the 2021/22 Festivals and Events Sponsorship Program Guidelines.<br>That Council grant $3000 (ex GST) cash to Fleurieu Peninsula Food Incorporated to support the Fleurieu Food Festival subject to the applicant meeting the conditions outlined within the 2021/22 Festivals and Events Sponsorship Program Guidelines.<br>That Council acknowledge the application received from Wild Women On Top for grant funding support to deliver Adelaide Coastrek 2022 and that the application be declined. | Susan Evans | PLANNING AND ACTIVATION | All applicants have been notified of Council's decision. Festivals & Events Officer working with applicants on event approvals.<br><br>COMPLETE - MAY 2022 |
| OC1742022 | 26/04/2022 | 2022 NAIDOC Week Grant Funding Application | That Council approve a grant of $10000 to the Miwi-Inyeri Pelepi-Ambi Aboriginal Corporation (MIPAAC) to support the delivery of the 2022 NAIDOC Week event in Victor Harbor in accordance with the directions outlined within this report. | Mia Stocks | PLANNING AND ACTIVATION | The applicant has been advised of Council's decision. The Arts and Cultural Facilitator and Community Services team are working with the organiser to provide associated support.<br><br>COMPLETE - MAY 2022 |
| OC1782022 | 26/04/2022 | Request to Name a Road or Public Place - Lot 507 Central Drive | That administration writes back to applicant seeking further information to enable the Heritage Advisory Committee to consider including Mr Boos name on the Nomenclature list. | Karen Kenny | INFRASTRUCTURE | COMPLETE – May 2022 |
| OC1792022 | 26/04/2022 | Signalised Intersection with Associated Pedestrian Crossings at the Intersection of Adelaide Road and McCracken Drive | That Council receive and note the Signalised Intersection with Associated Pedestrian Crossings at the Intersection of Adelaide Road and McCracken Drive report.<br>That the signalised upgrade of the intersection of Adelaide Road and McCracken Drive be included in the Strategic Project Register. | Jodi Roberts | INFRASTRUCTURE | COMPLETE – May 2022 |
| OC1802022 | 26/04/2022 | Street Traders and Footpath Policy - Minor Amendment | That Council receive and note the Street Traders and Footpath Policy Minor Amendment report.<br>That Council amend the Outdoor Dining and Street Traders Permit Policy and the Victor Harbor Footpath and Pedestrian Strategy with the minor amendments as detailed in Attachment A. | CHRIS BOWEY | PROPERTY ENVIRONMENT AND RECRE | COMPLETE – May 2022 |
| OC1852022 | 26/04/2022 | Fleurieu Regional Waste Authority Business Plan 2021-24 Update and 2022/23 Budget | That Council approve the Fleurieu Regional Waste Authority Business Plan 2021-24 Update and 2022/23 Budget. | CHELSIE BUTLER | ENVIRONMENT AND INFRASTRUCTURE | FRWA Executive Officer advised of Council resolution - COMPLETE – May 2022 |

| RESOLUTIONS - MAY 2022 | | | | | | |
|---|---|---|---|---|---|---|
| MINUTE NUMBER | MEETING DATE | SUBJECT | RECOMMENDATION | OFFICER | DEPARTMENT | FOLLOW UP ACTION |
| OC1872022 | 26/04/2022 | Kerbside Waste Collection - Summer Collection Schedule | That Council endorse the following kerbside waste collection service from mid-December to the end of January 2023:<br>- Weekly collection of Co-mingled Recycling (Yellow Bin)<br>- Weekly collection of Food Organics Green Organics (Green Bin)<br>- Fortnightly collection of General Waste (Blue Bin)<br>- That Council continue to monitor the public litter bins over the summer period and in liaison with the Fleurieu Regional Waste Authority organise additional emptying of public litter bins as required. | CHELSIE BUTLER | ENVIRONMENT AND INFRASTRUCTURE | FRWA Executive Officer advised of Council resolution - COMPLETE – May 2022 |
| OC1882022 | 26/04/2022 | Kerbside Waste Collection - Summer Collection Schedule | That Council endorse a budget allocation of $40000 in the 2022-23 budget to cover the additional service and related communications.<br>That Council acknowledge that the change to service will not be implemented unless all mainland Fleurieu Regional Waste Authority member councils support the change of service. | CHELSIE BUTLER | ENVIRONMENT AND INFRASTRUCTURE | FRWA Executive Officer advised of Council resolution - monies included in 2022/23 budget<br>COMPLETE – May 2022 |
| OC1892022 | 26/04/2022 | Victor Harbor Horse Tram Authority - Draft Capital Budget 2022/23 | That Council receive and note the Victor Harbor Horse Tram Authority - Draft Capital Budget 2022/23 report.<br>That Council approve the Victor Harbor Horse Tram Authority Draft Capital Budget 2022/23 as provided at Attachment A. | Karen Rokicinski | CORPORATE AND CUSTOMER SERVICE | General Manager VHHTA advised Tuesday 2 April 2022<br><br>COMPLETE - May 2022 |
| OC1932022 | 26/04/2022 | Matter of Urgency - Mainstreet Stage 4 Construction Update | That Council note the scheduling impacts of the contamination and the multiple options for proceeding and consequently approve consultation with Business Victor Harbor and relevant traders to seek input about the preferred scheduling options 1 - 3. | ANTHONY TAYLOR | INFRASTRUCTURE | Consultation conducted 27-29 April and presented to Special Council Meeting held 2 May 2022. COMPLETE – May 2022 |
| OC1942022 | 26/04/2022 | Matter of Urgency - Mainstreet Stage 4 Construction Update | That Administration present a report detailing trader consultation and a recommendation for the preferred construction schedule at a Special Council Meeting to be called as soon as practicable. | ANTHONY TAYLOR | INFRASTRUCTURE | Special Council Meeting held 2 May 2022. COMPLETE – May 2022 |
| OC1952022 | 26/04/2022 | Matter of Urgency - Mainstreet Stage 4 Construction Update | That Council support the continuation of the Mainstreet Stage 4 project including an additional budget of between $1.2M and $2.2M subject to confirmation of amount and endorsement of the preferred scheduling option. | ANTHONY TAYLOR | INFRASTRUCTURE | Budget amendment made as per confirmation via Special Council Meeting held 2 May 2022. COMPLETE – May 2022 |
| OC1962022 | 26/04/2022 | Motions without Notice - Deceased Little Penguins in Encounter Bay - Cr Andrew Robertson | That Council direct the chief Executive Officer to write to the Department of Environment & Water requesting that immediate attention be given to the necroscopies being carried out to determine the cause of the death of the large numbers of deceased Little Penguins in Encounter Bay. | Katie Common | OFFICE OF THE CEO | Letter sent to DEW 29/04/22 - OREC16387722. DEW response distributed via Elected Member update.<br><br>COMPLETE - May 2022 |
| | | | | | | |
| **OUTSTANDING RESOLUTIONS** | | | | | | |
| OC2432019 | 25/03/2019 | New Cemetery Land Update | That Council staff continue to investigate other possible options for a future cemetery site. | JODI ROBERTS | ENVIRONMENT AND INFRASTRUCTURE | Ongoing - staff exploring possible alternative options and will bring any desirable options back to Council for consideration and direction. This is a strategic project as part of Asset Management planning. A meeting was held with Adelaide Cemeteries Authority to help scope the work required. Has been included in business planning for 2022/23 budget considerations. |
| OC382020 | 28/01/2020 | Encounter Bay Recreation Ground Pedestrian Access | That administration staff liaise with the club representatives at the Encounter Bay Recreation Ground Investigator College staff and staff at the Victor Harbor High School to determine the need and best route for a shared path connection between these sites. | JODI ROBERTS | PROPERTY ENVIRONMENT AND RECREATION | Discussions with clubs and schools have been ongoing. The pedestrian refuge on Armstrong road was installed in May 2021. Staff met with Investigator College again in August 2021 to continue discussions. Improved off-road shared path access could be delivered as part of the development of Lot 202. |

| RESOLUTIONS - MAY 2022 | | | | | | |
|---|---|---|---|---|---|---|
| MINUTE NUMBER | MEETING DATE | SUBJECT | RECOMMENDATION | OFFICER | DEPARTMENT | FOLLOW UP ACTION |
| OC4252020 | 24/08/2020 | Request to Rename Kent Reserve to Muwerang | That the Administration consult with the Ngarrindjeri Aboriginal Corporation and Council's Heritage Advisory Group to determine whether they support: a name change for Kent Reserve to Muwerang; dual naming of this Reserve; and the inclusion of an option for dual naming of public places in Council's Road and Public Place Naming Policy. | JODI ROBERTS | INFRASTRUCTURE | Ngarrindjeri Aboriginal Corporation (NAC) has been consulted and attended the Informal Gathering on 12 October 2020. Further discussions are required with Ngarrindjeri Aboriginal Corporation to determine if the proposed name change is supported. The CEO has written to the NAC further seeking NAC's position in relation to this matter. Further email has been sent to Ngarrindjeri Aboriginal Corporation on 09 March 2022 seeking response to outstanding matters OREC16090122. Follow up email sent 21 March. NAC have agreed to meeting to discuss. Meeting scheduled for April 2022 was cancelled due to illness - we are waiting for meeting to be rescheduled. |
| OC4262020 | 24/08/2020 | Request to Rename Kent Reserve to Muwerang | That following consultation with the Ngarrindjeri Aboriginal Corporation and Council's Heritage Advisory Group the Administration review the Road and Public Place Naming Policy and hold a workshop with the City Activation and Strategic Planning Advisory Committee to consider consultation feedback and recommended Policy changes to Council. | JODI ROBERTS | INFRASTRUCTURE | The Road and Place Naming Policy will be placed on the agenda for an Informal Gathering following further discussions with Ngarrindjeri Aboriginal Corporation. The CEO has written to the NAC further seeking NAC's position in relation to this matter. Further email has been sent to Ngarrindjeri Aboriginal Corporation on 09 March 2022 seeking response to outstanding matters OREC16090122. Follow up email sent 21 March. NAC have agreed to meeting to discuss. Meeting scheduled for April 2022 was cancelled due to illness - we are waiting for meeting to be rescheduled. |
| OC4272020 | 24/08/2020 | Request to Rename Kent Reserve to Muwerang | That a further report be provided to Council to consider changes recommended by the City Activation and Strategic Planning Advisory Committee to the Road and Public Place Naming Policy and to make a decision regarding the name of the public place currently known as Kent Reserve. | JODI ROBERTS | INFRASTRUCTURE | The CEO has written to the NAC further seeking NAC's position in relation to this matter. A report will be presented to Council after consultation with Ngarrindjeri Aboriginal Corporation is complete. The CEO has written to the NAC further seeking NAC's position in relation to this matter. Further email has been sent to Ngarrindjeri Aboriginal Corporation on 09 March 2022 seeking response to outstanding matters OREC16090122. Follow up email sent 21 March. NAC have agreed to meeting to discuss. Meeting scheduled for April 2022 was cancelled due to illness - we are waiting for meeting to be rescheduled. |
| OC4932020 | 28/09/2020 | Bridge Renaming - Back Valley Bridge (1) to Pioneer Bridge | That Council endorse the installation of a plaque or sign dedicated to the memory of the three pioneers who worked hard to make the soils of Back Valley highly productive and include the name of the Creek on the plaque or sign. | JODI ROBERTS | INFRASTRUCTURE | A draft sign has been prepared and has been reviewed by the Heritage Advisory Committee Members. Review by Ngarrindjeri Aboriginal Corporation is required. The CEO has written to the NAC further seeking NAC's position in relation to this matter. Further email sent to Ngarrindjeri Aboriginal Corporation on 16 December 2021 seeking response to outstanding matters OREC15635221. Follow up email sent 21 March. NAC have agreed to meeting to discuss. Meeting scheduled for April 2022 was cancelled due to illness - we are waiting for meeting to be rescheduled. |
| OC2802021 | 28/06/2021 | Victor Dragon Inc. - Lease Proposal - Encounter Bay Recreation Ground - Public Consultation Feedback Summary | That Council: decline to support the granting of a Lease to Victor Dragons Inc at the proposed location adjacent to the netball courts within the Encounter Bay Recreation Grounds; and<br>continue to liaise with Victor Dragons Inc. to identify a suitable site for Victor Dragons Inc. to construct a storage and maintenance shed; and<br>when a suitable site is identified a further report be brought back to Council. | Kathy Hayter | INFRASTRUCTURE | Staff continue discussions with the Dragons re potential alternative location options. Lot 202 is being considered as a potential option. A presentation was given to Elected Members at the IBS of 15 March 2022. Mayor and CEO met with Dragons representatives on 16 March 2022. A home for the Dragons continues to be explored at both Encounter Bay Recreation Ground and Lot 202 as part of broader masterplanning. |
| OC2862021 | 28/06/2021 | Battye Road and Three Gullies Road Speed Review and Safety Improvement Options for Three Gullies Road | That Council endorse traffic management treatment Option 3 - the installation of a marked parking lane on the kerbed side of Three Gullies Road two through lanes and an edge line on the western side. Protuberances can be placed within the parking lane adjacent the intersections and where the carriageway changes in width. | Jodi Roberts | INFRASTRUCTURE | The line marking contractor has been engaged to undertake these works as part of the annual line marking program. To be undertaken in June 2022. |

| RESOLUTIONS - MAY 2022 | | | | | | |
|---|---|---|---|---|---|---|
| MINUTE NUMBER | MEETING DATE | SUBJECT | RECOMMENDATION | OFFICER | DEPARTMENT | FOLLOW UP ACTION |
| OC2882021 | 28/06/2021 | Regional Community Sport and Recreation Facility | That Council receive and note the Regional Community Sport and Recreation Facility report.<br>That Council endorse proceeding to stakeholder and community consultation within the 2021/22 financial year to progress the development of the Regional Community Sport and Recreation Facility subject to the endorsement of the Long Term Financial Plan. | Kathy Hayter | ENVIRONMENT AND INFRASTRUCTURE | The project schedule has now been fully developed. Community consultation was undertaken from 11 April 2022 to 13 May 2022. Following a workshop with Elected Members there will be a report to a Special Council Meeting at the end of May. The concept design is scheduled for completion early September 2022. |
| OC3322021 | 26/07/2021 | Mainstreet Stage 5 - Community Engagement | That Council receive and note the Mainstreet Stage 5 Community Engagement report.<br>That Council note the Outstanding issues list as tabled within the report and proceed with investigating resolutions and refined design options to be presented to the Council for consideration. | DAVID READ | PLANNING AND ACTIVATION | Design team led by Oxygen are further working on the design options, as per the direction within the Council report and subsequent resolution. Ongoing. |
| OC4092021 | 23/08/2021 | Motion without Notice - Hook Line and Thinker - Cr Marilyn Henderson | That Council revisit the Hook Line and Thinker program utilising more sturdy stainless steel receptacles for discarded fishing tackle. | Kathy Hayter | ENVIRONMENT AND INFRASTRUCTURE | The Rotary Club of Victor Harbor has expressed interest in assisting Council pilot the reintroduction of Hook, Line and Thinker by purchasing two bins for prominent shore based fishing locations. Victor Harbor Coast Care has been approached to support a pilot reintroduction of Hook, Line and Thinker by volunteering to monitor and collect the bins. The group has previously been involved in the program (2013) but identified general waste (such as nappies) were often disposed in the bins, and the sorting of waste collected was time consuming. Staff are researching disposal options so that waste is recycled/repurposed where possible. |
| OC5632021 | 22/11/2021 | City Activation and Strategic Planning Advisory Committee Minutes - 2 November 2021 | 1. That the Council request the Fleurieu Regional Waste Management Authority to provide the City of Victor Harbor with a cost estimate of each option.<br>2. That the Council or the Fleurieu Regional Waste Management Authority explore models to partner with service organisations for hard waste collection and provide costs associated with these models. | Kathy Hayter | ENVIRONMENT AND INFRASTRUCTURE | Resolution forwarded to Fleurieu Regional Waste Authority Executive Officer advising that the timeline for implementing the resolutions remains at 2022/23 in line with FRWA's endorsed Business Plan. |
| OC5642021 | 22/11/2021 | City Activation and Strategic Planning Advisory Committee Minutes - 2 November 2021 | That Council finalise the draft McKinlay Street Carpark design in accordance with the Design Consideration commentary within the City Activation and Strategic Planning Advisory agenda report of 2 November 2021 and the accompanying Project Actions Register at Attachment C. | Graham Pathuis | COMMUNITY AND DEVELOPMENT | Design completed. To be scheduled for CASPAC workshop prior to final presentation to Council. |
| OC5952021 | 13/12/2021 | Proposed Road Closure - Unmade Road Reserve - Hindmarsh Valley National Park | That subject to receiving no objections from the public notification and receiving approval from the Surveyor General that the Road Process Order to be signed and sealed by the Mayor and Chief Executive Officer on behalf of the Council. | MICHELLE GRIFFITHS | PROPERTY ENVIRONMENT AND RECRE | DEW has commenced process to obtain a survey plan of the boundary realignment and transfer of ownership of the land to DEW. The preliminary Plan has been received for approval for lodgement to the Lands Title Office |
| OC5962021 | 13/12/2021 | Proposed Road Closure - Unmade Road Reserve - Hindmarsh Valley National Park | That subject to a successful application to close the unmade road Council approves a waiver from the Disposal of Land and other Assets Policy and agrees to transfer ownership of the subject land to the Minister for Environment and Water for a nil consideration subject to the inclusion of the land into the adjoining National Park. | MICHELLE GRIFFITHS | PROPERTY ENVIRONMENT AND RECRE | DEW has commenced process to obtain a survey plan of the boundary realignment and transfer of ownership of the land to DEW. The preliminary Plan has been received for approval for lodgement to the Lands Title Office |
| OC192022 | 24/01/2022 | Victor Harbor Community Recreation Centre - Fire Services Audit | 1. That Council receive and note the Victor Harbor Community Recreation Centre Fire Services Audit report.<br>2. That Council endorse the recommendations of the report and make an allowance in the 2022/23 capital budget of $120000 to undertake the replacement of the fire water storage tank relocation of a fire hydrant and installation of a dedicated Emergency Warning System. | Matt Baillie | INFRASTRUCTURE | This project has been approved to be delivered as part of the Local Roads and Community Infrastructure (Phase 2) funding, works will not be completed by end of June 2022 (due to build time of fire tanks and MFS required staged construction). Awaiting Stage 1 tanks only building rules approval. Procurement is underway for the for Stage 1 tank pad earthworks, compaction and concrete pad. |

| RESOLUTIONS - MAY 2022 | | | | | | |
|---|---|---|---|---|---|---|
| MINUTE NUMBER | MEETING DATE | SUBJECT | RECOMMENDATION | OFFICER | DEPARTMENT | FOLLOW UP ACTION |
| OC1032022 | 28/02/2022 | Motion on Notice - Roundabout - Wattle Drive Victor Harbor - Cr Nick Hayles | That council administration investigate the potential for the installation of a roundabout at the intersection of Hindmarsh Road and Wattle Drive and that a report be brought back by the April council meeting. Investigations to include but not be limited to the following: Speaking with the Department of Infrastructure and Transport about their appetite for such improvements and whether they would grant in principle agreement/approval for the upgrade. What budget requirements there would be for the upgrade works and potential funding contributors. Basic analysis of the impact this would have on surrounding streets. That Council endorse a traffic study be undertaken on the impact of a roundabout at the intersection of Wattle Drive and Hindmarsh Road. That the outcomes of the traffic study be presented back to Council such that consideration can be given to undertaking public consultation. | Jodi Roberts | INFRASTRUCTURE | Investigation underway. Traffic study commenced. DIT has provided advice which was circulated to Elected Members on 11 March 2022. A report is being prepared for the June Council Meeting. |
| OC1042022 | 28/02/2022 | MOTION WITHOUT NOTICE - Reconciliation Action Plan Uluru Statement - Cr Andrew Robertson | Administration to investigate the budget for and liaise with our Reconciliation Action Plan group about printing 10 high quality outdoor ready copies of the Uluru Statement for placement in reserves and on buildings where there is significant foot traffic and in locations suitable for contemplation and report the findings to the March Council meeting. | LEANN SYMONDS | COMMUNITY SERVICES | This action will be considered as part of The Reconciliation Action Plan which is currently in draft form. The RAP and its actions are required to be endorsed by Reconciliation Australia. |
| OC1052022 | 28/02/2022 | MOTION WITHOUT NOTICE - Pedestrian Crossing Flinders Parade/Esplanade - Mayor Moira Jenkins | That the council administration investigate the placing of a zebra crossing or pedestrian crossing on the Flinders Parade / Esplanade and another crossing on Esplanade opposite the beachside markets and that a report be bought back to the April Council meeting. Investigations to include but are not limited to; Liaising with DIT to assess their appetite for such a crossing/s Ascertaining the budget required to place a zebra (or alternative crossing) opposite the Causeway and also separately opposite Soldiers Memorial Gardens Potential funding contribution from the State Government for one or both crossings | Kathy Hayter | ENVIRONMENT AND INFRASTRUCTURE | This was discussed with the Department of Infrastructure and Transport at meeting held 6 April 2022. DIT considering information provided. Awaiting response. |
| OC1302022 | 28/03/2022 | Coral Street Art Space Business Development | That Council approve the introduction of hired Studio Spaces for local artisans and artists at the Coral Street Art Space as outlined within the report with the introduction of the following fees and charges: Up to one month hire - $75 per week Up to three months hire - $65 per week | Mia Stocks | PLANNING AND ACTIVATION | Set up of space commenced. Local artisans engaged in preparation for the launch of the hired studio space. Adjustment of fees and charges complete. |
| OC1312022 | 28/03/2022 | Coral Street Art Space Business Development | That Council approve the introduction of a dedicated exhibition area in the Coral Street Art Space for curation by representatives of the Ramindjeri / Ngarrindjeri community and waive the introduction of fix charges for the use of the space until 30 June 2023. | Mia Stocks | PLANNING AND ACTIVATION | First Nations community engaged in design concepts and ideas for exhibition; contractors booked in to quote on fit out. |
| OC1362022 | 28/03/2022 | Draft Reflect Reconciliation Action Plan 2022/23 | That Council receive and note the Draft Reflect Reconciliation Action Plan 2022/23 report.<br>That Council proceed to public consultation on the draft City of Victor Harbor Reflect Reconciliation Act Plan 2022/23 as provided at Attachment A in line with the Communications and Engagement Plan as provided at Attachment B. | LEANN SYMONDS | COMMUNITY SERVICES | Public Consultation begins 7 April for 3 weeks. This will include YourSay, Focus Groups, Hard Copies and Yarning Circle run by Cultural Consultants. Consultations are complete and RAP will go to the May Ordinary Council Meeting for endorsement |
| OC1402022 | 28/03/2022 | Arts and Culture Centre - Finalisation of Current Design Stage | That Council adopt the architectural design and documentation for the Arts and Culture Centre project as presented under separate cover for the purposes of lodging a development application; and that authorisation be granted to the Chief Executive Officer to make minor amendments if/where necessary in order to address matters that may arise as part of the planning approval process. | Louise Hampel | PLANNING AND ACTIVATION | ADJOURNED - OC1412022<br>To enable a workshop to take place.<br><br>Workshop took place on 5 April 2022 and report was retabled at the April ordinary council meeting. Council resolved as recommended. Staff are now working towards the finalisation of plans and lodgement of DA. |

| RESOLUTIONS - MAY 2022 | | | | | | |
|---|---|---|---|---|---|---|
| **MINUTE NUMBER** | **MEETING DATE** | **SUBJECT** | **RECOMMENDATION** | **OFFICER** | **DEPARTMENT** | **FOLLOW UP ACTION** |
| OC1652022 | 26/04/2022 | Adjourned Item - Arts and Culture Centre - Finalisation of Current Design Stage | That Council allocate an additional $75000 to the Art and Culture Centre capital budget (Job# 47821) to support documentation required for the development application and that the required funds are recovered from budget savings realised in the December budget review. | Louise Hampel | PLANNING AND ACTIVATION | Staff are working towards the engagement of contractors for the development of documentation requried for the development application. |
| OC1682022 | 26/04/2022 | Time Limited Street Parking - Whalers Restaurant - Public Consultation | That the item be adjourned and be brought back to the July Ordinary Council Meeting | Peter Cookson | PUBLIC SAFETY AND REGULATION | ADJOURNED - OC1682022<br>Further research underway re Jagger Road public parking spaces and association with the Bluff Development |

## 9.2 2021/22 March Budget Review

| | |
|---|---|
| Committee | Victor Harbor Council |
| Meeting Held | 23/05/2022 |
| From | Stephanie Juhas |
| File Reference | FM7.11.022 |

## RECOMMENDATION

1. That Council receive and note the 2021/22 March Budget Review and report.

2. That Council endorse the 2021/22 March Budget Review, providing net capital expenditure of $10,184,500 and an operating surplus of $240,000.

## INFORMATION

**Purpose**
The purpose of this report is to present the 2021/22 March Budget Review for consideration and endorsement.

**Background**
Council adopted the 2021/22 Annual Business Plan and Budget on 2 August 2021. The budget allowed for net capital expenditure of $13,219,600 and an operating deficit of $231,000.

The 2021/22 September Budget Review was endorsed by Council at the meeting held 22 November 2021 with net capital expenditure of $13,661,600 and an operating deficit of $454,200.

The 2021/22 December Budget Review was endorsed by Council at the meeting held 28 February 2022 with net capital expenditure of $9,442,600 and an operating surplus of $66,700.

The *Local Government (Financial Management) Regulations 2011*, Regulation 9 (1) require Council to consider *"Between 30 November and 15 March (both dates inclusive) in the relevant financial year – a report showing a revised forecast of each item shown in the budgeted financial statements for the relevant financial year compared with estimated set out in the budget, presented in a manner consistent with the Model Financial Statements"*

The March Budget Review has been collated using amendments from relevant budget officers and Council resolutions since adoption.

The Audit Committee considered the review at its meeting held 2 May 2022 and provided the following recommendation:

AC172022 Moved: N Lopez
Seconded: M Richardson

1. That the Audit Committee receive and note the 2021/22 March Budget Review and report.

2. That the Audit Committee recommends that Council endorse the 2021/22 March Budget Review as presented in the Uniform Presentations of Finances at Attachment A, detailing net capital expenditure of $9,605,500 and an operating surplus of $240,000.

**CARRIED**

Subsequent to the presentation to Audit Committee on 2 May, the 21/22 March Budget review presented now includes the below Council endorsed capital budget increases as follows:

- Council Resolution SC112022 – Mainstreet Precinct Stage 4
  Additional $1,260,000 for soil contamination ($504k apportioned to 21/22 and $756k 22/23)
- Council resolution OC1652022 – Arts and Culture Precinct
  Additional $75k to finalise design.

**Commentary**
The 2021/22 March Budget Review has been completed by budget officers and collated to present as per the Model Financial Statements.

The Uniform Presentation of Finances provides comparison data from the 2021/22 Original Budget, 2021/22 September Budget Review and 2021/22 December Budget Review.

The Uniform Presentation of Finances is provided at Attachment A.

***Capital***
In summary, the capital budget is presented as follows:

- Net capital expenditure of $10,184,500 (increase of $742k)
- Expenditure on renewal / replacement of assets of $6,855,100 (increase of $282k)
- Expenditure on new / upgrade assets of $6,290,600 (increase of $478k)
- Revenue from grants / contributions of $2,659,000 (increase of $62k)
- Revenue from sale of replaced and surplus assets of $302,200 (reduction of $43k)

Significant variances include:

- Deferral of Keen Rd Bridge project to 2022/23 ($273k)
- Deferral of Civic Centre Front Counter project to 2022/23 ($110k)
- Per Council Resolution OC1432022 – LRICIP Funding reallocated from Library Works to various projects as per Project Nomination Variation Report.
- Per Council Resolution SC112022 – Mainstreet Precinct Stage 4 - endorsed Additional Costs of $1,260,000 with $504k apportioned to 21/22 Budget and remaining $756k to the 22/23 draft budget.

- Per Council resolution OC1652022 - Endorsement of $75k additional budget to finalise design.

A summary of the capital budget amendments by activity area is provided at Attachment B.

***Operating***
In summary, the operating budget is presented as follows:

- Operating surplus of $240,000 (increase of $173k)
- Income of $30,517,900 (increase of $104k)
- Expenses of $30,277,900 (decrease of $440k)

The most significant variant being a $301k increase in income due to receiving a payment in advance of the Local Government Grants Commission Funding equating to 75% of the 2022/23 allocation. Minor increases and decreases have occurred over remaining activity areas.

A summary of the operating budget amendments by activity area is provided at Attachment C.

***Financial Indicators***
The key financial indicators are within Council's targets as follows:

| Ratio | Target | March Review | On Target |
|---|---|---|---|
| Operating Surplus Ratio | -2% to 2% | 0.8% | ✓ |
| Net Financial Liability Ratio | maximum of 80% | 65.2% | ✓ |
| Asset Renewal Funding Ratio | 90% to 110% | 102.50% | ✓ |

## RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

**Legal and Compliance** – The review has been prepared in accordance with relevant legislation and Council policy. This risk is assessed as ***low***.

**Financial Management** – With a small surplus budget and high community expectations, Council needs to continue to carefully consider decisions that have a budget or resource impact for the remainder of the financial year. This risk is assessed as ***high***.

## REFERENCES

**City of Victor Harbor Community Plan 2030**

- Aspiration 6 – We are a financially sustainable and well-governed organisation Strategy – Manage Council's finances and resources sustainably

**Other references used:**

- Local Government (Financial Management) Regulations 2011
  Regulation 9 – Review of Budgets

## BUDGET IMPLICATION

Excluding endorsed budgeted staff resources, there are no budget implications associated with the preparation of the budget review and this report.

The 2021/22 March Budget Review provides net capital expenditure of $10,184,500 and an operating surplus of $240,000.

## CONSULTATION

Budget Officers

Senior Management Team

Audit Committee

Attachment A

## City of Victor Harbor

## UNIFORM PRESENTATION OF FINANCES
## For the year ending 30 June 2022

| | 2021/22 ADOPTED BUDGET $'000 | 2021/22 SEPT REVIEW $'000 | 2021/22 DEC REVIEW $'000 | 2021/22 MAR REVIEW $'000 |
|---|---|---|---|---|
| Operating Revenues | 30,337 | 30,333 | 30,414 | 30,518 |
| *less* Operating Expenses | (30,568) | (30,787) | (30,347) | (30,278) |
| **Operating Surplus / (Deficit)** | **(231)** | **(454)** | **67** | **240** |
| **Net Outlays on Existing Assets** | | | | |
| Capital Expenditure on Renewal/Replacement of Existing Assets | (6,785) | (6,939) | (6,573) | (6,855) |
| *add back* Depreciation, Amortisation and Impairment | 7,725 | 7,725 | 7,266 | 7,266 |
| *add back* Proceeds from Sale of Replaced Assets | 247 | 302 | 346 | 302 |
| **Subtotal** | **1,187** | **1,088** | **1,039** | **713** |
| **Net Outlays on New and Upgraded Assets** | | | | |
| Capital Expenditure on New and Upgraded Assets | (8,208) | (8,496) | (5,837) | (6,291) |
| *add back* Amounts received specifically for new/upgraded assets | 1,526 | 1,526 | 2,597 | 2,659 |
| *add back* Proceeds from Sale of Surplus Assets | 0 | 0 | 0 | 0 |
| **Subtotal** | **(6,682)** | **(6,970)** | **(3,240)** | **(3,632)** |
| **NET LENDING / (BORROWING) FOR FINANCIAL YEAR** | **(5,726)** | **(6,336)** | **(2,134)** | **(2,679)** |

## FINANCIAL INDICATORS

| | | | | |
|---|---|---|---|---|
| **Operating Surplus Ratio**<br>*Operating Surplus Ratio expressses the operating surplus or deficit, as a percentage of total operating revenue.*<br>***TARGET = (2%) to 2%*** | **-0.8%** | **-1.5%** | **0.2%** | **0.8%** |
| **Net Financial Liabilities Ratio**<br>*Net Financial Liabilities are defined as total liabilities less financial assets (excluding equity accounted investments in Council Business). These are expressed as a percentage of total operating revenue.*<br>***TARGET = Maximum of 80%*** | **70.9%** | **73.2%** | **62.2%** | **65.2%** |
| **Asset Renewal Funding Ratio**<br>*Net asset renewals expenditure is defined as net capital expenditure on the renewal and replacement of existing assets, and excludes new capital expenditure on the acquisition of additional assets.*<br>***TARGET = 90% to 110%*** | **96.3%** | **98.6%** | **98.2%** | **102.5%** |

ATTACHMENT B

| CAPITAL<br>2021/22 March Budget Review | 21/22 Original Budget | 21/22 Sept Review | 21/22 December Review | 21/22 March Review | 21/22 March Variance | Variance Comments |
|---|---|---|---|---|---|---|
| **Grand Total** | **13,219,600** | **13,661,600** | **9,442,600** | **10,184,500** | **741,900** | |
| | | | | | | |
| Bridges | 630,000 | 630,000 | 630,000 | 356,600 | (273,400) | Keen Rd Bridge Project deferred to 22/23 |
| Car Parks | 2,000,000 | 2,000,000 | 20,000 | 20,000 | 0 | |
| Coastal Protection | 60,000 | 70,900 | 78,000 | 78,000 | 0 | |
| Communications | 7,500 | 7,500 | 7,500 | 22,500 | 15,000 | Mobile Phone Expenses transferred from Information Technology |
| Cultural Services | 60,000 | 62,000 | 62,000 | 139,900 | 77,900 | OC1652022 - Endorsement of $75k addtional cost to finalise design/$2.9k Increase in Bay Rd Mosaic Project and Coral St Security camera costs |
| Depot | 39,000 | 39,000 | 39,000 | 40,500 | 1,500 | Minor Construction Cost Increase |
| Horse Tram | 692,000 | 692,000 | 692,000 | 682,000 | (10,000) | VHHTA will not make another horse purchase in 21/22 |
| Information Technology | 887,000 | 887,000 | 876,000 | 861,000 | (15,000) | Mobile Phone Expenses transferred to Communications |
| Kerbing and Footpaths | 437,200 | 407,200 | 407,200 | 407,200 | 0 | |
| Library | 1,029,500 | 1,029,500 | 88,000 | 88,000 | 0 | |
| Occupancy | 160,000 | 160,000 | 160,000 | 50,000 | (110,000) | Project in Design - to be completed 22/23 |
| Outdoor Sports | 142,300 | 142,300 | 142,300 | 92,300 | (50,000) | Reduced $50k for Encounter Bay Development |
| Parks and Gardens | 156,500 | 156,500 | 156,500 | 156,500 | 0 | |
| Plant and Machinery | 771,000 | 771,000 | 699,600 | 665,100 | (34,500) | Increased Vehicle Costs |
| Property and GIS | 2,450,000 | 2,450,000 | 1,450,000 | 1,435,500 | (14,500) | Additional Grant Funding Received |
| Public Conveniences | 120,000 | 190,000 | 119,800 | 119,800 | 0 | |
| Sealed Roads | 430,000 | 472,700 | (127,300) | 467,700 | 595,000 | OC1432022 - LRICIP Funding reallocated from Library Works to Various projects as per Project Nomination Variation Report. |
| Stormwater Drainage | 0 | 9,400 | 9,400 | 97,000 | 87,600 | OC862022 - Endorsed $84k capital budget increase to enable stormwater works at 161 Hindmarsh Rd |
| Streetscaping | 2,720,600 | 2,750,600 | 3,102,600 | 3,575,800 | 473,200 | Railway Precinct Project under budget -$56k/Mainstreet $504k increase |
| Unsealed Roads | 160,000 | 160,000 | 160,000 | 160,000 | 0 | |
| Victa Cinema | 8,000 | 8,000 | 8,000 | 2,100 | (5,900) | Reduction in Equipment Purchases |
| Victor Harbor Visitor Centre | 17,000 | 17,000 | 17,000 | 22,000 | 5,000 | Increase in Equipment Purchases |
| Whale Centre | 242,000 | 549,000 | 645,000 | 645,000 | 0 | |

ATTACHMENT C

| OPERATING<br>2021/22 March Budget review | 21/22<br>Original<br>Budget | 21/22<br>Sept<br>Review | 21/22<br>Dec<br>Review | 21/22<br>March<br>Review | 21/22<br>March<br>Variance | 21/22<br>March Budget Review<br>Variance Comments |
|---|---|---|---|---|---|---|
| **Grand Total** | **231,000** | **454,200** | **(66,700)** | **(240,000)** | **(173,300)** | |
| | | | | | | |
| Accounting | 0 | 0 | (7,000) | (10,600) | (3,600) | Trainee Wage Subsidy |
| Aged Services | 0 | 0 | 0 | 0 | 0 | |
| Bridges | 433,800 | 433,800 | 392,600 | 392,600 | 0 | |
| Building Control | 362,800 | 358,700 | 348,200 | 348,200 | 0 | |
| Car Parks | 21,900 | 21,900 | 49,900 | 49,900 | 0 | |
| Caravan Park | (173,300) | (173,300) | (193,500) | (193,500) | 0 | |
| Caring Neighbourhood Project | 0 | 0 | 0 | 0 | 0 | |
| Cat Control | 9,400 | 5,900 | 6,900 | 6,900 | 0 | |
| Cemetery | 47,800 | 47,800 | 49,800 | 49,800 | 0 | |
| Coastal Protection | 219,000 | 219,000 | 227,500 | 222,000 | (5,500) | Reduced per actuals |
| Communications | 0 | 0 | 0 | 0 | 0 | |
| Community Assistance | 758,700 | 768,700 | 768,700 | 768,700 | 0 | |
| Community Bus | 54,200 | 54,200 | 54,200 | 54,200 | 0 | |
| Community Transport - SCOTS | 0 | 0 | 0 | 0 | 0 | |
| Crime Prevention | 59,400 | 59,400 | 59,400 | 72,900 | 13,500 | Full Review of CCTV |
| Cultural Services | 165,300 | 165,300 | 165,300 | 161,500 | (3,800) | Minor Decrease per actuals |
| Customer Service | 554,100 | 554,100 | 554,100 | 554,100 | 0 | |
| Depot | 419,500 | 419,500 | 479,400 | 479,400 | 0 | |
| Dog Control | 7,200 | 7,200 | 12,600 | 12,600 | 0 | |
| Economic Development | 397,000 | 397,000 | 397,000 | 404,000 | 7,000 | Moved to Tourism for website development |
| Elected members | 401,100 | 401,100 | 401,100 | 373,000 | (28,100) | $20k Reduction due to removal of Elected Member/small minor decreases as per actuals |
| Environmental Projects | 551,300 | 551,300 | 551,300 | 551,300 | 0 | |
| Fire Prevention | 82,600 | 96,700 | 96,700 | 99,300 | 2,600 | Reduction in Block Clearing Fees due to increased compliance |
| Fleurieu Families | 0 | 0 | (1,800) | (1,800) | 0 | |

Attachment C

| OPERATING 2021/22 March Budget review | 21/22 Original Budget | 21/22 Sept Review | 21/22 Dec Review | 21/22 March Review | 21/22 March Variance | 21/22 March Budget Review Variance Comments |
|---|---|---|---|---|---|---|
| General Rates | (24,665,700) | (24,665,700) | (24,705,200) | (24,708,200) | (3,000) | Block Clearing Fees added to General Rates |
| Health Inspection | 120,600 | 120,600 | 118,300 | 118,300 | 0 | |
| Horse Tram | 415,400 | 415,400 | 415,400 | 415,400 | 0 | |
| Human Services | 0 | 0 | 0 | 6,000 | 6,000 | Increase in EAP Usage |
| Indirect Works | 1,597,400 | 1,590,700 | 1,590,700 | 1,590,700 | 0 | |
| Information Technology | 0 | 0 | 0 | 2,000 | 2,000 | Sundry Sales transferred to Capital |
| Interest | (33,000) | (33,000) | (33,000) | (31,000) | 2,000 | Reduced per actuals |
| Kerbing & Footpaths | 801,300 | 801,300 | 819,400 | 819,400 | 0 | |
| LG Grants Commission Grants | (650,000) | (650,000) | (650,000) | (950,800) | (300,800) | Supplementary road funding re-introduced advance payment received |
| Library | 1,051,800 | 1,062,500 | 1,138,600 | 1,138,600 | 0 | |
| Loan Interest | 286,400 | 286,400 | 286,400 | 286,400 | 0 | |
| Local Nuisance & Litter Control | 123,000 | 123,000 | 123,000 | 123,000 | 0 | |
| Occupancy | 0 | 0 | (231,100) | (223,200) | 7,900 | Review of Office Security/increased grounds maintenance costs |
| Old School Building | 20,000 | 20,000 | 20,000 | 20,000 | 0 | |
| Organisational | 2,621,800 | 2,611,800 | 2,465,700 | 2,494,900 | 29,200 | Income Protection claims adjustment $25k/minor decreases |
| Other Regulatory Services | 63,400 | 63,400 | 63,400 | 63,400 | 0 | |
| Outdoor Sports | 1,176,600 | 1,188,100 | 1,256,300 | 1,248,800 | (7,500) | Reduction per actuals |
| Parking Control | 77,500 | 77,500 | 116,500 | 119,500 | 3,000 | Decrease in Parking Fines Issued |
| Parks & Gardens | 1,695,800 | 1,695,800 | 1,687,500 | 1,687,500 | 0 | |
| Payroll | 0 | 0 | 0 | 0 | 0 | |
| Plant & Machinery | 180,000 | 180,000 | 180,000 | 180,000 | 0 | |
| Private Works | (1,700) | (1,700) | (1,700) | (1,700) | 0 | |
| Property & GIS | 609,700 | 609,700 | 623,000 | 644,500 | 21,500 | Increased as per actuals |
| Public Conveniences | 324,700 | 324,700 | 320,100 | 329,000 | 8,900 | Increase required based on actuals to date |
| Rates Administration | 329,100 | 329,100 | 329,100 | 329,100 | 0 | |

| OPERATING<br>2021/22 March Budget review | 21/22<br>Original<br>Budget | 21/22<br>Sept<br>Review | 21/22<br>Dec<br>Review | 21/22<br>March<br>Review | 21/22<br>March<br>Variance | 21/22<br>March Budget Review<br>Variance Comments |
|---|---|---|---|---|---|---|
| Records | 0 | 0 | 0 | 0 | 0 | |
| Recreation Centre | 198,000 | 198,000 | 206,700 | 206,700 | 0 | |
| Sealed Roads | 2,560,200 | 2,560,200 | 2,337,200 | 2,341,500 | 4,300 | Minor Increases in maintenance costs |
| Senior Citizens Facilities | 48,900 | 48,900 | 44,000 | 44,000 | 0 | |
| Star Club | 0 | 0 | 0 | 0 | 0 | |
| Stormwater Drainage | 848,100 | 968,100 | 922,500 | 920,800 | (1,700) | Minor reduction per actuals |
| Street Cleaning | 122,800 | 122,800 | 122,800 | 122,800 | 0 | |
| Street Lighting | 243,200 | 243,200 | 243,200 | 243,200 | 0 | |
| Streetscaping | 499,400 | 499,400 | 499,400 | 512,400 | 13,000 | Additional Tree Maintenance budget required |
| Tourism | 363,500 | 391,700 | 349,700 | 373,900 | 24,200 | Website Development |
| Town Hall | 62,800 | 62,800 | 106,500 | 106,500 | 0 | |
| Town Planning | 960,000 | 963,000 | 963,000 | 963,000 | 0 | |
| Traffic Management | 355,600 | 355,600 | 433,800 | 433,800 | 0 | |
| Unsealed Roads | 744,800 | 744,800 | 627,500 | 627,500 | 0 | |
| Victa Cinema | 38,200 | 38,200 | 31,900 | 44,900 | 13,000 | Decreased Cinema Ticket Sales |
| Victor Harbor Visitor Centre | 563,600 | 613,600 | 613,600 | 647,400 | 33,800 | |
| Waste Collection | 1,792,700 | 1,792,700 | 1,791,200 | 1,780,000 | (11,200) | Increased income from Subsidised Equip/Decreased Salaries |
| Waste Disposal | 313,300 | 313,300 | 297,300 | 297,300 | 0 | |
| Youth Development | 0 | 0 | (1,800) | (1,800) | 0 | Equipment for YAC not required |

## 9.3 Delegations Register - Partial Review

Committee Victor Harbor Council

Meeting Held 23/05/2022

From Kyla Walker

File Reference HR12.9.001

## RECOMMENDATION

1. That Council receive and note the Delegations Register – Partial Review report.

***Revocation of Delegation***

2. That having conducted a partial review of Councils Delegation Register in accordance with Section 44(6) of the Local Government Act 1999, Council hereby revokes its previous delegations to the Chief Executive Officer of those powers and functions under the following:
    i. Fines, Enforcement and Debt Recovery Act 2017 (Appendix 25)
    ii. Fire and Emergency Services Act 2005 (Appendix 26)
    iii. Heavy Vehicle National Law (South Australia) Act 2013 (Appendix 33)
    iv. Independent Commission Against Corruption Act 2012 (Appendix 35)
    v. Landscape South Australia Act 2019 (Appendix 38)
    vi. Liquor Licensing Act 1997 (Appendix 41)
    vii. Local Government Act 1999 (Appendix 42)
    viii. Local Government (General) Regulations 2013 (Appendix 45)
    ix. Local Government (Procedures at Meetings) Regulations 2013 (Appendix 47)
    x. Local Government (Elections) Act 1999 (Appendix 48)
    xi. Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity – Instrument A (Appendix 56, 56A, 56B, 56C, 56D, 56E and 56F)
    xii. State Records Act 1997 (Appendix 74)
    xiii. Water Industry Act 2012 (Appendix 79)

***Delegations made under the Local Government Act 1999***

3. That Council;
    i. On this 23rd day of May 2022, hereby exercise its power contained in Section 44 of the Local Government Act 1999, by delegating certain power and functions (as provided under separate cover) to the person occupying the office of Chief Executive Officer (and any person appointed to act in that position), under the following Acts and Regulation:
        - Fines, Enforcement and Debt Recovery Act 2017 (Appendix 25); and
        - Independent Commission Against Corruption Act 2012 (Appendix 35); and
        - Landscape South Australia Act 2019 (Appendix 38); and
        - Liquor Licensing Act 1997 (Appendix 41); and

- Local Government Act 1999 (Appendix 42); and
- Local Government (General) Regulations 2013 (Appendix 45); and
- Local Government (Procedures at Meetings) Regulations 2013 (Appendix 47); and
- Local Government (Elections) Act 1999 (Appendix 48); and
- State Records Act 1997 (Appendix 74); and
- Water Industry Act 2012 (Appendix 79); and

ii. Such powers and functions may be further delegated by the Chief Executive Officer in accordance with Sections 44 and 101 of the Local Government Act 1999, as the Chief Executive Officer sees fit, unless otherwise indicated herein or in the conditions and/or limitations contained in the proposed Instrument of Delegations.

***Delegations made under the Fire and Emergency Services Act 2005***

4. That Council,

i. On this 23rd Day of May 2022, hereby exercise its power contained in Section 93 of the Fire and Emergency Services Act 2005, by delegating certain powers and functions (as provided under separate cover) to the person occupying the office of Chief Executive Officer (any person appointed to act in the position), Fire Prevention Officer and Assistant Fire Prevention Officer of Council, under the Fire and Emergency Services Act 2005 (Appendix 26); and

ii. such powers and functions may be further delegated by the Chief Executive Officer as the Chief Executive Officer sees fit subject to the conditions or limitations indicated in the proposed Instrument of Delegation under the Fire and Emergency Services Act 2005.

***Delegations made under Heavy Vehicle National Law (South Australia) Act 2013***

5. That Council,

i. On this 23rd Day of May 2022, hereby exercise its power contained in Section 44 of the Local Government Act 1999 and Section 22B of the Heavy Vehicle National Law (South Australia) Act 2013, by delegating certain powers and functions (as provided under separate cover) under the Heavy Vehicle National Law (South Australia) Act 2013 (Appendix 33); and

ii. Such powers and functions may be further delegated by the Chief Executive Officer in accordance with the relevant legislation unless indicated herein or in the Schedule of Conditions contained in proposed Instrument of Delegation under the Heavy Vehicle National Law (South Australia) Act 2013.

**Delegations made under the Planning, Development and Infrastructure Act 2016 – Instrument A**

6. That Council,

i. On this 23rd Day of May 2022, hereby exercise its power contained in Section 44 of the Local Government Act 1999, by delegating certain powers and functions (as provided under separate cover) to the person occupying the office of Chief

Executive Officer (and any person appointed to act in that position), under the following Acts and Statutory instruments:

- Planning, Development and Infrastructure Act 2016 (Appendix 56); and
- Planning, Development and Infrastructure (General) Regulations 2017 – (Appendix 56A); and
- Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019 (Appendix 56B); and
- State Planning Commission Practice Direction 2 – Preparation and Amendment of Designated Instruments (Appendix 56C); and
- State Planning Commission Practice Direction 3 – Notification of Performance Assessed Development Applications 2019 (Appendix 56D); and
- State Planning Commission Practice Direction – Council Inspections 2020 (Appendix 56E); and
- State Planning Commission Practice Direction 10 – Staged Occupation of Multi-Story Buildings 2020 (Appendix 56F); and

ii. Such powers and functions may be further delegated by the Chief Executive Officer, in accordance with Sections 44 and 101 of the Local Government Act 1999 as the Chief Executive Officer sees fit, unless otherwise indicated herein or in the Schedule of conditions and/or Limitations in the proposed Instrument of Delegation.

## INFORMATION

**Purpose**
The purpose of this report is for Council to consider and endorse the amendments to the Delegation Register, to incorporate recent statutory additions and amendments to a number of Acts and Regulations.

**Background**
Councils have certain duties which they must perform and certain powers which they may exercise, pursuant to the *Local Government Act 1999*, as well as a range of other Acts. In most cases the relevant Acts grant those obligations and powers directly on the Council as a body.

As it is neither practical nor efficient for the Elected Member Body to perform the many operational day to day activities required by legislation or to meet community needs, Section 44 of the *Local Government Act 1999* allows a Council to formally delegate many of its functions and powers to the Chief Executive Officer, Committees, subsidiaries of Council, specific positions and authorised officers.

The Chief Executive Officer, may then sub-delegate these powers or functions to other employees.

While the Chief Executive Officer and sub-delegates may have the delegation to undertake a power or function, they may also choose not to exercise that delegation and bring the matter

to Council for consideration and direction.

All delegations made by Council may be revoked at any time and do not, except in limited circumstances prevent Council from acting on a matter or issue itself.

In accordance with the *Local Government Act 1999*, Council must review its delegation register within 12 months after the conclusion of each periodic election.

In February 2022, Council undertook a full review of Council's Delegation Register to incorporate the new Delegations Framework.

**Commentary**
Legislation is constantly changing and on Friday, 1 April 2022 Council were advised of statutory amendments to a number of legislation. As a result, administration have undertaken a partial review of Council's Delegation Register, which has taken into consideration the recent statutory amendments as identified by the Local Government Association.

A summary of the amendments is provided below:

| Section | Reason for Update |
|---|---|
| **Appendix Fines, Enforcement and Debt Recovery Act 2017** | |
| Section 20(19)(c) | Inaccurate sub-section |
| ***Fire and Emergency Services Act 2005*** | |
| Section 105J(7) | Legislative amendments |
| ***Heavy Vehicle National Law (Schedule to the Heavy Vehicle Act 2013) (South Australia)*** | |
| Section 646(6)(a)(ii) | Inclusion of relevant subsection |
| ***Independent Commission Against Corruption Act 2012*** | |
| Section 56A(1)(b) | A new statutory provision |
| ***Landscape South Australia Act 2019*** | |
| Clause 89(4)(e) Schedule 5 | Legislative amendment |
| ***Liquor Licencing Act 1997*** | |
| Section 128(H)(3), (5), (6) and (7) | Inaccurate statutory provision |
| ***Local Government Act 1999*** | |
| Section 12(7)(b)<br>Section 84(3)<br>Section 88(3)<br>Section 92(5)<br>Section 97(6)(b)<br>Section 98(3) | The changes are a result of the introduction of the provisions of the Statutes Amendment (Local Government Review) Act 2021. |

| | |
|---|---|
| Section 98(3)<br>Section 98(4a)(a)<br>Section 98(7)(b)<br>Section 102A(3)(b)<br>Section 132(1)<br>Section 132(1)(a) and (b)<br>Section 132(3a)<br>Section 188(7)<br>Section 270(2a)(b)<br>Section 270(3a) | |
| ***Local Government (General) Regulations 2013*** | |
| Regulation 8AB | The change is a result of the introduction of the provisions of the *Statutes Amendment (Local Government Review) Act 2021*. |
| ***Local Government (Procedures at Meetings) Regulations 2013*** | |
| Regulation 6(5) and (6) | The change is a result of the removal of the provisions of the *Statutes Amendment (Local Government Review) Act 2021*. |
| ***Local Government (Elections) Act 1999*** | |
| Section 8(1a)<br>Section 9(3)<br>Section 15(15) | The change is a result of the introduction of the provisions of the *Statutes Amendment (Local Government Review) Act 2021*. |
| ***Planning, Development and Infrastructure Act 2016 – Instrument A*** | |
| Section 152(3)(c) | Legislative amendment |
| ***Planning, Development and Infrastructure (General) Regulations 2017 – Instrument A*** | |
| Regulation 103A(1), (2) and (3) | New statutory provision |
| Regulation 103(2), (3), (4), (5), (6), (6a), (9) | Legislative amendment |
| Regulation 103C (1)(c) | New statutory provision |
| Regulation 103D(1), (2) and (3) | |
| Regulation 103E(1)(b) and (3)(c) | |
| Regulation 103F | |
| ***Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019, State Planning Commission Practice Direction 2, Direction 3 and Council inspections 2020 and Direction 10 – Instrument A*** | |
| Minor amendments to formatting and referencing to item delegated | |
| ***State Records Act 1997*** | |

| | |
|---|---|
| Section 25(3) | Incorrect section referenced |
| ***Water Industry*** | |
| Section 37(3)(b) | Legislative amendment |

As this is not a full review of Council's Delegations Register, Council is only required to revoke and re-issue the instruments of delegations and consider any updates since the previous review.

For completeness, the above Instrument of Delegations with the proposed amendments are provided under separate cover, due to the size of the document.

As the Delegations Register is a large and complex document, for ease of review, Administration have colour coded any proposed amendments, (identified above) as follows:

| | |
|---|---|
| | New power and function |
| | Delegation to remain with Council |
| Red Writing | Proposed changes to power/function and delegation |
| ~~Blue Writing~~ | Deleted provisions or delegate |
| | Existing delegated power and function (unshaded) |

A full review of the delegation register will occur in 2023, to meet Council's statutory obligations under Section 44(6a) of the *Local Government Act 1999*.

## RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

**Legal and Compliance** – It's a legislative requirement that Council undertakes a review of the Delegation Register at least once in every four years to ensure Council and the Chief Executive Officer are working with the updated legislation and have the appropriate level of power and functions delegated to carry out the various legislative functions. This review has been undertaken to capture recent statutory amendments to various legislation. Undertaking a review minimises the risk of applying out of date legislation and delegations. This risk is assessed as ***low***.

## REFERENCES

**City of Victor Harbor Community Plan 2030**

Aspiration 6 – We are a financially sustainable and well-governed organisation

**Other references used:**

- Local Government Act 1999
  Section 44 - Delegations

## BUDGET IMPLICATION

Excluding endorsed budgeted staff resources there are no budget implications from Council conducting and endorsing a partial review of Council's Delegation Register.

No additional funds are required.

## CONSULTATION

Acting Chief Executive Officer – Graham Pathuis

Acting Director Corporate and Customer Service - Kellie Knight-Stacey

## 9.4 2022/23 Draft Fees and Charges Register

| | |
|---|---|
| Committee | Victor Harbor Council |
| Meeting Held | 23/05/2022 |
| From | Stephanie Juhas |
| File Reference | SM18.39.001 |

## RECOMMENDATION

1. That Council receive and note the 2022/23 Draft Fees and Charges Register report.

2. That Council endorse, the 2022/23 Fees and Charges Register as provided under separate cover effective 1 July 2022, noting the relevant legislative fees and charges will be added to the register upon gazettal.

## INFORMATION

**Purpose**
This purpose of this report is to seek approval of the 2022/23 Fees and Charges Register. It provides information on the proposed Fees and Charges and a comparison of the proposed fees and those that are currently in place.

**Background**
The *Local Government Act 1999* (the Act) section 188 provides the mechanism through which councils can impose fees and charges. Under the Act, Council has discretion in setting certain fees and charges whilst others must be adopted by Council or are fixed by legislation.

As part of the annual budget process a register of fees and charges is prepared to allow for the collection of income to fully or partially recover the costs of some of the services Council provide.

Once adopted Council may subsequently choose to add or alter any fee during the course of the year and update the Fees and Charges Register as required.

**Commentary**
An annual review has been completed of the fees and charges and the proposed 2022/23 Fees and Charges Register is provided under separate cover.

An increase of approximately 4.7% has been applied to the relevant fees and charges, consistent with the CPI increase for Adelaide (all groups) for the year ending 31 March 2022.

All amounts listed are GST inclusive, unless GST does not apply. The GST treatment of each charge is denoted with either a ‘Y’ (GST applicable) or ‘N’ (GST not applicable). Any New Fees are denoted by a ‘NF’.

## RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

**Legal and Compliance** – Section 188 of the *Local Government Act 1999* allows councils to impose fees and charges. The City of Victor Harbor reviews its' Fees and Charges Register each year to coincide with annual budget preparation. This risk is assessed as ***low***.

## REFERENCES

**City of Victor Harbor Community Plan 2030**

Aspiration 6 – We are a financially sustainable and well-governed organisation.

**Other references used:**

- Local Government Act 1999
  Section 188 – Fees and Charges

## BUDGET IMPLICATION

Excluding endorsed budgeted staff resources there are no budget implications in endorsing the 2022/23 Fees and Charges Register.

No additional funds are required.

## CONSULTATION

Budget Officers

Acting Director Corporate and Customer Service – Kellie Knight-Stacey

## 9.5 Community Satisfaction Survey - Analysis Report

| | |
|---|---|
| Committee | Victor Harbor Council |
| Meeting Held | 23/05/2022 |
| From | Emma Warren |
| File Reference | SM18.20.019 |

## RECOMMENDATION

1. That Council receive and note the Community Satisfaction Survey – Analysis Report as presented under separate cover.

2. That Council notes an Action Plan will be developed following further analysis and internal stakeholder consultation.

## INFORMATION

**Purpose**
The purpose of this report is to provide the Community Satisfaction Survey – Analysis Report for consideration.

**Background**
The aim of undertaking the Community Satisfaction Survey was to provide Council with relevant, timely and statistically valid information in relation to the community's awareness of Council services and their satisfaction levels. It also provides an assessment of Council's service delivery performance that will serve as a baseline for benchmarking against future surveys.

At the February 2022 Ordinary Council meeting, the Council endorsed the Community Satisfaction Survey as follows:

OC742022 Moved: Cr Marilyn Henderson
Seconded: Cr Nick Hayles

That Council receive and note the Community Satisfaction Survey report.

**CARRIED**

OC752022 Moved: Cr Nick Hayles
Seconded: Cr Marilyn Henderson

That Council endorse the Community Satisfaction Survey as presented at Attachment A.

**CARRIED**

**Commentary**
The Community Satisfaction Survey was undertaken throughout March and early April by market research company, new**focus.** new**focus** has extensive experience delivering this type of project for local government clients, having worked with Adelaide City Council, City of Burnside, City of Tea Tree Gully, City of Marion, and the District Council of Mount Barker, amongst many others.

***Supporting communications***
A general awareness campaign was undertaken in early March to alert the general community that Council would be undertaking this research.

Promotion occurred via the following methods:

- City of Victor Harbor website – 3 March 2022
- Fact sheet / flyer about the project – displayed in Civic Centre during March
- Social media – post published on 7 March 2022
- Advertisement in The Times – 10 March 2022
- Media Release – 3 March 2022
- Victor Viewpoint – 10 March 2022
- Direct notification to non-resident ratepayers via mail – 21 March 2022

***Data sample***
Data was collected through a mixed-modal computer assisted telephone interview (CATI) and online survey. The mixed-modal approach aimed to reach:

- A minimum of **350 residents** via CATI (300) and online survey (50)
- A minimum of **100 businesses** via CATI
- A minimum of **100 non-resident ratepayers** via online survey

The resident and business sample sizes were successfully reached, however only 26% of the desired sample for non-resident ratepayers was achieved.

***Survey findings***
A draft Analysis Report was provided to Elected Members at an Information and Briefing Session held on 9 May 2022. Feedback from Elected Members included:

- Desire for further explanation into the researcher's recommendations, particularly in relation to arts and culture initiatives.
- Desire for the Analysis Report to further address the small non-resident ratepayer sample size.

The Analysis Report has been updated to accommodate this feedback with extra elements added to the Conclusions, Recommendations and Considerations section.

A copy of the Analysis Report is provided under separate cover due to the size of the document.

***Next steps***
Following internal consultation with Managers and key stakeholders in regards to

improvement areas, an action plan will be developed to ensure practical application of recommendations outlined in the Analysis Report. The key findings will also be considered when reviewing the Council's strategic plans and policies.

It is anticipated that the survey will be conducted annually (subject to budget deliberations) to enable Council to monitor and track performance.

## RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

**Reputation** – Publishing the findings of the Community Satisfaction Survey demonstrates Council's commitment to transparency and desire to listen to community feedback to help guide future decision-making. It is unlikely that this would generate significant negative media or community concern. This risk is assessed as ***low*****.**

## REFERENCES

**City of Victor Harbor Community Plan 2030**

Aspiration 6 – We are a financially sustainable and well-governed organisation

- Strategy – Engage and involve our community in decision making
- Priority – Improve reporting to the public on council's performance
- Priority – Strengthen strategic, governance and communication frameworks

## BUDGET IMPLICATION

Excluding endorsed budgeted staff resources there are no budget implications in receiving and noting the Community Satisfaction Survey – Analysis Report.

No additional funds are required.

## CONSULTATION

Council Members (Information and Briefing Session – 9 May 2022)

Senior Management Team

# 10. COMMUNITY AND DEVELOPMENT

## 10.1 Fleurieu Peninsula Tourism - Funding Agreement 2022 to 2025

| | |
|---|---|
| Committee | Victor Harbor Council |
| Meeting Held | 23/05/2022 |
| From | Mark Przibilla |
| File Reference | ED4.92.007 |

## RECOMMENDATION

1. That Council receive and note the Fleurieu Peninsula Tourism – Funding Agreement 2022 to 2025 report.

2. That Council:

    i. commit to renewing the funding agreement between Alexandrina Council, City of Onkaparinga, City of Victor Harbor, District Council of Yankalilla and Fleurieu Peninsula Tourism Inc, for a further three year period commencing on 1 July 2022; and

    ii. that the Mayor and the Chief Executive Officer be authorised to sign and affix Council's common seal to the funding agreement.

## INFORMATION

**Purpose**
The reports seeks approval for the Council to enter into a three year funding agreement with Fleurieu Peninsula Tourism (FPT) and the partner regional Councils to support collaborative tourism marketing initiatives.

**Background**
FPT is an independent incorporated organisation that has been established to act as the regional tourism marketing body of the Fleurieu Peninsula region. FPT, comprising a board and employed staff work with regional tourism businesses, local government and the South Australian Tourism Commission (SATC) to deliver and facilitate tourism marketing activities in the region.

In 2019 the regional local government partners, comprising the City of Onkaparinga, Alexandrina Council, City of Victor Harbor and the District Council of Yankalilla, agreed to fund a review into the structure and governance of FPT. The review sought an improved understanding of the role and potential efficiencies that could be achieved by reforming how FPT functions.

The review was completed and presented to the Council at an Informal Gathering held on 7 July 2020, while the directions from the review were endorsed by the Council at its meeting held on 27 July 2020.

The review was undertaken by an independent consultant and found that, while the model for FPT was not 'broken' rather there was a need for greater refinement around role clarity and focus for the organisation.

There was desire across regional stakeholders for the tourism industry to take a greater lead in determining the specific priorities for FPT. Subsequent changes have been made to the FPT constitution, with tourism businesses now comprising one hundred percent of the Board's membership. The Board have also appointed a new Executive Officer, Dylan Beach and a new Chairperson, Luke Talbot Male.

Representatives from FPT presented an update to elected members at the 3 May 2022, City Activation Strategic Planning Advisory Committee, Information Briefing Session.

***Commentary***

FPT have written to the Chief Executive Officer, seeking a commitment from the Council to extend the existing three year funding cycle, consistent with previous funding commitments. The existing funding agreement is scheduled to conclude on 30 June 2022.

The tabled funding agreement is provided at Attachment A.

The funding proposed to be provided by regional local government partners under this agreement has been outlined below. The funding levels presented in the draft agreement are consistent with the existing agreement that is set to expire on 30 June 2022.

**Funding amounts**

| YEAR | 2022/23 | 2023/24 | 2025/26 |
|---|---|---|---|
| AC | $47,540.22 | 2022/23 + CPI* | 2023/24 + CPI* |
| COO | $47,540.22 | 2022/23 +CPI* | 2023/24 + CPI* |
| CVH | $36,654.00 | 2022/23 +CPI* | 2023/24 + CPI* |
| DCY | $23,789.57 | 2022/23 +CPI* | 2023/24 + CPI* |

*The 'Funding amounts' shall be reviewed annually at the anniversary of the commencement date by increasing the said previous year budget by the Consumer Price Index (CPI – All Groups Adelaide) for the quarter ending March, prior to the review date.

Funding commitments from the South Australian Tourism Commission (SATC) to FPT are supported by a separate agreement. The SATC have recently committed to provide an annual contribution of $49,927 plus GST, per annum, with Consumer Price Index (CPI) increases to FPT. In addition to this FPT bid for additional cooperative marketing funds through the financial year.

The funding granted to FPT by the local government partners each year of the agreement will support the employment of a regional tourism manager, tourism marketing public relations and advertising, and develop projects that benefit the whole region and grow visitation.

***Economic Impact of Tourism***

According to Tourism Research Australia, the tourism industry contributed $156 million dollars in exports from the City of Victor Harbor in 2019, while the Fleurieu Peninsula region contributed $545 million dollars in exports in the year ending March 2021.

SATC have set a target for the Fleurieu Peninsula to reach $807 million dollars in expenditure by 2030. While this sounds ambitious, based on implications associated with COVID-19, the Fleurieu Peninsula has performed well over the last twelve months, achieving 85% of the identified 2025 interim target.




For the Fleurieu Peninsula region (including the City of Victor Harbor), to achieve this target the South Australian Tourism Commission, FPT and the regional local governments need to ensure that all resources are co ordinated and collaboratively applied. FPT provide a critical service in facilitating and coordinating each of the stakeholders to work together.

Over recent months the Council has been working closely with FPT on the delivery of a tourism focused photoshoot in the Victor Harbor area and the attraction and design of an Illuminate Adelaide regional event, scheduled to be held in Victor Harbor from late August to mid-September 2022.

Into the future Council's reformed visitor services team will be working closely with FPT on the delivery of a number of tourism marketing initiatives that align with the new Victor Harbor brand, with the objective of driving increased visitation to the City.

## RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

**Reputation –** SATC continue to focus their engagements through the various regional tourism organisations. There is a risk that if the Council were to withdraw its support for FPT and the regional approach the Council may lose its ability to influence investments into the region by the South Australian Tourism Commission, while leveraging to cooperatives activities occurring into the future. It is important that the Council continues to build positive working relationships with its neighbouring Councils through the sharing of resources and efforts. This risk has been assessed as ***low***.

## REFERENCES

**City of Victor Harbor Community Plan 2030**

Aspiration 2 – We have a culture of innovation, collaboration and creativity

- Strategy – Establish and maintain strategic regional, state and national relationships
- Priority – Maintain and further develop partnerships with neighbouring councils to provide shared use services and facilities

## BUDGET IMPLICATION

The report seeks a commitment from the Council for the 2022/23, 2023/24 & 2024/25 financial years, in accordance with the funding amounts presented in this report.

If the Council were to commit to the funding agreement, an allocation of $36,654 ex GST would need to be allowed for in the 2022/23 budget with CPI increases to be applied in the remaining two years of the agreement. A provisional allocation of $36,500 has been allowed for in the 2022/23 budget.

The funding being sought is consistent with the last year of the current agreement at $35,797.59 ex GST, acknowledging that CPI increases have been applied to this amount.

## CONSULTATION

Council Member – 3 May City Activation and Strategic Planning Advisory Group –Briefing Session

Acting Chief Executive Officer – Graham Pathuis

Attachment A

DATED 30th DAY OF March 2022

AGREEMENT

BETWEEN

ALEXANDRINA COUNCIL ("AC")

-AND-

CITY OF ONKAPARINGA ("CO")

-AND-

CITY OF VICTOR HARBOR ("CVH")

-AND-

DISTRICT COUNCIL OF YANKALILLA ("DCY")

-AND-

FLEURIEU PENINSULA TOURISM ("FPT")

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**THIS AGREEMENT** is made the 1st day of July 2022

BETWEEN:

**ALEXANDRINA COUNCIL** a local authority empowered to support and encourage economic development through various business sectors whose office is situated at 11 Cadell Street, Goolwa, SA 5214 **("AC")** *ABN: 20 785 405 351*

-AND-

**CITY OF ONKAPARINGA** a local authority empowered to support and encourage economic development through various business sectors whose office is situated at Ramsey Place, Noarlunga Centre, SA 5168 **("CO")** *ABN: 97 047 258 128*

-AND-

**CITY OF VICTOR HARBOR** a local authority empowered to support and encourage economic development through various business sectors whose office is situated at 1 Bay Road, Victor Harbor, SA 5211 **("CVH")** *ABN: 87 414 752 632*

-AND-

**DISTRICT COUNCIL OF YANKALILLA** a local authority empowered to support and encourage economic development through various business sectors whose office is situated at 1 Charles Street, Yankalilla, SA 5203 **("DCY")** *ABN: 17 163 010 187*

-AND-

**FLEURIEU PENINSULA TOURISM** an incorporated association pursuant to the Association Incorporation Act 1985, whose registered office is situated at 1 Colman Terrace, Strathalbyn SA 5255 **("FPT")** *ABN: 84 420 076 813*

**RECITALS**

B. FPT's function is to market the Fleurieu Peninsula as a visitor destination of choice. And to help achieve the State's overall goals of creating jobs for South Australians by sustaining a profitable industry – with a focus on destination development, industry capability, visitor numbers, greater length of stay and yield (spend).

C. AC, CO, CVH, DCY and FPT wish to cooperate with respect to the promotion and development of the tourism industry in the region of the Fleurieu Peninsula.

D. AC, CO, CVH, DCY have each agreed to provide funding to FPT to assist FPT in its tourism related activities on the terms and conditions of this Agreement.

**THE PARTIES AGREE AS FOLLOWS:**

## 1.0 DEFINITIONS

In the Agreement, unless the contrary intention is apparent:

1.1 **"AC"** means Alexandrina Council

1.2 **"Agreement"** means this Agreement including the Schedule.

1.3 **"ANTS GST Act"** means the A New Tax System (Goods and Services Tax) Act, 1999.

1.4 **"Business Plan"** means a plan to be developed by FPT for each financial year during the Term which details proposed business activities for FPT aimed at helping to achieve the Purpose.

1.5 **"CO"** means City of Onkaparinga

1.6 **"Commencement Date"** means 1 July 2022

1.7 **"CVH"** means City of Victor Harbor

1.8 **"DCY"** means District Council of Yankalilla

1.9 **"FPT"** means Fleurieu Peninsula Tourism Incorporated.

1.10 **"Funding"** means the sum payable from the AC, CO, CVH and DCY to FPT pursuant to Clause 4.

1.11 **"Industry Funding"** means funding received from time to time such as industry bodies for example South Australian Tourism Commission.

1.12 **"Insolvency Administration"** means:

1.12.1 FPT has proposed a compromise or arrangement with its creditors;

1.12.2 an administrator is appointed to FPT;

1.12.3 FPT resolves to be wound up voluntarily;

1.12.4 FPT appoints a liquidator to wind up its affairs;

1.12.5 FPT is wound up by the Supreme Court, voluntarily or under the Associations Incorporation Act 1985 or the Corporations Law;

1.12.6 FPT ceases to carry on business; or

1.12.7 FPT is unable to pay its debts.

1.13 **"Intellectual Property Rights"** means any patent, copyright, trademark, tradename, design, trade secret, know how, semi-conductor, circuit layout or other form of confidential information or any right to registration of such rights and any other form of intellectual property right whether arising before or after the execution of this Agreement and the right to registration and renewal of those rights.

1.14 **"Parties"** means AC, CO, CVH and DCY and their respective successors and permitted assigns and **"Party"** means any one of them.

1.15 **"Purpose"** means:

1.15.1 the facilitation of the measurable growth in tourism development including cooperative marketing, business investment and employment creation and retention through tourism promotion, in the Region in a manner consistent with the Tourism Business Plan applicable to that financial year; and

1.15.2 to provide a Regional focus for tourism business development services.

1.16 **"Region"** means together CO, AC, CVH, DCY's Local Government areas.

1.17 **"SATC"** means the South Australian Tourism Commission.

1.18 **"Taxable Supply"** has the meaning attributed to it in the ANTS GST Act.

1.19 **"Tax Invoice"**has the meaning attributed to it in the ANTS GST.

## 2.0 INTERPRETATION

In the Agreement, unless the context otherwise requires, the following rules of construction must be used in the interpretation of the Agreement:

2.1 words importing the singular number or plural number include the plural number and single number respectively;

2.2 words denoting any gender include all genders;

2.3 headings are for convenience only and do not affect interpretation;

2.4 words denoting individuals include corporations and vice versa;

2.5 a reference to a Recital, Clause, Sub-clause or Schedule is a reference to a recital, clause, sub-clause or schedule of the Agreement; and

2.6 a reference to any Act, regulation or by law shall be deemed to include all amendments thereto and all statutory provisions substituted thereafter.

## 3.0 TERM

3.1 This Agreement is for a term of three (3) years commencing on the Commencement Date unless terminated earlier pursuant to this Agreement.

3.2 No less than 60 days prior to the expiry of the Term, the Parties agree to meet to negotiate in good faith with respect to a possible further funding agreement on terms and conditions to be agreed.

3.3 Nothing in Sub-clause 3.2 shall be deemed to require the Parties to enter into any further agreement upon the expiry of the Term.

## 4.0 FUNDING AND FUNDING GUIDELINES

4.1 Subject to this Clause 4, AC, CO, CVH and DCY shall each provide funding to FPT in the amounts and in the manner specified in the Schedule.

4.2 The provision of the funding by AC, CO, CVH and DCY to FPT for each financial year during the Term shall be subject to:

4.2.1 the receipt by AC, CO, CVH and DCY of audited financial statements of FPT for the preceding financial year which, in the reasonable opinion of the FPT, demonstrate FPT to be in a sound position financially;

4.2.2 the receipt by AC, CO, CVH and DCY of an acceptable Business Plan from FPT for that financial year in accordance with Clause 5.

**5.0 BUSINESS PLAN**

5.1 The Business Plan should be consistent with the SATC Regional Visitor Strategy for the region and establish clear priorities and actions for FPT which will help to achieve clear and measurable tourism growth within the Region.

5.2 The Business Plan will specify annual key performance indicators against which FPT's performance can be assessed. These will include visitor numbers, visitor nights, cooperative marketing investment and activities, budgets and timely and effective communication.

**6.0 OBLIGATIONS OF FPT**

In consideration of AC, CO, CVH and DCY providing funding to FPT, FPT agrees to:

6.1 expend the funding provided by AC, CO, CVH and DCY pursuant to this Agreement and the Industry Funding for the Purpose outlined in the annual Business Plan;

6.2 consult with and obtain the approval of, AC, CO, CVH and DCY if FPT proposes to make any significant departure from the approved Business Plan;

6.3 ensure that any activity carried out by it in connection with its use of the funding provided by AC, CO, CVH and DCY complies with the laws within South Australia;

6.4 authorise in writing those persons who may allocate monies on behalf of FPT and to set monetary limits on a per allocation and aggregate basis with any allocation outside this authority requiring the prior written consent of FPT; and

6.5 ensure that FPT members' remuneration (reimbursement of out-of-pocket expenses and allowance for the chair) falls within the levels specified in the FPT Rules which highlights rules and policies.

## 7.0 RECORD KEEPING AND REPORTING

7.1 FPT must prepare a draft financial budget and Business Plan, for its operations for each financial year during the Term and present it to the FPT Tourism Committee for consideration and approval prior to the commencement of each financial year during the Term.

7.2 FPT must provide a final authorised copy of the annual financial budget to the parties no later than 90 days following the commencement of the financial year to which the budget applies.

7.3 FPT staff shall provide quarterly financial statements, which includes a comparison of actuals against budget, for FPT that shows all expenses and income on a month by month basis.

7.4 FPT must prepare an annual report of its activities and general business activities for each financial year during the Term of this Agreement and submit it to, AC, CO, CVH and DCY within 90 days of the end of each financial year. The annual report is intended to explain the manner in which the funding was applied and must include specific information and comment relating to the performance by the FPT of its obligations under this Agreement by reference to the Business Plan and the Purpose. The annual report must contain audited financial statements audited at FPT's expense by a qualified independent auditor. The audited financial statements must include an audited operating statement, a statement of FPT's financial position, a statement of FPT's cashflows and all notes to and forming part of FPT's financial statements for that year.

**8.0 REGIONAL TOURISM EXECUTIVE**

8.1 FPT agree that it shall employ a Regional Tourism Executive who shall be based in the Region. The Executive's performance will be reviewed periodically against performance indicators agreed by the committee.

**9.0 GST**

9.1 The Parties acknowledge that compliance with obligations or the grant of rights under this Agreement by FPT may give rise to a liability on the part of FPT to pay GST.

9.2 The Parties acknowledge that liability to pay GST will reduce the value of the funding to be paid to the FPT by the amount of the GST liability.

9.3 If and to the extent that a Taxable Supply is made by FPT under this Agreement:

9.3.1 it is the responsibility of FPT to pay any GST imposed on that Taxable Supply;

9.3.2 the funding to be provided by AC, CO, CVH and DCY as specified in the Schedule will be increased by an amount equivalent to the amount payable by FPT for GST.

9.4 If any supply under this Agreement is a Taxable Supply then:

9.4.1 FPT must provide a Tax Invoice in respect of that supply; and

9.4.2 AC, CO, CVH and DCY are not obliged to make any payment under this Agreement unless FPT has provided a Tax Invoice in respect of that payment.

**10.0 INDEMNITY AND INSURANCE**

10.1 FPT shall indemnify and shall keep indemnified AC, CO, CVH and DCY from and against any cost, loss, expense or liability of any kind whatsoever suffered or incurred by AC, CO, CVH and DCY (as the case may be) in respect of any loss of life, personal injury or disability, loss or damage to property or any other loss whatsoever arising out of:

10.1.1 any negligence or wrongful act or omission by FPT, its employees, agents or sub-contractors in connection with or incidental to this Agreement; or

10.1.2 arising out of any breach by FPT of this Agreement, except to the extent that such loss of life, personal injury and/or loss or damage to property is occasioned by any neglect, default or omission by AC, CO, CVH and DCY (as the case maybe), their officers, employees, contractors or agents.

10.2 The terms of this Clause 10 will survive any expiry or termination of this Agreement.

10.3 FPT will maintain in force at its own expense during the Term:

10.3.1 public liability insurance in the name of FPT for not less than $10,000,000 for any one occurrence or such other amount as, AC, CO, CVH and DCY may require for any one event;

10.3.2 professional indemnity insurance including Directors and Officers liability in the name of FPT for not less than $500,000 for any one event and in the aggregate in any one policy period; and

10.3.3 workers compensation insurance in accordance with the applicable worker's compensation legislation.

10.4 FPT will, without limiting the operation of clause 10.3, ensure that the insurance policy referred to in Clause 10.3.1:

10.4.1 includes and names the AC, CO, CVH and DCY as third party interests.

10.4.2 provides that any misrepresentation, non-disclosure, breach or other vitiating conduct by any person or a party named in the insurance policy, will not affect or diminish the cover afforded by the insurance policy in respect of the other party;

10.4.3 provides that a party may, separately and individually make a claim under, use, enforce or have the benefit of the insurance policy as if it had been solely issued in its name;

10.4.4 provides that if the insurance policy covers more than one insured, all insuring agreements and endorsements with the exception of limits of liability will operate as if there were a separate policy of insurance covering each insured; and provides that the insurer waives all rights, remedies or relief to which it might become entitled by way of subrogation against any of the persons comprising the insured and that failure by any of the insured to observe and fulfill the terms of the insurance policy shall not prejudice the insurance or availability to claim under the insurance policy by the other insured.

10.5 The insurances to be maintained by FPT pursuant to this Clause 10 shall be with insurers satisfactory to AC, CO, CVH, DCY and FPT.

10.6 Before the Commencement Date, FPT shall provide AC, CO, CVH and DCY with the insurance certificates as provided by this agreement fully completed by FPT 's insurers or insurance brokers in respect of the insurance policies described in this Clause 10, or such other evidence of those insurances as reasonably required.

10.7 AC, CO, CVH and DCY in specifying the levels of insurance in this Agreement accept no liability or the completeness of their listing, the adequacy of the sum insured, limit of liability, scope of coverage, conditions or exclusions of those insurances in respect to how they may or may not respond to any loss, damage or liability.

10.8 FPT acknowledges and agrees that it is FPT's responsibility to assess and consider the risks and scope of insurances required under this Agreement.

**11.0 TERMINATION**

11.1 The parties may provide FPT with feedback in respect of any breach or perceived breach of a fundamental term of this Agreement.

11.2 Either party to this Agreement may refer a persistent breach of this Agreement by the other party or parties to arbitration pursuant to a process agreed between the parties.

11.3 If the matter cannot be resolved by arbitration or agreement between the parties, then the aggrieved party may terminate this Agreement with three months' notice of termination.

11.4 AC and/or, CO, CVH and DCY may terminate this Agreement if FPT becomes externally administrated, insolvent, or actions are taken to wind up FPT.

**12.0 CONSEQUENCES OF TERMINATION**

In the event that this Agreement is terminated pursuant to Clause 11:

12.1 AC, CO, CVH and DCY's obligation to pay FPT any part of the funding unpaid at the date of termination will cease; and

12.2 FPT shall pay to AC, CO, CVH and DCY on a pro rata basis having regard to the amounts of their respective contributions:

12.2.1 any part of the funding provided by AC, CO, CVH and DCY which in the opinion of AC, CO, CVH and DCY has been expended for purposes other than the Purpose; and

12.2.2 any portion of the funding provided by AC, CO, CVH and DCY which has been paid to FPT but has not yet been expended by FPT for the Purpose or in relation to which a liability to expend for the Purpose has not yet been incurred.

**13. REPAYMENT OF FUNDING UPON EXPIRY.**

13.1 If upon the expiry of this Agreement any part of the funding remains unspent or uncommitted AC, CO, CVH and DCY may by notice in writing to FPT require FPT to repay to AC, CO, CVH and DCY on a pro rata basis having regard to the amounts of their respective contributions the whole or any part of the funding which remains unspent or uncommitted.

## 14.0 INTELLECTUAL PROPERTY RIGHTS

14.1 FPT warrants that in performing its obligations under this Agreement and in undertaking the activities associated with the Purpose it shall not infringe the Intellectual Property Rights of any person.

14.2 FPT shall indemnify and shall keep indemnified AC, CO, CVH and DCY and the Crown in right of the State indemnified from and against all costs, expenses and liabilities whatsoever arising out of or in connection with any claim that in undertaking the activities associated with the Purpose FPT infringes the Intellectual Property Rights of any person.

## 15.0 LEGAL RELATIONSHIP

15.1 The Parties mutually acknowledge and declare that nothing may be deemed or construed to constitute any of the Parties a partner, principal, agent, joint venturer, trustee (whether expressed or implied) of the others or create any relationship of employer or employee between them or renders them liable for the debts or liabilities incurred by each other.

15.2 No Party has the authority to bind the other Parties in any manner whatsoever except with the express approval by notice in writing of the other Party or Parties.

## 16.0 WAIVER

16.1 A waiver of any provision of the Agreement must both be in writing and be signed by the Parties or by persons duly authorised to execute such a document on a Party's behalf.

16.2 No waiver by a Party of a breach of a term or condition of the Agreement operates as a waiver of another breach of the same or of any other term or condition of the Agreement.

16.3 No forbearance, delay or indulgence by a Party in enforcing the provisions of the agreement may prejudice or restrict the rights of that Party in any way.

**17.0 MODIFICATION**

17.1 No amendment or variation of the Agreement binds the Parties unless made in writing and unless any such writing is signed by each Party or by a Party's duly authorised agent and is expressed to be supplemental to or in substitution for the whole or a part of t he Agreement.

**18.0FURTHER ASSURANCES**

18.1 The Parties must do all such acts, matters and things and sign, execute and deliver all such documents as may be reasonable necessary to expedite or effect efficaciously the provisions of the Agreement.

**19.0 SEVERABILITY**

19.1 If any provision of the Agreement is for any reason unlawful, void, invalid or unenforceable then the offending provision must be severed from the Agreement without affecting the validity or enforceability of the remainder of the Agreement.

**20.0 NOTICE**

20.1 Notice must be in writing and signed either by the Party or by the agent of that Party.

20.2 Notice can be given to a Party:

20.2.1 personally;

20.2.2 by pre-paid post to the recipient's address set out in the Schedule in which case the notice is deemed to be received at the time at which it would be delivered in the ordinary course of the post;

20.2.3 by email to the recipient's email address specified in the Schedule, in which case the transmission is deemed to be received when the sending machine confirms notice that is has been sent.

20.3 The addresses and numbers for service are those specified in the Schedule.

20.4 A Party may from time to time change its address, email or number for service by notice to the other Parties.

**21.0 GOVERNING LAW**

21.1 This agreement shall be governed by and construed in accordance with the laws for the time being in force in the state in South Australia.

**22.0 COSTS AND STAMP DUTY**

22.1 Each Party must bear its own legal costs of an incidental to the negotiation, preparation and execution of the Agreement and any other document to be executed pursuant to the Agreement or to give effect to the provisions of the Agreement except as is otherwise provided for herein.

22.2 The Parties will equally bear and pay all stamp duty and other government fees, charges and levies in respect of the Agreement and any other document to be executed pursuant to the Agreement.

**23.0 ENTIRE AGREEMENT**

23.1 This Agreement contains the entire agreement between the Parties with respect to its subject matter.

23.2 This Agreement supersedes any prior agreement, understanding or representation of the Parties on the subject matter.

**EXECUTED AS AN AGREEMENT** on the.....day of .....2022

**THE COMMON SEAL of ALEXANDRINA COUNCIL** )
was hereunto affixed in the presence of: )

Mayor
[Keith Parkes]

Date

Acting Chief Executive Officer
[Elizabeth Williams]

Date

**THE COMMON SEAL** of
**CITY OF ONKAPARINGA** )
)
was hereunto affixed in the presence of:

Acting Mayor Date
[Marion Themeliotis]

Chief Executive Officer Date
[Scott Ashby]

**THE COMMON SEAL** of )
**CITY OF VICTOR HARBOR** )
)

was hereunto affixed inthe presence of:

Mayor Date
[Moira Jenkins]

Chief Executive Officer Date
[Victoria MacKirdy]

**THE COMMON SEAL** of )
**DISTRICT COUNCIL OF YANKALILLA** )
)

was hereunto affixed in the presence of:

Mayor
[Simon Rothwell]

Date

Chief Executive Officer
[Nigel Morris]

Date

**FLEURIEU PENINSULA TOURISM** )
)
was hereunto affixed in the presence of: )

Luke Talbot-Male Date
Chairperson

Jenni Mitton Date
Deputy Chairperson

**SCHEDULE**

**Funding amounts**

| YEAR | 2022/23 | 2023/24 | 2025/26 |
|---|---|---|---|
| AC | $47,730.12 | 2022/23 + CPI* | 2023/24 + CPI* |
| CO | $47,730.12 | 2022/23 +CPI* | 2023/24 + CPI* |
| CVH | $35,797.59 | 2022/23 +CPI* | 2023/24 + CPI* |
| DCY | $23,865.06 | 2022/23 +CPI* | 2023/24 + CPI* |

*The 'Funding amounts' shall be reviewed annually at the anniversary of the commencement date by increasing the said previous year budget by the Consumer Price Index (CPI – All Groups Adelaide) for the quarter ending March, prior to the review date.

**Manner of Payment**

Subject to this Agreement, the payment of the funding payable by AC, CO, CVH, DCY to FPT in each year of the Term shall be paid within 60 days of the Commencement Date in the first year of the Term and within 60 days of the anniversary of the Commencement Date in the second and third years of the Term.

**Contact Details for the Service of Notices**

Alexandrina Council
Chief Executive Officer
Alexandrina Council PO
Box 21
GOOLWA SA 5214
Phone: (08) 8555 7000
Fax: (08) 8555 3603
Email: Alex@alexandrina.sa.gov.au

City of Onkaparinga
Chief Executive Officer
City of Onkaparinga PO
Box 1
NOARLUNGA CENTRE SA 5168 Phone: (08)
8384 0666
Fax: (08) 8382 8744
Email: mail@onkaparinga.sa.gov.au

City of Victor Harbor
Chief Executive Officer
City of Victor Harbor PO
Box 11
VICTOR HARBOR SA 5211
Phone: (08) 8551 0500
Fax: (08) 8551 0501
Email: localgov@victor.sa.gov.au

District Council of Yankalilla
Chief Executive Officer District
Council of Yankalilla PO Box 9
YANKALILLA SA 5203
Phone: (08) 8558 0200
Fax: (08) 8558 2022
Email: council@yankalilla.sa.gov.au

Fleurieu Peninsula Tourism
Executive Officer
Fleurieu Peninsula Tourism Inc.
1 Coleman Tce
STRATHALBYN SA 5255
Phone: +61 432 748 496
Email: dylan@fleurieupeninsula.com.au

## 10.2 Reflect Reconciliation Action Plan 2022/23

Committee Victor Harbor Council

Meeting Held 23/05/2022

From Leann Symonds

File Reference SCCS17.65.006

## RECOMMENDATION

1. That Council receive and note the Reflect Reconciliation Action Plan 2022/23 report.

2. That Council approve the lodgement of the revised Reflect Reconciliation Action Plan for endorsement with Reconciliation Australia.

## INFORMATION

**Purpose**
The purpose of this report is to provide details of the community consultation undertaken in relation to the 2022/23 Reflect Reconciliation Action Plan (RAP) and changes made to the Reflect RAP as a result of feedback.

**Background**
RAP is a formal statement of commitment to reconciliation, and can assist organisations to embed the principles and purpose of reconciliation.

The City of Victor Harbor has developed a draft “Reflect” RAP to establish a framework and vision for reconciliation. A Reflect RAP is the first step in a process of continued work to reflect upon what an organisation has accomplished to date and begins the preparation for future reconciliation initiatives.

The process to date has included:

- an initial BBQ held at Muwerang (Kent Reserve) to gauge community interest and enable a pathway for building relationships;
- the engagement of three cultural advisors as recommended by Ngarrindjeri Aboriginal Corporation;
- the formation of a working group;
- the holding of a Council Workshop; and
- the holding of a community forum with guest speakers from Reconciliation South Australia.
- Community Consultation via YourSay,or hard copy
- Yarning Circle focus group

A report was presented at the Ordinary Council meeting of the City of Victor Harbor on 28

March 2022 with the following resolution:

| | | |
|---|---|---|
| OC1362022 | Moved: | Cr Bryan Littlely |
| | Seconded: | Cr Andrew Robertson |

That Council receive and note the Draft Reflect Reconciliation Action Plan 2022/23 report.

That Council proceed to public consultation on the draft City of Victor Harbor Reflect Reconciliation Act Plan 2022/23 as provided at Attachment A in line with the Communications and Engagement Plan as provided at Attachment B.

**CARRIED**

**Commentary**
A Community Engagement Summary Report, is providing a summary of the consultation activities that were undertaken and the feedback received is provided at Attachment A.

The revised Reflect RAP with feedback from community, staff and elected members considered and included where practical is provided at Attachment B. The Cultural Advisors have also provided feedback and supported the gathering of information and comment from Ramindjeri, Ngarrindjeri and other Aboriginal and Torres Strait Islander peoples.

Once approved by Council the revised Reflect RAP will be lodged with Reconciliation Australia for comment, endorsement and adoption. Reconciliation Australia are the authority that approves Reconciliation Plans and the process is likely to include advice for editing and changes prior to approval.

## RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

**Reputation** - It is unlikely that the development of a Reflect RAP would generate negative media or community concern. This risk is assessed as ***low.***

## REFERENCES

**City of Victor Harbor Community Plan 2030**

Aspiration 5 - We manage growth and change responsibly.

- Strategy – Preserve and celebrate Victor Harbor's rich and diverse history.
- Priority – Work with local indigenous groups to promote and explore local Indigenous heritage

**Other references used:**

- Reconciliation Australia - Fact sheets and information

## BUDGET IMPLICATION

Excluding endorsed budgeted staff resources there are no budget implications in approving the lodgment of the Revised Reflect RAP for the City of Victor Harbor.

No additional funds are required

## CONSULTATION

Acting Chief Executive Officer – Graham Pathuis

Project Officer – Amelia Graham

Communications Assistant – Emma Warren

Cultural Advisor – Mark Koolmatrie

Cultural Advisor – Cedric Varcoe

Cultural Advisor – Kyla McHughes

Attachment A

# Draft Reconciliation Action Plan Communications and Engagement Plan

## Introduction

A Reconciliation Action Plan (RAP) is a formal statement of commitment to reconciliation, and can assist organisations to embed the principles and purpose of reconciliation. As outlined by Reconciliation Australia, there are four RAP types – Reflect, Innovate, Stretch and Elevate – which can allow organisations to continuously develop their reconciliation commitments.

The City of Victor Harbor has developed a draft 'Reflect' RAP to establish a framework and vision for reconciliation in the City of Victor Harbor. Reconciliation Australia advises that 'Reflect' RAPs are an opportunity to reflect on what an organisation has already accomplished in the way of reconciliation, and begin preparing the organisation for future reconciliation initiatives.

Committing to a 'Reflect' RAP means scoping and developing relationships with Aboriginal and Torres Strait Islander stakeholders, deciding on a vision for reconciliation and exploring your sphere of influence.

The development of the City of Victor Harbor's draft RAP has been supported by three Cultural Advisors (Mark Koolmatrie, Kyla McHughes and Cedric Varcoe) and a RAP Working Group, comprised of Council staff from various departments and the Mayor.

This Communications and Engagement Plan outlines how consultation will be carried out for the draft RAP. It outlines the stakeholders that will be engaged, proposes a range of engagement approaches, and provides a timeline for the engagement process. This Plan may evolve as opportunities present during the engagement process.

## Purpose of community engagement

The purpose of community engagement is to:

- Provide information to community about the draft RAP
- Seek community feedback on the draft RAP
- Identify potential gaps or priorities of the draft RAP
- Build awareness about reconciliation in the City of Victor Harbor




## Previous Engagement

The community has been previously engaged on this project to help inform the development of the draft RAP, and also to provide opportunity to engage with other First Nations individuals and businesses in our local community.

Previous engagement has taken place at:

- Community BBQ (Muwerang-Kent Reserve, 6 June 2021)

This informal event was an opportunity for Council staff to introduce the concept of a RAP to the local Ngarrindjeri community and other interested community members. Attendees were invited to join a relaxed conversation about what they think reconciliation should look like in the City of Victor Harbor. This event also provided an opportunity to ask the community who wants to be involved and how they would like to be involved.

- Reconciliation Community Forum (Council Chambers, 28 November 2021)

The forum was an opportunity for community members to hear from First Nations leaders, learn about the City of Victor Harbor's RAP project, and learn about what reconciliation means to local business and in the community. Attendees were encouraged to share their ideas about what should be included in the RAP.

## Engagement Principles

The City of Victor Harbor has a set of five principles which guide our approach to engagement.

**1. Community Participation** – We are committed to including, informing and involving our community in local decision making from project planning through to delivery.

**2. Open and Accountable** – We will provide clear and easy to understand information that will inform our community and encourage meaningful engagement.

**3. Accessibility** – Our community will be able to access information in a variety of ways.

**4. Careful Planning and Evaluation** – We will carefully plan community engagement activities and evaluate all feedback to meet the needs of our community.

**5. Closing the Loop** – We will inform our community of our decisions and outline how feedback was considered.

## Level of Engagement

| | |
|---|---|
| ✓ | **Inform** |
| ✓ | **Consult** |
| | **Active Participation** |

ATTACHMENT A

## Community Engagement Scope

**In Scope** *Negotiable*

- Council is open to receiving feedback on the contents of the draft RAP
- Ideas for how Council can achieve reconciliation and strengthen relationships with First Nations people and local businesses.

**Out of Scope** *Non-Negotiable*

- Council is developing a Reconciliation Action Plan

## Risk (Community Engagement Only)

| ***Risk*** *What might go wrong?* | ***Probability*** *How likely is this to happen?* | ***Mitigation Strategy*** *How could you prevent this happening?* |
|---|---|---|
| **Community is not aware of consultation and ability to input.** | Unlikely | Communications materials are promoted broadly within the community.<br>Communication materials directed through Ramindjeri, Ngarrindjeri and other First Nation networks. |
| **Community expectation of council's consideration to their input is not met** | Unlikely | All feedback will be collected and recorded, however consultation documentation will make clear that actions in the final RAP must be in line with expectations of the Cultural Advisors and other Council Strategic Plans.<br>Feedback and invitations to community consultation events will be invited from local Ramindjeri, Ngarrindjeri and other First Nations organisations in writing and with appropriate notice. |
| **Community expectation of RAP not met** | Unlikely | Documentation to make clear the expectations of a Reflect RAP as well as Council's ongoing commitment to reconciliation and subsequent RAP development. |




## Community Engagement Deliverables

**By the end of this project, the following actions will have been delivered:**

- Notified the community of the project and opportunities to participate
- Provided information and related material for community reference
- Community consultation undertaken via: Community BBQ at Muwerang, Your Say website, feedback forms, discussions with individuals through other local First Nations Networks i.e. Fleurieu Aboriginal and community Initiatives Network (FACIN), Miwi-inyeri Pelepi-ambi Aboriginal Corporation (MIPAAC).
- Summary of engagement findings delivered to Council.

## Key Messages

- The City of Victor Harbor is committed to **celebrating and promoting** Ramindjeri and Ngarrindjeri language, art and culture, as well as **truth telling**, **acknowledging the past** and **walking this journey together**.
- Council has worked closely with three Cultural Advisors to produce a draft 'Reflect' Reconciliation Action Plan (RAP)and establish a framework and vision for reconciliation in the City of Victor Harbor.
- The 'Reflect' RAP is an opportunity to reflect on and celebrate what the City of Victor Harbor has already accomplished in the way of reconciliation, and begin preparing the organisation for future reconciliation initiatives.
- Based around the core pillars of relationships**,** respect and opportunities, the RAP will guide Council to sustainably and strategically take meaningful action to advance reconciliation.
- The RAP will formalise reconciliation as an organisational priority and further strengthen relationships with Ramindjeri and Ngarrindjeri stakeholders.
- The community is encouraged to read the draft RAP and provide feedback to Council during the consultation period.

## Key Stakeholders

- Ramindjeri and Ngarrindjeri and other First Nations people
- City of Victor Harbor Residents and Ratepayers
- Elected Members
- Council Staff




## Engagement Tools

| Tool | Engagement Level |
|---|---|
| **Fact sheet** | Inform |
| **Public notice in The Times** | Inform |
| **Victor Viewpoint article** | Inform |
| **City of Victor Harbor website** | Inform |
| **Social media** | Inform |
| **Your Say engagement hub** | Inform / Consult |
| **Feedback forms** | Consult |
| **Direct emails/letter** | Consult |
| **Focus groups** | Consult |
| **Community BBQ at Muwerang** | Consult |

## Budget

| Item / Activity | Cost |
|---|---|
| **Public Notice (The Times)** | $300 |
| **BBQ at Muwerang** | $150 |

The budget for this consultation comes from Job#: 38350

## Key Dates / Timeline

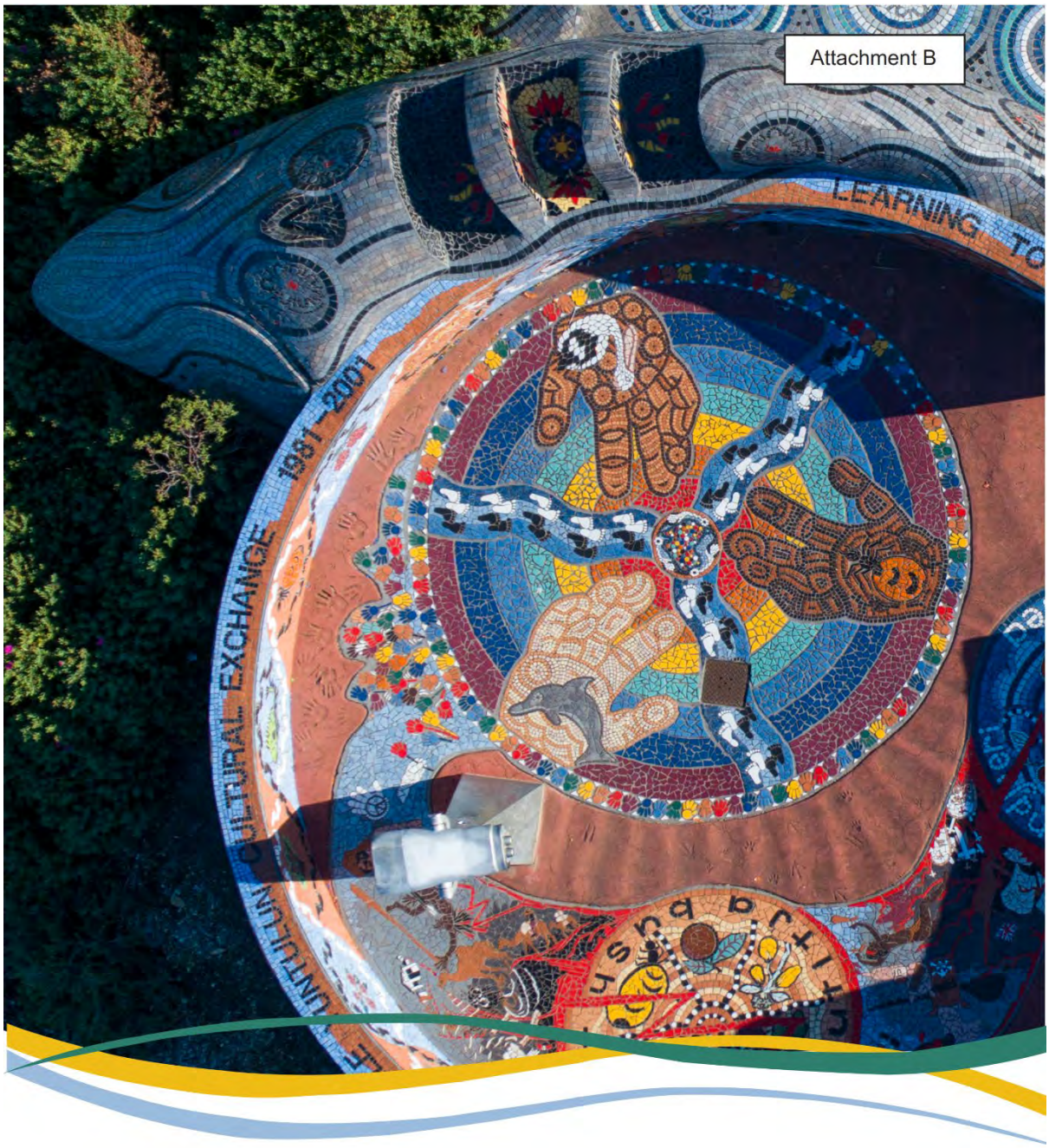
| Date | Action / Milestone |
|---|---|
| 28 March 2022 | Council Agenda Item seeking approval to proceed to community consultation |
| April 2022 | Consultation undertaken |
| May 2022 | Consultation feedback collated and analysed |
| 23 May 2022 | Community Engagement Report presented to Council for consideration<br>Council Agenda Item seeking endorsement of the final RAP |
| June 2022 | Endorsement of the RAP via Reconciliation Australia |
| Ongoing | Administration implement the vision and actions outlined in the final RAP |




## Measurement and Evaluation

The success of this Communications and Engagement Plan can be measured in the following ways:

- *Number of people attending face-to-face events*
- *Social media reach including likes, shares and hashtag usage*
- *Number of hard copy and online feedback forms completed*
- *Visits to Your Say Victor Harbor website*




city of Victor Harbor

# CITY OF VICTOR HARBOR REFLECT RECONCILIATION ACTION PLAN 2022/23

CITY OF VICTOR HARBOR

# THE ARTISTS

Cedric Varcoe is a proud contemporary artist, painting the creation stories of his Ngarrindjeri lands and waters, from the lower River Murray and the Lower Lakes to the Coorong, the South Coast to Kangaroo Island.

Kyla McHughes is an artist, Ngarrindjeri Language teacher and member of Miwi-inyeri Pelepi-ambi Aboriginal Corporation (MIPAAC). Many Ngapaldar (elders) speak of weaving as a large part of Ngarrindjeri culture and connection to country. Weaving keeps us connected to each other and to our ancestors, Ruwi (land) and culture. When we weave we are making ourselves stronger, we are weaving our story, stitch by stitch.

Mi:minar (women) were taught to lakun (weave) from a very young age, it was a social thing, but they were all weaving for a purpose.

All the mi:minar would be sitting around weaving, talking, singing and sharing stories together. Korni (men) also weaved, they made their own bags to keep their tools in and to collect plants and medicines. Ngarrindjeri were exceptional craftsmen and women when it came to their weaving and net making abilities, their superior expertise became valuable when it came to trading with other mob.

**Ramindjeri lakinyeri nragi winmun ngerar. Kar nragi yelth-amaldar mre:wundhi-ambi, ma:m-ambi ngruwar maiyi-ambi.**
*The Ramindjeri clan were very clever at making nets. They were good at catching animals, fish and lots of birds.*



# ACKNOWLEDGEMENT OF COUNTRY

The City of Victor Harbor acknowledges the Ramindjeri and Ngarrindjeri peoples, the Traditional Custodians of the land and surrounding waters where we live and work.

We acknowledge their deep connection to country and pay our respects to Elders past, present and emerging.

This respect is extended to Aboriginal and Torres Strait Islander peoples across Australia.

**Yannun thunggari tumbelun miwi.**
*Speaking in language awakens the spirit.*

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**04** Message from the CEO and Mayor
**05** Message from our Cultural Advisors
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**16** Opportunities
**17** Tracking and Progress Reporting






# MESSAGE FROM THE CEO AND MAYOR

The City of Victor Harbor has been working towards reconciliation for many years and while a number of achievements have been reached, there is more to be accomplished. Our first Reconciliation Action Plan formalises a whole-of-organisation approach towards sustainably and strategically advancing meaningful reconciliation.

The Plan outlines steps for Council to strengthen relationships with Ramindjeri, Ngarrindjeri and other First Nations peoples and establish a strong framework to guide reconciliation in the future. As an organisation, we have both an opportunity and a responsibility to lead by example and encourage cultural understanding throughout our wider community.

The development of this Plan has been a collaborative project with Council staff members, Elected Members, our community, and local Ramindjeri-Ngarrindjeri peoples. In particular, we would like to express our gratitude to our cultural advisors who have provided expert advice, guidance and insight throughout the development of this Plan.

It is with great honour that we present the City of Victor Harbor's first Reconciliation Action Plan.

**CEO, Victoria MacKirdy**
**Mayor, Dr Moira Jenkins**





# MESSAGE FROM OUR CULTURAL ADVISORS

As we embark on a journey of reconciliation with the City of Victor Harbor we share our connection to Country and 'weave' it throughout this document. Connection to Country means that we are connected to every living thing around us; the Ruwi (land), Murrundi (Murray River), Mungkular (lakes) and Yarluwar (ocean), trees, plants and animals. Our mi:wi is our spirit, our mi:wi connects to every living thing around us. It is our responsibility to care for country, as it is a part of our soul and country will always provide for us with everything we need. If we have healthy country, we have healthy people.

The Miwi-Inyeri Pelepi-Ambi Aboriginal Corporation (MIPAAC) was founded in 2012 by Phyllis Williams and Eileen McHughes to 'Keep Ngarrindjeri Culture & Language Alive & Strong'. Miwi-inyeri Pelepi-ambi translates into English as 'Our spirit belongs to Our Land'.

The Corporation is a great source of expertise in Ngarrindjeri language and cultural advice in our local community.

MIPAAC has been running adult language classes in Victor Harbor and Goolwa since 2013. More recently, these classes have also been held in Murray Bridge.

Reconciliation provides a great opportunity to learn from each other, build relationships and share understanding. Everyone's voice needs to be heard through a process of inclusion and acceptance.

**We can walk together on this journey.**

**Cedric Varcoe, Mark Koolmatrie, Kyla McHughes**



CITY OF VICTOR HARBOR

# OUR VISION

**The City of Victor Harbor's vision for reconciliation is to foster an environment of inclusion and acceptance for all.**

Our intention is to honour our Ramindjeri and Ngarrindjeri culture and history so that it can become a strength of our organisation and community. This vision is grounded in shared understanding, harmony, justice, acceptance, inclusion and respect.

Achieving this vision will require courage, generosity of spirit, integrity and truth-telling.

We recognise and respect the First Nations peoples of the beautiful land and waters on which we live and work.

The challenge is to embed genuine reconciliation into the everyday business of our organisation.

This Reconciliation Action Plan is a first step toward building and developing relationships that are equitable, dignified and respectful.

Through this Plan, Council will acknowledge and celebrate the rich cultural heritage in our region and support the strength and resilience of Ramindjeri and Ngarrindjeri peoples.

**Ngopun yuntulun-ambi namawi peranbun paldi.**
*Walking together for our shared future.*



2021 NAIDOC Celebrations at Soldiers Memorial Gardens



Kyla McHughes provides a Welcome to Country during the 2022 Fringe Festival at Warland Reserve

# OUR ORGANISATION

## Our Community

The City of Victor Harbor is located on South Australia's Fleurieu Peninsula, about 80kms south of Adelaide. It is the largest population centre of the Southern Fleurieu region.

Victor Harbor sits within the traditional lands of the Ramindjeri and Ngarrindjeri peoples. There are 18 Lakinyeri (clans) that make up the Ngarrindjeri Nation, covering an area from Victor Harbor and Murray Bridge in the north, and the Lakes, Coorong and Kingston in the south.

Ngarrindjeri country is bordered by Kaurna and Peramangk in the north, Ngarkat, Binjali and Bodaruwitj to the east, and Bungaditj to the south. These are just a few of the 250+ language groups and 800 dialects in Australia.

According to the Australian Bureau of Statistics, 1.3% of Victor Harbor's population identifies as Aboriginal or Torres Strait Islander.

## Our Business

The Council employs 134 staff. Of those, five staff members identify as Aboriginal and/or Torres Strait Islander.

The City of Victor Harbor and its residents also benefit immeasurably from the work of more than 350 volunteers.

Council activities include community development, environment and infrastructure management, and corporate and customer services.

## Our Strategic Direction

The City of Victor Harbor's Community Plan 2030 expresses the aspirations of what we want Victor Harbor to be like now and in the future. The aim is to be bold and visionary, but at the same time protecting all of the things we love about Victor Harbor.

As outlined in the Community Plan, the aspirations for the City of Victor Harbor are:

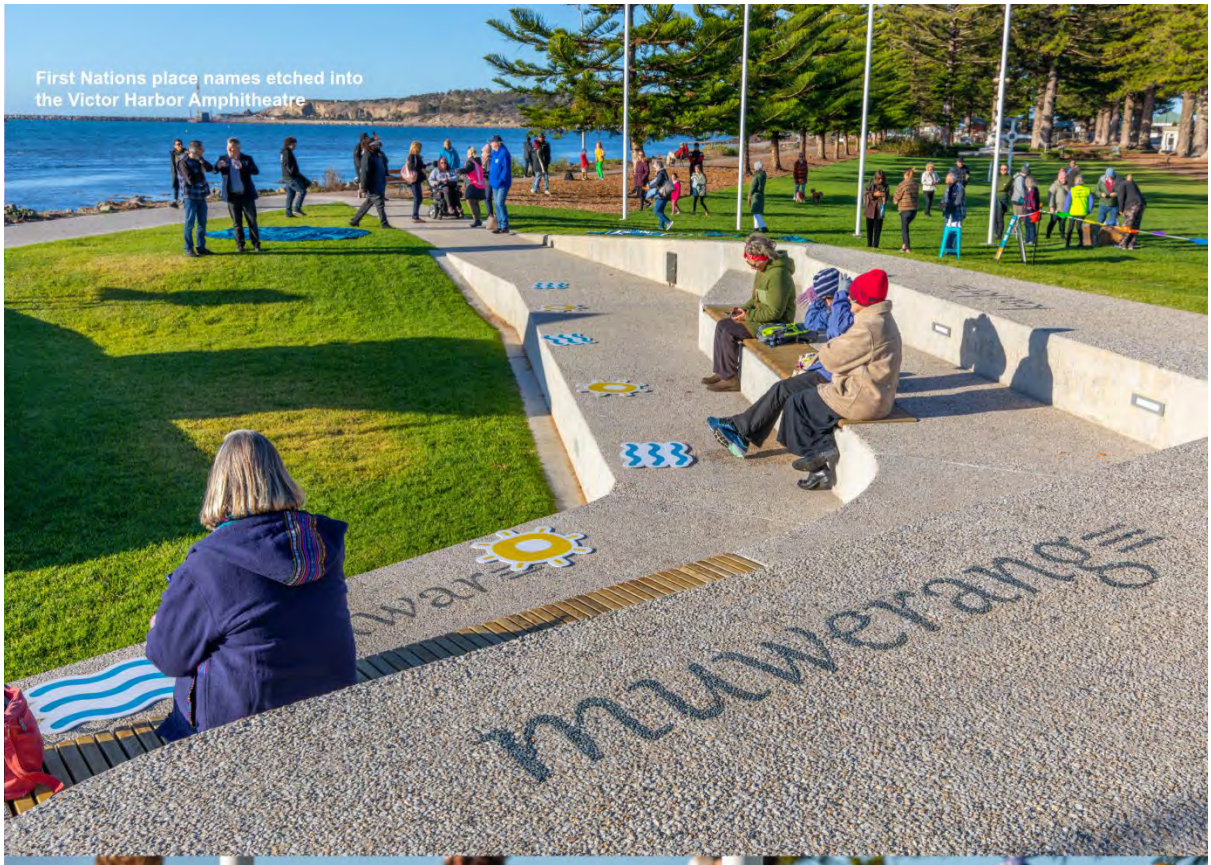
- We are a caring, connected and active community
- We have a culture of innovation, collaboration and creativity
- We manage growth and change responsibly
- We protect our environment
- We have services and infrastructure that meet our community needs
- We are a financially sustainable and well-governed organisation.



Cedric Varcoe provides a Smoking Ceremony at the 2021 WhaleFest in Victor Harbor




Reconciliation Action Plan Community Forum in the City of Victor Harbor Council Chambers


First Nations place names etched into
the Victor Harbor Amphitheatre


2021 NAIDOC Celebrations at
the Soldiers Memorial Garden

# OUR RECONCILIATION JOURNEY

For many years, the City of Victor Harbor has been on an informal reconciliation journey. The process of formalising this journey through a Reconciliation Action Plan has been welcomed by staff as an opportunity to strengthen relationships with Ramindjeri and Ngarrindjeri peoples and organisations.

Staff enthusiasm and willingness to contribute in the development of this Plan indicates there will be meaningful uptake across the organisation in the future.

Although we have achieved much towards reconciliation over the years, we are yet to cement formal plans and processes into our way of business. There is much work to be done in this space and this Plan will help to embed genuine reconciliation into every aspect of what we do. Building and maintaining relationships is central to our vision.

Actions that are noted in our Plan must be implemented across the organisation, not just by individuals, to create a real impact. This will be achieved by involving a diverse range staff of the Reconciliation Action Plan Working Group and filtering cultural learning and relationship building opportunities across the organisation.

## Current Projects and Initiatives

The City of Victor Harbor helps to coordinate the Fleurieu Aboriginal and Community Initiatives Network (FACIN), a group of Council staff and community members working in, and passionate about, local First Nations health and wellbeing.

The aim of this network is to plan, support and implement initiatives that cultivate a culture of holistic wellbeing for Ramindjeri, Ngarrindjeri and other First Nations peoples and communities.

Awareness and learning about Ramindjeri and Ngarrindjeri peoples and culture and broader First Nations history is encouraged for all City of Victor Harbor staff.

Cultural training is available to staff via online learning as well as from a number of local and South Australian based training providers.

Many examples of Ngarrindjeri and Ramindjeri culture can also be seen throughout our community, including in the naming of streets and parks, as well as on signage and artwork.

The City of Victor Harbor has facilitated or been involved in several public art and language projects, including the Victor Harbor Amphitheatre, On-Encounter, Civic Centre Mosaic, Heritage Trail, South Australian Whale Centre Kondoli Exhibit, Nakarumi Kondoli Whale Lookout and Granite Island Causeway.

Another public art project currently underway is the Muwerang Mosaic Project, which will see a 36 metre mosaic displayed on a balustrade. Community members and Ngarrindjeri artists have collaborated to develop the mosaic.

The Coral Street Art Space, an initiative of the City of Victor Harbor, is also recognised for its promotion and exhibitions of Ramindjeri, Ngarrindjeri and other First Nations art.

Ngarrindjeri and Ramindjeri culture is further celebrated through our annual events calendar. The City of Victor Harbor hosts a growing number of events and celebrates the rich and diverse culture, language, art and stories of the Ramindjeri and Ngarrindjeri peoples through several community events each year.

During Reconciliation Week, events are hosted to provide opportunities for community members to learn about language and culture. These events have included Ngarrindjeri language classes, Ngarrindjeri art workshops, culture teaching and story-telling events, and community BBQs.

Annual NAIDOC Week events are another opportunity for school groups and the community to engage with First Nations culture. NAIDOC events led by Miwi-Inyeri Pelepi-Ambi Aboriginal Corporation have been supported by Council with the provision of grants and logistical assistance.


Community volunteers contributing
to the Muwerang Mosaic Project
MAMBO
SALVATION THROUGH SURFING
11

# OUR PLAN

The City of Victor Harbor's 'Reflect' Reconciliation Action Plan is a formal commitment towards scoping and developing relationships with Ramindjeri, Ngarrindjeri and other First Nations community, and exploring our influence in the wider community. This first Plan is designed to last 12 months, and our next Reconciliation Action Plan will follow.

The Plan is separated into four pillars which each have actions and deliverables. The pillars are relationships, respect, opportunities, tracking and progress reporting.

# RELATIONSHIPS

| Action | Deliverables | Timelines | Responsibility |
|---|---|---|---|
| **1. Establish and strengthen mutually beneficial relationships with Ramindjeri, Ngarrindjeri and other First Nations community and organisations.** | **1.1** Maintain a Reconciliation Action Plan Steering Group with Ramindjeri and Ngarrindjeri representation. | Ongoing | Manager, Community Wellbeing |
| | **1.2** Continue negotiations to formalise relationships with the Ngarrindjeri Aboriginal Corporation, Ngarrindjeri Regional Authority, Miwi-Inyeri Pelepi-ambi Aboriginal Corporation and others. | June 2023 | CEO |
| | **1.3** Establish an internal process for engaging with Ramindjeri and Ngarrindjeri organisations and individuals. | May 2023 | RAP Working Group |
| | **1.4** Continue to provide opportunities for cultural learning and relationship building. | Ongoing | RAP Working Group |
| | **1.5** Establish and maintain relationships with Reconciliation SA. | Ongoing | Manager, Community Wellbeing |
| | **1.6** Investigate and set up a process for requests to MIPAAC for translations into Ngarrindjeri, as a fee for service. | December 2022 | RAP Working Group Chair |



| Action | Deliverables | Timelines | Responsibility |
|---|---|---|---|
| **2. Build relationships through celebrating National Reconciliation Week (NRW).** | **2.1** Circulate Reconciliation Australia's National Reconciliation Week resources and materials to our staff. | May 2022 | Manager, Community Wellbeing |
| | **2.2** Encourage and support all staff and volunteers to participate in events that recognise and celebrate National Reconciliation Week. | 27 May – 3 June 2022 | RAP Working Group Chair |
| | **2.3** Continue to deliver Reconciliation Week events to community and local schools. | 27 May – 3 June 2022 | Manager, Library Festivals and Events Officer |
| | **2.4** Promote Reconciliation Week in wider community. | 27 May – 3 June 2022 | |
| **3. Promote reconciliation through our community.** | **3.1** Communicate and promote our commitment to reconciliation to all staff and in wider community. | Ongoing | Office of the CEO |
| | **3.2** Identify individuals and business organisations that our organisation can engage with on our reconciliation journey. | May 2022 | RAP Working Group FACIN Chair |
| | **3.3** Identify other like-minded organisations that we could approach to collaborate with on our reconciliation journey. | June 2022 | RAP Working Group FACIN Chair |
| | **3.4** Investigate the Uluru Statement from the Heart. | July 2022 | FACIN Chair |
| **4. Promote positive race relations through anti-discrimination strategies.** | **4.1** Research best practice and policies in areas of race relations and anti-discrimination. | December 2022 | RAP Working Group Chair |
| | **4.2** Conduct a review of People and Culture policies and procedures to identify existing anti-discrimination provisions and future needs. | May 2023 | Manager People and Culture |



CITY OF VICTOR HARBOR

# RESPECT

| Action | Deliverables | Timelines | Responsibility |
|---|---|---|---|
| **5. Increase understanding, value and recognition of Ramindjeri, Ngarrindjeri and other First Nations cultures, histories, knowledge and rights through cultural learning.** | **5.1** Conduct a review of cultural learning needs within our organisation. | December 2022 | Manager, People and Culture |
| | **5.2** Investigate cultural awareness training for staff, volunteers and Elected Members. | March 2023 | Manager, People and Culture |
| | **5.3** Investigate opportunities for Ramindjeri and Ngarrindjeri peoples to provide language cultural learning for staff and Elected Members. | February 2023 | Manager, People and Culture |
| **6. Demonstrate respect to Ramindjeri, Ngarrindjeri and other First Nations peoples by observing cultural protocols.** | **6.1** Increase staff understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols. | May 2022 | RAP Working Group |
| | **6.2** Ensure all Council meetings begin with Acknowledgement of Country. | May 2022 | Office of the CEO |
| | **6.3** Investigate preferred wording and use of Ngarrindjeri language in Acknowledgement of Country. | July 2022 | Working Group Chair |
| | **6.4** Ensure Council documents and promotional material contain Acknowledgement of Country. | May 2023 | Communications Officer |



| Action | Deliverables | Timelines | Responsibility |
|---|---|---|---|
| | **6.5** Investigate options to include Ramindjeri/Ngarrindjeri art, language or themes in Council email signatures and documents. | May 2023 | Communications Officer |
| | **6.6** Provide opportunities for Ramindjeri and Ngarrindjeri peoples to conduct a Welcome to Country at Council Events. | Ongoing | Festival and Events Officer |
| | **6.7** Investigate and design an Acknowledgement of Country in the Foyer of the Civic Centre and use of Ngarrindjeri flag. | December 2022 | Director, Corporate and Customer Service |
| **7. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.** | **7.1** Raise awareness and share information amongst our staff about the meaning of NAIDOC Week. | June 2022 | RAP Working Group Chair |
| | **7.2** Promote NAIDOC Week events among staff and the broader community. | 3-10 July 2022 | RAP Working Group Chair |
| | **7.3** Support local NAIDOC Week events in our community. | 3-10 July 2022 | Fleurieu Families Officer |



# OPPORTUNITIES

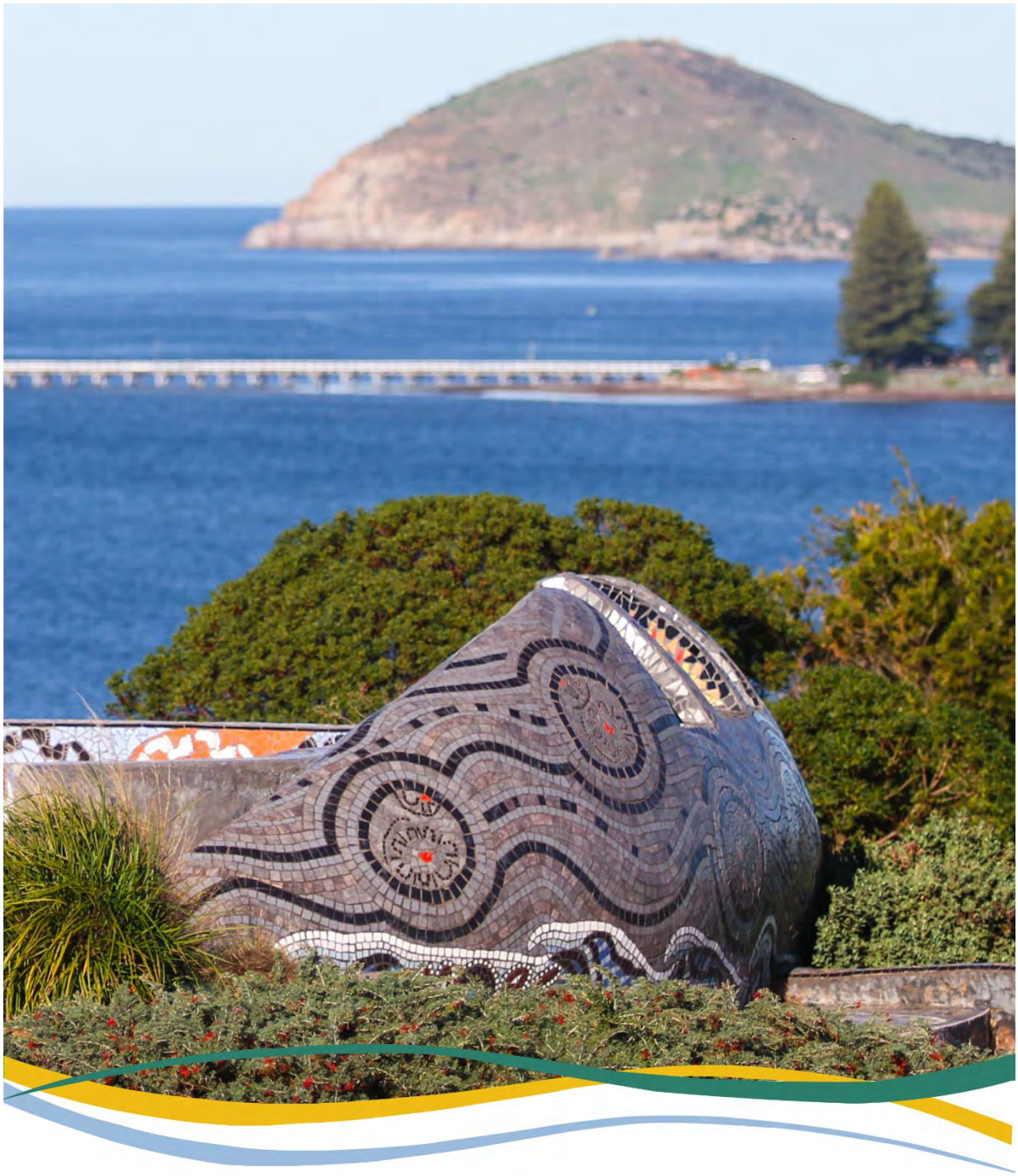
| Action | Deliverables | Timelines | Responsibility |
|---|---|---|---|
| **8. Investigate opportunities to improve Aboriginal and Torres Strait Islander employment outcomes within our workplace.** | **8.1** Develop a business case for Ramindjeri, Ngarrindjeri and other First Nations employment within our organisation. | March 2023 | Manager, People and Culture |
| | **8.2** Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities. | January 2023 | Manager, People and Culture |
| | **8.3** Investigate ways to encourage and support Ramindjeri, Ngarrindjeri or other First Nations peoples to become Elected Members of Council. | May 2023 | RAP Working Group Chair |
| | **8.4** Investigate Aboriginal Employment Register. | | Manager, People and Culture |
| **9. Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.** | **9.1** Develop a business case for procurement from Ramindjeri, Ngarrindjeri and other First Nation owned businesses. | February 2023 | Procurement Officer |
| | **9.2** Investigate Supply Nation membership and how this fits in current City of Victor Harbor Procurement Policy. | January 2023 | Manager, People and Culture |



# TRACKING AND PROGRESS REPORTING

| | Deliverables | Timelines | Responsibility |
|---|---|---|---|
| **10. Provide appropriate support for effective implementation of Reconciliation Action Plan commitments.** | **10.1** Define resource needs for Reconciliation Action Plan implementation. | May 2023 | RAP Working Group Chair |
| | **10.2** Engage senior leaders in the delivery of Reconciliation Action Plan commitments. | June 2022 | RAP Working Group Chair |
| | **10.3** Define appropriate systems and capability to track, measure and report on Plan commitments. | July 2022 | Director Corporate and Customer Service |
| | **10.4** Continue to encourage reconciliation agenda item on all team meetings to encourage and monitor uptake of Action Plan actions across Council. | May 2022 | Senior Management Team |
| **11. Build accountability and transparency through reporting Reconciliation Action Plan achievements, challenges and learnings both internally and externally.** | **11.1** Contact Reconciliation Australia to verify that our primary and secondary contact details are up to date, to ensure we do not miss out on important Reconciliation Action Plan correspondence. | June 2022 | RAP Working Group Chair |
| | **11.2** Contact Reconciliation Australia to request our unique link, to access the online Impact Measurement Questionnaire. | 1 August 2022 | RAP Working Group Chair |
| | **11.3** Complete and submit the annual Reconciliation Action Plan Impact Measurement Questionnaire to Reconciliation Australia and make available to all staff. | 30 September 2022 | RAP Working Group Chair |
| | **11.4** Ensure endorsed Reflect Reconciliation Action Plan is available to staff and community on our website and at Library. | July 2022 | Communications Officer |
| **12. Develop next Reconciliation Action Plan.** | **12.1** Register via Reconciliation Australia's website to develop next Reconciliation Action Plan. | February 2023 | RAP Working Group Chair |





city of
Victor Harbor

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**For more information, visit www.victor.sa.gov.au**

## 10.3 Major Event Application - 2023 Sid James Victor Harbor Triathlon

Committee Victor Harbor Council

Meeting Held 23/05/2022

From Mark Przibilla

File Reference CR2.38.043

## RECOMMENDATION

1. That Council receive and note the Major Event Application – 2023 Sid James Victor Harbor Triathlon report.

2. That Council approves the staging of the 2023 Sid James Victor Harbor Triathlon to be held on Saturday 11 March and Sunday 12 March 2023, and as outlined within the Council report with the approval subject to the following conditions:

    i. All signage, litter, marquees and other event related materials must be removed from nearby roadsides and any other area impacted by the event within twelve hours of the conclusion of the event; and
    ii. Any damage incurred to public property as a result of the event must be reported to Council as soon as possible; and
    iii. A post-event evaluation and report is to be submitted to Council in accordance with Section 10.2 of Council's Major Festivals and Events Policy. This is to be submitted within three months of the conclusion of the event; and
    iv. Regular liaison is maintained with Council's Festivals and Events Officer leading up to the event; and
    v. The organisers are to keep local residents and businesses informed of restrictions and access arrangements in the lead up to the event; and
    vi. The organiser be responsible for the advertising of any approved road closures in accordance with legislative requirements.

3. That Council hereby exercises its delegation, pursuant to Section G of the 'Instrument of general approval and delegation to Council' for the 'Use of traffic control devices, road closure and granting of exemptions for events' dated 22 August 2013 and Section 33 of the Road Traffic Act 1961 ('the Act') to:

    3.1 declare that the event described below as "the event", that is to take place on the roads described below as "the road", is a Road Event to which Section 33 of the Road Traffic Act 1961 applies; and
    3.2 make an Order directing that the road on which the event is to be held and any adjacent or adjoining roads specified below, be temporarily closed to traffic for the period as specified below:

"The Event": 2023 Sid James Victor Harbor Triathlon

Saturday 11 March 2023
"The Road" Flinders Parade from Coral Street to Esplanade from 1300 to 1730.
"The Road" Esplanade from Flinders Parade to Island Street from 1300 to 1730.
"The Road" Albert Place from Esplanade to Railway Terrace from 1300 to 1730.

Sunday 12 March 2023
"The Road" Flinders Parade from Coral Street to Esplanade from 0630 to 1330.
"The Road" Esplanade from Flinders Parade to Island Street from 0630 to 1330.
"The Road" Island Street from Esplanade to Victoria Street from 0630 to 1330.

3.3 Pursuant to Section 33(1)(b) of the Road Traffic Act 1961, make an order directing that persons taking part in the Event be exempted, in relation to the closure of the Road.

## INFORMATION

**Purpose**
The report seeks approval for the 2023 Sid James Victor Harbor Triathlon to occur within the City of Victor Harbor.

The 2023 Sid James Victor Harbor Triathlon is proposed to be relocated from the long-standing Encounter Lakes site to Warland Reserve. Under the proposal a suite of different road closures are sought for approval, enabling the event to occur safely.

Council's Festivals and Events Policy provides where a major event application is either new or has been deemed to have a significant impact to the community or public land the decision of approval lies with the Council. On all other occasions the Chief Executive Officer has delegated authority to approve major events occurring in the City. This application is being classified as a new major event under the policy due to the significant change to the location.

**Background**
The Victor Harbor Triathlon is a major event that has occurred in the Encounter Lakes and Encounter Bay area of Victor Harbor for last 28 years.

The event has traditionally been held on the second weekend in March and has involved a number of road closures on and around the Bartel Boulevard area.

During this time the event has grown and evolved, with a second triathlon event was introduced in 2011 and occurred through until 2015.

The success of the triathlon(s) over the years has been largely due to the efforts of passionate local resident Sid James who has championed the communities support for the event, gaining assistance and endorsement from residents in and around the event site for a long period of time.

Council staff have been consistently sponsored the event, over a number of years with funding to support road closures, reserve hire and event operations.

In recent years due to Sid's ailing health the management of the event has been transferred to Jason Delfos from Delfos Holistic Health and Fitness.

The organisers has been advised that the Red Shield land adjacent to Bartel Boulevard and previously used as the transition site (the area where athletes switch between the triathlon disciplines) will no longer be available for the event.

With the Red Shield site no longer available and the desire for the event to grow and expand the organisers have had to reconsider the primary site for the event.

**Commentary**

***The Proposal***

The report presents a proposal to relocate the event to Warland Reserve, utilising the reserve area, Esplanade carpark, surrounding roads and beach access to support the event. Road closures under the proposal are outlined below.

| **Road Closures** | | | | |
|---|---|---|---|---|
| The following road closures are proposed to occur on Saturday 11 March 2023. | | | | |
| **Road** | **From** | **To** | **From** | **To** |
| Flinders Parade | Coral Street | Esplanade | 13:00 | 17:30 |
| Esplanade | Flinders Parade | Island Street | 13:00 | 17:30 |
| Albert Place | Esplanade | Railway Terrace | 13:00 | 17:30 |

| The following road closures are proposed to occur on Sunday 12 March 2023. | | | | |
|---|---|---|---|---|
| **Road** | **From** | **To** | **From** | **To** |
| Flinders Parade | Eyre Terrace | Esplanade | 06:30 | 13:30 |
| Esplanade | Flinders Parade | Island Street | 06:30 | 13:30 |
| Albert Place | Esplanade | Railway Terrace | 06:30 | 13:30 |
| Island Street | Esplanade | Victoria Street | 06:30 | 13:30 |
| Approval for the closures of Victoria Street, George Main Road and Inman Valley Road will need to be granted by the South Australian Police as they are South Australian Government owned roads. | | | | |

A map showing the extent of road closures and the primary site for the event is provided at Attachment A.

The Council has been working closely with the event organiser over recent months to

understand the needs of the event and refine the proposal, striking a balance between delivering this major event versus the impact upon the community through the closure of roads.

Changes to the event location is considered a positive move for the event and the community, with fewer restrictions and a greater likelihood that more local businesses will benefit from the influx of visitors.

Encounter Lakes residents on Bartel Boulevard, Ketch Place and Central Drive have experienced limited access to their properties over a number of years due to the triathlon, while a number of surrounding urban streets have had restricted access to support the event.

The new event site and road closures are proposed to occur in a location that is commonly used for major events, with a road network that will allow access for residents to be maintained at all times.

The new site will provide the organisers with the ability to expand the event, while pitching for larger affiliate activities such as attracting the Iron Man Series and or having the event nationally accredited, thereby attracting an increased number of aspiring Olympic athletes.

***Resident Consultation***
To understand the views of residents affected by the proposal, the organisers have letterbox dropped newly impacted residents along Flinders Parade, Esplanade, Island Street and Victoria Street, which is provided at Attachment B.

The organiser has written to the Council confirming the extent of and outcomes from resident consultation. A copy of the correspondence is provided at Attachment C.

The proposed dates for the triathlon are scheduled to overlap with the Beachside Markets on Soldiers Memorial Reserve. Council staff have discussed this matter with the market organiser and provided a number of alternatives to accommodate the Beachside Markets. While not confirmed it is expected that the Beachside Markets will be re scheduled to the Monday of the long weekend. Council staff will continue to work with the market organiser to find a suitable solution.

## RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

**Reputation** – There is a risk that if the Council were not to support this proposal or an alternate location for the event that the event could be lost to Victor Harbor. A lost event would mean that the economic and social benefits of the triathlon would not be realised. It is likely that Council could receive negative commentary if it were not to support the event. This risk has been assessed as ***medium***.

## REFERENCES

**City of Victor Harbor Community Plan 2030**

Aspiration 1 - We are a caring, connected and active community

- Strategy – Support a vibrant community culture
- Priority – Facilitate and support high quality community events that align with the values of the Victor Harbor's place brand

**Other references used:**

City of Victor Harbor – Festivals and Events Policy

## BUDGET IMPLICATION

Excluding endorsed budgeted staff resources there are no budget implications directly related to the Council ratifying the recommendations presented in this report.

It is likely that the organiser may apply for funding support from the Council through the annual Festivals and Events Grant program. Any financial support for the event would be considered separately by the Council.

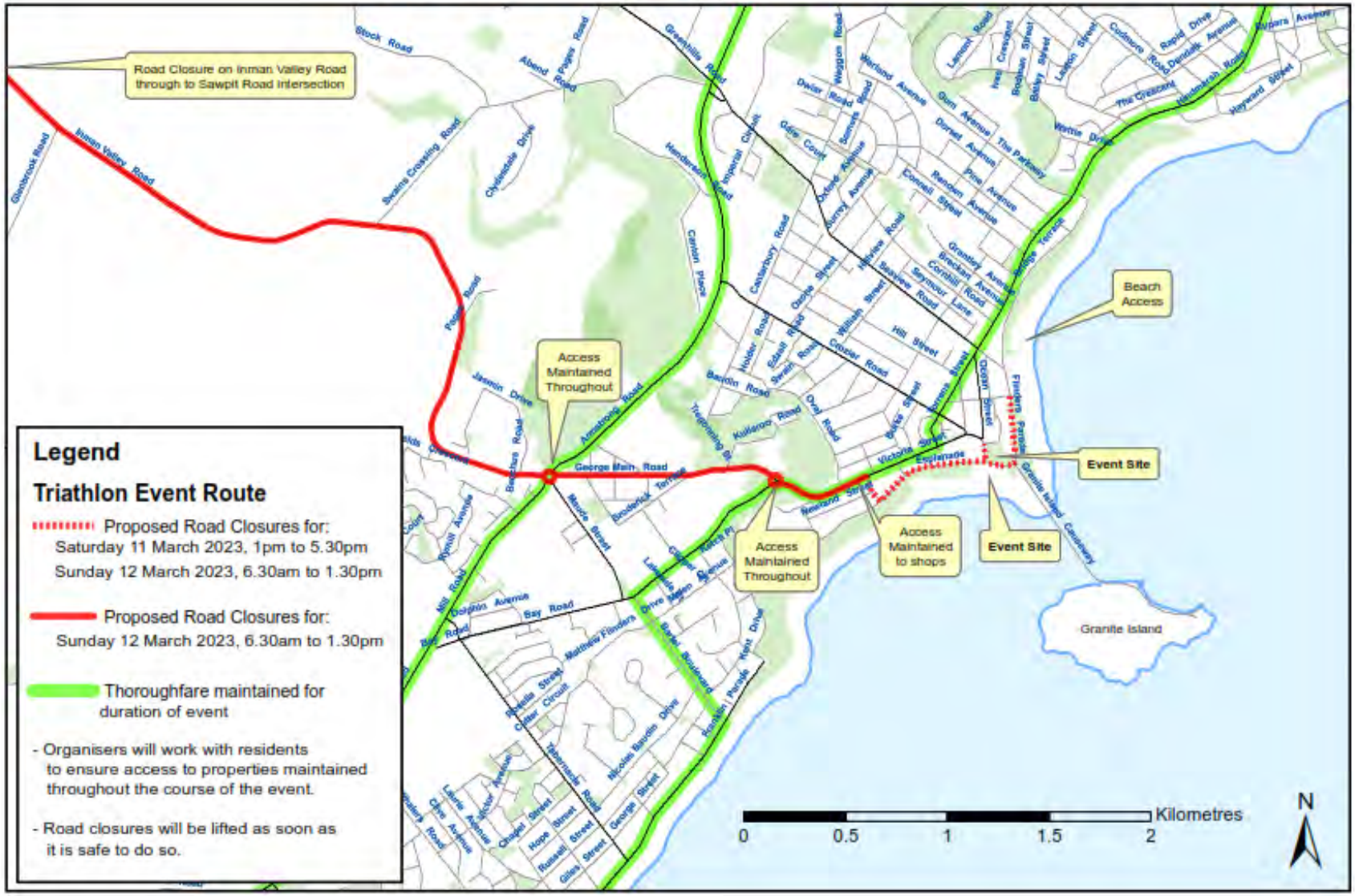
## CONSULTATION

Acting Chief Executive Officer – Graham Pathuis

Festivals and Events Officer - Susan Evans

# 2023 Sid James Victor Harbor Triathlon

Attachment A



Attachment B

Dear Resident,

My name is Jason Delfos, and I am the Race Director for the Sid James Victor Harbor Triathlon Festival from very well-known Victor Harbor resident, Sid James. The Victor Harbor Triathlon is proposed to be held again on the March long weekend (11th & 12th of March 2023) after 28 years at Encounter Lakes the event is proposed to be moved to Warland Reserve.

In true testament in what Sid had created with the event being the biggest Triathlon in South Australia, I look to continue to deliver the best race on the Triathlon calendar but also look to reduce the impact the event may cause on the local community.

So for the 2023 Sid James Victor Harbor Triathlon, I look to propose this.

- The event is proposed to move the event to the Warland Reserve from Encounter Lakes with events on both Saturday afternoon and Sunday morning to lunch. With this I propose a road closure of Flinders Parade and Esplanade from Coral Street to Inman Street. The road closure will take place on Saturday 11th March 2023 between 1pm and 5:30pm and Sunday 12th March 2023 between 6am and 1:30pm
- Traffic controllers will be on site to assist with any vehicle or pedestrian movements on immediate request. Please don't hesitate to approach them and ask for assistance if required.
- You will have access to your properties and are here to assist you during the event to ensure you still have access to your property. We will have Marshalls, Traffic Controllers and Event Staff here to assist. Prior to the Event I am available to discuss arrangements if required.

With this proposed change this will:

- Enhance Local traders' partnerships and activation with the event that will see over 2500 people across the weekend taking part and spectating. Increase the number of people staying in Victor and surrounding suburbs for the weekend providing economic support to the region.
- The roundabout at Bay Rd George Main Rd will allow traffic to enter the city and the roundabout at Armstrong Rd and George Main Rd will allow traffic to leave the city.
- We will provide a safe environment for kids 5 years old to 14 years old to have a go at completing a Triathlon with our Salvation Army Kids Triathlon.

In addition to this proposed change of location we will be hosting several partners at Warland Reserve as our Event Expo that can also offer opportunities to local businesses and traders to activate and showcase the products and services.

Please visit my website to see the 2023 proposed Traffic Management Plan for the Sid James Victor Harbor Triathlon Festival. https://www.victorharbortriathlon.com/2023

With this proposed change to the event, I am requesting any feedback from you as a resident in relation to this change to the event. I would like to offer you the opportunity to contact me by Saturday the 30th of April 2022, to raise any feedback relating to this.

Please email me at victorharbortriathlon@gmail.com

I look forward to continuing in Sid James Legacy and showcasing the beautiful environment at Victor Harbor.

Regards,

**Jason Delfos**
Race Director
***PH:** 0415 409 032 **EMAIL:** victorharbortriathlon@gmail.com*

**"THE BIGGEST & BEST MULTISPORT FESTIVAL IN SOUTH AUSTRLIA"**

Attachment C

**Mark Przibilla**

**From:** Jason Delfos [redacted]>
**Sent:** Monday, 2 May 2022 8:45 AM
**To:** Mark Przibilla; Susan Evans
**Subject:** Community consultation

Hi Mark and Susan

As requested Mark, on Friday the 15th of April a community consultation letter was sent to all residents and owners proposing the event relocation and road closures associated (you already have a sample letter).

The following residents and owners were given the letter:

Coral Street to Esplanade
Flinders Parade to Island Street
Island Street from Esplanade to Victoria Street
Victoria Street from Island Street to Bay Road

From this they were given a consultation period to communicate any feedback or concerns about the proposed road closures associated with the change of location.
I received NO feedback from this. My website did see more traffic especially to the specific landing page that was on the consultation letter.

I have had good feedback verbally when I introduced myself to the Causeway Kiosk and they all were very happy and excited with the event moving to this location

With the road closures I envisage the road closures to be from
Sat 11th (Esplanade only)- 12pm to 5:30pm
Sun 12th- 6am to 1pm but expect roads to open earlier like 2022 having them open as the last bike gets off the road. 11:30-12pm

Please if you require any further information regarding this to go to the next council meeting for approval please contact me .

Thanks again for your support and help!!!
Jason

## 10.4 2021/22 Victor Harbor Community Grants Program

Committee Victor Harbor Council

Meeting Held 23/05/2022

From Joanne Daniels

File Reference FM7.41.055

## RECOMMENDATION

1. That Council receive and note the 2021/22 Victor Harbor Community Grants Program report.

2. That Council endorse six applications for funding under the 2021/22 Victor Harbor Community Grants Program for a total amount of $3162:

    i. Returned and Services League of Australia (Victor Harbor Sub Branch) - $500 towards the cost of a printer and supplies to produce a quality guide to commemorative services and war memorials in Victor Harbor.
    ii. South Coast Choral and Arts Society - $183 for the cost of licensing music for use in local performances
    iii. Victor 50 Plus Club - $100 for the maintenance of equipment and costs associated with an open day to attract new members
    iv. Victor Harbor and District Senior Citizens Club Inc - $1000 towards the cost of rebuilding membership and brochures to promote seniors activities.
    v. Victor Harbor Lutheran Church - $1000 towards the cost of kitchen adaption and cooking classes for disadvantaged people
    vi. Victor Harbor Men's Shed - $379 for large capacity batteries and a battery recharging station.

## INFORMATION

**Purpose**
The purpose of this report is for Council to consider and endorse the applications received for funding under the 2021/22 Victor Harbor Community Grants Program.

**Background**
Council's Community Grants Program is funded to assist not for profit community groups and organisations in the planning, coordination and provision of community services to improve the quality of life, independence and well-being of people within Victor Harbor.

**Commentary**
The grants program was advertised through the local media, Council's website and broad email networks. Information is provided directly to groups that have, throughout the year, expressed an interest in applying for funding.

The 2021/22 program opened on 1 February 2022 with the closing date for applications being 1 April 2022. $5,000 is allocated in the 2021/22 budget for distribution as grants.

Eight applications were received requesting a total amount of $6,062:

| Applicant | Event | Grant Requested | Panel Advice |
|---|---|---|---|
| Cooinda Community Garden | Costs towards Building of an Entertaining Area Verandah | $2,000 | Application did not meet the Community Grants Guidelines |
| RSL – Victor Harbor Branch | Costs towards Printer and supplies for development of a guide to commemorative services and memorials in Victor Harbor | $500 | Recommended |
| South Coast Choral and Arts Society | Cost of Music for use in local performances | $183 | Recommended |
| Victor 50 Plus Club | Maintenance of Equipment and costs associated with an open day to attract new members | $100 | Recommended |
| Victor Harbor and Districts Senior Citizens Club | Cost of rebuilding membership and brochures to promote senior's activities | $1,000 | Recommended |
| Victor Harbor Golf Club | Running Warm Up Fitness Classes to play golf | $900 | Did not meet Community Grant Guidelines |
| Victor Harbor Lutheran Church | Costs towards kitchen adaptation and cooking classes for disadvantaged people | $1,000 | Recommended |
| Victor Harbor Men's Shed | Large capacity batteries and recharging station | $379 | Recommended |

Applications were assessed on 11 April 2022 by a panel consisting of Mayor Jenkins, Council's Elected Member nominees to the Fleurieu Region Community Services Advisory Committee and Helen Deguet as Acting Manager for Community Wellbeing.

Community Groups will be notified via email of the decision by Council. The groups will be required to submit a final certification statement when the funds have been expended.

## RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy.

**Legal and Compliance** – There is a risk that grant recipients do not use the funds for the approved purpose. This risk is reduced as applicants are required to sign a Declaration and Undertaking declaring that they have read and understood the guidelines, and the information they have supplied is to the best of their knowledge accurate and complete. The Declaration and Undertaking also includes conditions relating to the use of grant funds and reporting requirements. Applications are assessed against criteria stated in the guidelines for the program. This risk is assessed as ***low.***

## REFERENCES

**City of Victor Harbor Community Plan 2030**

Aspiration 1 – We are a caring, connected and active community.

- Strategy – Encourage initiatives that facilitate social interaction and connection with the community.
- Strategy – Improve the health and well-being of our community.

**Other references used:**

- 2021/22 Victor Harbor Community Grants Program Guidelines and Application Form

- 2021/22 Annual Business Plan - Provide a community grants program to assist community groups in the planning, coordination and provision of community services to improve the wellbeing of people within the Victor Harbor community

## BUDGET IMPLICATION

There are sufficient funds in Job Number # 38365 (Comm Assist Community Grant Expenses) for provision of the six grants at a cost of $3,162.

| | | |
|---|---|---|
| Current Budget | = | $5,000 |
| Less Expenditure to date | = | $ 104 |
| Less Report Expenditure | = | $3,162 |
| **Budget Remaining** | **=** | **$1,734** |

No additional funds are required.

## CONSULTATION

Victor Harbor Community Grants Panel

## 10.5 Southern and Hills Local Government Association Draft Regional Public Health Plan - Community Consultation

Committee Victor Harbor Council

Meeting Held 23/05/2022

From Leann Symonds

File Reference SM18.80.009

## RECOMMENDATION

1. That Council receive and note the Southern and Hills Local Government Association Draft Regional Public Health Plan – Community Consultation.

2. That Council endorse the Southern and Hills Local Government Association Draft Regional Public Health Plan 2022-27 to go to community consultation pending approval from the South Australian Minister for Health.

## INFORMATION

**Purpose**
The purpose of this report is to inform members of the progress towards the development of the Southern and Hills Local Government Association Regional Public Health Plan 2022-27 (the Plan) and to seek endorsement to go to community consultation, once the Plan has been endorsed by the South Australian Minister for Health.

**Background**
The *South Australian Public Health Act 2011* (the Act) requires that a council, or group of councils prepare and maintain a regional public health plan to protect public health of their communities, prevent illness, disease and injury, and promote conditions to support community wellbeing. The Southern and Hills Local Government Association's, first Regional Public Health Plan was adopted in May 2015 and this Plan has been prepared to meet the requirements of the Act (s51).

A draft of the Plan has been developed and is in the process of being endorsed for consultation by the Minister for Health, the Honorable Christopher Picton. Once endorsed consultation on the plan will occur simultaneously at each of the constituent councils.

**Commentary**
The Plan will align with the State Public Health Plan 2019-24 with each Council developing and reporting against the key priorities for their area. Key priorities are based on data that identified the key challenges in each area.

The 5 proposed goals for the plan are:

1. PROMOTE: Stronger communities and healthier environments
2. PROTECT: Communities are protected against public and environmental health risks
3. PROTECT: Communities are aware of responding to the health risks of climate change
4. PREVENT: Communities are empowered for healthy living
5. PROGRESS: Councils work together to improve social determinants of health affecting priority groups

Members were informed of the Plan at a Briefing session on 3 May 2022. A copy of the Plan is provided at Attachment A

Legislation requires the plan to be endorsed by the Minister prior to community endorsement for consultation. The Plan has been lodged with the Minister and endorsement is expected by 24 May 2022. A copy of the Regional Public Health Plan 2022-27 – Engagement Plan is provided at Attachment B.

## RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

**Legal and Compliance** The adoption and maintaining of a Public Health Plan, including community consultation is a legal requirement of the *South Australian Public Health 2011.* Endorsement of the plan to go to community consultant will fulfil the first of the requirements under the Act. This risk is assessed as ***low***

## REFERENCES

**City of Victor Harbor Community Plan 2030**

Aspiration 5 - We have services and infrastructure that meet our Community's needs.

- Strategy - Facilitate access to health, education and community services
- Priority - Monitor the health and well-being of the community to support service planning, development and advocacy.

**Other references used:**

- State Public Health Plan 2019-2024

## BUDGET IMPLICATION

Excluding endorsed budgeted staff resources there are no budget implications in endorsing the Southern and Hills LGA Draft Regional Public Health Plan 2022-27 to go to community consultation.

No additional funds are required.

## CONSULTATION

Council Members – Briefing Session (3 May 2022)

Acting Chief Executive Officer - Graham Pathuis

Southern and Hills Local Government Association – Graeme Martin (Executive Officer)

Community and Social Planning Officer Adelaide Hills Council – Josh Spier

Southern and Hills Local Government Association Regional Public Health Plan Working Group

Attachment A

Southern & Hills LGA

# Southern and Hills LGA
# DRAFT Regional Public Health Plan 2022-27



Adelaide Hills Council · Alexandrina · Kangaroo Island Council · Mount Barker District Council · City of Victor Harbor · District Council of Yankalilla

# Southern and Hills LGA
# Draft Regional Public Health Plan 2022–2027

Version 5: 14/04/22

Prepared by Adelaide Hills Council, in partnership with the Southern and Hills Local Government Association (S&HLGA) Regional Public Health Plan Working Group, on behalf of the six Constituent Councils of the Association:

- Adelaide Hills Council
- Alexandrina Council
- Kangaroo Island Council
- Mount Barker District Council
- District Council of Yankalilla
- City of Victor Harbor

**Lead consultant** Josh Spier, Community & Social Planning Officer, Adelaide Hills Council (AHC)

**Consultant team** Rebecca Shepherd, Manager Community Development, AHC
Josh Spier, Community & Social Planning Officer, AHC

**Prepared for** S&HLGA

**Project manager** Graeme Martin, Executive Officer, S&HLGA

**Project team** S&HLGA Regional Public Health Plan Working Group
Chair: Leann Symonds, Manager Community Wellbeing, City of Victor Harbor

**Document history**

| Version | Date | Prepared by | Details | Approved |
|---|---|---|---|---|
| 1 | 28/03/22 | Josh Spier | Draft for WG review | JS |
| 2 | 29/03/22 | Josh Spier | Draft with updates from the WG | JS |
| 3 | 7/04/22 | Josh Spier | Draft with updates from the WG | JS |
| 4 | 11/04/22 | Josh Spier | Draft with updates from RS and proofreader | JS |
| 5 | 14/04/22 | Josh Spier | Draft with final changes from the WG | GM |

# Acknowledgement of Country

The Southern & Hills Local Government Association acknowledges and respects Aboriginal peoples as the region's first people and recognises their traditional relationship with Country.

We acknowledge that the spiritual, social, cultural, and economic practices of Aboriginal peoples come from their traditional lands and waters and that their cultural and heritage beliefs, languages, and laws are still of importance today.



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# Acronyms

ABS - Australian Bureau of Statistics

GA – Greater Adelaide

IRSD - Index of Relative Socio-economic Disadvantage

LGA – local government area

LGILC - Local Government Information Linkages and Capacity Building Program

MMM - Modified Monash Model

RPHP – Regional Public Health Plan

RSA – Regional South Australia

S&HLGA – Southern & Hills Local Government Association

# Introduction

This Plan is the second Regional Public Health Plan (RPHP) for the Southern and Hills region and is a collaboration of the six constituent councils of the Southern and Hills Local Government Association (the S&HLGA):

- Adelaide Hills Council
- Alexandrina Council
- Kangaroo Island Council
- Mount Barker District Council
- District Council of Yankalilla
- City of Victor Harbor

This Plan is for the period 2022 to 2027 and builds on the first Regional Public Health Plan for the S&HLGA (2015-2020). It will provide the basis for the next Regional Public Health Plan (2028-2033).

This Plan responds to a fresh assessment of the population health and risks in our local communities and the region as a whole.

# About the Southern and Hills LGA

The Southern and Hills Local Government Association (S&HLGA) is a regional group of councils, first formed in July 1969 as a regional subsidiary under Section 43 and Schedule 2 of the Local Government Act 1999.

In order to improve the wellbeing of communities across the region, the S&HLGA undertakes a regional coordinating, representational, advocating and communications role on behalf of its six member councils.

The 2021 S&HLGA Strategic Plan sets out the long-term vision and direction of the Association and encapsulates the collective commitment of the member councils:

> *The councils of the Adelaide Hills, Fleurieu Peninsula and Kangaroo Island region under the umbrella of the Southern and Hills Local Government Association, co-operating with and supporting each other to improve the wellbeing on their communities.*

Action 4.4 of the S&HLGA's Business Plan 2021-2025 is to work with the member councils to implement and monitor the Regional Public Health Plan, as well as continuing to support the S&HLGA Regional Public Health Plan Working Group.

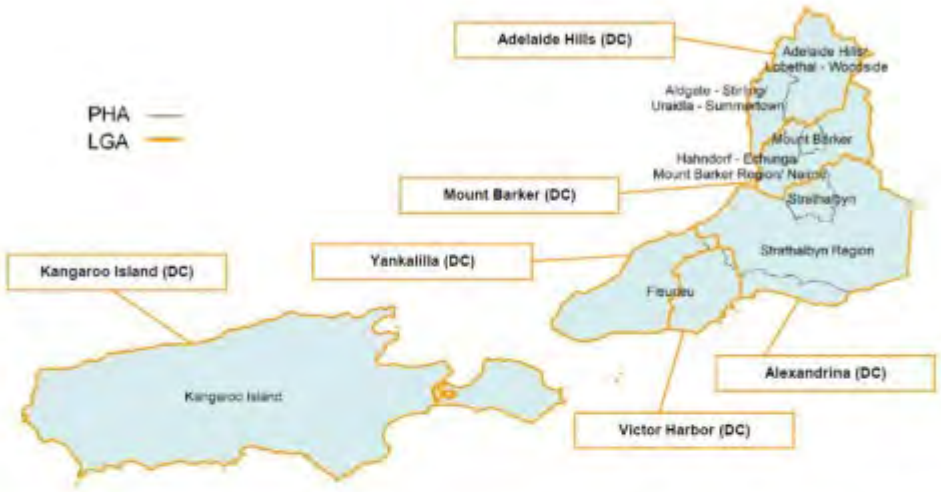


*Figure 1 – Map of the Southern & Hills LGA region and its constituent district council (DC) areas and Population Health Areas (PHAs)*[1]

[1] 'Population Health Areas' (PHAs) are geographical areas based on suburbs (in cities and larger towns) and localities (in regional and remote areas) as published by the Australian Bureau of Statistics as Statistical Areas Level 2 (SA2s). PHAs are comprised of either whole SA2s or multiple (aggregates of) SA2s. Source: Population Health Profile for the Southern & Hills LGA (September 2019), prepared by the Public Health Information Development Unit (PHIDU) for the LGA of SA

# Legislative requirements

The *South Australian Public Health Act 2011* (the Act) requires that a council, or group of councils (like the S&HLGA) prepare and maintain a 'regional public health plan' to protect the public health of their communities, prevent illness, disease and injury and promote conditions to support community wellbeing. The S&HLGA's first Regional Public Health Plan (adopted May 2015) was prepared to meet this requirement.

The Act (s51) requires that, once prepared, the RPHP must be reviewed at least once every 5 years. The S&HLGA's first Plan was due for review in mid-2020. However, owing to COVID-19, the due date for the reviewed RPHP was extended to 1 September 2022.

The Act (s51) also requires that the review of the previous RPHP must undertake a fresh assessment of population health and risks in the region, and consider any required changes to the RPHP arising from the second State Public Health Plan 2019-24. The development of this Plan was based on the review outcomes.



# Alignment with the State Government's strategic priorities

This Plan aligns with the South Australian State Public Health Plan 2019-2024 (the State Plan). The State Plan's vision is for *"a healthy, liveable and connected community for all South Australians"*. To achieve this vision, the State Plan calls for coordinated action across four priorities:




*Figure 2 - Priorities of the State Public Health Plan 2019-2024*[2]

This Plan also aligns with the first Wellbeing SA Strategic Plan 2020–2025. Wellbeing SA is an agency established in January 2020 to deliver a renewed focus and action on prevention in South Australia and a broad understanding of wellbeing. Wellbeing SA's Plan sets a vision for *"a balanced health and wellbeing system that supports improved physical, mental and social wellbeing for all South Australians"*. It identifies three priority focus areas that have been taken into consideration when developing this Plan:




*Figure 3 - Focus areas of the Wellbeing SA Strategic Plan 2020-2025*[3]

[2] Source: South Australian State Public Health Plan 2019-2024, p.26
[3] Source: Wellbeing SA Strategic Plan 2020–2025, p.11

# Alignment with the councils' strategic plans

All constituent councils are already contributing to public health and wellbeing outcomes across their core business. The key strategic plans of all councils (Table 1) include aspirational goals which are relevant to the health and wellbeing of their communities.

Each council's key strategic plan was reviewed and incorporated when developing actions for this Plan to ensure consistency. Aligning this Plan with councils' strategic plans ensures that actions towards achieving public health outcomes are appropriately programmed and resourced.

*Table 1 – Key strategic plans of the constituent councils of the S&HLGA*

| Constituent council | Key strategic plan | Aspirational guiding themes |
|---|---|---|
| Adelaide Hills Council | Strategic Plan 2020-24: A brighter future | • A functional built environment<br>• Community wellbeing<br>• A prosperous economy<br>• A valued natural environment<br>• A progressive organisation |
| Alexandrina Council | A2040: Our plan to thrive 2020-2024 | • Liveable Alexandrina<br>• Green Alexandrina<br>• Connected Alexandrina |
| Kangaroo Island Council | Strategic Plan 2020-2024 | • A built environment focused on essential and community services<br>• Community and individuals empowered to improve the quality of Island life<br>• Re-establish a strong and diverse economy<br>• Our environment is maintained, enhanced and protected<br>• Leadership to deliver positive social, financial and environmental outcomes |
| Mount Barker District Council | Community Plan 2020-2035 | • Community wellbeing<br>• Economic prosperity<br>• Ecological sustainability |
| District Council of Yankalilla | Strategic Plan 2030 Vision: Four Year Focus 2020-2024 | • Our Environment<br>• Our Community<br>• Our Economy<br>• Our Infrastructure<br>• Our Leadership |
| City of Victor Harbor | Community Plan 2030 | • We are a caring, connected and active community<br>• We have a culture of innovation, collaboration and creativity<br>• We manage growth and change responsibly<br>• We protect our environment<br>• We have services and infrastructure that meet our community's needs<br>• We are a financially sustainable and well-governed organisation |

# Our previous Plan

The first Regional Public Health Plan for the Southern & Hills LGA, Wellbeing in Our Community, was completed in May 2015 and formally endorsed in July 2015. Development of the first Plan involved a comprehensive audit of plans and documents, an analysis of health and demographic data, research on trends and health issues, consultations with local councils and other stakeholders, and consideration of past council and regional achievements. Key findings from this analysis informed the development of regional strategies and individual Action Plans for each council. *Wellbeing in Our Community* remains a valuable planning resource for understanding the following:

- The region's character
- The region's state of public health, including key issues, gaps and risks
- The achievements, commitments and partners of each constituent council.

This Plan builds on the key foundations and achievements of the previous Plan, including the following regional projects that involved collaboration between all constituent councils:

- The S&HLGA Regional Public Health Plan Working Group has been functioning successfully since the first RPHP was adopted. This region-wide Working Group has enabled representatives of all constituent councils to develop a coordinated and strategic approach to obtain funding, strengthen health partner relationships and achieve regional health-related projects.
- The 'Community Wellbeing Alliance Pilot Project' commenced in July 2019 and was completed December 2021. This project enabled the engagement of a part-time Project Officer to act as a dedicated resource for the region focused on public health planning. The Project Officer leveraged additional grants to deliver regional public health initiatives, and also coordinated these initiatives.
- The 'Regional champions for accessible destinations in the Southern and Hills LGA' project was funded through the Local Government Information Linkages and Capacity Building Program (LGILC). The project increased staff knowledge and skill in planning, design and construction of important public places using universal design principles. This project won a Planning Institute of Australia's 2021 Award for Planning Excellence.
- The 'Regional champions for accessible communications in the Southern and Hills LGA' project was also funded through the LGILC program. This project successfully built staff capacity in producing accessible information for people with disability.
- The 'Community Wellbeing Indicators for South Australian Local Government' project was funded through the Local Government Research and Development Scheme. This project developed South Australia's first set of Indicators of Community Wellbeing for Local Government to track issues that are important to our communities, for public health, strategic planning and service provision. This project received the 2021 Minister for Health and Wellbeing's Award for Excellence in Public Health in the Regional category.

# This Plan

This Plan acknowledges that supporting public health and community wellbeing is a key priority for all constituent councils, and that each council continues to address public health issues across their core service areas. However, the actions that each council take to address public health vary according to their local context, community priorities, and their organisational capacity and resourcing levels. For these reasons, this Plan does not detail all of the individual activities of each constituent council that support the health and wellbeing of their communities. Rather, it identifies the top actions that each council will focus on over the life of the Plan, as well as focus areas for regional initiatives to address common challenges that require collaboration between all councils and partners. The priorities and actions of this Plan have been co-designed with the input of relevant staff across the constituent councils.



# About public health

In South Australia, public health is guided by the Act and the State Plan. The Act states that "public health means the health of individuals in the context of the wider health of the community" (p.6). The State Plan defines public health as "what we do collectively as a society to create the conditions and environments that enable health and wellbeing" (p.8). Public health is about everyone working together to create these conditions and environments that people need every day to be healthy, including:




*Figure 4 – Examples of actions that support public health (Source: State Public Health Plan 2019-2024, p.8)*



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The health and wellbeing of individuals and communities are influenced by social, economic, political, cultural and environmental factors that shape the conditions in which we are born, grow, live and age. These factors are often referred to as the 'determinants of health' (as shown in Figure 5).

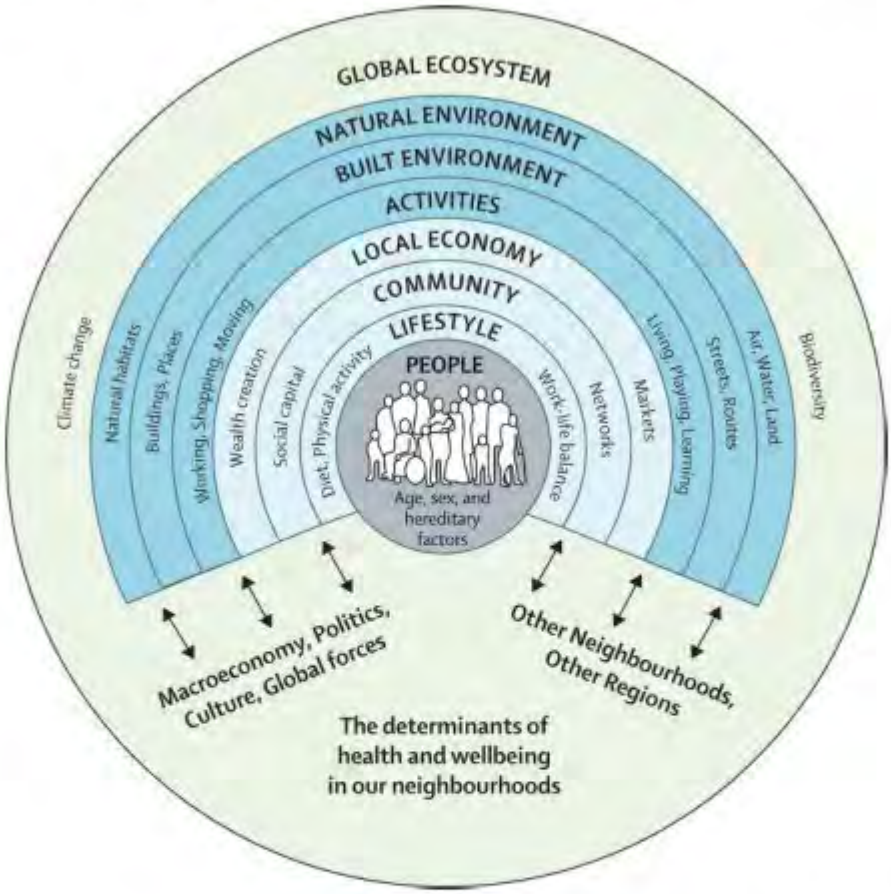


*Figure 5 - Determinants of health and wellbeing*[4]

Local councils are intimately involved in addressing many determinants of health and wellbeing, whether directly or indirectly, especially at the neighbourhood level. Many aspects of councils' operations influence and support individual and community wellbeing, including through land use and transport planning, environmental health services, open space services, and economic and community development activities.[5]

[4] Source: Barton, H. and Grant, M. (2006). A health map for the local human habitat. *The Journal for the Royal Society for the Promotion of Health*, 126 (6). pp. 252-253, developed from the model by Dahlgren G, Whitehead M. (1991)

[5] See pages 5-6 of the Indicators of Community Wellbeing for the S&HLGA Report (April 2022), prepared by Jeanette Pope for the S&HLGA.

# Priority populations

The State Plan recognises that in South Australia, there are significant disparities in health status for some population groups, in particular:

- Aboriginal and Torres Strait Islander people
- People living in rural and regional areas
- People experiencing socioeconomic disadvantage
- People from culturally and linguistically diverse backgrounds.

This Plan acknowledges that targeted collaborative action is needed to address the health gaps for these priority population groups, and for the additional priority population groups that all constituent councils are already supporting:

- Children and young people
- Older people
- People living with disability

Public health planning needs to address the preventive health needs of priority population groups and achieve equitable outcomes. Examples of how councils can take into account the priority population groups include:

- Provide or link people to free and low-cost services and programs through libraries and community centres
- Provide information about council services and facilities in accessible formats
- Ensure disadvantaged groups have an opportunity to contribute to Council decisions
- Provide opportunities for young people to connect through youth-friendly activities and spaces
- Provide or enable a range of sport and recreation facilities that enable everyone to take part
- Work with sports clubs and community groups to provide inclusive environments for all residents.[6]



[6] Source: Prevention and Population Health Branch (2020). Local Government Community Health and Wellbeing Toolkit. Wellbeing SA, Government of South Australia.

# The role of local government in public health

**Local councils play various roles in supporting public health and community wellbeing. These varied roles are outlined in Table 2.**

*Table 2 - Roles of local government in public health*[7]

| Role | Description |
|---|---|
| **Leader / Planner** | Development of strategies, policies, programs and services that respond to relevant trends and influences. |
| **Owner / Custodian** | Management of assets that are under the care and control of Council. This includes management of social, physical and green infrastructure assets. |
| **Regulator** | Undertaking responsibilities pursuant to relevant legislation (e.g. food and health premise compliance). |
| **Information Provider** | Provision of information to the general community and identified stakeholders. |
| **Advocate** | Advocacy to relevant bodies (e.g. making representations on behalf of the community to other tiers of government). |
| **Facilitator / Initiator** | Bringing together and/or engaging with individuals, community groups, industry, government agencies and other stakeholders to address issues impacting (or potentially impacting) on the city. |
| **Agent** | Managing the provision of a service on behalf of a third party, such as State or Commonwealth governments where there is a demonstrated need and benefit to the community. |
| **Direct Provider** | Delivery of a service, project or program in full by Council, with no resource or funding support from external parties. |
| **Part Funder / Partner** | Service or project in which Council works with another organisation to fund and/or deliver an outcome. |

**Given the myriad factors influencing health and wellbeing, multiple core services of councils influence health and wellbeing. All constituent councils want to help their communities to be healthy, safe, protected, inclusive, accessible, liveable and resilient. However, constituent councils vary in size and capacity to deliver public health activities.**

**Despite the varying capacities of constituent councils, each council continues to support health and wellbeing through their activities, and there are opportunities to consider different ways councils can contribute to health and wellbeing beyond the roles of direct provider of health services.**

[7] Source: Guide to Regional Public Health Planning (2019). Local Government Association of South Australia, p.20.

# Developing this Plan

The S&HLGA Regional Public Health Plan Working Group, comprising staff representatives of the six constituent councils and the Executive Officer of the S&HLGA, provided guidance and input into the development of this Plan. Development of this Plan was based on:

- A fresh assessment of the state of public health and wellbeing in the region and councils areas (summarised in the 'Snapshot of public health in our region' section of this Plan and detailed further in Appendix A)
- A review of the first S&HLGA RPHP (2015-2020) and subsequent progress reports and final evaluation report
- A review of key documents with a focus on the strategic plans of the constituent councils
- A series of strategic meetings held with the S&HLGA Regional Public Health Plan Working Group
- Planning workshops held with relevant staff at each constituent council
- Partner and community consultation on the Draft Plan
- Consultation with leadership groups and Elected Members at each council.



# Our region

The Southern and Hills Region consists of six council areas spanning from the Adelaide Hills through to Mount Barker, Alexandrina, Victor Harbor, Yankalilla and Kangaroo Island. Collectively these councils form a large and distinctive peri-urban and rural area adjoining the south and hills of the City of Adelaide in South Australia. The combined council areas cover an area of 8,656 square kilometres, with 652 kilometres of coastline and the River Murray and lakes forming the southeast boundary of the region.

There is extreme diversity within the region which includes the foothill suburbs of Adelaide and the remote areas of Kangaroo Island.

The region has significant natural beauty with unique and appealing rural and coastal settings and it incorporates diverse townships, beaches and places. Overall, the region is seen as a quality place to live and visit with a range of recreation and lifestyle opportunities.

Each local council area within the S&HLGA has a unique topography and population character, and this is reflected in the analysis of the region's 'state of public health' outlined later in this section.



# Rural and remote locations

The Modified Monash Model (MMM) categorises all Australian locations as a city, rural, remote or very remote in relation to their access to healthcare services.[8] It gives locations a category from MM 1 (city) to MM 7 (very remote) based on their population size and distance from capital cities. The Australian Government uses MMM to determine eligibility for a range of its health workforce programs, such as rural Bulk Billing Incentives, the Workforce Incentive Program and the Bonded Medical Program.

The most recent MMM classifications for the constituent council areas provide an indication of the mixture of remoteness across our region, in relation to their access to health services. As is shown in Table 3, Kangaroo Island is classified as the most remote area in the region (with an MM 7 category, which is given to areas on a populated island that is separated from the mainland and is more than 5km offshore).

*Table 3 – MMM 2019 classifications for the region[9]*

| Council area | MMM (2019) classifications, as at March 2022 |
|---|---|
| Adelaide Hills Council | MM 1: Metropolitan areas<br>MM 2: Regional centres<br>MM 5: Small rural towns |
| Alexandrina Council | MM 3: Large rural towns<br>MM 4: Medium rural towns<br>MM 5: Small rural towns |
| Kangaroo Island Council | MM 7: Very remote communities |
| Mount Barker District Council | MM 2: Regional centres<br>MM 3: Large rural towns<br>MM 5: Small rural towns |
| District Council of Yankalilla | MM 2: Regional centres<br>MM 5: Small rural towns |
| City of Victor Harbor | MM 3: Large rural towns<br>MM 5: Small rural towns |



[8] Australian Government Department of Health (2021). Modified Monash Model: https://www.health.gov.au/health-topics/rural-health-workforce/classifications/mmm

[9] Source: Australian Government Department of Health (2022). Health Workforce Locator: https://www.health.gov.au/resources/apps-and-tools/health-workforce-locator

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# Demographic snapshot of our region

Compared with Greater Metropolitan Adelaide, the Southern and Hills region has:

## Age profile




## Socioeconomic disadvantage




## Population profile




## Early life and childhood




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# Snapshot of public health in our region

The fresh assessment of public health data for the region revealed variations between the council areas for several public health indicators. There are also variations within as well as between council areas. However, the assessment found some common issues affecting all council areas, bringing into focus opportunities for collaborative action between the councils. Most notably, when compared with Greater Metropolitan Adelaide, the Southern and Hills region has:

## Personal health and wellbeing




## Community connectedness




A more detailed summary of the findings from the fresh assessment of the 'state of public health' in the region and individual council areas is available in Appendix A. The assessment of the latest population health data informed the development of the priority actions outlined later in this Plan.

# Emerging public health issues

Progress reports were submitted by constituent councils over the period for the previous RPHP (2015-2020). As part of this process, councils reported emerging public health issues. The following key emerging public health issues have been reported by constituent councils over the reporting period 2018 to 2020 (and over 2021), and presented challenges that are addressed in this second Plan:

- Increased **extreme climate events** such as heat waves and bushfire. Kangaroo Island Council, Adelaide Hills Council and Mount Barker District Council were all impacted by bushfires during 2019/20.
- Funding for and access to adequate **mental health services**. These existing challenges have been exacerbated by the impacts of bushfire on communities in three of the Councils in this region, and by the effects of the COVID-19 pandemic.
- Expenses associated with **transport** to Adelaide for health-related services which are not available in the region. The issue is being close enough to Adelaide not to have services provided in the region, but not close enough to be in the metro-ticket scheme for transport. For example, from City of Victor Harbor the ticket cost is $28 per adult. When people need regular transport (eg 5 days per week) to attend a health service this is very expensive.
- Challenges with implementing the **new State Planning and Design Code**, particularly ensuring that the policies introduced will reflect housing needs with respect to adaptability, energy efficiency and healthy built environments.
- **Compulsive hoarding and domestic squalor** becoming a bigger issue than indicated in the first RPHP.
- The impacts of SA Health's withdrawal from **disease prevention and health promotion** following the *Review of Non-Hospital Based Services* by Warren McCann in 2012 (the 'McCann Review')
- Increasing **homelessness and people at risk of homelessness**
- The impact of changes introduced by State and Commonwealth governments in how **aged care and disability services** are funded and delivered.
- The immediate and longer-term effects of **COVID-19** on local communities and economies across the region, including the impacts of public health measures (e.g. stay-at-home orders, border closures, and activity and service restrictions). COVID—19 responses were reported to be exacerbating pre-existing risks factors that lead to poorer health outcomes, such as: social isolation; job and incomes loss; harmful consumption of alcohol; reduced access to mental health services; reduced availability of family, domestic and sexual violence services (despite the increased demand); exacerbation of the underlying drivers of family, domestic and sexual violence; disruptions in young people's education or employment.[10]
- Councils also reported **additional emerging issues**, including: safety of staff in emergency departments due to a rise in violent drug and alcohol presentations; availability of emergency housing, poverty, transport disadvantage; lack of resourcing to implement the DAIPs and ensure mainstream services are accessible for all; lack of resourcing to renew ageing sport facilities and replace ageing infrastructure; decline in volunteerism.

[10] This list of concerns has been substantiated through the review of several reports, including: 'Re-engaging Volunteers and COVID-19' (February 2021), Volunteering Australia; 'Household Impacts of COVID-19 Survey' (June 2021), Australian Bureau of Statistics; 'Family, domestic and sexual violence service responses in the time of COVID-19' (December 2021), Australian Institute of Health and Welfare; 'Mental Health Impact of COVID-19' (December 2021), Australian Institute of Health and Welfare; 'COVID-19 and the impact on young people' (June 2021), Australian Institute of Health and Welfare

# Regional challenges for public health and wellbeing

The following regional public health issues and challenges were identified through assessing the latest available data and trends at the time of preparing this Plan (detailed in Appendix A):

- Mitigating and adapting to **climate change** and its impacts for present and future communities.
- High % of people with **mental health issues**, premature deaths from **suicides**, clients of mental health services, especially children and young people. Exacerbated by the impacts of bushfire on communities in three councils, and by the effects of the COVID-19 pandemic.
- Ongoing **impacts of COVID-19** on community and economic activities that support health and wellbeing
- Decline in **volunteering** since beginning of COVID-19, and reliance on volunteer base for essential roles that contribute to community health and wellbeing
- High **population growth** (except AHC) projected between 2016-2036, especially in Mount Barker, Alexandrina and Victor Harbor LGAs
- **Ageing population** with high numbers of Age Pension recipients, especially Victor Harbor, Alexandrina and Yankalilla LGAs
- High number of unpaid **carers** (before COVID-19). (While there are benefits from the care economy to local communities and economics, unpaid care can affect people's ability to fully participate in paid employment, and unpaid carers need ongoing support, recognition and respite.)
- High levels of **housing stress** (mortgage and rental), especially Mount Barker, Victor Harbor, Alexandrina and Yankalilla LGAs
- Fewer **social housing** dwellings available for rent
- Low numbers of **school leavers admitted to university**. (Participation in higher education increases opportunities for choice of occupation and for income and job security, and also equips people with the skills and ability to control many aspects of their lives – key factors that influence wellbeing throughout the life course.)
- Significant variation of **socioeconomic disadvantage** between the LGAs with similar indicators of socioeconomic disadvantage for the Victor Harbor, Yankalilla and Alexandrina LGAs. The least disadvantaged LGA is Adelaide Hills. The LGAs with greatest socioeconomic disadvantage seem to be experiencing the **poorest health outcomes**: Victor Harbor, Yankalilla and Alexandrina reported the poorest outcomes for early life and childhood and personal health and wellbeing domains. Unemployment, low income, housing stress and reliance on government support stand out as key factors influencing poor health and wellbeing outcomes in the most disadvantaged LGAs. (Socioeconomic factors drive health outcomes for communities.)
- High levels of **obesity** (childhood, males and females)
- 22.7% of children in their first year of school across the region in 2018 were considered to be '**developmentally vulnerable**'[11] - up from 18.3% in the region in 2015. Highest % in Yankilla (31%) and highest increase from 2015-2018 in Victor Harbor. (The early development assessment of children predicts later health, wellbeing and academic success).

The priorities and actions set out in the next section of this Plan were developed to respond to the issues and challenges outlined above.

[11] The Australian Early Development Census (AEDC) measures the development of children in their first year of full-time school. For this indicator, children who are considered to be 'developmentally vulnerable' are those with score in the lowest 10% on one or more domains of the 2018 AEDC.

# Our vision and shared goals

The previous Plan's vision for public health in the region was:

*Active, connected and resilient communities with a strong sense of wellbeing*

To maintain continuity with the first Plan, and better align with the State Plan, our vision has been updated as follows:

*Healthy, liveable, connected and resilient communities for all*

This vision provides an opportunity for the constituent councils to work together with their partners and communities towards improved health and wellbeing across the region and council areas.

Five shared regional Goals have been developed to guide each council's priority actions over the next planning period that will collectively contribute to achieving the priorities of the State Plan:

| Goal for this Plan, 2022-2027 | Alignment with State Plan 2019-24 priority |
|---|---|
| PROMOTE: Stronger communities and healthier environments | PROMOTE: Build stronger communities and healthier environments |
| PROTECT – Communities are protected against public and environmental health risks | PROTECT (part 1): Protect against public and environmental health risks |
| PREPARE – Communities are aware of and responding to the health risks of climate change | PROTECT (part 2): Respond to climate change |
| PREVENT – Communities are empowered for healthy living | PREVENT: Prevent chronic disease, communicable disease and injury |
| PROGRESS: Councils, communities and partners working together to achieve regional public health outcomes | PROGRESS: Strengthen the systems that support public health and wellbeing |

For this Plan, each constituent council will implement their own priority actions towards the five regional Goals. Under each regional Goal, each council has identified the top actions they will focus on over the life of this Plan. Each council's actions respond to the identification of key public health issues and gaps in their LGA, whilst ensuring strong alignment with their existing strategic directions and long-term financial plans related to public health.

In addition, 'focus areas for collaboration' have also been identified for each regional Goal. These focus areas respond to common public health issues affecting communities across all council areas of the region. These focus areas have been included to guide efforts to seek additional funding and support in order to achieve new regional initiatives that will require collaboration between and coordination of the constituent councils and partners.

Each council will also continue to deliver other public health activities not outlined in this Plan, but these priority actions and focus areas for collaboration have been identified as a focus in response to the challenges for public health for the region and council areas (as identified in the previous section).

# Goal 1 - PROMOTE: Stronger communities and healthier environments

*Why is this important?*

- The environments where we live, learn, work and play influence our physical, social and emotional health and wellbeing across the life course.
- Well-designed public spaces and developments make our communities more sustainable, safe, walkable, inclusive and accessible for all.
- Built environments protected from excessive noise, air pollution, environmental hazards and the risk of physical injury contribute to our quality of life.
- Healthy and safe communities support mental wellbeing and ageing well by encouraging connectedness, supporting others, volunteering and other forms of community participation.
- Creating healthier environments improves population health in an equitable way.
- Social networks enable communities to share resources and work together to meet their needs.

*Focus areas (FAs) for collaboration between councils in achieving this Goal:*

FA1. Champion the use of Universal Design[12] to improve the accessibility of public spaces and destinations across the region

FA2. Maximise community usage of green open spaces for activities that support health and wellbeing

FA3. Share information, resources and learnings to reinvigorate volunteering and community activities post COVID-19.

[12] Universal Design involves creating facilities, built environments, products and services that can be used by people of all abilities, to the greatest extent possible, without adaptations.

*Our top actions for Goal 1*

| Council | Top actions |
|---|---|
| Adelaide Hills Council | 1.1. Facilitate and promote opportunities for social connection, volunteering and community participation to foster mental health and wellbeing<br>1.2. Encourage and support residential developments to incorporate 'livable housing' design elements[13]<br>1.3. Engage with our community and priority groups when designing new open spaces and built environments, ensuring access and health benefits for all<br>1.4. Support children's early development through our community programs and services, particularly in the areas of emotional maturity and social competence |
| Alexandrina Council | 1.5. Develop Village Innovation Plans[14] for all main settlements and rural areas with clear actions that contribute to healthy environments<br>1.6. Design, locate, construct and activate community infrastructure and open space to ensure safe, inclusive and convenient access for communities and individuals<br>1.7. Advocate for the diverse housing needs of our communities<br>1.8. Advocate for an improved transport system that connects communities to Adelaide and across our region |
| Kangaroo Island Council | 1.9. Enhance the quality and accessibility of the built environment, including sporting facilities, parks, gardens, playgrounds, pools, trails and streetscapes<br>1.10. Promote community awareness of disability through implementing our Disability Access and Inclusion Plan<br>1.11. Support the development of our children and young people's social competence and emotional maturity<br>1.12. Support events, programs, initiatives and volunteering opportunities that enable social connection, access and inclusion and promote the health and wellbeing of all residents |
| Mount Barker District Council | 1.13. Seek funding and work with partners to deliver mental health support for community in response to factors including COVID-19, societal stressors and climate related emergencies<br>1.14. Lobby for the SA Homelessness Alliance to have a presence in Mount Barker<br>1.15. Seek the input of people with disability and support people / services in the design of new buildings and open spaces<br>1.16. Develop and implement a Child and Youth Action Plan that specifies action to contribute to better outcomes for children in the physical health and wellbeing domain |
| District Council of Yankalilla | 1.17. Engage in advocacy and land use planning to facilitate greater health services for our ageing community, to attract investment in aged care beds and retirement living options for the district<br>1.18. Investigate opportunities to stimulate volunteering by a growing population of retired professionals<br>1.19. Engage with state and federal government stimulus programs targeting small to medium businesses or Council infrastructure projects that stimulate industries affected by COVID-19<br>1.20. Implement actions under the 'Accessible Communities' theme of our Disability Access and Inclusion Plan |
| City of Victor Harbor | 1.21. Coordinate events, programs, initiatives and volunteering opportunities that facilitate social connection, access and inclusion and improve health and wellbeing for our ageing population<br>1.22. Implement the Disability Access and Inclusion Plan<br>1.23. Pursue the establishment of a Regional Study Hub that services the southern Fleurieu Peninsula<br>1.24. In collaboration with Business Victor Harbor, finalise and implement the City of Victor Harbor Economic Development Strategy |

[13] Livable Housing Australia have produced Livable Housing Design Guidelines that recommend 15 livable design elements which, if implemented, will ensure new dwellings accommodate ageing in place and meet the needs of residents with disability, injury and young children.

[14] As outlined in the A2040 Four Year Delivery Plan 2020-24, Alexandrina Council is committed to developing 'Village Innovation Plans' (VIPs) for each of Alexandrina's 11 townships by 2024. VIPs will help shape the future of each town for the next 20 years.

# Goal 2 – PROTECT: Communities are protected against public and environmental health risks

*Why is this important?*

- We have healthy and safe communities due to the often unseen, but essential, foundational public health services that protect us every day.
- Healthy living environments contribute to public health outcomes such as food safety and water quality and the safe, effective disposal of waste.
- State and local government work together to maintain the infrastructure and system that protect the community against public and environmental health risks
- Human health is improved through identifying and addressing the links with animal health and environmental health
- The increasing frequency and severity of extreme weather events, such as floods, droughts, bushfires, storms and periods of extreme heat, threaten the physical and mental health and wellbeing of our communities, especially priority populations.

*The focus area (FA) for collaboration between councils in achieving this Goal:*

FA4. Strengthen community resilience to respond to public health emergencies and disasters, including projects that provide accessible information and build preparedness and resilience of vulnerable population groups.

*Our top actions for Goal 2*

| Council | Top actions |
|---|---|
| Adelaide Hills Council | 2.1. Protect the community from public health risks through the management of immunisation programs<br>2.2. Undertake regulatory action including food safety inspections, wastewater system compliance and nuisance assessment<br>2.3. Support and partner with the emergency services and the community before, during and after emergency events<br>2.4. Mitigate bushfire risks by partnering with relevant agencies and the community to encourage shared responsibility and a whole-of-landscape approach to vegetation management |
| Alexandrina Council | 2.5. Contribute to the development of a long-term approach to waste management on the Fleurieu Peninsula<br>2.6. Determine Council's ongoing role in educating communities about health and wellbeing risks and protective measures associated with major events (eg COVID-19)<br>2.7. Investigate and advocate for services and support for people experiencing hoarding and squalor disorder |
| Kangaroo Island Council | 2.8. Monitor and respond to environmental and public health risks, such as air, noise and water pollution and pest outbreaks<br>2.9. Support community and emergency services and collaborate to build preparedness and resilience<br>2.10. Implement processes, procedures and technology to help mitigate fire risk to Kangaroo Island townships<br>2.11. Develop and implement the response plan for severe weather events |
| Mount Barker District Council | 2.12. Provide advice, support, and education resources, that help protect communities against public health and environmental risks as well as responding to those risks when they arise<br>2.13. Provide a wastewater treatment service that delivers multiple public health and environmental outcomes<br>2.14. Work with other levels of government to review and define Council's role in protecting our priority groups from health and wellbeing risks associated with COVID-19 and other transmittable diseases<br>2.15. Partner with organisations to help our communities (particularly our priority groups) to plan for climate related emergencies |
| District Council of Yankalilla | 2.16. Deliver strong environmental health services, including food safety, effective wastewater management and community education about public health risks<br>2.17. Participate in zone emergency management planning and committees, take opportunities to support or advocate for local emergency services organisations<br>2.18. Respond to opportunities to improve local adverse events management identified for the local government sector |
| City of Victor Harbor | 2.19. Implement regional bush fire management plan, local and zone emergency management plans<br>2.20. Implement recommendations from the Coastal Adaptation Strategy<br>2.21. Respond to the COVID-19 emergency and recovery phase<br>2.22. Regulate food safety, waste water systems, water quality, sanitation, swimming pools/spas, vermin control |

# Goal 3 – PREPARE: Communities aware of and responding to the health risks of climate change

*Why is this important?*

- Climate change is impacting health in many ways, including from increasingly frequent extreme weather events, the disruption of food systems, increases in zoonoses and food-, water- and vector-borne diseases, and mental health issues.[15]
- Climate change is also undermining key determinants of health, such as livelihoods, cost of living, equality and access to health care and social support.
- Our region's emissions must be reduced to mitigate the impacts on community health and wellbeing, property and infrastructure, and energy/insurance prices.
- Insurance premiums are rising in areas prone to extreme weather events and in some areas, insurance is now unavailable. It has been reported around 10% of home owners and 40% of renters are under-insured, and that our region faces fast expansion of insurance "red zones" (uninsurable housing), with uninsurable addresses predicted to rise 10-fold by 2100.[16]
- These climate-related health risks are disproportionately impacting the most disadvantaged, including women, children, poorer communities, older populations, and those with underlying health conditions.
- With disadvantaged and vulnerable groups likely to be hit the hardest, it is essential that communities are supported to adapt to the changing conditions.

*Focus areas (FAs) for collaboration between councils in achieving this Goal:*

FA5. Strengthen the climate resilience of our communities through regional partnerships such as Resilient Hills & Coasts[17]

FA6. Promote community understanding of and adaptation to the public health risks associated with climate change

FA7. Explore the need for a tool to assist councils' decision-makers to consider the current and future public health risks of climate change when undertaking climate risk governance assessments.

[15] Climate change and health (2021). World Health Organization. https://www.who.int/news-room/fact-sheets/detail/climate-change-and-health

[16] Indicators of Community Wellbeing for the S&HLGA (2021), prepared by Jeanette Pope for the S&HLGA

[17] Resilient Hills & Coasts (RH&C) is a Regional Climate Partnership between the member councils of the S&HLGA, Landscape Boards, Regional Development Australia and the SA Government, working to strengthen the resilience of our communities, economies and natural and built environments to a changing climate. Find out more.

*Our top actions for Goal 3*

| Council | Top actions |
|---|---|
| Adelaide Hills Council | 3.1. Assist our community to reduce the impact of waste to landfill on the environment<br>3.2. Partner with relevant agencies (such as the Australian Red Cross) in building community-led resilience to climate change and extreme weather events<br>3.3. Continue to be a partner of the Resilient Hills & Coasts regional climate change adaptation group<br>3.4. Promote and support community planning conversations about climate change and its impacts on health, especially with young people, including action to address the mental health impacts of climate change |
| Alexandrina Council | 3.5. Partner with community groups and the Murray Darling Association to ensure a sustainable future for the Murray-Darling Basin system, including a focus on advocating for a climate adaptation plan for the Coorong, Lower Lakes and Murray Mouth region<br>3.6. Develop a comprehensive community education and behaviour change program to advance climate change adaption and resilience<br>3.7. Support the Resilient Hills & Coasts partnership and seek funding for our community to build resilience to climate change challenges<br>3.8. Ensure Village Innovation Plans (VIPs) include urban greening and tree canopy enhancements |
| Kangaroo Island Council | 3.9. Obtain funding for a plan to respond to environment change and liaise with other stakeholders for a whole of island response<br>3.10. Seek funding to analyse and develop a KIC implementation plan to reduce the KIC carbon footprint to carbon neutrality<br>3.11. Advocate for sustainable initiatives and businesses<br>3.12. Encourage sustainable renewable energy options and tree planting programs |
| Mount Barker District Council | 3.13. Pursue a longer-term agreement and funding support for the Resilient Hills & Coast Climate Adaptation partnership.<br>3.14. Engage and involve the community in the understanding, appreciation and protection of local natural areas<br>3.15. Help empower Aboriginal leadership, knowledge and participation in bushfire recovery, cultural burning and land management<br>3.16. Manage open space to prevent biodiversity loss and replenish nature that protects and enhances health and wellbeing benefits |
| District Council of Yankalilla | 3.17. Support State Government and regional environment partnerships such as the Hills and Fleurieu Landscape Board, SA Coastal Council Alliance[i] and the Resilient Hills & Coasts partnership<br>3.18. Promote improvements to open space and publicise our existing tree planting program to increase township shade, cooling and amenity<br>3.19. Encourage sustainable development such as changes to land use policies and pre lodgement services to encourage water, waste and energy wise urban form and dwelling design<br>3.20. Continue membership of the Fleurieu Regional Waste Authority (FRWA) which manages waste and recycling operations including kerbside collections and the Yankalilla Waste and Recycling Depot |
| City of Victor Harbor | 3.21. Increase awareness in the community of the impacts of climate change.<br>3.22. Implement annual priorities for achieving our Climate Agenda 2030[ii]<br>3.23. Participate in partnerships such as Resilient Hills & Coasts and support local environmental volunteer groups such as Victor Harbor Coastcare, Trees for Life and Friends of Hindmarsh River Estuary.<br>3.24. Implement the actions, and consider the short- and long-term opportunities from the Resilient Hills & Coasts – Regional Action Plan 2020-2025 |

# Goal 4 – PREVENT: Communities empowered for healthy living

*Why is this important?*

- Preventable chronic and communicable diseases threaten our health, mental wellbeing and the productivity and vitality of our communities.
- Most illness and deaths in Australia are caused by chronic conditions, placing a high burden on individuals, their families and the health system.
- 80% of all heart disease, stroke and type 2 diabetes and 40% of cancers could be prevented if known risk factors were eliminated
- Known risk factors for preventable disease are poor diet, physical inactivity, insufficient sleep, tobacco smoking and alcohol misuse
- Chronic diseases share common risk factors; reducing these has a range of benefits for population health and wellbeing
- Chronic disease impacts our mental health and wellbeing, and people with mental illness are at a higher risk of developing a chronic disease.

*Focus areas (FAs) for collaboration between councils in achieving this Goal:*

FA8. Encourage increased active travel and recreation (including walking, running, cycling)

FA9. Investigate a regional approach to walking, running and cycling trails planning, focused on the long-term planning of accessible trails that connect our council areas and significant places of interest across our region

FA10. Identify opportunities to support children and young people develop preventive health behaviours, such as healthy eating and exercising.

*Our top actions for Goal 4*

| Council | Top actions |
|---|---|
| Adelaide Hills Council | 4.1. Develop a new mapping feature on our website that promotes and increases community usage of our parks, reserves and playgrounds for preventive mental health benefits<br>4.2. Partner with our sporting clubs and relevant programs, such as Good Sports[iii], to build healthy club environments that encourage healthy behaviours<br>4.3. Facilitate opportunities for people to exercise with others through events like Discover, Play, Bikeway![iv] and offering a variety of exercise classes at our community centres<br>4.4. Provide programs and classes that empower our communities to eat healthy, and grow and share their own fruit and vegetables |
| Alexandrina Council | 4.5. Enhance engagement with arts and culture by facilitating diverse opportunities and experiences across our region<br>4.6. Develop partnerships, strategies and initiatives to improve early childhood development<br>4.7. Enable community-led initiatives that enhance health, wellbeing, learning, connection and inclusion<br>4.8. Develop information, recognition and opportunities for increased volunteering |
| Kangaroo Island Council | 4.9. Enhance built environments to support active lifestyles, such as sporting facilities, parks, gardens, playgrounds, pools, trails<br>4.10. Collaborate with relevant initiatives (such as Good Sports) and sports clubs to prevent and reduce harms from alcohol and other drugs<br>4.11. Seek opportunities to expand community gardens to all townships to promote healthy eating, being outside and social connection<br>4.12. Develop partnerships to support the design and delivery of preventive mental health and wellbeing initiatives |
| Mount Barker District Council | 4.13. Work with the Local Drug Action Team partners to help prevent drug and alcohol-related harm, with a focus on families and young people aged 12-25<br>4.14. Position Council planning and resources to help guard against and prepare for future pandemics<br>4.15. Collaborate with others, and incorporate policies and practices into Council business to help support a resilient and sustainable local and regional food system that contributes to positive health and environmental outcomes<br>4.16. Play an active role in public health promotion, which includes: healthy eating and disease prevention |
| District Council of Yankalilla | 4.17. Encourage sporting clubs to utilise the Good Sports program's tools and resources to build a policy around alcohol management, smoking regulations, mental health, illegal drugs, and safe transport<br>4.18. Leverage the network of existing trails and consider linking townships by trails to encourage additional walking experiences that take in the different communities of the district<br>4.19. Facilitate the creation of adventure sports clubs relevant to the our natural assets and topography (hills, coast and beaches)<br>4.20. Support sporting clubs to improve privately owned facilities for the benefit of community users, including regular review of open space assets and improvement of some open spaces within towns |
| City of Victor Harbor | 4.21. Develop contract agreements with the Office for Sport and Recreation for continuation of the Starclub Officer[v]<br>4.22. Provide services, information and activities for families and children through the Fleurieu Families Program<br>4.23. Promote and enhance access and use of open spaces, beaches and the environment for the benefit of wellbeing and health<br>4.24. Support partnerships with local organisations to provide early intervention services and safe places for young people |

# Goal 5 – PROGRESS: Councils, communities and partners working together to achieve regional public health outcomes

*Why is this important?*

- Strengthening collaborative efforts across the health system and across government, non-government, business and community will result in a planned and consistent approach to addressing public health issues.
- Partnerships are essential to achieving improved health and wellbeing across the region.
- It is essential that regional public health planning, policies and responses are evidence-based and informed by quality data.
- The key enablers for achieving this Plan are partnerships and collaboration between all constituent councils and partners, coordination, evaluation and research, reporting and communications, networking and sharing information and learnings.
- Internal collaboration and coordination within each council is needed to pull in the same direction.

*Focus areas (FAs) for collaboration between councils in achieving this Goal:*

FA11. Continue to collaborate on the region-wide S&HLGA Regional Public Health Plan Working Group, including the development of regional sub working groups, where practical, to further collaborate, seek funding or advocate for equitable health outcomes for the most disadvantaged priority groups across our region

FA12. Identify and seek funding opportunities for a regional coordinator role

FA13. Update, reissue and consider the Indicators of Community Wellbeing Report for the Southern and Hills LGA with new data as they become available (including data from the 2021 Census)

FA14. Explore the development of 'access to services and infrastructure' indicators, including research to determine what access means in regional settings and what the best measures are.

*Our top actions for Goal 5*

Each constituent council will pursue opportunities to:

A. Invest in new and existing partnerships with community, business, government and other stakeholders to further our regional vision for "healthy, liveable, connected and resilient communities for all"

B. Develop stronger partnerships with community recreation and sporting groups to deliver wellbeing benefits from local assets

C. Collaborate and partner with services and relevant community groups to deliver evidence-based initiatives that promote mental health and wellbeing.

# Reporting on the plan

As required by the Act (s52), the constituent councils of the S&HLGA will collectively prepare a biennial report for the Chief Public Health Officer. The biennial reports will assess the extent to which, during the reporting period, the councils have individually and collectively succeeded in implementing this Plan.
Each biennial report will relate to a reporting period of 2 years ending on 30 June in the reporting year. In a reporting year, we will provide our biennial report to the Chief Public Health Officer on or before 30 September. The applicable reporting periods for this Plan are as follows:

| Reporting period | Biennial report due |
|---|---|
| From 1 July 2022 to 30 June 2024 | On or before 30 September 2024 |
| From 1 July 2024 to 30 June 2026 | On or before 30 September 2026 |
| From 1 July 2026 to 30 June 2028 | On or before 30 September 2028 |

Constituent councils will provide a copy of the biennial progress reports to their respective elected bodies, key partners and communities.

There is currently no prescribed RPHP reporting format. Our intended reporting format will include:

- Status update of each action (Completed/In Progress/Not started)
- Each council to highlight key achievements under each Goal
- For each Goal, updates on activity and outcomes achieved in relation to the nominated focus areas for collaboration between councils and partners
- Description of any challenges impacting the implementation of specific actions

Identification of emerging public health issues that may not have been considered in this Plan, but which may require addressing within the scope of public health action.

# Appendix A: The state of public health in the region

Unless otherwise noted, the key findings summarised below were derived from the review of the following sources:

- Population Health Profile for the Southern & Hills LGA (September 2019), prepared by the Public Health Information Development Unit (PHIDU) for the LGA of SA (including the updated data sets for selected indicators released April 2021)
- *Indicators of Community Wellbeing for the S&HLGA Report* (April 2022), prepared by Jeanette Pope for the S&HLGA
- *Wellbeing in our Community: Regional Public Health Plan for the Southern & Hills LGA* (Background Report and Directions Report), 2015
- *Consolidated Progress Report* on the implementation of the S&HLGA's first RPHP (for the period 2014 to 2020), compiled by Penny Worland for the S&HLGA.

## Our region's demographics

Compared with Greater Adelaide (GA) and/or Regional SA (RSA), our region has:

- fewer children aged 0 to 4 years and people aged 20 to 39 years (compared with GA)
- more people at the older ages (than in GA), with the exception of females aged 80 years and over
- higher projected population growth from 2016 to 2036 (22%, compared with 18% for GA and 9% for RSA)[18], with highest projected growth for Mount Barker LGA (38%)
- a higher median age (51 years, compared with 39 years for GA and 45 years for RSA), with highest median ages for Victor Harbor LGA (59 years) and Yankalilla LGA (55 years) and lowest median ages for Mount Barker LGA (39 years) and Adelaide Hills LGA (44 years)[19]
- a bigger increase of median age from 2011 to 2016 (+4 years, compared with 0 change for GA and +3 years for RSA), with highest change for Alexandrina LGA (+4 years), and Kangaroo Island and Yankalilla LGAs (both +3)
- a higher number of people aged 65+ per 100 people aged 15-64 (41, compared with 28 for GA and 40 for RSA), with highest # for Victor Harbor LGA (88 per 100) and lowest for Mount Barker LGA (25 per 100)
- a lower % of Aboriginal and Torres Strait Islander people (1%, compared with 2% for GA and 5% for RSA), with highest % for Alexandrina and Kangaroo Island LGAs (both 2%)
- an Aboriginal population that has markedly more children and young adults and substantially fewer at older ages (than the region's non-Indigenous population)

[18] Local Area Population Projections for South Australia, 2016 to 2036 (2020), Government of South Australia, Department of Planning, Transport and Infrastructure. Accessed: https://plan.sa.gov.au/state_snapshot/population
[19] ABS, Regional population by age and sex, 2020. Accessed: https://www.abs.gov.au/statistics/people/population/regional-population-age-and-sex/2020

- a lower % of people born in non-English speaking countries (5%, compared with 17% for GA and 5% for RSA), with the highest % for Adelaide Hills LGA (6%)
- a lower % of people needing assistance with core activities due to a long-term health condition, a disability or old age (5%, compared with 6% for GA and RSA).
- a higher % of people providing unpaid care to others (13%, compared with 12% for GA and RSA)
- a similar % of people with disability living in the community. Highest % in Victor Harbor LGA (7%)

# State of public health and wellbeing in our region

### *Socioeconomic disadvantage*

Compared with Greater Adelaide (GA) and/or Regional SA (RSA), our region has:

- a slightly lower Index of Relative Socio-economic Disadvantage (IRSD) score (1024, compared to 989 for GA and 945 for RSA), with the highest scores (indicating a relative lack of disadvantage) for the Adelaide Hills (1080) and Mount Barker (1033), and the lowest scores (indicating relatively greater disadvantage) for Victor Harbor (958) and Kangaroo Island (970)
- a slightly lower % of people receiving unemployment benefits (10%, compared with 11% for GA and 13% for RSA), with the highest % in Victor Harbor (16%) and Yankalilla (14%)
- a lower % of school leavers admitted to university than for GA (29% compared with 38%), but higher % than for RSA (18%), with the lowest % in Kangaroo Island (8%) and Yankalilla (20%)
- a higher % of young people learning or earning than RSA (87% compared with 80), and the same % compared with GA (87%), with lowest % in Kangaroo Island (81%)
- a lower % of children in welfare dependent families (17%, compared with 23% for GA and 27% for RSA), with the highest % in Victor Harbor (31%) and Yankalilla (27%)
- a higher % of low income households under rental stress (34%, compared with 30% for GA and 27% for RSA), with the highest % for Victor Harbor (43%) and Alexandrina (40%)
- Similar % of people with government support as main source of income compared with GA (31% compared with 31%), and a higher % than RSA (37%)

### *Early life and childhood*

Compared with Greater Adelaide (GA) and/or Regional SA (RSA), our region has:

- a lower % of women smoking during pregnancy (7%, compared with 10% for GA and 18% for RSA), with the highest % in Yankalilla (13%) and Victor Harbor (12%)
- a higher % of obesity in people aged 2-17 compared with GA (10% compared with 8%), but slightly lower than for RSA (11%), with the highest % for Alexandrina and Victor Harbour (both 11%)
- a similar % of children developmentally vulnerable as GA (23%), and lower % than RSA (27%), however there has been a rise in vulnerability levels between 2015 and 2018, except in Kangaroo Island
- a higher rate of children and young people (aged 0-19) who are clients of the Child and Adolescent Mental Health Service compared with GA (1,923 per 100,000 compared with 1,304 per 100,000), but a lower rate than RSA (2,381 per 100,000)

### *Personal health and wellbeing*

Compared with Greater Adelaide (GA) and/or Regional SA (RSA), our region has:

- a lower % of people aged 15+ assessing their health as 'fair' or 'poor' (15%, compared with 16% for GA and 18% for RSA), with the highest % for Kangaroo Island (18%) and Yankalilla (18%)
- a lower % of people with high or very high levels of psychological distress (13%, compared with 14% for GA and 15% for RSA), with the highest % for Victor Harbor (15%)
- a lower % of people with Type 2 diabetes (4%, compared with 5% for GA and 6% for RSA)
- a similar % of people with mental health problems (17% of males and 22% of females, compared with 18% of males and 23% of females for GA, and 20% of males and 24% of females for RSA), with the highest % for Victor Harbor (21% of males and 25% of females) and Yankalilla (19% of males and 24% of female)
- a lower % of people who smoke (14%, compared with 19% for RSA and 14% for GA), with the highest % in Kangaroo Island (20%)
- a higher % of people aged 18+ who report being obese than GA (34% of males and 31% of females, compared with 33% of males and 31% of females), but a lower % than RSA (38% of males and 36% of females), with the highest % in Victor Harbor (36% of males and 31% of females)
- a lower % of people aged 15+ who reported being physically inactive (64%, compared with 68% for GA and 73% for RSA), with the highest % for Kangaroo Island (72%)
- a similar % of the adult population who met the guidelines for fruit consumption (50%, compared with 49% for GA).
- the same median age at death as GA (80 year for males and 85 years for females), with the lowest median age at death for males in Yankalilla (76 years) and the lowest median age at death for females in Kangaroo Island (82 years)
- a higher rate of suicide per 100,000 people (18, compared with 13 for GA and 15 for RSA), with the highest recorded rates in Kangaroo Island (27), Victor Harbor (20) and Mount Barker (19)
- a higher rate of clients of mental health services per 100,000 (2,455, compared with 1,893 for GA and 3,105 for RSA), with the highest rate in Kangaroo Island (5,795) and Victor Harbor (2,985)
- a lower rate of hospital admissions for avoidable conditions per 100,000 (2,536, compared with 2,895 for GA and 3,300 for RSA), with the highest rate in Yankalilla (3,270)

### *Community connectedness*

Compared with Greater Adelaide (GA) and/or Regional SA (RSA), our region has:

- a consistent % of people who are able to get support in a time of crisis (94%, compared with 94% for GA and RSA)
- a consistent % of people who disagree with acceptance of other cultures than GA (5%) and lower % than RSA (7%).
- a higher % of people who feel safe walking alone in local area after dark (67%, compared with 50% for GA and 58% for RSA), with the lowest % in Mount Barker (60%)

[1] 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.

[iii] The City of Victor Harbor Council's Climate Agenda 2030 sets out its commitment to taking action to mitigate and adapt to climate change. It also outlines the first annual program of climate priorities to be delivered in 2020/21.

[iv] Good Sports is a free Australia-wide program building stronger community sporting clubs. It's run by the Alcohol and Drug Foundation (ADF), an independent and not for profit organisation, funded by state and federal governments. The ADF is committed to building strong communities and limiting the harm caused by alcohol and other drugs. Read more.

[v] 'Discover, Play, Bikeway!' is an Adelaide Fringe event presented by Adelaide Hills Council. The free family event enables locals and visitors to discover the Amy Gillett Bikeway. Participants can ride or walk the Amy Gillett Bikeway and discover music, art and entertainment. The event is open to all – from seasoned cyclists and cycling groups to families with kids on scooters.

[vi] 'Starclub' is a sports club management initiative of the SA Government through the Office for Recreation, Sport and Racing. It is a self-assessment resource that helps sports clubs identify possible areas for development. Council's Starclub Officer assists local clubs to navigate through the assessment process and to identify solutions to improve efficiencies and maintain a sustainable club. Each year the Office for Recreation, Sport and Racing offers grants to assist with programs and maintenance and upgrades to club facilities.

Attachment B

city of Victor Harbor

# Southern and Hills LGA Regional Public Health Plan 2022-27

## COMMUNITY ENGAGEMENT PLAN

**DATE:** May 2022
**BUSINESS UNIT / DEPARTMENT:** Community and Development / Community Wellbeing
**PROJECT TITLE:** Southern and Hills LGA: Regional Public Health Plan 2022-27
**PROJECT MANAGER:** Leann Symonds, Manager Community Wellbeing

# PROJECT OVERVIEW

## What is the aim / objectives of undertaking engagement?

The *South Australian Public Health Act 2011* (the Act) requires that a Council, or group of councils prepare and maintain a "regional public health plan to protect the public health of their communities, prevent illness, disease and injury and promote conditions to support community wellbeing."

The purpose of community engagement is to seek community and stakeholder feedback on the Draft Regional Public Health Plan 2022-27 and create awareness of its objectives.

## Level of Engagement

| Please select | Level of Engagement | Description |
|---|---|---|
| | **Informing** | One-way communication providing balanced and objective information to assist understanding about something that is going to happen or has happened. |
| X | **Consulting** | Two-way communication designed to obtain public feedback on a proposal, initiative or issue to inform Council decision making. |
| | **Active Participation** | Ongoing communication, where community members and Council are working together to ensure concerns and aspirations are understood. While the decision ultimately rests with Council, the community is involved in identifying alternatives and preferred solutions. |

## Community Engagement Deliverables

By the end of this project, the following actions will have been delivered:

- Notified the community of the project and opportunities to participate.
- Provided information and related material for community reference.
- Community consultation undertaken by way website and feedback forms.
- Consultation with the Fleurieu Region Community Services Advisory Committee.
- Internal consultation with staff.
- Presentation at a Council Information or Briefing Session.
- Satisfied our legislation requirement to consult with the community and stakeholders.



## Key Messages

- The City of Victor Harbor aims to provide services and infrastructure that meet our community's needs.
- In collaboration with the Southern and Hills LGA, the Council is seeking feedback on a draft Regional Public Health Plan 2022-27.
- The plan outlines the direction the City of Victor Harbor proposes to take in line with the other constituent councils of the region.
- This consultation is a chance for the community to share feedback on the draft plan.
- To learn more about the draft Plan and have your say, visit **www.yoursay.victor.sa.gov.au** or drop in to the council office at 1 Bay Road.

# Engagement Parameters

## Key Stakeholders

**Impacted (Those directly affected)**

- City of Victor Harbor residents
- City of Victor Harbor ratepayers

**Internal**

- City of Victor Harbor Elected Members
- Senior Management Team
- Council Staff
- Fleurieu Region Community Services Committee

## Geographic Area

City of Victor Harbor council area

## Negotiables

**What cannot be changed:**

- The creation of a Regional Public Health Plan
- Themes and Priority Areas, as they link with the South Australian State Public Health Plan 2019-2024 (The State Plan)

**What can be changed / influenced:**

- Actions and Measurable Targets for the City of Victor Harbor that would support the strategic narrative

## Timeline for Engagement

| Milestone | Timeline | Responsible |
|---|---|---|
| **STAGE 1** | | |
| - Working Party – Representatives of constituent Councils<br>- Staff workshops with individual councils | January 2022<br>February 2022 | Leann Symonds<br>Manager Community Wellbeing<br>Josh Spiers<br>Adelaide Hill Council |
| **STAGE 2 – Prepare and Promote** | | |
| - Preparation of Regional Public Health Plan based on the feedback from staff consultation<br>- Linkages a to SA: State Disability Inclusion Plan 2019- 2023 | February to April 2022 | Leann Symonds<br>Manager Community Wellbeing<br>Josh Spiers<br>Adelaide Hill Council |
| - Attend Council Information Workshop (3 May 2022)<br>- Attend Fleurieu Region Community Advisory Committee Meeting (10 May 2022) | May 2022 | Leann Symonds<br>Manager Community Wellbeing |
| - Lodgment with South Australian Minister for Health | May 2022 | Josh Spiers<br>Adelaide Hill Council |
| - Present to Elected Members for endorsement to go to community consultation once endorsed by the Minister | 23 May 2022 | Leann Symonds<br>Manager Community Wellbeing |
| **STAGE 3 – Engage** | | |
| - Consultation period | 26 May 2022 – 17 June 2022 | Leann Symonds<br>Manager Community Wellbeing<br>Communications Officer |
| **STAGE 4 – Consideration & Report** | | |
| - Consultation Outcomes Report to the Working Group | 17 June 2022 | Leann Symonds<br>Manager Community Wellbeing<br>Josh Spiers<br>Adelaide Hill Council |
| - Final Plan to Working Party | 25 June 2022 | Josh Spiers<br>Adelaide Hill Council |
| - Adoption of Plan by Council | 22 August 2022 | Acting Manager Community Services |
| - Approval by Chief Public Health Officer | 1 September 2022 | Josh Spiers<br>Adelaide Hill Council |

## Engagement Tools

| Tool | Engagement Level |
|---|---|
| **Media Release** | Inform |
| **City of Victor Harbor website** | Inform |
| **Social Media** | Inform |
| **www.yoursay.victor.sa.gov.au engagement hub** | Inform / Consult |
| **Feedback forms** | Consult |

## Risk (Community Engagement Only)

| Risk | Mitigation Strategy |
|---|---|
| **Non-compliance with legislation** | The *South Australian Public Health Act 2011* (the Act) requires that a Council, or group of councils prepare and maintain a "regional public health plan to protect the public health of their communities, prevent illness, disease and injury and promote conditions to support community wellbeing. This Plan will meet the requirements. |
| **Engagement opportunities are not promoted widely enough or the tools selected for engagement are perceived to be inappropriate** | A comprehensive engagement plan and supporting communications strategy is developed. |
| **Community expectation of council's consideration to their input is not met** | Consultation documentation and information clearly outlines how the community can influence the strategy and how the council conducts community engagement activities. |

# 11. CORPORATE AND CUSTOMER SERVICES

## 11.1 Corporate Systems Implementation Project Update

| | |
|---|---|
| Committee | Victor Harbor Council |
| Meeting Held | 23/05/2022 |
| From | Karen Sajn |
| File Reference | TC19.85.001 |

## RECOMMENDATION

That Council receive and note the Corporate Systems Implementation Project Update report.

## INFORMATION

**Purpose**
The purpose of this report is to provide a project update on the implementation of the Local Government Enterprise Resource Planning (ERP) and Microsoft 365.

**Background**
On Monday, 12 July 2021 Council committed to undertake a full review and replacement of the current corporate system (SC152021). The Corporate Systems Replacement Project focus is the reengineering of the Council's corporate systems with an emphasis on leveraging technology to become more customer centric and information centric to effectively deliver on the 2030 Community Plan.

SC152021 Moved: Cr Andrew Robertson
Seconded: Cr David Kemp

1. That Council receive and note the Corporate Systems Review and Replacement report.

2. That Council commit to undertaking the full Corporate Systems Review and Replacement project and associated subprojects, commencing with an allocation of $634,000 included within the draft capital budget and $171,500 in the draft operating budget for 2021/22.

**CARRIED UNANIMOUSLY**

**Commentary**
***Project Assurance Group***
Following the endorsement by Council to review and replace the current corporate system a Project Assurance Group (PAG) was formed. The PAG provided a critical role on the project, being responsible for overall business and technical review and assessment of all project deliverables on behalf of the steering committee and the organisation.

The PAG was drawn from the key project stakeholders and are nominated by the members of the steering committee and included a procurement consultant. The PAG was facilitated by the project manager but is ultimately responsible to the project steering committee. The PAG provided a recommendation after an extensive evaluation process on the suitability and quality of deliverables prior to them being presented for sign-off by the project steering committee.

In October 2021 Council and the District Council of Yankalilla issued an Expression of Interest (EOI) for the purpose of acquiring and implementing an ERP system being an integrated suite of business management software that brings all the Council's key operational information together in a centralised database for each Council. AT this time the District Council of Yankalilla embarked on a stand-alone process.

Council received eight submissions from the EOI with two vendors selected to complete product demonstrations being TechnologyOne and Civica. TechnologyOne provided a 2-day demonstration of their software as a service (SaaS) on Wednesday 23 and Thursday 24 February 2022. With Civica completing their 2-day demonstration of best of breed on Wednesday 2 and Thursday 3 March 2022.

The PAG and procurement consultant completed a thorough evaluation process of each demonstration and EOI documentation. In April 2022 the project steering committee entered into a contract with TechnologyOne as a OneCouncil solution customer. Further to this Council also entered on an agreement with Data#3 in March 2022 to configure and migrate Microsoft 365, Exchange Online and OneDrive for Business.

***Project Team***

To facilitate the implementation of the new corporate system, recruitment for the project team commenced in November 2021 and was completed in March 2022. This process was inclusive of creating four new position descriptions, advertising internally and externally, interview and evaluations, leading to the recruitment of the project team consists of the following members:

- ICT Project Manager – Karen Sajn
- Senior Business Analyst– Randy Graetz
- Business Analyst (IT / Hardware) – Recruitment in progress
- Change Manager – Laura Kidd

***Project Stages***

The Project is designed in five stages to implement the new corporate systems in a timely, efficient, and successfully manner.

| NO. | STAGE | MILESTONE | EXPECTED COMPLETION DATE |
|---|---|---|---|
| 1 | Corporate Project Planning and Preparation | Recruitment process completed for project team. Communication and Engagement Plan completed. Corporate System Project Plan and OneCouncil Project commenced. | 31 May 2022 and ongoing for the life of the project. |
| 2 | Microsoft 365 Project | Microsoft Exchange Online migration completed, and Office 365 training commenced. | 31 August 2022 |
| 3 | OneCouncil - Release 1 | Finance, Asset Management, Procurement, Human Resources and Payroll. | Proposed - 30 April 2023 |
| 4 | OneCouncil - Release 2 | Enterprise Content Management, Property and Rating. | Proposed - 15 May 2024 |
| 5 | Project Evaluation | Final training, implementation. Monitoring, evaluation, and report of the Project. | Proposed – 30 June 2024 |

***Communication and Engagement Plan***

The project team have been networking with other councils that have commenced their corporate systems replacement journey. Networking and forming alliances with these councils has provided valuable data and information to assist the team in completing a project and communication plans. An overview of the plan outlining stakeholders and frequency of communication is provided below.

| GROUP | PURPOSE OF COMMUNICATION | CHANNEL/S OF COMMUNICATION | ANTICIPATED TIMING / FREQUENCY |
|---|---|---|---|
| Elected Members | Provide regular, scheduled overview on the progress of the Project at an executive summary level. | Elected Member Update, and Ordinary Council Report | Weekly, and Monthly |
| Audit Committee | Significant project risk report including treatment and current and forecast risk ratings. | Committee Report | Quarterly |
| Senior Management Team | Provide regular, scheduled updates on the progress of the Project at an operational level with risk management and budget implications. | Report | Weekly |

| GROUP | PURPOSE OF COMMUNICATION | CHANNEL/S OF COMMUNICATION | ANTICIPATED TIMING / FREQUENCY |
|---|---|---|---|
| Managers Forum | Provide regular, scheduled updates on the progress of the Project at an operational level including action list. | Report | Monthly |
| Super Users / Champions | Provide regular, scheduled updates on the progress of the Project at an operational level including action list. | Report | Weekly or fortnightly – dependant on workload |
| All Staff | Provide regular, scheduled updates on the progress of the Corporate Systems Implementation Project at an operational level. | Bulletin | Weekly |
| Members of the Public / Community | To be determined. | Website / Victor Viewpoint / Facebook / The Times / The Advertiser / Linked-In | Ad-hoc |

The next update to Council will be on Tuesday, 7 June 2022 where the project team will present to Council a more detailed overview of the project with supporting documentation. This will include a roadmap and timelines of the project.

***Current Spending and Project Cost***
As at 30 April 2022, Council has expended $334,000 of the $805,500 budget for the 2021/22 financial year.

## RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

**Service Delivery** - Council's software system has been in use for 20 years and no longer meets the organisation's needs. The Senior Management and Project teams will maintain close project management oversight to ensure the improvement of the customer experience by reducing response times, establishing a 'single source of truth' and Improved efficiency, productivity, compliance and risk management. This risk is assessed as ***high.***

**Financial Management** - This project will be Council's largest information technology project to-date, and its largest operational change. The Senior Management and Project teams will monitor project budget and utilise strategic procurement methodology to achieve

best cost outcomes**.** This risk is assessed as ***high.***

## REFERENCES

**City of Victor Harbor Community Plan 2030**

Aspiration 6 – We are a financially sustainable and well-governed organisation

- Strategy – Introduce and continue productivity and efficiency measures
- Priority – Minimise risk and ensure continuity of critical business functions

## BUDGET IMPLICATION

Excluding endorsed budgeted staff resources there are budget implication in receiving and noting the Corporate Systems Implementation Project Update report.

No additional funds are required.

## CONSULTATION

Acting Director Corporate and Customer Service – Kellie Knight-Stacey

Senior Business Analyst – Randy Graetz

Change Manager – Laura Kidd

# 12. ENVIRONMENT AND INFRASTRUCTURE SERVICES

## 12.1 Landowner Consent - Proposed Alterations to Storeroom - Victor Harbor Recreation Centre

| | |
|---|---|
| Committee | Victor Harbor Council |
| Meeting Held | 23/05/2022 |
| From | Michelle Griffiths |
| File Reference | PM16.36.004 |

## RECOMMENDATION

1. That Council receive and note the Landowner Consent - Proposed Alterations to Storeroom - Victor Harbor Recreation Centre report.

2. That Council endorse land owner consent, subject to Development Approval, for the alterations and change of use proposed by the Minister for Education (the Minister) to the storeroom under the Minister's control at the Recreation Centre, providing that all costs associated with the alterations are to be met by the Minister.

## INFORMATION

**Purpose**
The purpose of this report is for Council to consider a request from the Minister for Education (the Minister) to provide land owner consent to undertake alterations and to change the use for the storeroom located within the Council owned Victor Harbor Recreation Centre, 5 George Main Road, Victor Harbor, currently under Licence with the Minister.

**Background**
The Minister holds a licence for the use of a portion of the Recreation Centre during school hours. These areas are shared with other users and includes the basketball stadiums and music room for recreation and music activities by the High School students. The High School also has exclusive use of specific storerooms including a large space for the storage of gym equipment. The Licence commenced in 1985 and is due for expiry after two terms of 50 years.

**Commentary**
Over recent years there has been an increase in student numbers, including the inclusion of year 7 students attending the High School. The school has identified a need for a specialised space to provide moderate indoor gym activities such as fitness testing, treadmill, rowing, table tennis, kick boxing, yoga classes and game playing. The large school equipment storeroom at the back of the Recreation Centre is suitable in room size but does not meet building code standards or approved development for use by the students. The proposed alterations include removing the external roller door and replacing with a double leaf door,

adding a ceiling, painting internal walls, new carpet, adding windows and air conditioning. The proposed plan and email request are provided at Attachment A.

The Minister will be responsible for the full cost of submitting the Development Application and construction.

The Minister holds a long term Licence for the exclusive use of the gym storeroom. Any change to the use or structure of the room will not affect other users of the Recreation Centre or their Licence.

## RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

**Infrastructure and Assets** – The Minister has engaged a specialist Architect and Interior Design company to complete the alterations to an appropriate design standard required by the Education Department. The construction of the alterations will also be bound by the conditions set by the building codes through the Development Approval process. This risk is assessed as ***low.***

## REFERENCES

**City of Victor Harbor Community Plan 2030**

Aspiration 1 - We are a caring, connected and active community

- Strategy – Improve the health and wellbeing of our community
- Priority – Provide and encourage initiatives that support an inclusive environment and assist to develop connections with others

Aspiration 5 – We have services and infrastructure that meet our community's needs

- Strategy – Facilitate access to health, education and community services

## BUDGET IMPLICATION

Excluding endorsed budgeted staff resources there are no budget implications associated with the recommendations of this report.

No additional funds are required.

## CONSULTATION

Director Environment and Infrastructure – Kathy Hayter

Manager Infrastructure – Jodi Roberts

Team Leader Property – Chris Bowey

Building Facilities Officer – Matthew Baillie

Facilities Support Officer – Lea Williams

Recreation Centre Management Committee members at meeting held 10 May 2022

Attachment A

**Michelle Griffiths**

From: Mary Pappas <[redacted]
Sent: Thursday, 31 March 2022 8:39 AM
To: City of Victor Harbor
Cc: Chris Bowey
Subject: IREC28742522 - PM16.55.025 - Victor Harbor Recreation Centre - Store Room to Activity room alterations
Attachments: 20220328 VHHS GYM STORE ROOM UPGRADE- PROPOSAL 1.pdf

Categories: EasyRecordsAutoDisposal

Re: Victor Harbor Recreation Centre - Store Room to Activity room alterations (leased area by the Department for Education)

**Attention: Council CEO**

Totalspace Design have been engaged by DIT and Department for Education to undertake the proposed alterations of the currently leased Store Room into an Activity Room within the Victor Harbor Recreation Centre. We understand that the room is named as a Store Room, and is currently presented as that with minimal treatments to walls, floors, lighting, ceilings and air treatments (fresh or mechanical).

Our proposal aims to address these treatments, in order to make it acceptable for student use.

The intended use will be for moderate gym activities, such as fitness testing, tread mills, rowing, table tennis, kick boxing, yoga classes and game playing. It is not intended for conventional classroom teaching with chairs and tables.

The purpose of this preliminary drawing is to initiate the approval process to change the name of the room, and get feedback on what is required other than building rules & code compliance. The proposal aims to address Education design standards, however we understand that your planning department will need to review this as well. I have spoken to SCAP and while they believe that this does not fall under a Crown assessment application, they would only consider assessing it if the portion of this building requires development approval for a change in use, which is the council's decision to make. They also mentioned they would have no objection to council dealing with this through landlord negotiations as long as the room met relevant building standards and is fit for occupation.

We also believe the upgrade improves the quality of the space leading to multiple possibilities for future use and leasing.

Please forward this to all relevant parties in order for processes to commence.

Should you require any further information or wish to discuss, please do not hesitate to contact myself.

Regards,

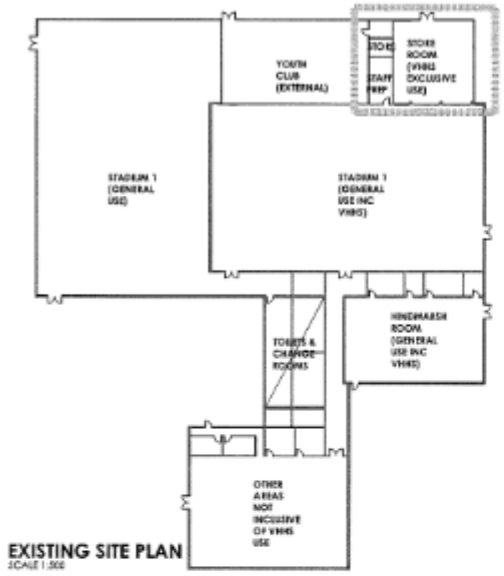
**Mary Pappas**
*Senior Interior Designer*

totalspace DESIGN

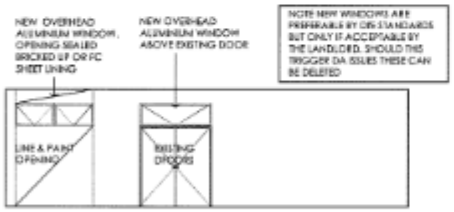
261a Waymouth St, ADELAIDE S.A 5000

[redacted]

1

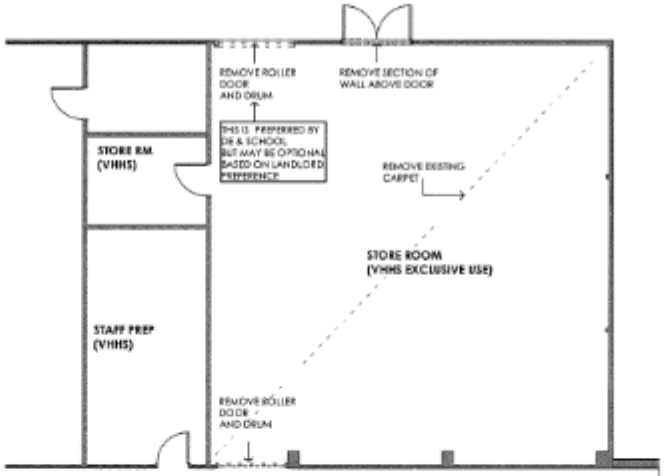



EXISTING SITE PLAN
SCALE 1:500

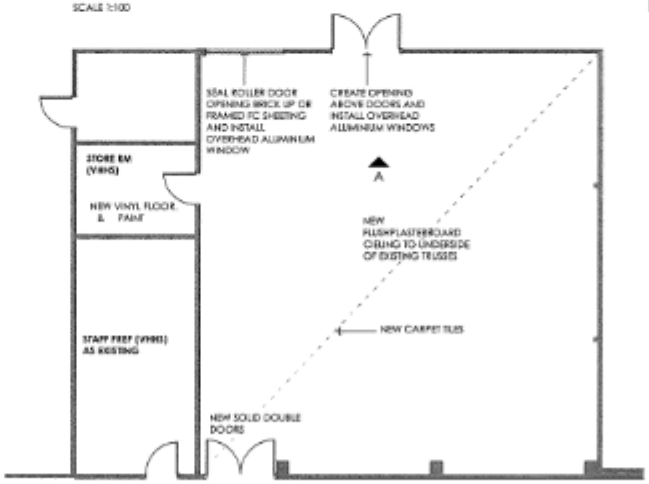



ELEVATION A
SCALE 1:100

PRELIMINARY DRAWING
ISSUE DATE: 25/05/22 (NOT FOR CONSTRUCTION)




DEMOLITION PLAN- STORE ROOM
SCALE 1:100




PROPOSED PLAN- NEW ACTIVITY ROOM
SCALE 1:100

## SCOPE OF WORK

1. AREAS SHOWN HATCHED ON FLOOR PLAN NOT INCLUDED IN WORKS.
2. REMOVE ROLLER DOORS AND REPLACE WITH DOUBLE LEAFED DOORS.
3. PAINT ALL WALLS, AND DOORS WITHIN NEW ACTIVITY AREA.
4. NEW CARPET TO AREA OF ACTIVITY ROOM AS SHOWN. NEW TIMBER SKIRTING ALL ROUND.
5. NEW FLUSH PLASTERBOARD CEILING TO UNDERSIDE OF EXPOSED TRUSSES.
6. ALL NEW LED LIGHTING AND ELECTRICAL/DATA POINTS INSTALLED TO DfE STANDARDS. REFER TO ENGINEERS PROPOSAL.
7. NEW ACOUSTIC COMPOSITION 24MM ACOUSTIC PINBOARD AS SHOWN ON PLAN.
8. NEW ALUMINIUM WINDOWS TO MATCH EXISTING, ABOVE EXTERIOR OPENING DOORS, WITH ROLLER BLINDS TO WINDOWS.
9. NEW SPLIT AC SYSTEM UPGRADED AS PER ENGINEERS SPECS

## GENERAL NOTES

1. BUILDING WORK TO BE IN ACCORDANCE WITH NATIONAL CONSTRUCTION CODE OF AUSTRALIA REQUIREMENTS AND DFE STANDARDS.
2. THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL OTHER DRAWINGS, DOCUMENTS, SCHEDULES AND SPECIFICATIONS.
3. VERIFY DIMENSIONS AND FINISHED LEVELS BEFORE THE COMMENCEMENT OF ANY BUILDING WORK.
4. **MAKING GOOD:** PATCH, PAINT & MAKE GOOD ALL SURFACES AFFECTED BY DEMOLITION AND ALTERATIONS.

| NO. | DATE | COMMENT | DRAWN |
|---|---|---|---|
| A | 23.05.22 | FOR DESIGN COMMENT | MT |

CONTRACTORS ARE TO VERIFY ALL DIMENSIONS ON SITE BEFORE COMMENCING WORK. DISCREPANCIES TO BE REPORTED TO TOTALSPACE DESIGN IMMEDIATELY. THIS DRAWING TO BE READ IN CONJUNCTION WITH ALL OTHER CONTRACT DOCUMENTS.

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totalspace DESIGN
(architecture and interior design)

84 Weymouth street adelaide south australia 5000
p. (08) 8212 4747 abn 24 860 230 967
www.totalspacedesign.com.au

project name
**VICTOR HARBOR H S GYM STOREROOM UPGRADE TO ACTIVITY ROOM**

site address
**VICTOR HARBOR COMM REC CENTRE 5 MAIN GEORGE RD VICTOR HARBOR**

drawing title
**SKETCH PROPOSAL**

| | | | |
|---|---|---|---|
| date 25.05.22 | spec. - | job no. 2466 | |
| drawn - | checked - | | |
| scale as shown at A3 | sheet | 01 of 01 | |
| drawing number 222466 P 01 | | revision A | |

## 12.2 Speed Limit Review – Fuller West Road, Victor Harbor

| | |
|---|---|
| Committee | Victor Harbor Council |
| Meeting Held | 23/05/2022 |
| From | Chelsie Butler |
| File Reference | TM20.71.017 |

## RECOMMENDATION

1. That Council receive and note the Speed Limit Review - Fuller West Road, Victor Harbor report.

2. That Council support the Department for Infrastructure and Transport's recommendation to lower the speed limit on Fuller West Road to 60km/h; and that administration formally request that the Department for Infrastructure and Transport proceed with the Fuller West Road speed limit reduction approval process.

## INFORMATION

**Purpose**
The purpose of this report is for Council to consider reducing the speed limit of Fuller West Road, Victor Harbor to 60km/h.

**Background**
Fuller West Road is a semi-rural, sealed road that runs between Greenhills Road and Day Road, Victor Harbor.


Day Road
Fuller West Road
Armstrong Road
Wattlebury Road
Greenhills Road

In December 2021 Council received an application from a concerned community member, requesting that the speed limit of Fuller West Road be reviewed from 80km/h to 50km/h. A copy of the application is provided at Attachment A.

The fundamental principle in setting speed limits for a particular length of road is that the speed limit should reflect the road safety risk to the road users while maintaining the ability of people to easily get to their destination. Road users are more likely to comply with a speed limit if it is consistent with limits on other roads in the network with similar characteristics, and in general reflects the factors that most influence speed choice.

Speed limits in South Australia are set by the Department for Infrastructure and Transport, and only the Department have the delegated authority to approve a speed limit change. The Department determine and apply speed limits in accordance with the requirements and criteria set out in the *Speed Limit Guideline for South Australia*. The Guideline is based on AS 1742 Manual of uniform traffic control devices Part 4-2008: Speed controls.

This request to review the speed limit of Fuller West Road was referred to the Department for Infrastructure and Transport in February 2022, requesting that they undertake the relevant speed limit review process, and advise of the outcome.

**Commentary**
In March 2022 the Department for Infrastructure and Transport completed the onsite inspection and speed review of Fuller West Road. A copy of the outcome is provided at Attachment B.

In summary, the Department for Infrastructure and Transport (DIT) characterised Fuller West Road as a road in a semi-rural environment with adjacent roadside development that is generally set well back from the road, and advised that DIT would approve a 60km/h speed limit to apply to Fuller West Road.

In consideration of the above, it is recommended that Council support the Department for Infrastructure and Transport's initial recommendation to apply a 60km/h speed limit to Fuller West Road and proceed with the formal application process.

Once approved, operations staff will install the new 60km/h signage and temporary "speed limit changed" signage on Fuller West Road, to alert drivers to the change in conditions and undertake the required notifications in accordance with the approval.

## RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

**Employee and Public Safety –** Fuller West Road is considered to be a road in a semi-rural environment with adjacent roadside development that is generally set well back from the road. Crash maps show no record of reported vehicle accidents occurring on Fuller West Road in the last five years. The application for speed limit review advised a public safety risk is present due to fast moving vehicles. The lower speed limit is expected to improve the road

safety for all road users. This risk is assessed as ***low***.

**Reputation –** A community member submitted a request to Council, asking that the speed limit of Fuller West Road be reviewed and reduced. The Department for Infrastructure and Transport have assessed and support this request. If Council don't support this request, there is risk that Council may receive negative feedback and minor community complaints. This risk is assessed as ***low***.

## REFERENCES

**City of Victor Harbor Community Plan 2030**

Aspiration 5 - We have services and infrastructure that meet our community's needs

- Priority – Create and maintain safe road and footpath networks

**Other references used:**

- Speed Limit Guideline for South Australia

## BUDGET IMPLICATION

There are sufficient funds in Job #64351 (Traffic Fixed Signage Purchase/Maintenance) for the purposes of installing speed limit signage on Fuller West Road, at an estimated cost of $2,100.

| | | |
|---|---|---|
| Current Budget | = | $64,000 |
| Less Expenditure to date | = | $49,854 |
| Less Report Expenditure | = | $ 2,100 |
| **Budget Remaining** | **=** | **$12,046** |

No additional funds are required.

## CONSULTATION

Director Environment and Infrastructure – Kathy Hayter

Manager Infrastructure – Jodi Roberts

Group Leader Operations – Malcolm Lintern

Department for Infrastructure and Transport – Robert Henty (Traffic Investigations Officer)

Attachment A

City of Victor Harbor

# APPLICATION FOR SPEED LIMIT REVIEW

**Road Name(s):** Fuller West Road

*(Please provide a plan showing site if applicable)*

Applicant's Name: [redacted]

Organisation *(if applicable)*:

Postal Address: [redacted] Victor Harbor SA 5211

Contact Phone & Fax: [redacted]

Email Address: [redacted].com.au

## 1. TYPE OF REQUEST

☐ Speed Limit Review

☑ Suggested Speed Limit Zone from 80 kms to 50 kms

## 2. REQUEST DETAILS

*(Please detail evidence/reasons for the request to assist in the review process)*

Fuller West Road is a narrow bitumised road.

I and 2 neighbours hold concerns for our kids and grandkids safety, due to us witnessing fast moving vehicles

We would hate, for example, a child to run on the road to retrieve a ball, and be hit by a car

Thankyou for considering my request

*Application for Speed Limit Review*

## 3. THE REVIEW PROCESS

Speed limits and/or signage, through out the City of Victor Harbor, are set and positioned in accordance with the Australian Road Standard 1742.4, Speed Controls (AS1742.4).

Requests for the review of a current speed limit and/or sign location, for roads managed and maintained by the City of Victor Harbor, are subject to the following procedure:

1) Complete **Application for Speed Limit Review** and submit to the City of Victor Harbor.
2) The Director of the Environment and Infrastructure Department (or delegate) will inspect the location, with reference to the details within the **Application for Speed Limit Review** and related road standard documentation.
3) If the Director of the Environment and Infrastructure Department (or delegate) assessment highlights a need for further investigation, their recommendations are forwarded to the State Department of Planning, Transport and Infrastructure (DPTI)
4) The State Department of Planning, Transport and Infrastructure (DPTI) review the City of Victor Harbor, Director of the Environment and Infrastructure Department (or delegate) recommendation's, noting that DPTI has the delegated authority to approval all speed zone changes.
5) The State Department of Planning, Transport and Infrastructure (DPTI) notify the City of Victor Harbor of the outcome and any action required. *(Please allow 4-6 months, from lodgement of this request, for resulting action).*

NB: Main arterial roads that travel through the City of Victor Harbor are owned and managed by the Department of Planning, Transport and Infrastructure (DPTI). These roads are: Adelaide - Victor Harbor Road, Hindmarsh Road, Torrens Street, Victoria Street, George Main Road, Inman Valley - Yankalilla Road, Hindmarsh Tiers Road.

To request a speed limit or signage review on these roads contact DPTI Eastern office on; Email dpti.eastern@sa.gov.au Phone: (08) 8532-8111

## 4. ACKNOWLEDGEMENT

I have read and understand the above information and have given true and correct details to support this application to review speed limits. I also understand that the completion of the form is an application and may not result in subsequent action.

Signature

21/12/22
Date

*Office use:* *Acknowledgement ORTM#* _____ *Outcome ORTM#* _____

Review Date: _____
Recommendations:

_____

_____

_____

Council Meeting Date: _____ ○Endorsed? Forwarded to DPTI _____

DPTI Outcome: _____

WR # for signage amendment: _____ Date of signage amendment/installation: _____

Attachment B

**Chelsie Butler**

**From:** Chelsie Butler
**Sent:** Tuesday, 10 May 2022 1:48 PM
**To:** Chelsie Butler
**Subject:** FW: IREC28779522 - TM20.71.017 - RE: OREC15994222 - TM20.71.017 - RE: Speed limit review - enquiry
**Attachments:** Speed_Limit_Guideline_for_South_Australia (2).pdf

**SynergySoft:** IREC28779522 - TM20.71.017

**From:** Henty, Robert (DIT) [redacted]
**Sent:** Friday, 25 March 2022 2:33 PM
**To:** Chelsie Butler [redacted]>
**Cc:** DIT:South [redacted]
**Subject:** IREC28779522 - TM20.71.017 - RE: OREC15994222 - TM20.71.017 - RE: Speed limit review - enquiry

OFFICIAL

Hi Chelsie
Apologies for the delay in responding

The following advice is provided following on-site reviews of these locations.

Speed limits in South Australia are determined and applied in accordance with the requirements and criteria set out in the *Speed Limit Guideline for South Australia*.
The *Guideline* is based on AS 1742 Manual of uniform traffic control devices Part 4-2008: Speed controls.

The fundamental principle in setting speed limits for a particular length of road is that the speed limit should reflect the road safety risk to the road users while maintaining the ability of people to easily get to their destination. Road users are more likely to comply with a speed limit if it is consistent with limits on other roads in the network with similar characteristics, and in general reflects the factors that most influence speed choice. The level of roadside development is an important factor in the determination of an appropriate speed limit.

**Fuller West Road**
[redacted] is a resident of Fuller West Road.
[redacted] concerns relate to speed, suggesting the speed limit is reduced from 80 to 50 km/h.

A search of available departmental records did not locate an approval for an 80 km/h speed limit on Fuller West Road.
An on-site review characterised Fuller West Road, a road in a semi-rural environment with adjacent roadside development that is generally set well back from the road.

The Guideline advises 60 km/h speed limits may be applied to:

- Roads in rural residential, commercial or retail areas which do not meet the legal definition for the urban default limit.
- Roads in rural residential, commercial or retail areas where there is visible development on land next to the road but access to this development is via another road, e.g. rear fences are adjacent to the road, or access is via service road.
- Roads in rural residential areas where a significant proportion of the road alignment consists of closely spaced curves.
- Main roads in rural towns outside of the central business district

1

Given the above, DIT will approve a 60 km/h speed limit to apply to Fuller West Road.

Rob Henty

**Robert Henty**
Traffic Investigations Officer
Network Management Services
Department for Infrastructure and Transport
[redacted]

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*We acknowledge and respect Aboriginal peoples as South Australia's first peoples and nations, we recognise Aboriginal peoples as traditional owners and occupants of land and waters in South Australia and that their spiritual, social, cultural and economic practices come from their traditional lands and waters; and they maintain their cultural and heritage beliefs, languages and laws which are of ongoing importance; We pay our respects to their ancestors and to their Elders.*
*Information contained in this email message may be confidential and may also be the subject of legal professional privilege or public interest immunity. Access to this email by anyone else is unauthorised. If you are not the intended recipient, any use, disclosure or copying of this document is unauthorised and may be unlawful.*

**From:** Chelsie Butler <[redacted]>
**Sent:** Tuesday, 22 February 2022 5:47 PM
**To:** Henty, Robert (DIT) <[redacted]>
**Subject:** OREC15994222 - TM20.71.017 - RE: Speed limit review - enquiry

Thank you Robert, I greatly appreciate it. Please see details below:

**Fuller West Road**
**Details in attached Fuller West application**
Requesting a speed reduction from 80km (rural standard) to 50km (urban standard)

Thank you again

I look forward to hearing from you.

Kind Regards,

**Chelsie Butler** | Environment & Infrastructure Services

**City of Victor Harbor**
1 Bay Road, Victor Harbor SA 5211

Phone: 08 8551 0500
Email: [redacted]
www.victor.sa.gov.au

2

*The City of Victor Harbor acknowledges the Ramindjeri and Ngarrindjeri people, the Traditional Custodians of the land and surrounding waters where we live and work. We acknowledge their deep connection to country and pay our respects to Elders past, present and emerging. This respect is extended to Aboriginal and Torres Strait Islander people across Australia.*

The information in this e-mail may be confidential and/or legally privileged. It is intended solely for the addressee. Access to this e-mail by anyone else is unauthorised. If you are not the intended recipient, any disclosure, copying, distribution or any action taken or omitted to be taken in reliance on it, is prohibited and may be unlawful. If you believe you have received this email in error please contact the City of Victor Harbor immediately on (08) 8551 0500 or email [redacted] for further information on what you should do with the e-mail. For further information on how the City of Victor Harbor handles personal information please see our privacy policy at [redacted]

**From:** Henty, Robert (DIT) [redacted]
**Sent:** Tuesday, 22 February 2022 1:48 PM
**To:** Chelsie Butler <[redacted]
**Subject:** RE: Speed limit review - enquiry

OFFICIAL

Chelsie, I'm happy to have a look at them and discuss before any more work is done.
Send them through.

Regards
Rob Henty

**Robert Henty**
Traffic Investigations Officer
Network Management Services
Department for Infrastructure and Transport
[redacted]

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*We acknowledge and respect Aboriginal peoples as South Australia's first peoples and nations, we recognise Aboriginal peoples as traditional owners and occupants of land and waters in South Australia and that their spiritual, social, cultural and economic practices come from their traditional lands and waters; and they maintain their cultural and heritage beliefs, languages and laws which are of ongoing importance; We pay our respects to their ancestors and to their Elders.*
*Information contained in this email message may be confidential and may also be the subject of legal professional privilege or public interest immunity. Access to this email by anyone else is unauthorised. If you are not the intended recipient, any use, disclosure or copying of this document is unauthorised and may be unlawful.*

**From:** Chelsie Butler <[redacted]
**Sent:** Tuesday, 22 February 2022 9:40 AM
**To:** Henty, Robert (DIT) <[redacted]
**Subject:** Speed limit review - enquiry

Hi Robert

I have a few speed limit review applications that I am hoping to get some advice on.

If I sent you the locations of the request I have (as a first point of action) would you be able to advise whether DIT would support the speed limit reduction? Or does it need to go to our Council first for support? Ideally I would like to know if DIT would initially support it before I present to Council.

Kind Regards,

3

**Chelsie Butler** | Environment & Infrastructure Services

**City of Victor Harbor**
1 Bay Road, Victor Harbor SA 5211

Phone: 08 8551 0500
Email: eandladminstaff@victor.sa.gov.au
www.victor.sa.gov.au

***The City of Victor Harbor acknowledges the Ramindjeri and Ngarrindjeri people, the Traditional Custodians of the land and surrounding waters where we live and work. We acknowledge their deep connection to country and pay our respects to Elders past, present and emerging. This respect is extended to Aboriginal and Torres Strait Islander people across Australia.***

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## 12.3 2021/22 Recreation and Sport Small Grants Round 2 - Sporting Clubs and Individual Grants

| | |
|---|---|
| Committee | Victor Harbor Council |
| Meeting Held | 23/05/2022 |
| From | Karen Kenny |
| File Reference | FM7.41.011 |

## RECOMMENDATION

1. That Council receive and note the 2021/22 Recreation and Sport Small Grants Round 2 - Sporting Clubs and Individual Grants report.

2. That Council endorse the following sporting club grants from the 2021/22 Recreation and Sport Small Grants Program
   - Victor Harbor Golf Club – Refurbishment of rope inclinator - $1,000
   - Victor Harbor Sea Scouts – Personal flotation devices and backpacks for youth members – $980
   - Riding for the Disabled – Rain Sheets and Rugs for Horses - $807

3. That Council endorse the following individual grant from the 2021/22 Recreation and Sport Small Grants Program subject to receipt of the acquittals for two previous grants.
   - Rhun Williams – Under 15s Boys National Hockey Championship - $400

4. That Council does not endorse the following individual grant from the 2021/22 Recreation and Sport Small Grants Program as this is Finn's fourth grant application.
   - Finn Williams – Under 18s Boys National Hockey Championship - $400

## INFORMATION

**Purpose**
The purpose of this report is to seek Council's approval of grant applications to be awarded under the 2021/22 Recreation and Sport Small Grants Program.

**Background**
The Recreation and Sport Small Grants Program is aimed to assist individuals and recreation and sport groups make a positive contribution to recreation and sport development in the region. Applications are invited from non-profit organisations and individuals who are based in the City of Victor Harbor area.

Recreation and Sport Small Grant applications are assessed by the Recreation and Sport Grant Working Group (The Working Group) in accordance with the Recreation and Sport Small Grant Scheme Guidelines. The Recreation and Sport Grant Working Group then make recommendations to Council, taking into consideration eligibility and resource allocations.

The 2021/22 Recreation and Sport Small Grants Program has an allocation of $10,000 within the Operating Budget.

Individuals can apply for Recreation and Sport Small Grants at any time throughout the year, however, clubs/organisations can only apply during set funding periods, there are two rounds of funding for clubs/organisations each year.

**Commentary**
The 2021/22 Recreation and Sport Small Grant round 2 (clubs) grant program closed on 15 April 2022, three applications were received. The Recreation and Sport Grant Working Group have reviewed the following applications in accordance with The Guidelines. A copy of the grant applications are provided under separate cover due to size.

***Sporting Club Applications:***

***Victor Harbor Golf Club - $1000 – refurbishment of rope inclinator***

The Victor Harbor Golf Club applied for $1000 to support the refurbishment of their rope inclinator. The Guidelines state that grants will not be given for large capital items, however, The Working Group agreed that while the refurbishment of the rope inclinator is a capital project, it is a smaller scale project that has a direct benefit to users and improves player safety. In consideration of this, the Working Group support the Victor Harbor Golf Clubs application.

***Victor Harbor Sea Scouts - $980 – Personal flotation device and backpacks for youth members***

The Victor Harbor Sea Scouts applied for $980 to purchase personal flotation devises and backpacks for youth members. The Guidelines state as a general rule the amount of subsidy from the City of Victor Harbor should not exceed the amount allocated or raised by the club. The Working Group noted that the Victor Harbor Sea Scouts allocated less than the requested grant amount, however also noted the benefits of this project which improves safety and encourages youth participation. In consideration of this, the Working Group support the Victor Harbor Sea Scouts application.

***Riding for the Disabled- $807 – Rain Sheets and Rugs for Horses***

Riding for the Disabled applied for $807 to purchase of rain sheets and rugs for their horses. Riding for the Disabled has not allocated any funds towards the purchase. The Guidelines state as a general rule the amount of subsidy from the City of Victor Harbor should not exceed the amount allocated or raised by the club, however, the Working Group noted the benefit of the wet weather winter equipment to assist in the wellbeing of the horses. In consideration of this, the Working Group support the Riding for the Disabled application.

***Individual Applications:***

Two 2021/22 Recreation and Sport Small Grant applications were received from individuals. A copy of the grant applications are provided under separate cover due to size.

***Rhun Williams - $400 - Under 15s Boys National Hockey Championship***

The Working Group agreed by consensus to support the grant application submitted by Rhun Williams for his attendance at the Under 15s Boys National Hockey Championship, subject to receipt of the acquittal for the previous Recreation and Sport Small Grant of $400 from the 2020/21 Round 1.

***Finn Williams - $400 - Under 18s Boys National Hockey Championship***

The Working Group noted that this is Finn Williams fourth grant application from the Recreation and Sport Small Grant scheme. In accordance with The Guidelines, 'applicants that have received a grant 3 times may not be eligible for further funding.' While acknowledging Finn's long-term personal commitment to hockey, The Working Group agreed that grant funds should be allocated to individual applicants that have not received grants previously. In consideration of this, the Working Group did not support Finn Williams' application.

## RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

**Legal and Compliance** – There is a risk that the projects may not be completed, but historically this is uncommon and would be considered as part of the grant actual process. This risk is assessed as ***low.***

**Reputation** – The Working Group are recommending that three sporting group applicants receive the full grant value for which they applied. While not all criteria within the grant guidelines have been met, the Working Group agreed by consensus to support these important projects. This may result in adverse community concerns. This risk is assessed as ***low.***

## REFERENCES

**City of Victor Harbor Community Plan 2030**

Aspiration 1 – We are a caring, connected and active community

- Strategy – Provide a variety of open space and recreation opportunities
- Strategy – Improve the health and well–being of our community
- Priority – Support the growth of local and regional sporting clubs and facilities

Aspiration 5 – We have services and infrastructure that meets our community's needs

- Strategy – Facilitate access to health, education and community services
- Strategy – Provide key community infrastructure

**Other References**

- Recreation and Sport Small Grants Scheme Round 2 (2021/22) Guidelines

## BUDGET IMPLICATION

There are sufficient funds in Job #58981 (Sport Minor Grants Allocated) for providing grant funding as recommended by The Working Group for the 2021/21 Recreation and Sport Small Grants Scheme Round 2 as detailed in the report at a cost of $3,187.

| | | |
|---|---|---|
| Current Budget | = | $10,000 |
| Less Expenditure to date | = | $ 6,300 |
| Less Report Expenditure | = | $ 3,187 |
| **Budget Remaining** | **=** | **$ 513** |

No additional funds are required.

## CONSULTATION

Recreation and Sport Grant Working Group at a meeting held 28 April 2022

Director Environment and Infrastructure – Kathy Hayter

Manager Infrastructure – Jodi Roberts

Team Leader Environment and Recreation Strategy – Bronson Symmonds

Attachment A

# Meeting Notes

**Group** Recreation and Sport Grant Working Group

**Meeting Held** Thursday 28 April 2022 at 1.30pm

**Location** Encounter Room

## 1. PRESENT

Cr B Mann (Chair)
Cr B Littlely
B Symmonds
E Kraft

In Attendance:
K Kenny – Environment and Infrastructure Administration Officer

## 2. ACKNOWLEDGEMENT OF COUNTRY

## 3. APOLOGIES

Nil

## 4. GENERAL BUSINESS

### 4.1. Applications for Recreation and Sport Small Grants 2021/22 Round 2

*Item*

Victor Harbor Golf Club - $1000 – Refurbishment of rope inclinator

*Outcome*

The Grant guidelines state that grants will not be given for *large capital items*. Members agreed that while the refurbishment of the rope inclinator is a capital project, it is a smaller project that has a direct benefit to users and improves player safety.

Members agreed by consensus to support the grant application submitted by

Victor Harbor Golf Club – Refurbishment of Rope Inclinator to the amount of $1000.

Action

An Officers report to be presented to the next Ordinary Council meeting recommending to grant the amount of $1000 to Victor Harbor Golf Club.

*Item*

Victor Harbor Sea Scouts - $980 – Personal flotation device & backpacks for youth members.

*Outcome*

The Grant guidelines state *the grant requested will not exceed the amount raised by the Club*. Members note that the Sea Scouts have allocated approximately 50% only of the grant requested from this scheme, however Members note the benefits of this project which encourages youth participation.

Members agreed by consensus to support the grant application submitted by Victor Harbor Sea Scouts – Personal flotation device & backpacks for youth members for the amount of $980.

Action

An Officers report to be presented to the next Ordinary Council meeting recommending to grant the amount of $980 to the Victor Harbor Sea Scouts.

*Item*

Riding for the Disabled Southern Fleurieu - $806.85 – Rain Sheets and Rugs for Horses

*Outcome*

The Grant guidelines state *the grant requested will not exceed the amount raised by the Club*. Members note that Riding for the Disabled has not allocated any funds to this project, however Members note the benefit of the wet weather winter equipment for the horses.

The Members agreed by consensus to support the grant application submitted by Riding for the Disabled - Rain Sheets and Rugs for Horses to the amount of $806.85

Action

An Officer's report to be presented to the next Ordinary Council meeting recommending to Council to grant the amount of $806.85 to Riding for the Disabled.

**4.2 Individual Applications** (Attachment B)

*Item*

Rhun Williams - $400 - Under 15s Boys National Hockey Championship

*Outcome*
The Members agreed by consensus to support the grant application submitted by Rhun Williams – Under 15s Boys National Hockey Championship for the amount of $400 subject to receipt of the acquittal for the previous Recreation and Sport Small Grant of $400 from the 2020/21 Round 1.

Action
An Officer's report to be presented to the next Ordinary Council meeting recommending to Council to grant the amount of $400 to Rhun Williams, subject to receipt of the acquittal for the previous Recreation and Sport Small Grant of $400 from the 2020/21 Round 1.

*Item*

Finn Williams - $400 - Under 18s Boys National Hockey Championship

*Outcome*
In accordance with the grant guidelines '*applicants that have received a grant 3 times may not be eligible for further funding.*' Members note that this is Finn Williams' fourth grant application from the Recreation and Sport Small Grant scheme. While Members acknowledge Finn's long term, personal commitment to hockey, Members agreed that grants funds could be allocated to individual applicants that have not received grants previously.

The Members agreed by consensus to not recommend the grant application submitted by Finn Williams – Under 18s Boys National Hockey Championship for the amount of $400.

Action
An Officer's report to be presented to the next Ordinary Council meeting recommending that Council does not endorse Finn Williams' fourth grant application of $400.

## 5. NEXT MEETING

The next meeting shall align with the Recreation and Sport Small Grants Scheme 2022/23 Round 1.

## 6. CLOSURE

The chair closed the meeting at 1.58pm

Signed: _____ Date: _____

# 13. MINUTES OF COUNCIL COMMITTEE MEETINGS

## 13.1 Southern Communities Transport Scheme Advisory Committee Minutes - 20 April 2022

| | |
|---|---|
| Committee | Victor Harbor Council |
| Meeting Held | 23/05/2022 |
| From | Leann Symonds |
| File Reference | GOV9.14.022 |

## RECOMMENDATION

That Council receive and note the minutes of the Southern Communities Transport Scheme Advisory Committee held 20 April 2022.

## INFORMATION

**Purpose**
The purpose of this report is to receive and note minutes of the meeting of the Southern Communities Transport Scheme Advisory Committee held 20 April 2022.

**Background**
Section 12.1 of the Terms of Reference for the Committee states that the Committee shall supply to the Council a copy of all Committee minutes pursuant to clause 6.4, for the endorsement of the Council.

The Southern Communities Transport Scheme has been operating as a partnership between the City of Victor Harbor and Alexandrina Council since 1992. The Southern Community Transport committee recommends a formalised partnership between the City of Victor Harbor and Alexandrina Council that outlines the responsibilities of the partnership in relation to the operation of the Southern Communities Transport Scheme.

**Commentary**
A copy of the minutes of the meeting of the Southern Communities Transport Scheme Advisory Committee meeting held 20 April 2022 are provided at Attachment A. The minutes have been distributed to Committee members.

## RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

**Legal and Compliance** – Preparation and reporting for the endorsement of the minutes can be managed through routine activities and have negligible impact. This risk is assessed as

***low.***

## REFERENCES

**City of Victor Harbor Community Plan 2030**

Aspiration 5 – We have services and infrastructure that meet our Community's needs

- Strategy – Facilitate access to health, education and community services
- Priority – Provide the Southern Communities' Transport Scheme (SCOTS) to assist transport disadvantaged people to access medical and other essential appointments

## BUDGET IMPLICATION

Excluding endorsed budgeted staff resources there are no budget implications from receiving and noting the minutes of the meeting of the Southern Communities Transport Scheme Advisory Committee held 20 April 2022.

No additional funds are required.

## CONSULTATION

Southern Communities Transport Scheme Advisory Committee Members

# MINUTES

| | |
|---|---|
| Committee | Southern Communities Transport Scheme Advisory Committee |
| Meeting Held | Wednesday 20 April 2022 at 10:00am |
| Location | Council Chambers, Victor Harbor Civic Centre, 1 Bay Road, Victor Harbor |

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City of Victor Harbor

## 1. PRESENT

Dr Marilyn Henderson (Chair)
Liz Graham
Anna Schmidt
Helen Deguet
Des Schirmer
Bob McFarland
Robert Hall
Colin Howard
Cr John Carter (via Zoom)

**In Attendance**
Laura Lewis – Coordinator, Southern Communities Transport Scheme

## 2. ACKNOWLEDGEMENT OF COUNTRY

The City of Victor Harbor acknowledges the Ramindjeri and Ngarrindjeri people, the Traditional Custodians of the land and surrounding waters where we live and work. We acknowledge their deep connection to country and pay our respects to Elders past, present and emerging. This respect is extended to Aboriginal and Torres Strait Islander people across Australia.

## 3. APOLOGIES

Mayor Moira Jenkins

Manager Community Wellbeing – Leann Symonds

## 4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

### 4.1 Minutes of the previous meeting - 16 February 2022

SCT12022 Moved: Colin Howard
Seconded: Des Schirmer

That the Southern Communities Transport Scheme Advisory Committee endorse the minutes of the previous meeting held 16 February 2022 as a true and accurate record of the meeting.

**CARRIED**

City of Victor Harbor

## 5. BUSINESS ARISING

### 5.1 Business Arising and Action List

The following table provides an update of the status of items from previous meetings.

| Meeting Date | Item No. | Action/Update | Status |
|---|---|---|---|
| 16/02/2022 | 7.1 | **Effective Public Transport Options** | Both Alexandrina Council and City of Victor Harbor will add an action to advocate for effective public transport options for the region. The draft has been sent to the minister. |
| 15/12/2021 | 7.1 | **HAC Grant Application** | The application for funding to Cancer Australia was withdrawn due to criteria not meeting the needs of the service. Further avenues are being explored through the Freemasons who will accept an application for the funding of a vehicle. Mike McRae is currently completing the application and if successful, funding will be allocated in the 2022-23 financial year. This matter is ongoing and quotes are currently being sourced. |

SCT22022 Moved: Robert McFarland
Seconded: Liz Graham

That the business arising and action list for the meeting of the Southern Communities Transport Scheme Advisory Committee held 20 April 2022 be received.

**CARRIED**

City of Victor Harbor

## 6. GENERAL BUSINESS

### 6.1 SCOTS 30 Year Celebration

This year the Southern Communities Transport Scheme will hold a 30-year Anniversary Celebration. This will be combined with the City of Victor Harbor's Volunteer Appreciation event on Sunday 15 May 2022. Invitations have been sent to past and present volunteers, staff, and committee members.

SCT32022 Moved: Robert McFarland
Seconded: Liz Graham

That the Southern Communities Transport Scheme Advisory Committee receive and note the report on the SCOTS 30-year celebration.

**CARRIED**

City of Victor Harbor

### 6.2 COVID - Workforce sustainability, testing and surveillance.

The committee was provided with an update of the latest requirements relating COVID-19 as directed by the Department of Human Services. All drivers and staff who provide face to face services to clients are required to complete a Rapid Antigen Test and produce a negative result. QR Codes are no longer required in cars but cleaning regimes remain in place. Mask-wearing is still mandatory. There is also a requirement for all staff and volunteers to have booster or provide proof of a booked appointment 4 weeks from the booster becoming due, however a fourth vaccine (second booster) is not currently mandatory.

SCT42022 Moved: Robert McFarland
Seconded: Liz Graham

That the Southern Communities Transport Scheme Advisory Committee receive the report on COVID- Workforce sustainability, testing and surveillance.

**CARRIED**

City of Victor Harbor

## 7. RECURRING REPORTS

### 7.1 Statistical and Brokerage Reports

Southern Communities Coordinator Laura Lewis, provided the committee with an overview of the data statistics for the period 1 January to 31 February 2022. January numbers were down in comparison to February due to the holiday period, with less doctor consultations. Use of the shopping bus has increased over this period.

SCT62022 Moved: Des Schirmer
Seconded: Liz Graham

That the Southern Communities Transport Scheme Advisory Committee receive the statistical and brokerage reports for the Southern Communities Transport Scheme (SCOTS CHSP and SCOTS CPN) for the period 1 January to 31 February 2022.

**CARRIED**

### 7.2 Financial Report

An overview of the financial report for the period 1 January 2021 to 31 February 2022 was provided.

SCT72022 Moved: Des Schirmer
Seconded: Robert McFarland

That the Southern Communities Transport Scheme Advisory Committee receive the financial report for the period 1 January to 31 February 2022.

**CARRIED**

City of Victor Harbor

## 8. ANY OTHER BUSINESS

Colin Howard requested an evaluation of the current pool of vehicles. Laura Lewis provided an overview. This included a discussion of vehicles that are due for replacement and leased vehicles due for renewal in August. Quotes are currently being obtained. A wheelchair-friendly commuter vehicle for next year was also discussed. Liz Graham noted that with the introduction of Telehealth, less vehicles may be needed to transport customers and questioned whether the excess vehicles could be used for other purposes. Des Schirmer also raised the issue of car garaging and Laura Lewis responded that funding has not yet been secured for this, as it is not in the capital expenditure. Laura will follow up on this matter.

## 9. NEXT MEETING

The next Southern Communities Transport Advisory Committee will be held on 14 June 2022 at 10am in the Encounter Room at the Victor Harbor Civic Centre, 1 Bay Road, Victor Harbor.

## 10. CLOSURE

Meeting closed at 10.24am.

Signed: _____ Date: _____

## 13.2 Fleurieu Region Community Services Advisory Committee Minutes - 10 May 2022

| | |
|---|---|
| Committee | Victor Harbor Council |
| Meeting Held | 23/05/2022 |
| From | Leann Symonds |
| File Reference | GOV9.14.021 |

## RECOMMENDATION

That the Council receive and note the minutes of the Fleurieu Region Community Services Advisory Committee meeting held 10 May 2022.

## INFORMATION

**Purpose**
The purpose of this report is to present the minutes of the Fleurieu Region Community Services Advisory Committee (the Committee) meeting held on 10 May 2022.

**Background**
The Committee is constituted pursuant to the provisions of Section 41 of the *Local Government Act 1999*.

The Committee is established for the purpose of assisting to improve the quality of life, independence, and well-being of communities by supporting a regional approach between the City of Victor Harbor and the District Council of Yankalilla to the planning, development, and co-ordination of community services that respond to current and emerging regional community service needs, and local needs of regional significance.

**Commentary**
The minutes of the Committee meetings held on 10 May 2022 have been distributed to members and are provided at Attachment A to this report.

## RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

**Legal and Compliance** – It is unlikely that there is a negative impact to receiving and noting Committee minutes. This risk is assessed as ***low***.

## REFERENCES

**City of Victor Harbor Community Plan 2030**

Aspiration 6 – We are a financially sustainable and well-governed organisation

**Other references used:**

- Local Government Act 1999
  Section 41 - Committees

## BUDGET IMPLICATION

Excluding endorsed budgeted staff resources there are no budget implications in the preparation of the minutes of the Committee for receiving and noting by Council.

No additional funds are required.

## CONSULTATION

Fleurieu Region Community Services Advisory Committee Members

# MINUTES

| | |
|---|---|
| Committee | Fleurieu Region Community Services Advisory Committee |
| Meeting Held | 10 May 2022 at 10am |
| Location | Encounter Room, Civic Centre, 1 Bay Road, Victor Harbor |

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| **11.** | **CLOSURE** | **6** |

## 1. PRESENT

Dr Marilyn Henderson (Chair) – City of Victor Harbor
Cr Leon Zarins – District Council of Yankalilla
Helen Deguet – City of Victor Harbor
Claire Taylor – District Council of Yankalilla (via Zoom)
Julianne Rilstone – District Council Yankalilla
Brenton Chappell – Country SA PHN (Zoom)
Cr Carol Schofield – City of Victor Harbor (Zoom)
Mayor Moira Jenkins

## 2. ACKNOWLEDGEMENT OF COUNTRY

The City of Victor Harbor acknowledges the Ramindjeri and Ngarrindjeri people, the Traditional Custodians of the land and surrounding waters where we live and work. We acknowledge their deep connection to country and pay our respects to Elders past, present and emerging. This respect is extended to Aboriginal and Torres Strait Islander people across Australia.

## 3. APOLOGIES

Leann Symonds – City of Victor Harbor

Bridget Fox – District Council of Yankalilla

Elspeth Radford - Flinders University Rural School

## 4. REQUIREMENT FOR DISCLOSURE OF CONFLICTS OF INTEREST

Members are required to disclose material, actual or perceived conflicts of interest in items listed for consideration on the agenda. Sections 73, 74, 75 75A and 75B of the Local Government Act 1999 require that members declare any interest and provide full and accurate details of the relevant interest to the advisory committee prior to consideration of that item on the Agenda.

City of Victor Harbor

## 5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

### 5.1 Minutes of the Previous Meeting - 8 March 2022

FRCS102022 Moved: Cr Leon Zarins
Seconded: Julianne Rilstone

That the Fleurieu Region Community Services Advisory Committee endorse the minutes of the previous meeting held 8 March 2022 as a true and accurate record of the meeting.

**CARRIED**

## 6. BUSINESS ARISING

### 6.1 Business Arising and Action List

The following table contains actions and status of items from previous meetings

| | | | |
|---|---|---|---|
| 11 August 2020 | Item 6.1 | South Coast District Hospital update | FRCS472020 Committee support the drafting of letter to Minister of Health expressing safety concerns in the Emergency Department. Letter sent from Mayor and Victor Harbor CEO on 2/9/20. The Honorable Minister Wade responded by letter on 6 December 2020. The letter invited the committee to contact Ms Amy Lee for any further information. Leann Symonds has sent a letter inviting Ms Lee to attend a meeting as a guest speaker. Ms Lee postponed her attendance at the November meeting and will reschedule for 2022. Ms Lee is on extended leave until August so Bianca McCumiskey will attend as Acting Director of Nursing at the July meeting. Mayor Jenkins reported that Cr Glazbrook sits on the hospital board and she will invite him to a Committee Meeting.Ongoing |
| 13 July 2021 | Item 6.1 | Advanced Care Directives Assist Program | Support from both Councils was sought in order to develop a process forward. Claire Taylor and Leann Symonds to investigate possibilities and models in moving forward. Possibility of funding from State Government – awaiting confirmation. Michelle Fuller is coordinating the response and organising a meeting with the state. The draft application/expression of interest has been sent to the Office for Ageing for comment and discussion. Verbal confirmation that the Office for Ageing will approve the funding once the draft application is edited and agreed upon. Ongoing |

City of Victor Harbor

FRCS112022 Moved: Julianne Rilstone
Seconded: Cr Leon Zarins

That the business arising and action list for the meeting of the Fleurieu Region Community Services Advisory Committee held on 10 May 2022 be received.

**CARRIED**

## 7. GENERAL BUSINESS

### 7.1 Collaborative Planning and Partnership Projects

The planning session will follow directly after the July Committee meeting with the purpose of furthering regional collaboration. With a new CEO in Alexandrina it is good timing to explore the role of the committee in the region, including regional grant projects and opportunities.

FRCS132022 Moved: Julianne Rilstone
Seconded: Cr Leon Zarins

1. That the Fleurieu Region Community Services Advisory Committee receive and note the report on Collaborative Planning and partnership Projects.

2. That the Committee endorse the holding of a planning session on 12 July 2022.

**CARRIED**

### 7.2 Contributions to Regional Community Services Programs

FRCS142022 Moved: Cr Leon Zarins
Seconded: Julianne Rilstone

That the report on the 2022/23 draft budget for contributions to regional community service programs be received, and the draft budget be recommended to councils for consideration.

**CARRIED**

City of Victor Harbor

## 8. RECURRING REPORTS

### 8.1 Country SA Primary Health Network

Manager of Community Collaborations, Brenton Chappell, provided an update on the services and activities for Country SA Primary Health Network.

- The Country SA Primary Health Network staff are now working back in the office 60/40 split.
- Information regarding grants of up to $10,000 will be out soon.
- Continue to provide information and resources around COVID and added information regarding the flu
- Workforce consultation with the Rural Doctors Workforce Agency (RWDA) is wanting to connect with Local Health Clusters to conduct a needs assessment that will inform an Education Services Plan for 1 July to 31 December 2022. The RWDA are proposing a workshop (zoom) with the areas of focus rural General Practitioners, nursing and allied health professional. Please email Brenton chappell@countrysaphn.com.au if interested.

FRCS122022 Moved: Cr Leon Zarins
Seconded: Julianne Rilstone

That the Fleurieu Region Community Services Advisory Committee receive the report on Country SA Primary Health Network, including information on services and activities in the Fleurieu region.

**CARRIED**

## 9. OTHER BUSINESS

**Draft Regional Public Health Plan**

Question were raised in regards to the Draft Regional Public Health Plan and how feedback on the plan can be added by interested parties.

The Plan is awaiting approval from the Minister, Chris Picton to go to public consultation. Each of the 6 Councils in the Southern and Hills Local Government Association will provide opportunities for feedback through their public consultation platforms.

**Caretaker Mode**

A reminder that the July meeting will be the final meeting before the caretaker mode begins.

City of Victor Harbor

## 10. NEXT MEETING

The next meeting of the Fleurieu Region Community Services Advisory Committee will be held at **10.00am** on **Tuesday 12 July 2022** at Victor Harbor Council offices.

## 11. CLOSURE

The Chair closed the meeting at 10.44 am.

Signed: _____ Date: _____

## 13.3 Audit Committee Minutes - 2 May 2022

| | |
|---|---|
| Committee | Victor Harbor Council |
| Meeting Held | 23/05/2022 |
| From | Pauline Corcoran |
| File Reference | GOV9.14.009 |

## RECOMMENDATION

1. That Council receive and note the minutes of the Audit Committee meeting held on Monday 2 May 2022 as provided at Attachment A.

2a That Council note the Audit Committee's comments in relation to overdue Action List items and endorse a budget increase of $1,200 for resources to complete the direct procurement audit and escalation procedure as a priority.

***or***

2b That Council note the Audit Committee's comments in relation to overdue Action List items and accept the assessed risk until the tasks can be undertaken within existing resources.

## INFORMATION

**Purpose**
The purpose of this report is to present the minutes of the Audit Committee Meeting held on Monday 2 May 20222 as provided at Attachment A.

**Background**
The Audit Committee minutes from the meeting held on Monday 2 May 2022 were distributed to Members on Thursday 5 May 2022.

**Commentary**
The Audit Committee considered a number of reports that were received and noted, with the following recommendations to Council:

AC152022 Moved: N Lopez
Seconded: Cr Carol Schofield

1. That the Audit Committee receive and note the Action List report.

2. That the Audit Committee recommend a report be presented to Council in regards to prioritisation and allocation of resources in regards to internal control and audit outstanding items and whether or not they are prepared to take the risks on those outstanding items or allocate resourcing accordingly to address them.

**CARRIED**

The Internal Control position was vacant for approximately six months during the 2021/22 financial year and resourcing challenges since then (Covid-19 and other leave) have resulted in a number of items being deferred. These items relate to the development of a procedure to document the escalation process for internal control non-compliance and a follow audit on direct procurement and 'after the event' purchase orders.

The escalation procedure is in progress and will be presented to the next Audit Committee meeting in August. The additional audit on direct procurement is expected to take approximately four days to manually collect and analyse the data and prepare the report and action plan if required. It is unlikely that this will be able to be accommodated in the short-term without deferring other planned works.

Purchase orders go through an approval process and the process is sample tested on a regular basis. It is anticipated that the new corporate software will provide improved compliance opportunities as well as the ability to access data on which to report. It is unlikely that monies will be committed due to 'after the event' purchase orders that cannot be managed within the activity area or department budget.

AC212022 Moved: M Richardson
Seconded: N Lopez

1. That the Audit Committee receive and note the Annual Business Plan and Budget report and associated documentation.

2. That the Audit Committee recommends that the following matters are reviewed by administration prior to providing to Council for the purpose of public consultation:

   The Committee is concerned that the level of service activity in the 2023 Budget and Annual Business Plan may not align with the upcoming rate forecast.

This is influenced by matters such as:

- CPI increases beyond expectations and beyond what is reflected in the current draft budget.
- Continuing increasing costs of materials and labour shortages
- Expected high levels of absenteeism due to COVID-19
- The ongoing challenges with staffing and resourcing
- No proposed changes in service levels in the current draft business plan

The Audit Committee recommends administration review the assumptions within the 2023 budget and business plan in light of the above prior to providing to Council.

**CARRIED**

A review of assumptions was undertaken and presented to Council for consideration at a Special Council Meeting held on Monday, 16 May 2022.

AC172022 Moved: N Lopez
Seconded: M Richardson

1. That the Audit Committee receive and note the 2021/22 March Budget Review and report.

2. That the Audit Committee recommends that Council endorse the 2021/22 March Budget Review as presented in the Uniform Presentations of Finances at Attachment A, detailing net capital expenditure of $9,605,500 and an operating surplus of $240,000.

**CARRIED**

A separate report has been included in the Ordinary Council meeting agenda for Monday, 23 May 2022 in relation to this item.

## RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

**Legal and Compliance** - The minutes were prepared and distributed to members in line with legislative requirements. This risk is assessed as ***low***.

**Financial Management** - It is unlikely that monies will be committed due to 'after the event' purchase orders that cannot be managed within the activity area or department budget. Whilst not documented, there is an escalation process in place for internal control non-compliance. This risk is assessed as ***low***.

## REFERENCES

**City of Victor Harbor Community Plan 2030**

Aspiration 6 – We are a financially sustainable and well-governed organisation

## BUDGET IMPLICATION

There are insufficient funds in job 72100 (Acctg Ordinary Salaries) for the purpose of prioritising the additional procurement audit at an estimated cost of $1,200.

| | | |
|---|---|---|
| Current Budget | = | $607,000 |
| Less Expenditure to date | = | $512,000 |
| Less Forecast to 30 June | = | $ 95,000 |
| Less Report Expenditure | = | $ 1,200 |
| **Budget Remaining** | **=** | **($ 1,200)** |

There will be an increase, subject to endorsement, to operating expenditure of $1,200.

## CONSULTATION

Audit Committee Members

Acting Chief Executive Officer – Graham Pathuis

Acting Director Corporate and Customer Service – Kellie Knight-Stacey

# MINUTES

| | |
|---|---|
| Committee | Audit Committee |
| Meeting Held | 2 MAY 2022 at 2:30pm |
| Location | Encounter Room, 1 Bay Road, Victor Harbor |

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City of Victor Harbor

## 1. PRESENT

Cr Tim Glazbrook
Cr Carol Schofield
David Papa (Independent Member) - Chair
Michael Richardson (Independent Member)
Nick Lopez (Independent Member)

**In attendance:**

Mayor Moira Jenkins
Group Manager Governance and Finance – Kellie Knight-Stacey
Corporate Administration Officer – Pauline Corcoran
Internal Control and Governance Support Officer – Karina Overall

## 2. ACKNOWLEDGEMENT OF COUNTRY

We acknowledge the traditional custodians of our beautiful lands and surrounding waters, the Ramindjeri and Ngarrindjeri people. As a community we recognise and respect their cultural connection with the land and waters.

## 3. APOLOGIES

Graham Pathuis – Acting Chief Executive Officer

## 4. CONFLICT OF INTERESTS

Members of the Committee are reminded of the requirements of disclosure by member's of material, actual or perceived conflict of interest in items for consideration on the Agenda.

Section 73, 74, 75, 75A and 75B of the *Local Government Act 1999*, requires that Members declare any interest and provide full and accurate details of relevant interest to the Committee prior to consideration of that item on the Agenda.

## 5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

### 5.1 Confirmation of Minutes of previous meeting

AC142022 Moved: Cr Tim Glazbrook
Seconded: Cr Carol Schofield

That the minutes of the previous Audit Committee meeting held Monday 7 February 2022 be confirmed as a true and accurate record.

**CARRIED**

## 6. BUSINESS ARISING

Nil

## 7. ACTION LIST

### 7.1 Action List - 2 May 2022

AC152022 Moved: N Lopez
Seconded: Cr Carol Schofield

1. That the Audit Committee receive and note the Action List report.

2. That the Audit Committee recommend a report be presented to Council in regards to prioritisation and allocation of resources in regards to internal control and audit outstanding items and whether or not they are prepared to take the risks on those outstanding items or allocate resourcing accordingly to address them.

**CARRIED**

## 8. INTERNAL AUDIT PROGRAM

### 8.1 2021 Internal Control Assessment Results and Action Plan

AC162022 Moved: M Richardson
Seconded: Cr Tim Glazbrook

That the Audit Committee receive and note the Internal Control Assessment report for 2021 year period.

**CARRIED**

## 9. GENERAL BUSINESS

### 9.1 2021/22 March Budget Review

AC172022 Moved: N Lopez
Seconded: M Richardson

1. That the Audit Committee receive and note the 2021/22 March Budget Review and report.

2. That the Audit Committee recommends that Council endorse the 2021/22 March Budget Review as presented in the Uniform Presentations of Finances at Attachment A, detailing net capital expenditure of $9,605,500 and an operating surplus of $240,000.

**CARRIED**

### 9.2 2021/22 Interim Audit Management Report

AC182022 Moved: Cr Carol Schofield
Seconded: N Lopez

That the Audit Committee receive and note the 2021/22 Interim Audit Management Report.

**CARRIED**

### 9.3 2022 Borrowings and Investments

AC192022 Moved: Cr Tim Glazbrook
Seconded: M Richardson

That the Audit Committee receive and note the 2022 Borrowings and Investments report.

**CARRIED**

### 9.4 2022/23 Meeting Schedule and Internal Audit Plan

AC202022 Moved: Cr Tim Glazbrook
Seconded: N Lopez

That the Audit Committee receive and note the 2022/23 Meeting Schedule and Internal Audit Plan report.

**CARRIED**

### 9.5 2022/23 Annual Business Plan and Budget

AC212022 Moved: M Richardson
Seconded: N Lopez

1. That the Audit Committee receive and note the Annual Business Plan and Budget report and associated documentation.

2. That the Audit Committee recommends that the following matters are reviewed by administration prior to providing to Council for the purpose of public consultation:

   The Committee is concerned that the level of service activity in the 2023 Budget and Annual Business Plan may not align with the upcoming rate forecast.

City of Victor Harbor

This is influenced by matters such as:

- CPI increases beyond expectations and beyond what is reflected in the current draft budget.
- Continuing increasing costs of materials and labour shortages
- Expected high levels of absenteeism dur to COVID-19
- The ongoing challenges with staffing and resourcing
- No proposed changes in service levels in the current draft business plan

The Audit Committee recommends administration review the assumptions within the 2023 budget and business plan in light of the above prior to providing to Council.

**CARRIED**

## 10. RECURRING REPORTS

### 10.1 Financial and Statutory Policy Review Schedule

AC222022 Moved: Cr Carol Schofield
Seconded: N Lopez

That the Audit Committee receives and notes the Financial and Statutory Policy Review Schedule update and report.

**CARRIED**

## 11. CONFIDENTIAL MATTERS

Nil

## 12. NEXT MEETING

The next meeting is scheduled for Monday, 1 August 2022 at 2:30pm.

## 13. CLOSURE

The Chair declared the meeting closed at 4:38pm

# 14. SUBSIDIARIES AND REPRESENTATIVE REPORTS

## 14.1 Representative Reports - May 2022

| | |
|---|---|
| Committee | Victor Harbor Council |
| Meeting Held | 23/05/2022 |
| From | Katie Common |
| File Reference | GOV9.33.012 |

## RECOMMENDATION

That Council receive and note the Representative Reports for May 2022.

## INFORMATION

**Purpose**
The purpose of this report is to provide Council with the minutes/newsletters from the identified committees/groups, to alleviate the necessity of a verbal report from Elected Members.

**Adelaide Hills, Fleurieu and Kangaroo Island Regional Development Australia Board**
Chief Executive Officer – Victoria MacKirdy

**Southern and Hills Local Government Association**
Mayor M Jenkins and Acting Chief Executive Officer

**Fleurieu Regional Waste Authority**
Cr B Littlely

**Carrickalinga Board of Management**
Cr D Kemp

**Australian Coastal Councils Association**
Cr Marilyn Henderson

**Victor Harbor Coastcare**
Council Member Representative - Vacant
Environment and Infrastructure Department Representatives

**Victor Harbor High School Governing Council**
Cr A Robertson

**Victor Harbor R-7 Primary School**
Cr N Hayles

**Hills Fleurieu and Kangaroo Island Zone Emergency Management Committee**

Director Environment and Infrastructure – Kathy Hayter

**Encounter Youth – Schoolies**
Mayor M Jenkins

**Fleurieu Regional Aquatic Centre Authority**
Cr D Kemp

**Management Committee of the Friends of the Victor Harbor Library Inc**
Cr M Henderson

**Victor Harbor Horse Tram Authority**
Cr C Schofield

**Live Arts at Newland Program Steering Committee**
Council Member Representative – Mayor Moira Jenkins
Director Community and Development – Graham Pathuis

## RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

**Legal and Compliance** – Preparation and reporting for the endorsement of the Representative Reports can be managed through routine activities and have a negligible impact. This risk is assessed as ***low***.

## REFERENCES

**City of Victor Harbor Community Plan 2030**

Aspiration 6 – We are a financially sustainable and well–governed organisation

## BUDGET IMPLICATION

Excluding endorsed budgeted staff resources there are no budget implications from the preparation or receipt of these reports.

No additional funds are required.

## CONSULTATION

Each Elected Member with the individual committee/group as identified.

# FRIENDS OF VICTOR HARBOR LIBRARY INC

## MINUTES OF COMMITTEE MEETING

**DATE OF MEETING: Monday 4TH APRIL 2022**

**MEETING COMMENCED: 10.00am in TRAINING ROOM**

| | |
|---|---|
| EXECUTIVE COMMITTEE | Maryanne McGill (P), Vera Hughes (VP), Pauline Rattray (sec) Rosemary Burden (tr) |
| COMMITTEE | Jenny Kleinig (ass sec), Anne Gray (PO), Shari Bubner, Joan Sandford, Anna Kiernan, |
| OTHER PRESENT | Marilyn Henderson (Council Representative) |
| APOLOGIES | Helen Inglis, Pat Bimbi, Vicki Hutchinson (Library Manager), Gail Ambercrombie, Jane Peters, Helen Inglis, Carol Clarke, |

**We acknowledge the traditional custodians of our lands and surrounding waters, the Ramindjeri and Ngarrindjeri people. As a community we recognise and respect their cultural connection with the land and waters. We also pay respect to elders past, present and emerging**

**CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**MOTION:** That the minutes of the FOL Victor Harbor Committee meeting of 7TH MARCH 2022 be accepted as a true and correct record of the meeting.

**MOVED:** Anne Gray **SECONDED:** Joan Sandford **CARRIED**

**BUSINESS ARISING FROM PREVIOUS MEETING**

- NIL

**MARILYN HENDERSON (VH COUNCIL REPRESENTATIVE) ADVISED FOL COMMITTEE THAT WE ARE NOW TO AKLOWLEDGE FIRST NATIONS AT EACH MEETING**

**REVIEW OF MARCH BOOK SALE:**

- BOOK SALE OUT OF SCHOOL HOLIDAYS:
- Committee commented that book sale went very well and didn't need to be in school holidays, except continue with January School Holidays
  - TOTAL BOOK SALE - $1506.45
  - BOOKS 1202.25
  - DVD'S, CD'S & MAGAZINES $91.20
  - RAFFLE $213.00
- 
- CATERGORY OF BOOK SALE:
  - Suggestion was to leave out Ex Library Fiction on the tables and concentrate on Best Books, Donated, Fiction and Non -Fiction. Leave Ex Library in Bookcase
- 
- DAILY SPECIAL:
  - Went ok. Was a little slow
- 
- EXCEPTIONAL BOOKS:
  - Rosemary Burden suggested should be in a prominent position. Received a couple of nibbles of enquiry. Pricing was to be kept as is

- **TABLE PLAN:**
  - Table plan was changed as wasn't prominent assess to Library, Vicki suggested a change which worked well with two extra tables. Was not discussed
- **RAFFLE:**
  - Some of Committee didn't think the 1st prize raffle was remarkably interesting
  - It was suggested to have a change of items – plants, cinema tickets, meal at restaurant etc
  - RAFFLE WINNERS
    - 1ST PRIZE – JUNE
    - 2ND PRIZE – CHAT N' CINO worker
    - 3RD PRIZE - GLORIA
- **DVD'S & CD'S**
  - Always goes very well at 5 x $1.00
- **HOLD SLIPS:**
  - Was not discussed but was used and successful
- **BOXES OF BOOKS IN SHED:**
  - Reduced but, many non-fictions. Spiders and ants found in shed, even red backs. Bomb was diffused and secretary to buy more. Also, ant rid and to check every three months.
  - BOOKS IN TRAINING ROOM TO BE PACKED ON THE Friday 29TH APRIL 2022 AT 2.00PM (Changed date as room not available on the Wednesday)

- **BOOK SALE SIGNS TO PUT UP HINDMARSH ROAD AND ROUND ABOUT VICTOR OVAL:**
  - Discussion as some of the committee stated that some buyers didn't know the book sale was on.
    - Flyers are sent out by Anne Gray (publicity Officer) and advertised on Facebook
    - It was suggested Library advertise separately other than on monthly Library newsletter
    - Secretary asked if we start advertising again with our signs on Hindmarch road and oval round about. Will apply to Council, Pauline Corcoran for permission
- **ADVISORY COMMITTEE MEETING:**
  - Meeting Wednesday 4th May 2.00pm Chat n' Cino
- **NEW VOLUNTEER:**
  - Sandra Potts – Still working. Works for the Education Dept but resigning in approx.
  - 6 mths. Has shifted to Victor Harbor. Has been a Librarian.

Gabbie asked for Volunteers, FOL Committee help with putting out chairs from the training room for the Botanic Designer Workshop in Library at 12.00am for 1.00pm start on the 14th of May 2022.

Vicki Hutchinson unavailable for Street Library information. Deferred till next meeting

**FOL WELFARE FUND:**

- Total Balance for February/March - $4.50
- Thank you for donation of $50.00 March meeting
- TOTAL MARCH BALANCE 2022 - $54.50

- Total balance for March/April - $54.50
- Thank you for donations of $51.00 April meeting
- TOTAL APRIL BALANCE 2022 - $75.0

**DEFERRED EVENTS**

- A TASTE OF TUSCANY – Pat Bimbi's place for June 2022 meeting??
- RECOGNITION OF SERVICE – ON GOING

**CORRESPONDENCE IN:**

- NIL

**CORRESPONDENCE OUT:**

Email to Volunteers forwarding Treasurer's report of takings for the week of Book Sale and thanking them for their time and commitment

**CORESSPONDENCE ARISING OUT OF CORRESPONDENCE:**

NIL

**FRIENDS OF THE VICTOR HARBOR LIBRARY INC**
**WELFARE FUNDS**

**MONTH: APRIL 2022**

| DATE | DESCRIPTION | AMOUNT | BALANCE |
|---|---|---|---|
| | TOTAL BALANCE MARCH/APRIL 2022 | BALANCE | $24.50 |
| 4/04/2022 | RECEIVED FROM COMMITTEE | | 51.00 |
| | | | |
| | | BALANCE | $75.50 |
| | | | |
| | | TOTAL BALANCE | $75.00 |

**TOTAL BALANCE: $75.50**

**FRIENDS OF THE VICTOR HARBOR LIBRARY INC**
**WELFARE FUNDS**

**MONTH: FEB/ March 2022**

| DATE | DESCRIPTION | AMOUNT | BALANCE |
|---|---|---|---|
| | TOTAL BALANCE FEB/MARCH 2022 | BALANCE | 4.50 |
| 7/03/2022 | RECEIVED FROM COMMITTEE | | 50.00 |
| | | | |
| | | TOTAL BALANCE | $54.50 |
| 31/03/22 | AFTERNOON TEA SANDWICHES | | -30.00 |
| | | BALANCE | $24.50 |

**TOTAL BALANCE: $24.50**

**DEFERRED EVENTS**

- **A TASTE OF TUSCANY – Pat Bimbi's place for June 2022 meeting??**
- **RECOGNITION OF SERVICE – ON GOING**

**LIBRARY MANAGER – VICKI HUTCHINSON: - UNAVAILABLE**

city of Victor Harbor

# WHAT'S ON AT THE LIBRARY

## May 2022

**Meet the Author: Victoria Purman**
The Nurses' War

Friday 6 May 2022
6pm – 7pm

There is more than one way to fight a war. The Nurses' War is an extraordinary story of grit, love and loss, based on the true history and real experiences of Australian nurses in World War 1. Join us at the library as bestselling Australian author, Victoria Purman introduces her latest novel.

The lovely folks from South Seas Books and Trading will have copies available for purchase on the night and Victoria will sign your personal copy.

**The Botanic Designer**
Indoor Plants

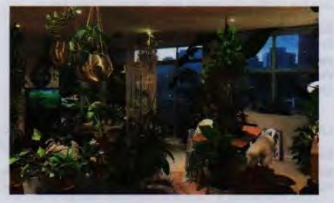
Saturday 14 May 2022
1pm – 2:30pm

Hosted by Adelaide's indoor plant guru, Markus Hamence, The Botanic Designer has developed a workshop for avid plant lovers, enthusiasts & the plant curious!

The Botanic Designer fuses indoor plants with interior design to produce beautiful, healthy and positive spaces. In addition to a studied Horticulturist, Markus is also an Interior Designer and Lecturer sharing his passion for 'Beautiful Spaces', boasting over 450 indoor plants in his own city apartment!

This workshop will include tips & tricks on plant care, current indoor plant trends for 2022 and a Q & A session.

This workshop has been made possible thanks to the generous support of the Friends of the Victor Harbor Library.



**South Australia's History Festival**
SA's History Festival is an annual statewide event exploring the South Australian history, places, spaces, stories, and collections that make us who we are.

**Early Days of Port Victor**

Wednesday 4 May 2022
2pm – 3pm

A special History Month event with Victor Harbor local and National Trust Volunteer, Pat. The talk entitled 'Early Days of Port Victor' includes the 1837 naming by Captain Richard Crozier and the town's development through to the late 1800s.

Pat is fifth generation member of the Jagger family who settled at Encounter Bay in 1839, hence her interest in local history. In recent years Pat has been involved with the Heritage Committee, National Trust and the research and writing of the blue plaques placed on the city's buildings.

**They Built Yesteryear**

Wednesday 18 May 2022
2pm – 3pm

This History Month event presented by Peter Wood explores the role of hand tools in the growth of South Australia. Learn what tools were commonly used in the local area in farming, building and everyday life.

Peter is a charter member of the South Australian Historic Tools Association, member for the Hand Tool Preservation Association of Australia and member of the Fleurieu Antiques and Collectibles Group.

**History Month Display – May 2022**
"Victor Harbor from bustling pioneer port to popular seaside resort - 1850s to 1950s"

Throughout the month of May the Victor Harbor National Trust will be displaying items from their museum in the library.

Come into the library and take a look back in time to see how Victor Harbor emerged from being a pioneer Port to becoming the holiday destination for Adelaide's High Society and then popular Guest House Resorts for all. A snapshot of what life would have been like in Victor Harbor during this Era.

For more information on the National Trust Museum visit their website victorharbornattrust.org.au or find them on Facebook and Instagram.

**BOOKINGS ESSENTIAL** **WWW.VICTOR.SA.GOV.AU/LIBRARYEVENTS**

city of Victor Harbor

# WHAT'S ON AT THE LIBRARY

**Encounter Rhyme and Storytime**

Every Tuesday
9:45am - 10:30am



Enjoy action songs and nursery rhymes with your baby or toddler. Share a story and then get creative with fun toys for the bubs and craft activities for the 2+ year olds. Session is suitable for 0-6 year olds.

**Little Bang Discovery Club**

Wednesday Mornings - Term 2
10:30am – 11:15am

Young children are already great scientists without even knowing it. This fun-filled, four week, hands-on program is for ages 3-6 years old.

Check out our website for more information and to book for you and your Junior Scientist.

**Baby Bounce**

Every Friday
9:45am – 10:15am

Baby Bounce is a program developed for parents and babies aged 0-30 months. It consists of 20-30 minutes of songs and rhymes with a sensory aspect. The sessions are interactive and fun, and beneficial to both caregiver and child.

**National Reconciliation Week**

BE BRAVE. MAKE CHANGE. NATIONAL RECONCILIATION WEEK 2022

27 May – 3 June 2022

National Reconciliation Week is a time for all Australians to learn about our shared histories, cultures, achievements, and to explore how each of us can contribute to achieving reconciliation in Australia.

For more information about how we will be celebrating National Reconciliation week in the Library make sure you grab our 'What's on in the Library in June' or subscribe to our library newsletter.

**Family History Help**

Every Monday (General history tracing)
1pm – 3pm

Would you like to trace your family history but don't know where to start? The Encounter Bay Family History Group can show you how! Volunteers from the Group will help you discover your past and trace your family history.

**Shakespeare Group**

The first Friday of the month
2pm – 4pm

Shakespeare! Would you like to know more about him and his plays? Perhaps you find them a bit hard to tackle?

Join Valerie Lillington, a lifetime admirer and joyful expounder of the Bard, to expand your knowledge and share your passion with others. This friendly group meets on the first Friday of every month at the Library. The sessions are free and you don't need to register.

**Yunnan Pulgi - Writers Group**

First Thursday of every month 10am

Yunnan Pulgi (meaning 'talking house' in Ngarrindjeri) welcomes beginner and experienced writers to chat creative writing of short stories, prose and poetry. You are welcome to introduce any new work you want to share, join in with writing activities and listen to others read their work. It's a relaxed and open group with input from all members encouraged.

If you would like to join in, just come along on the first Thursday of the month 10am. There's no need to book.

**Ongoing Community Programs**

Join the community groups who use our Library space.

**Scrabble**: Mondays, 1pm – 3pm
**Bridge**: Tuesdays, 1pm – 4pm
**Yarn Knitting & Crochet Group**: Wednesdays,10am-12noon
**Chess Club**: Wednesdays, 1pm – 3pm

**Library Newsletter**

Be the first to hear about our events. Visit www.victor.sa.gov.au/library/subscribe and sign up to our Library newsletter.

**BOOKINGS ESSENTIAL** **WWW.VICTOR.SA.GOV.AU/LIBRARYEVENTS**

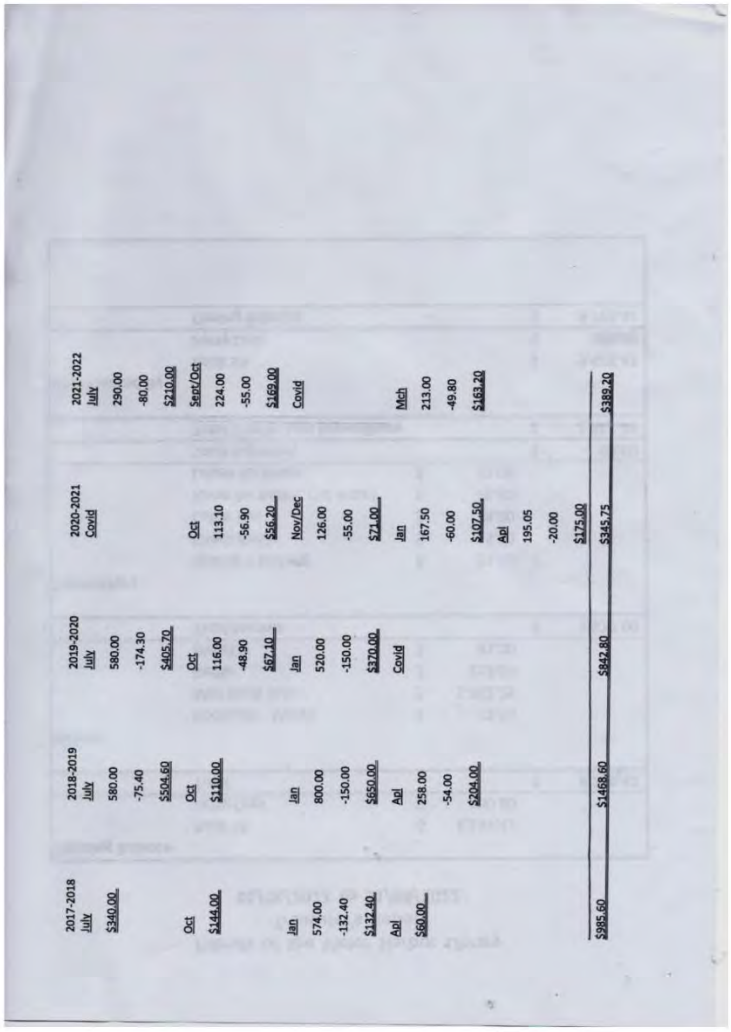
## TREASURER'S REPORT – ROSEMARY BURDEN - MARCH 2022

**Friends of the Victor Harbor Library**
**Treasurer's Report**
**01/03/2022 to 31/03/2022**

| | | | |
|---|---|---|---|
| **Opening Balance** | | | |
| | Bank SA | $ 8,145.42 | |
| | Petty Cash | $ 100.00 | |
| | **Total** | | **$ 8,245.42** |
| **Income** | | | |
| | Bookcase - March | $ 72.55 | |
| | Mini Book Sale | $ 1,202.25 | |
| | Raffle | $ 213.00 | |
| | DVD/CD | $ 91.20 | |
| | **Total Income** | | **$ 1,579.00** |
| **Expenditure** | | | |
| | Spotlight (velvet) | $ 11.20 | |
| | Check Books | $ 5.00 | |
| | Cable Ties | $ 8.00 | |
| | Items for Basket (1st Prize) | $ 49.80 | |
| | Labels for Boxes | $ 22.00 | |
| | **Total Expenses** | | **$ 96.00** |
| | **Total Credits Less Expenditure** | | **$ 1,483.00** |
| **Represented By** | | | |
| | **Bank SA** | | **$ 9,628.42** |
| | **Petty Cash** | | **$ 100.00** |
| | **Closing Balance** | | **$ 9,728.42** |

| | | |
|---|---|---|
| **MOTION: The Treasurer moved that the APRIL 2022 Treasurer's report be tabled an accepted** | | |
| **MOVED: Rosemary Burden** | **SECONDED: Marilyn Henderson** | **CARRIED** |

**ROSEMARY GAVE A HEALTHY BALANCE AND WILL LOOK AT INTEREST**



| 2017-2018 | | 2018-2019 | | 2019-2020 | | 2020-2021 | | 2021-2022 | |
|---|---|---|---|---|---|---|---|---|---|
| July | $340.00 | July | 580.00 | July | 580.00 | Covid | | July | 290.00 |
| | | | -75.40 | | -174.30 | | | | -80.00 |
| | | | $504.60 | | $405.70 | | | | $210.00 |
| Oct | $444.00 | Oct | $110.00 | Oct | 116.00 | Oct | 113.10 | Sept/Oct | 224.00 |
| | | | | | -48.90 | | -56.90 | | -55.00 |
| | | | | | $67.10 | | $56.20 | | $169.00 |
| Jan | 574.00 | Jan | 800.00 | Jan | 520.00 | Nov/Dec | 126.00 | Covid | |
| | -132.40 | | -150.00 | | -150.00 | | -55.00 | | |
| | $132.40 | | $650.00 | | $370.00 | | $71.00 | | |
| Apl | $60.00 | Apl | 258.00 | Covid | | Jan | 167.50 | Mch | 213.00 |
| | | | -54.00 | | | | -60.00 | | -49.80 |
| | | | $204.00 | | | | $107.50 | | $163.20 |
| | | | | | | Apl | 195.05 | | |
| | | | | | | | -20.00 | | |
| | $985.60 | | $1468.60 | | $842.80 | | $175.00 | | $389.20 |
| | | | | | | | $345.75 | | |

**GENERAL BUSINESS:**



**APRIL BIRTHDAY**

- **HELEN INGLIS – 17TH APRIL 2022**
- **CAROL CLARKE – 26TH APRIL 2022**

**MARILYN HENDERSON – 28TH APRIL 2022**

- **CAROL'S 70TH BIRTHDAY CELEBRATION CANCELLED ON MONDAY 2ND APRIL. CAROL IS HAVING A MEDICAL PROCEDURE ON TUESDAY AND PREP ON MONDAY**
- **FLOWERS AND COMMITTEE CARD ORGANISED TO DELIVER TO PAT. DELIVERED BUT PAT IN FLINDERS STILL HAVING TREATMENT**
- **THANK YOU from Jenny Kleinig for her celebration of 80th Birthday afternoon tea**

**MEETING CLOSED AT:** 10.45 am.

**NEXT MEETING**

**DATE OF MEETING:** Mond 2ND MAY 2022 in Training Room

**TIME OF MEETING:** 10.00am

---

**1 – 31 May**

**65**

**ROSES**

**Organisation: Cystic Fibrosis Federation Australia**

**The National Cystic Fibrosis 65 roses Campaign is hosted during the month of May. Each year the National Office in conjunction with its State and Territory associations host awareness initiatives and fundraising events through May. For the last couple of years, we have encouraged people to participate in a challenge theme around number 65. Supporters have embraced this concept with many wonderful ideas for challenges**

**talking tickets first published in 1982 – DOROTHY O'NEILL**

***Twenty years ago, Kenneth Leal caught the vision to "cheer people up on the way to work" by printing pithy messages on the bus, tram, and train tickets.***

***Some of the Inspiring, humorous, and challenging messages from the backs of Adelaide's transport tickets.***

***MORE TALKING TICKETS***

**Miscellany**

- He bids fair to grow wise who has discovered that he is not so.
- Brooding over ones's troubles ensures a perfect hatch
- It's great to be great, but it's greater to be human.
- The secret of life is not to do what one likes but to try and like that which one has to do.
- Loyal words have the secret of healing grief.



**PRESIDENT:** Maryanne McGill

**SECRETARY:** Pauline Rattray

AUSTRALIAN COASTAL COUNCILS ASSOCIATION INC.

# AGENDA
# COMMITTEE MEETING

Monday 11 April 2022
7:30 (WA); 9.00 (SA); 9.30 (NSW, QLD, TAS and VIC).

## PRESENT

Sharon Cadwallader (Chair)
Mark Jones (Deputy Chair)
Luke Edmunds
Karen Foster
Marilyn Henderson
Caroline Knight
Karen Renkema-Lang
Brooke Savige

Susan Faulkner
Alan Stokes

## APOLOGIES

Peter Cox
Tom Crook
Keith Parkes

## 1. MINUTES OF PREVIOUS TELECONFERENCE

MOVED: Karen Renkema-Lang/Mark Jones

**THAT the minutes of the Committee of Management meeting of the Australian Coastal Councils Association Inc. held on Monday 21 March be confirmed as a true and accurate record of proceedings.**
Carried

## 2. CHAIR'S REPORT

Chair Sharon Cadwallader welcomed Committee members to the meeting. She said it had been another difficult month for many coastal communities in northern NSW and southern Queensland. Sharon said the recovery in her local area at Ballina was going well. She said some local businesses had already re-opened in Lismore, which showed great strength and tenacity, after experiencing the second flood. Sharon said the amount of rain that fell was unbelievable and that there were still cattle washing up on local beaches, so the difficult times were far from over. She said the local quarry had been used as a transfer station, and at one stage was receiving waste at the rate of 750 truckloads a day for sorting. She said the waste is now being managed by Richmond Valley Council. Sharon said there was still a long way to go, particularly for the local small business community.

Sharon said there would be an update during the meeting on the National Forum on Coastal Hazards, which may be rescheduled later in the year and there would also be an update on the coastal advocacy campaign, which was discussed at the last Committee meeting.

### 3. MEMBERSHIP REPORT

Susan Faulkner said that as indicated in the papers, the City of Fremantle is in the process of renewing its membership. Susan thanked Caroline Knight for making contact with the council to discuss the matter and advised that the City had since issued a purchase order for the membership invoice. Mark Jones extended his thanks for Caroline's initiative in contacting the council concerning its membership.

Karen Renkema-Lang had a query regarding membership. She said she was a member of the Illawarra Shoalhaven Joint Organisation. The group represented Wollongong, Shellharbour, Kiama and Shoalhaven councils. She said she would like to present a report on the Association and the advocacy campaign. Karen asked whether there is a document outlining information for engaging with potential member councils that she could use. Susan Faulkner said there is such a document which could be adapted for use with the members of the joint organisation. Susan said she would forward the document to Karen.

### 4. FINANCIAL REPORT

Susan Faulkner reported that as at COB on 31 March the Association's two bank accounts held $62,010.26CR. The balance of the expenses loan account was $3,122.91CR. She said that it was currently three quarters through the financial year; it was encouraging that the Association's financial position was so sound. Susan said membership renewal invoices were planned to be issued starting in May, because some councils liked to pay before the start of the new financial year.

MOVED: Caroline Knight/Karen Foster

**THAT the Financial Report be received.**
Carried

### 5. EVENTS REPORT

**5.1 National Forum on Coastal Hazards**

Alan Stokes said he and Susan Faulkner had attended a Teams meeting with the relevant officer at the City of Fremantle to discuss the proposed National Forum on Coastal Hazards. Matt Hammond, the officer involved, thought that the city had already renewed its membership and indicated the council was keen to proceed with the event. The only reservation he had was whether there would be further border closures in Western Australia due to the pandemic. Alan said they had discussed the possibility of holding the forum later in the year, in either October or November, which may provide some additional certainty in relation to border closures.

Alan said he had circulated a preliminary program for the forum with the papers. He said previous Association conferences had been held over a period of two and a half days, beginning on Wednesday morning, and ending with a half day on Friday, which allowed interstate delegates to return to their home state on Friday afternoon. This also allowed delegates who wished to remain at the location to do some touring of their own over the weekend. Alan said he would welcome any input into the program that Committee members wished to make, such as additional speakers or other topics.

Mark Jones said he would like to consider making some suggestions, based on people that had made presentations at the Peron Naturaliste Partnership over the years. Mark said one person who came to mind was Matt Eliot, who had published a report on coastal erosion hot spots in Western Australia.

Caroline Knight commented that she thought it would be unlikely to see the state borders closed again, given that the state was welcoming people. She said in her view a number of people were looking forward to attending an event like the forum and there is potential to draw a number of people from across the country. Mark Jones added that the State Government is spending quite a bit of money to attract people to Perth for sporting and other events.

Alan Stokes said he thought Business Events Perth would still be interested in supporting the forum with some sponsorship funding. He said if Committee members knew of anyone who they thought could be interested in attending the event to let Susan Faulkner know so they could be added to the forum distribution list.

Karen Renkema-Lang said she had attended the final day of the Kiama ACCA conference in 2019 and had found it very informative. She said she would be interested to know the cost of tickets for members of the public. Susan Faulkner said the delegate cost for member council representatives was $990. Susan said registration is available for community group representatives at a reduced rate for not-for-profit organisations. She said there is also special registration available for students. Karen said she thought it may be worthwhile holding a forum which members of the public could attend, to communicate the message about coastal management more broadly. Caroline Knight suggested it may be worthwhile making on-line coverage of the event open to community groups for a small fee. Karen Renkema-Lang supported the idea of having contingency arrangements available, such as an on-line event, if the actual event is disrupted due to border closures.

Alan Stokes welcomed these ideas and suggested that they be listed for discussion at a meeting of the conference sub-committee. He said there were a number of things to be considered, including setting up an on-line virtual event in case of border closures, and the level of registration fees. Alan said this would allow the sub-committee to report back to the next Committee meeting on the various options. Mark Jones said he would be interested in joining the sub-committee and said he would be happy to make input as a local representative. Sharon Cadwallader thanked Mark and said his input would be very helpful.

## 6. ADVOCACY

### 6.1 ACCA coastal policy initiatives

Sharon Cadwallader invited Alan Stokes to provide an update on the advocacy campaign. Alan said, as discussed at the last Committee meeting, the letters to the list of political candidates had been distributed. These included the Environment Minister, Sussan Ley, the Emergency Management Minister, Bridget McKenzie, the Shadow Minister for Climate Change and Energy, Chris Bowen, the Shadow Minister for Disaster and Emergency Management, Murray Watt, and the Greens Spokesperson on Environment and Water, Sarah Hanson-Young. Alan said the letters followed the format of the letter sent to Cr Linda Scott, the ALGA President, which was distributed with the papers. Alan said emails inviting the support of stakeholder groups had also been sent to the Association of Bayside Municipalities in Victoria, the Metropolitan Seaside Councils Committee in South Australia, the Australian Coastal Society, Peron Naturaliste Partnership group in WA, and the South Australian Coastal Councils Alliance. He said he had made an on-line presentation about the policy proposals to a meeting of the Metropolitan Seaside Councils Committee and the SA Coastal Councils Alliance the previous week. Alan Stokes said the advocacy effort was based on presenting coastal policy initiatives which were proposed for the next Australian Government.

Karen Renkema-Lang asked whether a more detailed background document setting out more information about the policy proposals was available. Alan Stokes said each of the three policy initiatives was based on a policy initiative announced by the government and as such would be familiar to the key government and opposition figures referred to earlier. Alan said the reason for basing policy proposals on existing policy initiatives is that the broader the range of policies that are proposed, the greater the difficulty in any of them being adopted, whereas what the Association was proposing was the funding and implementation of existing government initiatives.

## 7. GENERAL BUSINESS

**7.1 Four-wheel drive vehicles on beaches**

Alan Stokes said this issue had not progressed since the last meeting. He said a survey on the topic had been prepared in November 2021 to gather relevant information from member councils on the issues they face in relation to the use of vehicles on beaches. Alan said there were different conditions and regulations which applied to the issue in the various states, and there were different government agencies involved. The issues being faced by councils appeared to be similar: the risk of people in vehicles or other beach-users being injured, the damage to wildlife, including nesting shorebirds, and damage to the coastal landscape. The survey was aimed at identifying the impacts being experienced in local council areas and whether the councils had identified strategies to identify strategies to address the issues which could be useful to other councils. Alan said he would circulate the survey with the minutes of the meeting for the benefit of Committee members who had recently joined the Committee of Management. Sharon Cadwallader said it was a problematic issue for coastal councils and there did not appear to be any easy fix available. She said her own council had suggested development of an app which could help to manage the use of vehicles of beaches better and provide better communication between the various agencies involved. The management of vehicles on beaches and the various agencies involved appeared to be fragmented. She said one community group in her council area had been denied access to the beach by the National Parks and Wildlife Service, which was preventing them from cleaning up accumulated rubbish.

**7.2 Work in Progress**

The Work in Progress document for April was reviewed as follows:

***2020 Forum*** – this item had been discussed at item 5.1
***Four-wheel drive vehicles on beaches*** – this item had been discussed at 7.1
***Advocacy Strategy – 2022 Federal Election*** – This item had been discussed at 6.1
***Coastal and Estuarine Risk Mitigation Program*** – This item was discussed at 6.1

## 8. FUTURE MEETINGS and TELECONFERENCES

**Monday 9 May 2022**
Zoom meeting - 7:30 (WA); 9:00 (SA); 9:30 (NSW, QLD, TAS and VIC)

**Monday 20 June 2022** (Queen's Birthday on 13 June in all states except QLD and WA)
Zoom meeting - 7:30 (WA); 9:00 (SA); 9:30 (NSW, QLD, TAS and VIC)

**Monday 11 July 2022**
Zoom meeting - 7:30 (WA); 9:00 (SA); 9:30 (NSW, QLD, TAS and VIC)

**Monday 8 August 2022**
Zoom meeting - 7:30 (WA); 9:00 (SA); 9:30 (NSW, QLD, TAS and VIC)

**Monday 12 September 2022**
Zoom meeting - 7:30 (WA); 9:00 (SA); 9:30 (NSW, QLD, TAS and VIC)

**Monday 10 October 2022** (Daylight saving starts 2 October)
Zoom meeting - 7:30 (WA); 9:30 (QLD); 10:00 (SA); 10:30 (NSW, TAS and VIC)

**Monday 14 November 2022**
Zoom meeting - 7:30 (WA); 9:30 (QLD); 10:00 (SA); 10:30 (NSW, TAS and VIC)

**Monday 12 December 2022**

Zoom meeting - 7:30 (WA); 9:30 (QLD); 10:00 (SA); 10:30 (NSW, TAS and VIC)

There being no further business the meeting was concluded at 10.04am Eastern Standard TIME

Southern & Hills Local Government Association

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Adelaide Hills Council | Alexandrina Council | Mount Barker District Council | Kangaroo Island Council | City of Victor Harbor | District Council of Yankalilla |

# KEY OUTCOME SUMMARY

**To:** Member Councils & selected stakeholders
**Subject:** Board Meeting Key Outcomes – April 2022

**From:** Executive Officer
**Date**: 22 April 2022

## 1. KEY PROJECTS/PROGRAMS STATUS UPDATE

### 1.1 Regional Health Plan.

Following on from the agreed project spend of $20,000 and an undertaking to explore and seek Expression of Interest from member Councils to undertake the supervision and co-ordination of the refreshed 2021 S&HLGA Regional Public Health Plan project and the acceptance of the Adelaide Hills Council proposal, S&HLGA is now in the midst of the preliminary tasks and research for the review of the S&HLGA Regional Public Health Plan due by September 30 2022 ( extended due to State Govt elections and caretaker period )

Revised dates due to the very comprehensive Ministerial and key stakeholder consultation requirements and the impact of change of State Government.

| Tasks and key deliverables | Timeframe |
|---|---|
| Review of documents and data to identify changes, risks, issues and existing strategies<br>**Deliverable 1:** Summary of findings sent to the Working Group | By 14 Jan 2022 |
| Josh to schedule and facilitate one strategic workshop with the Working Group, to identify collective vision, common issues and opportunities for collaborative responses | One workshop to be held between 17 - 28 Jan 2022 |
| *Planning workshops with each council, to identify their top actions for each regional Goal*<br>Josh will send summary of feedback to the workshop participants and the Working Group | One online workshop per council to be held between **7 and 18 Feb 2022**<br>Summary by 25 Feb 2022 |
| *Preparing First Draft for Consultation*<br>Josh will send the First Draft Plan to the Working Group for approval | First Draft by **25 Feb 2022**<br>Working Group feedback and approval by 11 March 2022 |
| *Seeking endorsement of the First Draft for Consultation*<br>**Deliverable 2:** First Draft sent to the Minister to endorse for consultation purposes | First Draft to new Minister by **4 April 2022 19 April 2022** |

https://d.docs.live.net/d2076c4f3b047043/documents/shlga/commitee/s^0h/kos/shlga kos 20220422.docx

| Tasks and key deliverables | Timeframe |
|---|---|
| If requested by the Minister, Josh will coordinate consultation between the member councils and the Minister, or any other person or body specified by the Minister | |
| NOTE: The subsequent milestones (and delivery of the final plan by 1 September 2022) is subject to receiving the Minister's endorsement by 2 May 2022 24 May 2022 As per the Act, the project cannot progress to the consultation stages until the Minister has endorsed the first draft for consultation purposes. | |
| *Partner consultation on the endorsed First Draft*<br>Josh will send the endorsed First Draft to the Governing Board of the Barossa Hills Fleurieu Local Health Network (LHN) (and request to present at their May meeting)<br>Josh will send the endorsed First Draft to key partners.<br>**Deliverable 3:** Consultation Outcomes Report sent to the Working Group (to include partner feedback) | Request to LHN by 1 April 2022<br>Present at LHN Board meeting – May 2022 (TBC) (booked for 5/5 – but will see if we can go June)<br>First Draft sent to partners by **2 May 2022 25 May 2022**<br>Partner feedback closes 23 May 2022 14 June 2022<br>Consultation Outcomes Report to the Working Group by 27 May 2022 17 June 2022 |
| *Community consultation on the endorsed Draft Plan*<br>Josh will provide guidance to the Working Group on how their councils can link to the Hills Voice engagement page from their websites etc.<br>Josh will launch and manage the engagement page on AHC' *Hills Voice* portal.<br>**Deliverable 3:** Consultation Outcomes Report sent to the Working Group (to include community feedback) | Guidance by 4 April 2022 2 May 2022<br>Engagement: **2 – 23 May 2022 25 May → 14 June 2022**<br>Outcomes Report by 27 May 2022 17 June 2022 |
| *Prepare Final Plan*<br>Josh will use feedback to update the endorsed draft and send to the Working Group<br>Josh will submit updated Plan to the Chief Public Health Officer for consultation before finalising<br>Deliverable<br>Josh to send the Final Plan to the Working Group | Updated Plan by **3 June 2022** 17 June 2022<br>Working Group to send provide Josh final feedback and approval by 13 June 2022 21 June 2022<br>Josh to present the updated plan for the S&HLGA Board's endorsement at their meeting on **24 June 2022**<br>Sent to CPHO by **27 June 2022**<br>Final Plan to Working Group (for council approvals) by **25 July 2022** |
| *Adoption by member councils*<br>Each Working Group member will need to arrange to put an Agenda item for adoption by their council.<br>Each Working Group member will notify Graeme of their council's adoption of plan.<br>Graeme will send Final Plan (adopted by all councils) to the Minister | Working Group members to arrange their councils to adopt plan by 31 August 2022 |
| NOTE: Delivering the final plan for adoption by 1 September 2022 is subject to receiving the Chief Public Health Officer's approval by 5 August 2022. As per the Act, the project cannot progress to the approval and operational stages until the CPHO has provided any comments. As per the Act (s51/ss14), the CPHO may refer the plan to the South Australian Public Health Council (SAPHC), or any other body determined by the CPHO for further consultation, in which case, the deliverable of a final plan by 1/9/22 for approval may be delayed. | |

| Project | Funds received Excl GST | Funds expended (as at 31 March 22) | Estimated expenditure total 30 June 2022 |
|---|---|---|---|
| **S&HLGA Regional Public Health Plan 2021-25** | $20,000-00 | $0-00 | $10,000-00 |

The **Community Wellbeing Indicators** project is complete and has completed its final report to the LGA R&D scheme and formally launched on April 4 at the LGA.

The outcome of work to date is a draft indicator set of 20 outcome indicators with some supporting local government action indicators, relevant case studies and links to other data sets.

| Project | Funds received Excl GST | Funds expended (as at 31 March 22) | Estimated expenditure total 30 June 2022 |
|---|---|---|---|
| **Community Wellbeing Indicators** | $50,000-00 | $49,065-00 | $50,000-00 |

The two **ILC projects (Communications & Destinations)** which received funding in the prior financial year have nearly concluded.

In terms of **Accessible Communications** note:

- As the project has had some challenges and delays, a further extension had been granted to 22 March 2022. The final report has now been submitted to the LGA noting the diversion to the LGA squiz training yet to be rolled out

| Project | Funds received (Excl GST) | Funds expended (as 31 March 2022) | Estimated expenditure total 30 June 2022 |
|---|---|---|---|
| **ILC Regional Champions for Accessible Communications** | $81,408-00 | $81,283-86 | $81,408-00 |

In terms of Accessible Destinations note:

- This project has now been successfully completed however member Councils can still access Universal design training over the next 24 months (7 hours per Council).
- This project was the successful category winner of the Public Institute of Australia award.

| Project | Funds received (Excl GST) | Funds expended (as 30 Sept 2021) | Estimated expenditure total 30 June 2022 |
|---|---|---|---|
| **ILC Regional Champions for Accessible Destinations** | $76,864-00 | $76,864-00 | $N/A |

### 1.2 2030 Regional Transport Plan

The S&HLGA RWP Committee met on 13 April 202 to endorse Part B of the new 2030 S&HLGA Regional Transport Plan. In addition to reviewing the Roads deficiency Action Plans for each member Council and reviewing the first draft 2022 Regional Critical Roads Database a key task is to co-ordinate the regional SLRP applications for 2022-23.

The S&HLGA RWP Committee has made a recommendation regarding which regional roads are to be submitted for the next 2022-23 SLRP funding round. This is covered in item 3 below.

The Committee noted some immediate actions to be undertaken to further the South Coast Freight Corridor plan particularly as the Federal election has now been called and regional transport issues are a key advocacy theme.

Note the Agenda and subsequent Minutes on the S&HLGA website under the Committees tab.

The estimated completion date for the final version of the Transport Plan is now May 2022.

| Project | Project Budget | Funds expended (as 31 March 2022) | Estimated expenditure total 30 June 2022 |
|---|---|---|---|
| **2030 Regional Transport Plan** | $60,000-00 | $45,688-00 | $54,300-00 |

**1.3 RDA Regional Economic Development Network and Infrastructure Plan**

The RDA Regional Roadmap and Regional Infrastructure Plan Technical Reference Group consisting of each of the member Councils Economic Development Officers (or equivalent) is next scheduled to meet on 16 May 2022.

**1.4 Regional Climate Change Adaptation Study**

The RH&C Committee last met on 9 April 2022. Key topics and objectives were:

1. Hear from Miranda Hampton about AHC's community resilience program
2. Discuss potential for RH&C involvement in a business resilience initiative
3. Endorse RH&C Action Plan 2020-2025 (2022 Update) and Terms of Reference
4. Discuss upcoming funding opp's and potential project alignments
5. Discuss options for coordinator arrangements while Jen is on leave
6. Share partner updates

Four S&HLGA member Councils have agreed to support budget contributions totalling approx. $60,000 for the re-appointment of a Project co-ordinator for 2021-2022. The previous Co-ordinator contract expired on June 30 2020 and this was deferred during 2020-2021.

Jen St Jack the previous incumbent has agreed to resume the role commencing December 2021.

The RH&C is also working with Landscape Board who have contributed $10,000-00 to allow sharing of the co-ordinator resource.

Jen St Jack is re-commencing maternity leave from end of May 2022 and looks to resume in November 2022.

The RH&C committee is working with Jen on a sub contractor to back fill the position during the leave period.

S&HLGA has also received notice of a successful grant application under the Federal Government Preparing Australian Communities Local Stream for $100,000-00. The project is titled - *Bushfire & Biodiversity: building balanced, long-term regional resilience.* This is a fully externally funded project with no member Council contributions required. The project timetable is from 1 May 2022- 30 November 2022

Several member Councils ( AHC, KI, Mt Barker ) also have been notified of success of their individual project applications under this funding stream.

| Program | Program Budget | Funds expended (as 31 March 2022) | Estimated expenditure total 30 June 2022 |
|---|---|---|---|
| **RH&C Co-ordinator** | $75,453.55 | $17,600-00 | $33,000-00 |

**1.4 CWMS Committee**

No significant change.

The LGA in partnership with the Legatus Group is still gathering state wide Council data and intelligence on Community Waste Water systems with a view to redesigning a broader strategy for resource and system sharing, divestment and with a possible new state wide user group governance structure involving the LGA. This will be monitored and reported during 2020-21.

A discussion paper has been published and shared with the LGA with recommendations to continue funding Legatus to provide an information and co-ordination resource.

The State CWMS Conference will be conducted on April 20 in Mt Gambier

**1.5 S&HLGA Advisory Group**

The S&HLGA Advisory Group met on 24 March 2022. Agenda items included:

1. Draft S&HLGA 2022-23 Budget and
2. EO Performance and contract review.
3. Guest Speaker criteria and future invitees

The EO performance and contract review is the subject of the confidential report in the S&HLGA Board Agenda under the EO report for decisions and referenced in item 4 below.

**1.6 Regional LGA EO Management Group**

The Regional LGA EO group will next meet on 28 April 2022.

******A reminder all the Committee agendas and minutes are accessible via the S&HLGA website under the Committees tab.

**2. S&HLGA DRAFT 2022-2023 BUDGET**

The Board reviewed the S&HLGA Draft 2022-23 Budget and noted the S&HLGA EO report as well as the S&HLGA Advisory Group review. The Board passed the following motion:

**RECOMMENDATION: 7.1/22042022**
Moved CEO Greg Georgopoulos That the S&HLGA Board
a) Note the Draft Budget review report and
b) Approves the S&HLGA 2022-23 Budget for distribution to member Councils for information under clause 8.3.1.5 of its Charter

5

Seconded CEO Andrew Stuart CARRIED UNANIMOUSLY

## 3. 2022-2023 SLRP RECOMMENDATION

The Board noted the S&HLGA EO report and passed the following motion:

**RECOMMENDATION: 7.2/22042022**
Moved CEO Nigel Morris That the S&HLGA Board

A. Note the SLRP report and
B. Approves and endorses the recommendation of the S&HLGA RWP Committee in respect of the regions 2022-23 SLRP applications being
    I. Ten Trees Lagoon Road – F1 – Kangaroo Island Stage 1 of 1 for SLRP funding of $1,340,000
    II. Nangkita Road – F2 – Alexandrina Stage 1 of 1 for SLRP funding of $600,000
    III. Three Gullies Road – T1 Stage 1 of 1 for SLRP funding of $200,000

Seconded CEO Greg Georgopoulos CARRIED UNANIMOUSLY

## 4. S&HLGA EO PERFORMANCE REVIEW

The S&HLGA Board noted the confidential EO performance review report and resolved:

**RECOMMENDATION: 7.1.3/22042022**
Moved Mayor Jan-Claire Wisdom

1. That the Advisory Group create specific Key Performance Indicators (KPIs) for the Executive Officer (EO) and present to the Board in June 2022.
2. That the next EO Performance review be performed for the financial year 2022/23 at the completion of the 2022/23 Financial Year.
3. That the Executive Officer be provided a contract extension until 30 September 2023 under the same terms and conditions of the current contract.
4. That the Executive Officer renumeration package remain at the current 2021/22 amount for the financial year 2022/23.

Seconded CEO Greg Georgopoulos CARRIED UNANIMOUSLY

## 5. GUEST SPEAKERS

**Rebekha Sharkie – MP Mayo**

Addressed the April 2022 S&HLGA Board meeting and referenced the key topics for the upcoming Federal election as articulated in the joint RDA/S&HLGA advocacy Document:

- Noted she has met with the new State Premier and discussed the region's priorities
- Noted key topics in the Policy Project list of the RDA/S&HLGA Advocacy document
    A. Housing
        - Problem across the electorate for some time, COVID has accelerated this issue
        - The previous National Rental Affordability scheme, which was a subsidised rental scheme allowing social/affordable housing however the program cut at the end of 2014.
        - Believes we require a New version of National Rental Affordability Scheme (NRAS scheme)

B. Telecommunications
   - Government has committed to round 6 of Mobile black Spot funding round
   - TELCOs covered most of Australia in a Commercial sense
   - Still some 90 Black spots across Mayo electorate
   - No Co-funding/Contribution coming in from State point of view, important for new Government to support Co-Funding / Contribution
   - Should be some consideration given to adding Mobile communication services to the existing landline services to the "universal Service Obligation" for Telstra
   - Need to improve the mapping by the Telco providers as these sometimes "generously" overlap and give a false sense of the coverage

C. Regional Transport
   - Supports Infrastructure SA recommendations in respect of the SE Freeway and is seeking a review of the rail corridor
   - Noted the South Coast Freight Corridor concept and the Middleton bypass requirement

**Adam Wilson – CEO ESCOSA**

Addressed the April 2022 S&HLGA Board meeting and explained the "revised" role of ESCOSA for the sector in the oversight of LG Strategic Management Plans and Long term Asset plans.

- The role of ESCOSA is to protect consumers long term interests
- Note the LG oversight role is advisory not regulatory
- It is intended to be fully transparent and hopefully to add value
- It is not a benchmarking exercise
- The plan is to review trends over time for each Council and is currently back casting data from councils published Audited Financial Statements from 2005
- It will agree the Dataset with Council based on this back casting exercise and from there discuss with Council the integrity and reasoning behind their Strategic Plan and Asset Management plan

Southern & Hills Local Government Association

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# MINUTES

**Committee:** Southern & Hills Local Government Association
**To be held:** Friday 22nd April 2022
**Location:** Adelaide Hills Council, Stirling

| | | | |
|---|---|---|---|
| **PRESENT:** *(Members)* | President Mayor Keith Parkes (Alexandrina Council) | Graeme Martin (Executive Officer) | |
| | Elizabeth Williams (Proxy, Acting CEO, Alexandrina Council) | CEO Greg Georgopoulos (Kangaroo Island Council) | Mayor Simon Rothwell (District Council of Yankalilla) |
| | CEO Nigel Morris (District Council of Yankalilla) | Mayor Ann Ferguson (Mount Barker District Council) | CEO Andrew Stuart (Mount Barker District Council) |
| | Mayor Jan-Claire Wisdom (Adelaide Hills Council) | David Waters (Proxy, Acting CEO, Adelaide Hills Council) | |
| | | | |
| | | | |
| **APOLOGIES** | Mayor Moira Jenkins (Deputy President) | CEO Victoria MacKirdy (City of Victor Harbor) | CEO Andrew Aitken (Adelaide Hills Council) |
| | Mayor Michael Pengilly (Kangaroo Island Council) | | |
| | | | |
| **IN ATTENDANCE** *(Stakeholders, Guests)* | Sara O'Dea (RDA AHFKI), Nathan Petrus (LGA), Rebekha Sharkie (MP Mayo), Jaime Cook (Advisor, Rebekha Sharkie Office), David Basham (MP Finniss), Adrian Pederick (MP Hammond), Adam Wilson (CEO ESCOSA), David Greenhough (Chair, Hills & Fleurieu Landscape Board), Trevor Bennett (PIRSA), Michael Garrod (GM Hills & Fleurieu Landscape Board), Sue Arlidge (RDA AHFKI), Josh Teague (MP Heysen). | | |

**1.** **COMMENCEMENT**: 10:38am

**2.** **WELCOME**

**2.1** President Mayor Keith Parkes (President)

**2.2** VISITORS

**2.3** APOLOGIES

**2.4** CONFLICT OF INTEREST

**3. GUEST SPEAKER(S)**

**3.1** Rebekha Sharkie, MP Mayo
Adam Wilson, CEO ESCOSA

**4. STAKEHOLDER UPDATES**

**4.1** Local Government Australia (SA) (Nathan Petrus)
**4.2** PIRSA, (Trevor Bennett)
**4.3** RDA AHFKI (Sue Arlidge)
**4.4** H&F / KI Landscape Boards (David Greenhough and Michael Garrod)
**4.5** Other (Nil)

**5. MINUTES OF THE PREVIOUS MEETING**

**5.1** **REPORT TITLE: CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING 25th FEBRUARY 2022**
**DATE OF MEETING: 22nd April 2022**
**RECOMMENDATION: 5.1/22042022**
Moved CEO Nigel Morris That the minutes of the previous Southern & Hills Local Government Association Board Meeting held on 25th February 2022 as per copies supplied to members be adopted as a true and correct record of that meeting.

Seconded Mayor Simon Rothwell CARRIED UNANIMOUSLY

**6. MOTION AND ACTION STATUS REPORT**

**REPORT TITLE: MOTION AND ACTION STATUS REPORT**
**DATE OF MEETING: 22nd April 2022**
**RECOMMENDATION: 6.1/22042022**
Moved Mayor Ann Ferguson That the motion and action status report be received and noted

Seconded CEO Nigel Morris CARRIED UNANIMOUSLY

**7. REPORTS FOR DECISION ITEMS**

**REPORT TITLE: S&HLGA 2022-23 DRAFT BUDGET**
**DATE OF MEETING: 22nd April 2022**
**RECOMMENDATION: 7.1/22042022**
Moved CEO Greg Georgopoulos That the S&HLGA Board

a) Note the Draft Budget review report and
b) Approves the S&HLGA 2022-23 Budget for distribution to member Councils for information under clause 8.3.1.5 of its Charter

Seconded CEO Andrew Stuart CARRIED UNANIMOUSLY

**REPORT TITLE: 2022-23 SPECIAL LOCAL ROADS FUNDING APPLICATIONS**
**DATE OF MEETING: 22nd April 2022**
**RECOMMENDATION: 7.2/22042022**
Moved CEO Nigel Morris That the S&HLGA Board

A. Note the SLRP report and
B. Approves and endorses the recommendation of the S&HLGA RWP Committee in respect of the regions 2022-23 SLRP applications being
    I. Ten Trees Lagoon Road – F1 – Kangaroo Island Stage 1 of 1 for SLRP funding of $1,340,000
    II. Nangkita Road – F2 – Alexandrina Stage 1 of 1 for SLRP funding of $600,000
    III. Three Gullies Road – T1 Stage 1 of 1 for SLRP funding of $200,000

Seconded CEO Greg Georgopoulos CARRIED UNANIMOUSLY

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**CONFIDENTIAL REPORT**

**RECOMMENDATION**
Moved Mayor Jan-Claire Wisdom

Pursuant to section 90(2) of the *Local Government Act 1999* the Southern & Hills Local Government Association Board orders that all members of the public, except:

– Minute Secretary

be excluded from attendance at the meeting for Agenda Item 6.1 – Item 2: (2021 Executive Officer Performance Review and Remuneration Review) in confidence. The Southern & Hills Local Government Association Board is satisfied that it is necessary that the public, with the exception of those others in attendance as specified above, be excluded to enable the Southern & Hills Local Government Association Board to consider the report at the meeting on the following grounds: Section 90(3)(a) of the *Local Government Act 1999*, the information to be received, discussed or considered in relation to this Agenda Item is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead), being the personal affairs of the Executive Officer, in that details of his performance review will be discussed. Accordingly, on this basis the principle that meetings of the Southern & Hills Local Government Association Board should be conducted in a place open to the public has been outweighed by the need to keep the information and discussion confidential.

Seconded CEO Greg Georgopoulos CARRIED UNANIMOUSLY

**REPORT TITLE: 2021 EO PERFORMANCE REVIEW**
**DATE OF MEETING: 22nd April 2022**
**RECOMMENDATION: 7.1.3/22042022**
Moved May Jan-Claire Wisdom

1. That the Advisory Group create specific Key Performance Indicators (KPIs) for the Executive Officer (EO) and present to the Board in June 2022.

2. That the next EO Performance review be performed for the financial year 2022/23 at the completion of the 2022/23 Financial Year.
3. That the Executive Officer be provided a contract extension until 30 September 2023 under the same terms and conditions of the current contract.
4. That the Executive Officer renumeration package remain at the current 2021/22 amount for the financial year 2022/23.

Seconded CEO Greg Georgopoulos CARRIED UNANIMOUSLY

**RECOMMENDATION:**
Moved CEO Andrew Stuart

Subject to the EO disclosing information or any document (in whole or in part) for the purpose of implementing the Southern & Hills Local Government Association Board's decision(s) in this matter in the performance of the duties and responsibilities of office, the Southern & Hills Local Government Association Board, having considered Agenda Item 6.1 Item 2 in confidence under sections 90(2) and 90(3)(a) of the *Local Government Act 1999*, that an order be made under the provisions of sections 91(7) and (9) of the *Local Government Act 1999* that the report, discussion and related attachments of the Southern & Hills Local Government Association Board and the discussion and considerations of the subject matter be retained in confidence until 22 April 2024 (a period of two years)

Pursuant to section 91(9)(c) of the *Local Government Act 1999*, the Southern & Hills Local Government Association Board delegates the power to revoke the confidentiality order either partially or in full to the EO.

Seconded: CEO Greg Georgopoulos CARRIED UNANIMOUSLY

## 8. REPORT – INFORMATION

**8.1** EO Report for information
**8.2** Annual Key Action Plan update
**8.3** SACCA/SAROC update
**8.4** S&HLGA / RDA Advocacy Report

**REPORT TITLE: REPORT FOR INFORMATION**
**DATE OF MEETING: 22nd April 2022**
**RECOMMENDATION: 8/22042022**
Moved CEO Andrew Stuart that the reports for Information be accepted and noted by the S&HLGA Board.

Seconded Mayor Jan-Claire Wisdom CARRIED UNANIMOUSLY

## 9. FINANCES

**9.1** Bank Reconciliation February 2022
**9.2** Bank Reconciliation March 2022
**9.3** Profit & Loss Actual V Budget YTD 31 March 2022
**9.4** Balance Sheet 31st March 2022
**9.5** DRAFT Budget 2022-2023

**REPORT TITLE FINANCES**
**DATE OF MEETING 22nd April 2022**
**RECOMMENDATION: 9/22042022**
Moved CEO Greg Georgopoulos that the financial reports for the S&HLGA as at 31st March 2022 showing a balance of total funds available of $202,366.07 and a balance of uncommitted funds of $98,577.54 be received.

Seconded Mayor Ann Ferguson CARRIED UNANIMOUSLY

**8. URGENT BUSINGESS WITHOUT NOTICE**

Mayor Ann Ferguson ( Mt Barker ) raised the issue of membership of ICLEI ( Local and regional governments for sustainable urban development ) for all S&HLGA Councils

**9. NEXT MEETING(s)**

June, Friday 24th, City of Victor Harbor
August, Friday 26th, Mount Barker District Council

**10. CLOSURE**

MEETING DECLARED CLOSED AT 1:14pm

Signed:

**Mayor Keith Parkes**..... **Date**:.....
Chair

# FRIENDS OF VICTOR HARBOR LIBRARY INC

## MINUTES OF COMMITTEE MEETING

**DATE OF MEETING: Monday 7TH MARCH 2022**

**MEETING COMMENCED: 10.00am in COMMUNITY ROOM**

| | |
|---|---|
| EXECUTIVE COMMITTEE | Maryanne McGill (P), Pauline Rattray (sec) Rosemary Burden (tr) |
| COMMITTEE | Carol Clarke, Jenny Kleinig (ass sec), Anne Gray (PO), Shari Bubner, Joan Sandford, Jane Peters, Gail Ambercrombie, |
| OTHER PRESENT | Vicki Hutchinson (Library Manager), Marilyn Henderson (Council Representative) |
| APOLOGIES | Vera Hughes (VP), Helen Inglis, Pat Bimbi, Anna Kiernan |

**CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**MOTION:** That the minutes of the FOL Victor Harbor Committee meeting of 7TH FEBURARY 2022 be accepted as a true and correct record of the meeting.

**MOVED:** Joan Sandford **SECONDED:** Anne Gray **CARRIED**

**BUSINESS ARISING FROM PREVIOUS MEETING**

NIL

MARY ALLISON – PASSED AWAY ON THE 26TH of FEBRUARY 2022. FAMILY HAD A SERVICE CELEBRATING MARY'S LIFE AT BERRY'S FUNERAL SERVICE, NORWOOD ON WEDNESDAY 16TH MARCH 2022

Photos of Committee still not taken for FOLA Newsletter

BOOK SALE 21ST MARCH – 25TH MARCH 2022

- Roster filled by committee for book sale and secretary to contact FOL Volunteers
- Discussion on "Exceptional Books" as new addition for Book Sale.
  - To be priced individually
  - Carol Clarke to display with Velcro type material and box to make them a vocal point as special books with special prices
- Maryanne McGill read out Advisory Committee minutes re Book Sale – daily special etc
- Rosemary Burden has new table plan with a couple of extra tables.
  - To be set up Friday night before (to make sure the setup works) Saturday morning when boxes of books are delivered

**RAFFLE:**

- Raffle, DVD's & Cd's to be in usual place with new display rack.
- Discussed and decided Raffle to be wrapped for display – Pauline R





**MARCH 2022 BOOK SALE IN VH COUNCIL FOYER**






**FOL WELFARE FUND:**

- **Total Balance for February/March - $4.50**
- **Thank you for donation of $50.00 March meeting**
- **Total March Balance 2022 - $54.50**

1. **MARKUS HAMMENCE WORKSHOP – SATURDAY 4TH MAY 2022 – To be discussed April 2022 meeting**
2. **Neighbourhood or Street Library – Deferred for April 2022 meeting**
3. **Request from Vicki Hutchinson (Library Manager) for Volunteer delivering Library books to community on Thursday**
    a. **Rosemary Burden asked to change from Tuesday to Thursday afternoon delivery**
    b. **Pauline Rattray offered to do Tuesday afternoon or ask a FOL Volunteer**

**DEFERRED EVENTS**

- **A TASTE OF TUSCANY – Pat Bimbi's place for June 2022 meeting**
- **RECOGNITION OF SERVICE – ON GOING**

**CORRESPONDENCE IN:**

- **Email from Gabbie Nottle re Markus Hammence Workshop**
- **Email from Gabbie Nottle confirming Plant Workshop MAY 14TH 2022**
- **Email from Gabbie Nottle re Volunteer to deliver books on a Thursday Afternoon**
- **Email from Vicki Hutchinson confirming Pauline Corcoran from Council has shifted the Foyer booking to 21st -25th March including Saturday's setting up, packing up**

**CORRESPONDENCE OUT:**

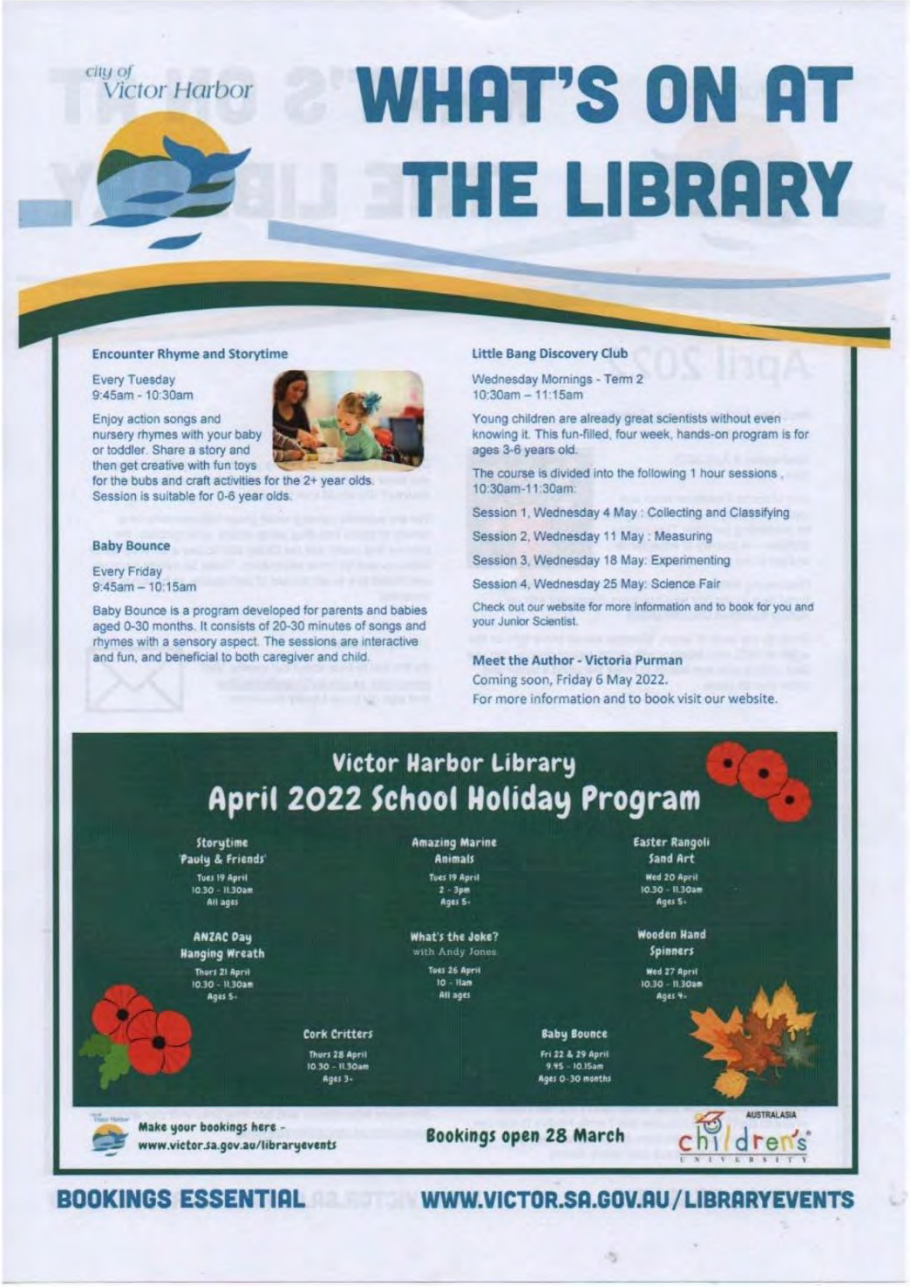
- **EMAIL TO FOL COMMITTEE OF UNEXPECTED PASSING OF MARY ALLISON**
- **EMAIL TO FOL VOLUNTEERS REGARDING MARY'S PASSING AND ADVISING OF BOOKSALE IN MARCH 2022**

**CORESSPONDENCE ARISING OUT OF CORRESPONDENCE:**

- **NIL**

**LIBRARY MANAGER – VICKI HUTCHINSON:**

- **Writer's week- see programme**



city of Victor Harbor

# WHAT'S ON AT THE LIBRARY

## April 2022

**Meet the Author: Vivienne Freestone**
Discovering Matthew

Wednesday 6 April 2022
5pm – 6pm



Join Vivienne Freestone when she visits the Library in April. Vivienne will be presenting her book 'Discovering Matthew – A journey of acceptance and joy in the world of autism'

Discovering Matthew is a novel about the many challenges faced by a young boy who has been diagnosed with an Autism Spectrum Disorder (ASD).

Through this work of fiction, Vivienne shines some light on the world of ASD, who together with neuro-typical people, can use their unique gifts and talents to make the world a better and more diverse place.

**Meet the Author: Rachel Hope**
Shadows of the Muse

Wednesday 13 April 2022
5pm – 6pm

Join us at the Library as Rachel Hope presents her latest historical novel, 'Shadows of the Muse'

Shadows of the Muse is Rachel Hope's third historical novel. Set in England the characters are based on true historic figures and consist of a group of girls who attend the same school and experience many challenges as they attempt to negotiate a society unwilling to accept them at their true worth.

Hear about Rachel's research and inspirations at this free event. Books are available for purchase and signing on the night.

**Family History Help**

Every Monday (General history tracing)
1pm – 3pm

Would you like to trace your family history but don't know where to start? The Encounter Bay Family History Group can show you how! Volunteers from the Group will help you discover your past and trace your family history.

**Tech Savvy Seniors**

April - June

Do you need some help using your technology? Or perhaps you know a friend or family member who struggles using their devices? We would love to help!

We are currently running small group help sessions on a variety of topics including using tablets, smartphones, the internet and more! Ask the library staff to see a full program of sessions and for more information. These 90 minute sessions are limited to a small number of participants so bookings are essential.

**Library Newsletter**

Be the first to hear about our events. Visit www.victor.sa.gov.au/library/subscribe and sign up to our Library newsletter.

**Shakespeare Group**

The first Friday of the month
2pm – 4pm

Shakespeare! Would you like to know more about him and his plays? Perhaps you find them a bit hard to tackle?

Join Valerie Lillington, a lifetime admirer and joyful expounder of the Bard, to expand your knowledge and share your passion with others. This friendly group meets on the first Friday of every month at the Library. The sessions are free and you don't need to register.

**Ongoing Community Programs**

Join the community groups who use our Library space.

**Scrabble**: Mondays, 1pm – 3pm
**Bridge**: Tuesdays, 1pm – 4pm
**Yarn Knitting & Crochet Group**: Wednesdays,10am-12noon
**Chess Club**: Wednesdays, 1pm – 3pm

For more information and booking links visit our website www.victor.sa.gov.au/libraryevents

**BOOKINGS ESSENTIAL** **WWW.VICTOR.SA.GOV.AU/LIBRARYEVENTS**

## TREASURER'S REPORT – ROSEMARY BURDEN -FEBRARY 2022

**Friends of the Victor Harbor Library**
**Treasurer's Report**
**01/02/2022 to 28/02/2022**

| | | | | |
|---|---|---|---|---|
| **Opening Balance** | | | | |
| | Bank SA | $ | 8,220.52 | |
| | Petty Cash | $ | 100.00 | |
| | **Total** | | | **$ 8,320.52** |
| | | | | |
| **Income** | | | | |
| | Bookcase | $ | 154.90 | |
| | Donation | $ | 50.00 | |
| | **Total Income** | | | **$ 204.90** |
| | | | | |
| **Expenditure** | | | | |
| | Display Stand | $ | 40.00 | |
| | Techspace Learning | $ | 240.00 | |
| | **Total Expences** | | | **$ 280.00** |
| | **Total Credits Less Expenditure** | | | **($75.10)** |
| | | | | |
| **Represented By** | | | | |
| | **Bank SA** | | | **$ 8,145.42** |
| | **Petty Cash** | | | **$ 100.00** |
| | **Closing Balance** | | | **$ 8,245.42** |

| | | |
|---|---|---|
| **MOTION: The Treasurer moved that the FEBRUARY 2022 Treasurer's report be tabled an accepted** | | |
| **MOVED: Rosemary Burden** | **SECONDED: Marilyn Henderson** | **CARRIED** |

**GENERAL BUSINESS:**



**MARCH BIRTHDAYS 2022**

**Jenny Klienig – 4th March 2022 - 80th Birthday**
**Anna Kiernan – 9th March 2022**
**Jan Peters – 15th March 2022**

- **Arrangement to celebrate Jenny's 80th Birthday on Friday 31st March at Chat n 'Cino – 2.00pm**

**MEETING CLOSED AT:** **10.40 am.**

**NEXT MEETING**

**DATE OF MEETING:** **Monday 4th April 2022 in Training Room**

**TIME OF MEETING:** **10.00am**

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**1 MARCH – 30 APRIL**

**JUMP TO**

**CURE**

**DIABETES**




**ORGANISATION:** the juvenile diabetes research foundation

the jump to cure diabetes is the ultimate challenge – and a great way to raise funds for type 1 diabetes research. a tandem skydive is the easiest way to experience the thrill of jumping out of the plane, while you make a big difference to JDRF and medical research

**talking tickets first published in 1982 – DOROTHY O'NEILL**

***Twenty years ago, Kenneth Leal caught the vision to "cheer people up on the way to work" by printing pithy messages on the bus, tram, and train tickets.***

***Some of the Inspiring, humorous, and challenging messages from the backs of Adelaide's transport tickets.***




- **YOU HAVE FREEDOM OF CHOICE BUT NOT FREEDOM FROM CHOICE**
- **IF YOU EXPECT SOMETHING GOOD FOR NOTHING YOU GET SOMETHING GOOD FOR NOTHING**
- **VALOUR CONSISTS IN POWER OF SELF-RECOVERY**

**PRESIDENT:** Maryanne McGill

**SECRETARY:** Pauline Rattray



***HAPPY 80TH BIRTHDAY JENNY FRIDAY 31ST MARCH 2022***

**CHAT N' CINO CAFE**











# NEWSLETTER

May 2022

AUSTRALIAN COASTAL COUNCILS ASSOCIATION INC.

## EDITORIAL: Time to think differently about minimising coastal risks

**Sharon Cadwallader** Chair, Australian Coastal Councils Association and Mayor, Ballina Shire Council

In the wake of the recent disastrous floods in Queensland and NSW we need to start thinking differently about how to minimise coastal risks and make coastal communities more resilient to extreme weather events and the impact of coastal hazards. We've got to get smarter about it.

To reduce these risks in the future we need to substantially increase investment in up-front, pre-disaster mitigation measures, as recommended by the Productivity Commission in a 2015 report on natural disaster funding.

The report stated that current natural disaster funding arrangements are not efficient, equitable or sustainable. "Governments overinvest in post-disaster reconstruction and underinvest in mitigation that would limit the impact of natural disasters in the first place, " the report observed. "As such, natural disaster costs have become a growing, unfunded liability for governments."

We support the recommendation in the Productivity Commission report, which is endorsed by the Insurance Council of Australia, that funding of $200 million be allocated annually for mitigation, to be matched by funding from the States and Territories.

The Insurance Council of Australia has estimated that this level of investment in pre-disaster mitigation would reduce the cost of disaster recovery to Australian Governments and households by more than $19 billion by 2050, providing a substantial return on investment.

We welcome the Coastal and Estuarine Risk Mitigation Program, which was announced by Emergency Management Minister Bridget McKenzie in February, as an initial step towards mitigating the risks associated with extreme weather and coastal hazards.

However, as currently proposed the program will provide funding of $50 million to address risks in coastal communities in the 2022-23 financial year only. As we know, these risks are set to continue with increasing severity well into the future. Accordingly, we are seeking an extension of the program to address these risks over the next four years at least.

Furthermore, we are proposing that the program be expanded to form part of a National Coastal Hazards Adaptation Plan, which is based on funding and implementing the National Climate Resilience and Adaptation Strategy announced by the Australian Government in October 2021, prior to the COP26 Climate Conference in Glasgow.

I know from my own experience, following the recent disastrous floods in northern NSW, the enormous scale of the recovery and reconstruction effort required to deal with the devastating impact on people and the built environment. If even a portion of this effort can be minimised through carefully planned pre-disaster mitigation it would make a big difference to the lives of local residents and to their properties.

## Information session on Coastal and Estuarine Risk Mitigation Program

An information session on the Coastal and Estuarine Risk Mitigation Program was held on 28 April for State and Territory emergency management organisations to assist them to develop applications and to advise how the National Recovery and Resilience Agency (NRRA) will administer the program.

The $50 million program was announced in February by Senator Bridget McKenzie, Minister for Emergency Management and National Recovery and Resilience, and is aimed at reducing the impacts of coastal hazards such as storm surges and inundation on coastal communities.

Councils and other Interested applicants with eligible projects are required to contact the emergency management agency in their State or Territory to discuss support for and submission of their project through the relevant agency.

The deadline for State and Territory agencies to submit applications is 5pm AEST on Friday 17 June.

Leigh Cox, Assistance Director, Disaster Initiatives Section of NRRA, said the Coastal and Estuarine Risk Mitigation Program (CERM) is an opportunity to support States and Territories in targeting pre-disaster actions in coastal areas and estuaries. He said while the program is small in quantum, it is an important step which could be built on in the future through some of the projects to be funded.

Leigh Cox indicated there are three project types that are eligible under the program guidelines:

- Adaptation and resilience actions including investment in grey infrastructure and green-blue infrastructure, such as nature-based solutions
- Planning activities, including local and regional disaster risk and vulnerability assessments, mapping and business case development
- Investment in monitoring infrastructure and activities to understand the coastal and estuarine zone over time to inform future hazard management

He said all applicants are strongly encouraged to read the guidelines in detail, to be aware of the key requirements. These include the following:

- States and Territories are required to obtain ministerial endorsement of applications. Without this endorsement an application could be ruled ineligible.
- Another key requirement is co-contribution funding of at least 25%. This contribution can include costs that have already been incurred for the project. The co-contribution can be sourced through other organisations, such as councils.
- The guidelines exclude wages from program costs, although some administrative expenses may be eligible.
- There is a maximum project period of three years.
- Applicants must provide evidence of whether and how a project will be funded if the full funding amount requested is not awarded under the program.
- Applicants must disclose the amount of all funding, in cash or in-kind, already provided or committed to any aspect of a project submitted for funding.

If councils require assistance in locating the relevant emergency management agency in their State or Territory, or if they have any other inquiries, they can contact CERMP@recovery.gov.au

More information - https://recovery.gov.au/coastal-and-estuarine-risk-mitigation-program-22-23

## Governments reject moves to prevent housing in flood and fire prone areas

According to the *Sydney Morning Herald*, the NSW Planning Minister, Anthony Roberts, has scrapped a requirement to consider the risks of floods and fires before building new homes only two weeks after it came into effect.

In late March, Minister Roberts revoked a ministerial directive by his predecessor, Robert Stokes, which outlined nine principles for sustainable development, including one which specified "managing risks and building resilience in the face of hazards."

The president of the NSW chapter of the Australian Institute of Architects, Laura Cockburn, told the *Sydney Morning Herald* (SMH) the move is a "short-sighted decision that could have enduring negative impacts."

The SMH also published an editorial on the issue, which stated: "Building more houses is an important goal and it is true that some planning changes will come at a small cost but pretending climate change is not happening is not the way to solve these problems."

Meanwhile, according to an Australian emergency law expert, the West Australian Government has ignored an independent recommendation to give the Department of Fire and Emergency Services (DFES) Commissioner the power to veto new subdivisions that would be undefendable during a major blaze.

In an on-line blog on the issue, lawyer Michael Eburn notes the recommendation was one of 13 made following an independent review commissioned by the State government into the 2021 bushfire at Wooroloo. The fire destroyed 86 homes and burnt through 10,000 hectares.

The three-member panel was made up of two interstate fire management experts and a local community representative. The State Government accepted 10 of the recommendations in full, one in-principle and two, including giving the DFES Commissioner greater powers in planning matters, were merely noted.

Jeremy Hurst, chair of a community group called *Save Perth Hills*, told the *Sydney Morning Herald* that allowing the DFES Commissioner the power to veto residential developments in high-risk regions made sense.

"We cannot permit land developers coming into Perth's volatile hills seeing only development dollars and not human dangers," he said. "Developers must be made to understand that our climate and increasingly dangerous bushfire conditions no longer allow for business as usual.

As Michael Eburn noted in his blog: "Review after review into natural hazards shows that effective land use planning is a key to reducing exposure and vulnerability to hazards. At the next Australasian Fire and Emergency Services Authorities Council conference there will no doubt be papers that raise the question 'why are people allowed to build in flood and fire prone areas?' The answer appears to be a commitment to "a pipeline of new housing supply and action on housing affordability".

The Australian Emergency Law blog is at - https://bit.ly/3unq0uA

## Study finds major coastal cities are sinking due to subsidence

A new study of 99 cities around the world, including in Australia, published in the journal *Geophysical Research Letters*, reveals some of the world's major cities are sinking even faster than the sea levels around them are rising, according to the on-line business journal *Quartz*.

The study, by researchers at the University of Rhode Island, found that the sinking is due to subsidence, which is caused by land settling and compacting as a result of changes to materials below the earth's surface.

Much of this subsidence is brought about by human activity such as groundwater pumping. As water flows out the land compacts, and the structures built above them sink closer to sea level. The study found that at least 33 cities are sinking by more than one centimetre a year, which is faster than the rate of sea-level rise, based on recent projections of global sea-level rise.

The fastest-sinking cities, which are concentrated in South and Southeast Asia, are being forced to adapt. Indonesia, for example, is moving its capital from Jakarta, a megacity of 10.5 million, to a newly-constructed city on the island of Borneo 2,000 km away, in part because Jakarta is sinking.

The five cities found to have the highest rates of sinking are Tianjin (China), 5.22cms per year, Semarang (Indonesia) 3.96cms per year, Jakarta (Indonesia) 3.44cms per year, Shanghai (China) 2.94cms per year, and Ho Chi Min City (Vietnam) 2.8cms per year.

The researchers warn that if subsidence continues at its current rate, flood models that only account for sea level rise will be insufficient to allow for the intensity and speed with which worse floods will be experienced in future.

The study found that some locations are prone to natural subsidence, but in many cities human activities such as oil and gas drilling, rapid construction, as well as groundwater pumping are accelerating this natural subsidence. Mexico City, for example, which is built on ancient lake beds, has been sinking at a rate of nearly 50cms per year after decades of draining underground aquifers for drinking water.

The authors of the study found that in Asian cities with the fastest rate of subsidence, areas with a high concentration of residential buildings and industrial activity tend to sink faster than the surrounding landmass, indicating "excessive" groundwater extraction.

The authors note that while subsidence can't be reversed, reducing extraction can slow it down. Jakarta has gone from sinking by up to 28cms a year 30 years ago to approximately 3.4cms a year over the past 7 years, due in part to tightened regulation by the Indonesian Government. In early 2022, the local government of North Jakarta issued a ban on groundwater extraction.

Many cities are already experiencing severe coastal flooding from a combination of subsidence and sea level rise. Mumbai, India's financial capital, is already sinking by up to 0.8cms per year but faces increasing risk of flooding and inundation due to more extreme rainfall.

Year after year during the monsoon season, Mumbai is inundated with water that the city's drainage system cannot cope with. A recent risk analysis identified almost 2,500 buildings in the city that could be damaged by sea level rise during high tide by the year 2050.

More information - https://bit.ly/37FvQiB

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## IN BRIEF

### Rising sea levels in US likely to lead to mass migration – new report

A report recently released by the US National Oceanic and Atmospheric Administration (NOAA) has projected that sea level along the US coastline would rise by 25 to 30cms in the next 30 years – an increase that would make damaging flooding occur 10 times more often than it does today. "It's important to understand in these communities that sea level rise is happening now," said William Sweet, an oceanographer with NOAA's National Ocean Service and the country's top scientist studying sea level rise. "Its impacts are happening now, and those impacts will grow worse in the next 30 years. Minor flooding will be replaced by flooding that's more damaging to economies and to infrastructure." The report notes that this rise in sea level could lead to a mass migration of people away from coastline and flood zones. Earlier research published in the journal *PLOS One* in 2020 estimated that sea level rise could cause more than 13 million Americans to relocate inland by 2100 – an outcome with huge economic, social and political consequences. There are a number of US federal programs designed to give assistance to such areas through government bodies like the Federal Emergency Management Agency and the Department of Housing and Urban Development, but the funds available are far from adequate to tackle a problem of this scale. More information at - https://oceanservice.noaa.gov/hazards/sealevelrise/sealevelrise-tech-report.html

### Barcelona bans smoking on beaches

Barcelona is banning smoking on all its beaches following a successful pilot program introduced during the 2021 season. The ban, which comes into effect on 1 July, aims to protect the environment and ensure the right of citizens to enjoy a clean, unpolluted space, free of smoke and cigarette butts. For now, municipal employees are asking beach-goers to refrain from smoking. In a few months, the advice will be replaced with a €30 fine. The city council says the pilot program last year significantly reduced the number of smokers on the beach and cigarette butts in the sand. It is estimated that smokers leave five billion cigarette butts at beaches worldwide every year, which end up in the sea and take decades to decompose. Barcelona will become the first major city in Spain to ban smoking on beaches. So far, 115 of Spain's 3,514 beaches have prohibited smoking, but that may change soon. A countrywide law to declare all of Spain's beaches smoke-free is currently being debated.

### Beaches on Eyre Peninsula under tourism stress

Beaches on South Australia's remote Eyre Peninsula are under increasing pressure from campers and other visitors. Greenly Beach and Perlubie Beach are two areas without official camping grounds which are under particular stress. Up to 100 caravans and campers have been seen on Perlubie Beach, 19 kms from Streaky Bay, at a time, which is a major increase on the number of visitors prior to the pandemic. Eyre Peninsula tour operator Craig Haslam said people are attracted to the area because it gives them extra freedom, compared to being in an official camping ground. "The region faces the conundrum of needing visitors to help struggling businesses, but also the desire to preserve the area's unspoilt beauty," he said. The Streaky Bay Council has raised these concerns with the State government, which controls the beach, highlighting the inadequacy of local infrastructure. The council has been trying to arrange a handover so it can take over the management of the sites. Streaky Bay Mayor Travis Barber said the increase in visitors is welcome, but sustainability in the area is crucial. "The growing popularity of the destination as a campsite is placing significant pressure on the beach and we're reaching a tipping point in terms of sustainability," he said.


**ASSOCIATION CONTACT DETAILS**

| | |
|---|---|
| TEL | 03 9399 8558 |
| ADDRESS | PO Box 550, Williamstown VIC 3016 |
| EMAIL | info@coastalcouncils.org.au |
| WEB | https://coastalcouncils.org.au |



Regional Development Australia
ADELAIDE HILLS FLEURIEU & KANGAROO ISLAND
*Shaping the Future of our Region*

## Quarterly Project Report

| | | | |
|---|---|---|---|
| **Reports to**: Board, Council CEO's, Council Mayors, and Councillors | **Author:** Steve Shotton & Sue Arlidge | **Quarter:** January – March 2022 | **Purpose:** To provide an update of RDA's activities |

On Track | Delays | Completed in Quarter

| ream | Project Updates | Status | Further Information |
|---|---|---|---|
| **Investment Attraction**<br><br>Aims to support industry and assist the regions' larger employers to expand. | **Strathalbyn Abattoir** – in this quarter the Fleurieu Community Co-operative has continued to raise capital and secured $1.5M in RGF State Government Funding. A General Manager, Operations has been appointed and started work. Facility upgrades/rebuilding are about to start.<br><br>**Housing**<br>**Kangaroo Island Housing Pilot** – Feasibility and modelling is underway with land identified in Kingscote for ~15 dwellings. Received updated sales and rental data; discussions will continue with stakeholders with next steps including a roundtable with all Stakeholders.<br>**Parndana Workers Accommodation** – continued assisting Kangaroo Island Community Collective (KICC) move toward the development of their LER funded workers accommodation. Designs complete and tender to go out in May.<br>**Parndana Land Subdivision** – Further discussions have been had with DEW, KIC and RDA Board. Potential model DRAFT to be undertaken for stage one development of ~15 blocks.<br>**Western KI Caravan Park Workers Accommodation** – Stage two complete, May 2022<br>**Fleurieu Affordable Housing** – Work in progress<br>**Potato Industry Workers Accommodation** - Successfully brokered an extension amendment to legislation through an approved list under the Planning Act variation to 30 April 2023. This enables temporary emergency accommodation pods on Kangaroo Island to remain at Lockland's Pastoral site for workers accommodation.<br>**Seasonal Workers Accommodation** – Assisted KICC in securing $1.9M in Black Summer Bushfire funding; $600,000 allocated to build suitable seasonal workers accommodation. Land acquisition, site development and building design are all underway.<br><br>**Tourism** - RDA sits on the Boards of both Adelaide Hills Tourism (Damien Cooke) and Fleurieu Peninsula Tourism (Steve Shotton). Sue Arlidge is active in supporting Kangaroo Island Tourism Alliance. | | Stephen Shotton<br>stephens@rdahc.com.au<br><br>Sue Arlidge<br>suea@rdahc.com.au<br><br>Sue Arlidge<br>suea@rdahc.com.au |

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| | **Grants**<br>▪ Drop-in sessions across the region are proving popular and productive – supporting business growth through advice on access to capital, strategy, ideation, connections, collaborations, and government programs.<br>▪ Regular sessions now at Victor Harbor, Yankalilla, Goolwa, Lobethal, and Kangaroo Island by appointment.<br>▪ Two regional grant workshops to be delivered for Dairy SA in Partnership with ABH in May 2022. | | |
| **Catalytic Public Infrastructure**<br><br>Advocacy and project work in support of impactful public infrastructure. | Supported a proposal to address **black spot connectivity issues** within the region with Federal Member Rebekha Sharkie.<br>Funding announcement of **$19M in Hills Transport,** including higher performance buses ($10M), new timetable (every 10-15 minutes peak and every 20-30 minutes interpeak), new bus depot ($2M) and expansion of Crafers Park n Ride ($6M). All in alignment with RDA/Council report recommendations.<br><br>Early-stage engagement with Iris Engineering and UniSA, on **renewable energy combining hydrogen and other renewables** - SA Water and KI Council, Kelsian (Sealink Ferry) and T-Ports (Ships)<br>▪ T-Ports have commissioned a series of feasibility studies.<br><br>PIRSA **Great Outdoors Grants** applicants are open until June 2023. RDA is supporting several projects with advice, economic modelling, and letters of support. | | Stephen Shotton<br>stephens@rdahc.com.au<br><br>or<br><br>Sue Arlidge<br>suea@rdahc.com.au |
| **Business Futures**<br><br>A variety of business supports including start-up training, advisory, mentoring, and improving access to capital. | RDA continues to fund, along with councils, the **Hills & Coast Grant Finder,** as well as **.id Economic and Demographic resources** to inform decision making and planning across the region.<br><br>**Hills & Coast Grant Finder now has 650 registered** users who receive **over 5,000 automated grant alerts** each month.<br><br>In this quarter, RDA continued provision of **extensive support** to businesses, NFPs and community organisations, particularly around establishment, growth, networking, and access to capital.<br><br>Early-stage engagement with **Ethical Fields building** place-based capital for local economies through a **Regenerative Impact Funds & Mutual Fund Program**. | | Stephen Shotton<br>stephens@rdahc.com.au |



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| Stream | Project Updates | Status | Further Information |
|---|---|---|---|
| **Living Better**<br><br>Supports for Not for Profits and improving the regions liveability. | We continued this quarter to await advice from DESE on the next steps for the **Regional University Centres**. **Grant applications developed** and submitted 24th March for Mt Barker and Victor Harbor (~$1.8M each).<br><br>**Engagements attended and presentations**<br><br>▪ Participant: **Resilient Hills & Coast**<br>• **Carbon Soil Trial project to commence in Yankalilla.**<br>• Commenced discussions with regional and urban councils engaged in housing climate adaptation projects. A subgroup will be developed with a focus on this.<br>▪ Consultation – Coorong Visitor Experience Masterplan<br>▪ Presentation Adelaide Hills Council – Home-Based Business Network event<br>▪ Presentation Adelaide Hills (AHC + MBDC) Business Support Network<br>▪ Presentation Alexandrina Agriculture Industry meeting, Tooperang.<br>▪ Presentation at Department of Innovation and Skills – RDA CEO meeting - Small Business Team. Well-received case for funds to be allocated to SA RDAs to run a small grants program annually, citing RDA's successful 2021 pilot. Removes a hurdle and administration burden from DIS and provides much needed $10,000 - $20,000 grants to small business.<br>▪ Presentation to SHLGA meeting on Kangaroo Island<br>▪ Participated in KI Tourism Dudley Walking Trail Working Group – Master Plan development linking DEW Conservation trail upgrades funding through Regional Recovery with the development of soft trails (walking & bike) on private land, eventually linking up trails between Cape Willoughby and Penneshaw.<br>▪ Grant Assessors for: Rebekha Sharkie, Mayo Renewables Fund & Alexandrina Council – Business Initiatives grant.<br>▪ Visits conducted with last year's Hills & Coast business Grant recipients – case studies are being produced.<br>▪ Engagement with National Resilience & Recovery Agency re update on LER funded infrastructure projects and non-funding of Parndana Childcare OSHC/VC. Same with MP Rebekha Sharkie's office.<br>▪ Engagement with KI SHED Group with fuel outlet funded through BSBF.<br>▪ Engagement with Yumbah Aquaculture around operations expansion, tourism, R&D, and accommodation developments. | | Stephen Shotton<br>stephens@rdahc.com.au<br><br>or<br><br>Sue Arlidge<br>suea@rdahc.com.au |



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| | ▪ KI Shellfish advocacy and Oyster Farm research around wharf-based farm operations.<br>▪ Community assist:<br>• Kangaroo Island Community Club<br>• Victor Harbor Rotary<br>• Milang Butter factory<br>• Stirling Rotary – Small Farm Field Days<br>• Parndana Childcare advocacy<br><br>**Next Regional Economic Development Network meeting is on 16 May in Mount Barker** | | |
| **Seasonal & Regional Workforce**<br><br>On-ground delivery of the state Regional Workforce program. | Continued collaboration with stakeholders on workforce development in the aged care and disability sectors.<br><br>Plans for a tour of the south coast by graduating hospitality students from Adelaide has been progressed for the new year. Graduates are an important pool of future staff for the region. This family tour will educate graduates about the region and introduce them to local employers. | | Richard Scollin<br>richards@rdahc.com.au |

# MINUTES
# COMMITTEE MEETING

Monday 9 May 2022
7:30 (WA); 9.00 (SA); 9.30 (NSW, QLD, TAS and VIC).

## PRESENT

Sharon Cadwallader (Chair)
Mark Jones (Deputy Chair)
Tom Crook
Luke Edmunds
Karen Foster
Marilyn Henderson
Keith Parkes
Karen Renkema-Lang

Susan Faulkner
Alan Stokes

## APOLOGIES

Peter Cox
Caroline Knight
Brooke Savige

MOVED: Karen Renkema-Lang/Mark Jones

**THAT the apologies be accepted.**
Carried

## 1. MINUTES OF PREVIOUS TELECONFERENCE

MOVED: Karen Foster/Mark Jones

**THAT the minutes of the Committee of Management meeting of the Australian Coastal Councils Association Inc. held on Monday 11 April be confirmed as a true and accurate record of proceedings.**
Carried

## 2. CHAIR'S REPORT

Chair Sharon Cadwallader welcomed Committee members to the meeting. She said another rain event is expected in her local area in northern NSW. Sharon said the local community is preparing for the event with sandbags. She said the local region is still water-logged from the most recent flooding events.

Sharon said there were several important items to be discussed at the meeting. These include the options for setting membership fees for the coming year, there would be a report on the first meeting of the sub-

committee formed to make arrangements for the national forum on coastal hazards to be held later in the year, and the meeting would also be considering a proposal to renew the agreement for secretariat services for the Association for the 2022-23 financial year.

Sharon said first, however, she would like to report on a meeting that Alan Stokes and she had attended with Linda Scott, the ALGA president, and Matt Pinnegar, the ALGA CEO on Friday 6 May, to talk about the Association's coastal policy proposals. She said the discussion revolved around the proposal that additional funding needs to be made available for pre-disaster mitigation funding, because currently 97% of disaster funding is spent on recovery and only 3% on pre-disaster mitigation funding. She said this was based on a recommendation of the Productivity Commission which is supported by the Insurance Council of Australia. She said the ALGA representatives had advised that this aligned with what they are proposing in a submission to the 5-year Productivity Commission review of productivity performance in Australia. Sharon said on behalf of the Association it had been agreed that the ACCA would work with ALGA, providing information drawn from the survey on coastal hazards that can be incorporated in the submission. Linda Scott had also said that ALGA would be happy to support the ACCA coastal hazards forum at Fremantle later in the year.

Alan Stokes said the meeting had come about as a result of a letter sent to Linda Scott, ALGA president, several weeks ago. He said ALGA was very interested in the ACCA policy proposals because they support the position they have taken in relation to additional funding being required for pre-disaster mitigation measures. What emerged during the meeting is a particularly important 5-yearly Productivity Commission review of productivity performance coming up which is likely to have significant impact on future Federal Government productivity initiatives. The need for pre-disaster mitigation funding is high on the list of priorities that they want to highlight in their submission. We mentioned that the Association has some information collected in its national survey on coastal hazards that we could provide to them. Alan said he and Susan Faulkner are now in contact with Matt Pinnegar, the ALGA CEO, who is putting the submission together. He said he would keep Committee members updated on progress.

Karen Renkema-Lang commented that it was an excellent outcome. Alan Stokes said it was a very productive meeting. To know that both organisations were on the same page in relation to this issue was well worthwhile.

**3. MEMBERSHIP REPORT**

Susan Faulkner reported that the City of Fremantle had paid its membership renewal fees, so it was now possible to proceed with planning for the national forum later in the year. She said she was still in the process of preparing information for Karen Renkema-Lang and Luke Edmunds which would assist in approaching potential member councils. Susan said the information would include a description of how previous councils had become members.

Susan said the most important task at the moment is to prepare tax Invoices for 2022-23 membership fees, which are due to start being issued in late May. She said in the last couple of years, due to the Covid pandemic, membership fees had not risen, so it was now time to consider whether the fees for the new financial year should increase in line with CPI, which had previously been the practice. She said the three options that could be considered are to increase the fees by CPI, increase by less than CPI, or to maintain fees at the current level.

Sharon Cadwallader asked Committee members what they thought about the options. Luke Edmund commented that his council is about to tackle its budget and he knows that with the impact of Covid that there is a view that expenditure needed to be cut. He said at the same time, it is necessary for the Association to have the funds to continue to operate. Susan Faulkner said the Financial Report would help put the Association's finances into perspective. She said it was nearing the end of the financial year and the organisation was still holding funds. Karen Foster commented that she had heard what Luke had to say and realised that councils were operating in a tighter environment, but she believed there was a case for a CPI increase given the extra advocacy work that was happening. She said the work of the Association was very much valued by her council and she didn't think there would be an issue with a CPI

increase, in fact, she thought that would be the expectation. Tom Crook said he agreed with Karen Foster, that a CPI increase is reasonable, especially as the rates have not been increased for the past two years. He said obviously councils look to make savings wherever they can, but he believed his council would certainly understand that a modest increase is reasonable and be quite comfortable with paying it. He said the Association does good work and represents good value for money. Mark Jones commented that councils are at the stage of setting budgets and considering whether or not to raise their own rates. He said his council had deferred some bigger capital projects because of the heat in the market, but he agreed with the sentiments already expressed, but said an increase in fees seemed reasonable, especially following a period of two years when there had been no fee increase. Sharon Cadwallader said it's not possible to simply continue absorbing costs. She said Alan Stokes and Susan Faulkner had worked with the organisation to ensure it was still sustainable, but at some stage a decision had to be made about whether to keep absorbing costs or to move forward and put the Association in a better financial position.

Karen Renkema-Lang asked whether the increase in CPI of 5.1% was since the last increase in fees? She also asked for information on the current level of membership fees. Susan Faulkner said the fees were based on population bands. In the case of Kiama Municipal Council, for example, which had a population in a band between 5001 and 25,000, the fee is currently $1,334, including GST. Susan said the population bands increased from 25,001 to 50,000, then 50,001 to 100,000, and then 100,001 to 150,000, with increases in fees for each higher band. Karen said the proposed increase did not seem significant, and accordingly she was happy to support it. Susan Faulkner said the proposed CPI figure was the annual CPI as at the end of the March quarter, which was the figure of 5.1% which had been announced on 27 April. Alan Stokes said it was a matter of pointing out, in the covering letter with the fee invoice, that there had not been any increase in the two previous years because of the pandemic but pointing out that the Association is facing the same challenges as those facing most councils in terms of meeting rising costs.

Karen Foster asked whether a list of member councils is available. She said she was interested in raising membership with other councils with her regional neighbours. Alan Stokes said this would be included in the document being prepared by Susan Faulkner, referred to previously, which will be distributed shortly with a list of member councils.

Karen Renkema-Lang reported that the NSW Government is introducing the Greater Cities Commission, which includes cities of the Lower Hunter and Greater Newcastle, Central Coast, Greater Sydney and Illawarra-Shoalhaven which will be considered a greater city. She said in future some of the planning functions for the cities involved will be performed by the new Commission. Karen said this is something that is worth being aware of when considering membership in the future.

MOVED: Karen Renkema-Lang/Karen Foster

**THAT Association membership fees for the 2022-23 financial year be increased by the annual Consumer Price Index figure to the end of March 2022.**
Carried

**4. FINANCIAL REPORT**

Susan Faulkner reported that as at COB on 30 April the Association's two bank accounts held $57,879.44CR. The balance of the expenses loan account was $3,122.91CR. Susan said that at this stage of the year, approaching the end of the financial year, the funds on hand are sufficient to cover any liabilities including forum registrations, should that be required.

MOVED: Mark Jones/Tom Crook

**THAT the Financial Report be received.**
Carried

## 5. EVENTS REPORT

**5.1 National Forum on Coastal Hazards**

Sharon Cadwallader reported that a meeting of the sub-committee appointed at the April ACCA Committee meeting had been held via Zoom on 27 April. She said the minutes of the meeting had been provided with the papers for the current Committee meeting. Sharon requested that care be taken when setting dates for the forum to avoid a clash with the NSW Local Government conference to be held in the Hunter Valley in October, because there is usually a good attendance at ACCA events by delegates from NSW.

Susan Faulkner said she had started to contact the potential venues for the event and there is availability in October and November. She said one thing that needs to be noted is the effect of the Covid pandemic on staffing levels at the venues. Susan said that whereas there used to be a large number of dedicated events staff the person she was dealing with the at Fremantle Esplanade Hotel is the director of marketing. She said the venues had been almost wiped out by the pandemic and are now operating with minimum staff numbers. Susan said the other issue to emerge during inquiries is that the catering costs at the Fremantle Esplanade Hotel have increased considerably. She commented that these things can be budgeted for. Sharon Cadwallader commented that her local RSL club was closing a couple of days a week due to the staff shortages.

## 6. ADVOCACY

**6.1 ACCA coastal policy initiatives**

Alan Stokes said this item had been covered earlier in the Chair's Report. He said the engagement with ALGA was important and he looked forward to working with them on the preparation of the submission to the Productivity Commission review.

## 7. GENERAL BUSINESS

**7.1 Renewal of Agreement for Secretariat Services**

Sharon Cadwallader said the current Agreement with Stokes & Partners Pty Ltd to provide secretariat services is due to expire on 30 June and that the company had provided a letter proposing a renewal of the Agreement for the financial year 2022-23 commencing 1 July. She said the letter had been distributed with the papers and invited comment and questions from Committee members.

Mark Jones said he wished to thank Alan and Susan for being prepared to operate at a reduced level of fees for quite a while. He said not being able to have a conference over the past two years had seriously affected revenue for the organisation. Mark said the arrangement provided very good value for the Association. He said he was happy to support the renewal of the contract for the next 12 months. Karen Foster said she wished to echo the comments by Mark Jones. She said it was very generous of Alan and Susan and showed a commitment to the organisation.

Sharon Cadwallader said she was delighted that Alan and Susan were happy to continue their secretariat role which was very important in enabling the Association to function efficiently.

MOVED: Tom Crook/Mark Jones

**THAT the Association resolves to approve the proposed Agreement with Stokes & Partners to provide secretariat services to the organization for the period from 1 July 2022 to 30 June 2023. Committee members also recorded their thanks for the work by Susan Faulkner and Alan Stokes which was vital to the continuing operation of the organization.**
Carried

**7.2 Work in Progress**

The Work in Progress document for May was reviewed as follows:

***2022 Forum*** – this item had been discussed at item 5.1

***Four-wheel drive vehicles on beaches*** – this item had been noted.
***Advocacy Strategy – 2022 Federal Election*** – This item had been discussed at 6.1
***Renewal of Agreement to provide Secretariat Services to the Association*** – This item was discussed at 7.1

8. FUTURE MEETINGS and TELECONFERENCES

**Monday 20 June 2022** (Queen's Birthday on 13 June in all states except QLD and WA)
Zoom meeting - 7:30 (WA); 9:00 (SA); 9:30 (NSW, QLD, TAS and VIC)

**Monday 11 July 2022**
Zoom meeting - 7:30 (WA); 9:00 (SA); 9:30 (NSW, QLD, TAS and VIC)

**Monday 8 August 2022**
Zoom meeting - 7:30 (WA); 9:00 (SA); 9:30 (NSW, QLD, TAS and VIC)

**Monday 12 September 2022**
Zoom meeting - 7:30 (WA); 9:00 (SA); 9:30 (NSW, QLD, TAS and VIC)

**Monday 10 October 2022** (Daylight saving starts 2 October)
Zoom meeting - 7:30 (WA); 9:30 (QLD); 10:00 (SA); 10:30 (NSW, TAS and VIC)

**Monday 14 November 2022**
Zoom meeting - 7:30 (WA); 9:30 (QLD); 10:00 (SA); 10:30 (NSW, TAS and VIC)

**Monday 12 December 2022**
Zoom meeting - 7:30 (WA); 9:30 (QLD); 10:00 (SA); 10:30 (NSW, TAS and VIC)

There being no further business the meeting concluded at 10am AEST

# 15. MEMBER REPORTS

## 15.1 Mayoral Report - May 2022

| | |
|---|---|
| Committee | Victor Harbor Council |
| Meeting Held | 23/05/2022 |
| From | Katie Common |
| File Reference | GOV9.33.011 |

## RECOMMENDATION

That Council receive and note the Mayoral Report for May 2022.

## INFORMATION

**Purpose**
The purpose of this report is to provide an update to Council in relation to Mayoral appointments for the period April to May 2022.

## RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

**Legal and Compliance** – Preparation and reporting for the endorsement of the Mayoral Report can be managed through routine activities and have a negligible impact. This risk is assessed as ***low***.

## REFERENCES

**City of Victor Harbor Community Plan 2030**

Aspiration 6 – We are a financially sustainable and well–governed organisation

## BUDGET IMPLICATION

Excluding endorsed budgeted staff resources there are no budget implications from preparation of this report or receipt of the Mayoral Report.

No additional funds are required.

## CONSULTATION

Mayor Moira Jenkins

# Mayoral Report

## Information

The following is a listing of functions and meetings at which I represented Council for the period April to May 2022.

| April | Activity |
|---|---|
| 19/04 | Agenda review with Senior Management team |
| 20/04 | Regional Study Tour (Regional Development Australia)<br>Business Continuity Plan meeting |
| 21/04 | Monthly Radio Interview with Happy FM - Jan Potter<br>Workshop - Mainstreet Stage 4 |
| 22/04 | Southern & Hills LGA meeting |
| 26/04 | Preparation for Ordinary Meeting of Council with CEO and Deputy Mayor<br>Ordinary Meeting of Council |
| 27/04 | Media – new publication<br>Filming of video for monthly update<br>Victor Harbor Coastcare AGM |
| **May** | **Activity** |
| 02/05 | Happy FM radio interview<br>Audit Committee meeting<br>Special Meeting of Council |
| 03/05 | City Activation and Strategic Planning Advisory Committee |
| 04/05 | Media - new publication |
| 05/05 | SAROC meeting – Adelaide<br>Media – New Market Manager<br>Media – Main Street<br>Business Victor Harbor - Meet Master Builders SA CEO |
| 06/05 | Strategic Plan – Regional Development Australia Adelaide Hills Fleurieu and Kangaroo Island – Council CEO and Mayor Interviews |
| 09/05 | LG Reconciliation Industry Network Group<br>Volunteer afternoon tea - Encounter Bay Family History Group<br>Informal Gathering - Monthly Council Briefing |
| 10/05 | Fleurieu Region Community Services Advisory Committee meeting<br>CEO & Mayor - Weekly Catch Up |

| | |
|---|---|
| 12/05 | Library Volunteer Appreciation Event |
| 13/05 | Fleurieu FM interview - Sandie<br>City of Victor Harbor & Business Victor Harbor - Monthly Liaison<br>Rosetta Village Happy Hour |
| 15/05 | SCOTS 30 Year celebration |

**Mayor M Jenkins**

## 15.2 Elected Member Reports - May 2022

| | |
|---|---|
| Committee | Victor Harbor Council |
| Meeting Held | 23/05/2022 |
| From | Katie Common |
| File Reference | GOV9.33.012 |

## RECOMMENDATION

That Council receive and note the Elected Member reports for May 2022.

## INFORMATION

**Purpose**
The purpose of this report is to provide an update to Council in relation to Elected Member appointments for the period to May 2022.

## RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

**Legal and Compliance** – Preparation and reporting for the endorsement of the Elected Members Reports can be managed through routine activities and have a negligible impact. This risk is assessed as ***low***.

## REFERENCES

**City of Victor Harbor Community Plan 2030**

Aspiration 6 – We are a financially sustainable and well–governed organisation

## BUDGET IMPLICATION

Excluding endorsed budgeted staff resources there are no budget implications from receiving the Elected Member Reports.

No additional funds are required.

## CONSULTATION

Elected Members

## 16. MATTERS OF URGENCY

Nil

## 17. QUESTIONS ON NOTICE

Nil

## 18. QUESTIONS WITHOUT NOTICE

## 19. MOTIONS ON NOTICE

Nil

## 20. MOTIONS WITHOUT NOTICE

## 21. CONFIDENTIAL ITEMS

Nil

## 22. CLOSURE