

**AGENDA ORDINARY MEETING**

**Friday 31 May 2019**

**Hosted by the Wakefield Regional Council**

**Notice is given that** **the Ordinary Meeting of the Legatus Group will be held on Friday 31 May 2019 commencing at 10.30am the Clubrooms Ralli Park Balaklava**



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Simon Millcock

Chief Executive Officer

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1. **MEETING PRELIMINARIES**

**MEETING ATTENDANCE AND APOLOGIES**

**Meeting Attendance**

A meeting attendance sheet will be circulated.

**Apologies:** Mayor Darren Braund (Yorke Peninsula), CEO’s Wayne Hart (Mt Remarkable), Colin Davies (Flinders Ranges) and Martin McCarthy (Barossa)

**Reports for Discussion**

From: Simon Millcock, CEO, Legatus Group

**Recommendation: For information**

1. **WELCOME WAKEFIELD REGIONAL COUNCIL**

**Welcome by Host Council Mayor Rodney Reid**

The host council is invited to provide a welcome and brief presentation to the meeting.

**Recommendation:For information**

1. **CONFIRMATION OF PREVIOUS MINUTES**

**Minutes of the Ordinary Meeting held** **15 February 2019**

**Recommendation: That the minutes of the Legatus Group Meeting held on 15 February 2019 be taken as read and confirmed.**

**Unconfirmed Minutes of the Legatus Group Ordinary Meeting**

**15 February 2019**

**Peterborough Golf Club Park Street Peterborough**

1. **Meeting Preliminaries**

**Present**

Board members: Mayor Peter Mattey – Chairman (Goyder), Mayor Ruth Whittle (Peterborough), Mayor Leon Stephens (Port Pirie), Mayor Wayne Thomas (Clare & Gilbert Valleys), Mayor Peter Slattery (Flinders Ranges), Mayor Bill O’Brien (Light), Mayor Denis Clark (Northern Areas), Mayor Rodney Reid (Wakefield), Mayor Roslyn Talbot (Copper Coast), Mayor Leonie Kerley (Barunga West), Mayor Bim Lange (Barossa) and Mayor Phillip Heaslip (Mt Remarkable)

**In Attendance**

Mr Martin McCarthy (CEO Barossa), Mr Andrew Cole (CEO Barunga West), Mr John Coombe (A/CEO Copper Coast), Dr Helen Macdonald, (CEO Clare & Gilbert Valleys), Mr David Stevenson (CEO Goyder), Mr Steven Griffiths (A/CEO Wakefield), Mr Darryl Whicker (A/CEO Flinders Ranges) Mr Wayne Hart (CEO Mt Remarkable), Mr Dylan Strong (CEO Orroroo/Carrieton), Mr Peter McGuinness (CEO Peterborough), Mr Steve Nolis (LGA Executive Director), Ms Kay Matthias (Director NRM), MP Geoff Brock, Ms Kelly-Anne Saffin (CEO RDA YMN) and Mr Simon Millcock (CEO Legatus Group).

**Apologies**

Chairman Kathie Bowman (Orroroo/Carrieton), Mayor Darren Braund (Yorke Peninsula) and Mayor Mark Wasley (Adelaide Plains). Council CEO’s Mr Brian Carr (Light), Mr Peter Ackland (Port Pirie), Mr Colin Davies (Flinders Ranges), Mr James Miller (Adelaide Plains), Mr Colin Byles (Northern Areas), Mr Andrew Cameron (Yorke Peninsula) and Mr Eric Sommerville (Chair NRM)

The Chairman declared the meeting open at 10.35am and welcomed State Member of Parliament for the seat of Stuart and Minister for Energy and Mining Hon Dan van Holst Pellekaan MP and State Member of Parliament for the seat of Frome Geoff Brock MP.

* 1. **Welcome and invite to present**

Chair Mayor Peter Mattey invited Minister van Holst Pellekaan to speak to the meeting and take questions.

Key topics discussed:

* Drought – Minister is aware of the issues raised by Legatus Group re the equity for the 3-member councils not funded and he has discussed this with Minister Tim Whetstone. Discussions have also been held on the drought including water saving measures for infrastructure funding as support for further droughts. He encouraged the Legatus Group to continue to lobby re equity in funding for those councils who were not funded.
* Rating Equity Major Projects – is aware this is being discussed and open to continued discussions noting that social and economic costs to councils need to be considered.
* Interconnector – SA & NSW is being progressed which will add value to the current SA and Vic interconnector. The Govt is supportive of the ability to trade with other states. Noting that NSW and SA have different weather patterns whilst Vic is similar to SA. Final report from ElectraNet has been received and the $1.52 Billion investment is projected to provide a $66 per year net benefit to households in SA. The SA Govt is investing $14m into early works for the interconnector project which will be useful irrespective of the project getting the green light.
* Horrocks Highway - is being discussed in cabinet and Minister Knoll has this on his agenda.
* Royalties Funding – majority of the projects will be through Infrastructure SA and targeting big projects and advice is being provided to State Govt which will then be made public.
* Barrier Highway – was discussed and Minister noted that some funding for shoulder work is occurring but that there is a need for upgrades.
* Port at Port Augusta upgrades – was discussed and recognised that if successful would provide big opportunities for the region.

The Minister was thanked for his attendance and his apology was noted as he had to leave the meeting.

**2 Welcome to District Council of Peterborough**

Mayor Ruth Whittle welcomed everyone to Peterborough which is one of South Australia’s smallest councils and acknowledged MP Geoff Brock and the assistance he has provided to the council during his time as Member of Parliament. Mayor Whittle outlined that they are sharing some resources with Orroroo/Carrieton, Mt Remarkable and Flinders Ranges Councils. Mayor Whittle provided a detailed list of the past 4 years of achievements which included:

* Underground power and removal of stobie poles.
* Main street redevelopment to support businesses.
* Tourism – RV Park. dump point, safe parking, Visitor Information Centre yellow i status, Peterborough Museum, virtual reality train journey, free wifi and setting up business association.
* Community assets – skate park and youth club.
* New Community Waste Water Management Scheme and 9 holes of the golf club will benefit from this development.

Mayor Whittle outlined that many of these were made possible through grants and from contributions by council and supported through the Community Development Officer. Mayor Whittle acknowledged RDA Yorke Mid North and Councils CEO Peter McGuinness for their leadership. She noted that Peterborough is struggling due to the drought and thanked everyone for their support.

Future development outlined included River Murray water soon coming to Peterborough and that they are exploring social media opportunities for the town.

**3 Confirmation of Previous Minutes**

Minutes of the Legatus Group Meeting held on 14 December 2018 at Nuriootpa.

Motion: That the minutes of theLegatus Group Meeting held on the 14 December 2018 at The Barossa Council Chambers 43-51 Tanunda Road Nuriootpa be taken as read and confirmed.

Moved: Mayor Rodney Reid Seconded: Mayor Denis Clarke  **CARRIED**

**4 Presentations**

4.1 Brand SA

CEO Karen Raffen provided the meeting with background on Brand SA and invited communities to consider stories that could be featured in their Regional Showcase program and Agriculture Town of the Year. Brand SA provides support via journalist working with the community to write the stories to support the voice of regions. This year’s event will be in Mount Gambier on 15 October and they hope to hold the 2020 event within the Legatus Group region.

Chairman Mattey thanked Karen and Brand SA for sponsoring the meetings lunch.

4.2 Flinders Ranges World Heritage Nomination

Apology received from Jodie Gregg-Smith and Jason Irving and to be agenda item for next meeting.

4.3 CEO Kelly-Anne Saffin RDA Yorke and Mid North provided a written report which was distributed at the meeting and will be to all Mayors and CEO’s in an email following the meeting. Key points discussed were:

* Nomination for the RDA YMN Board and been finalised and waiting on announcements and noted that the local government representation is: Mayor Denis Clark (Northern Areas), Cr Malcolm May (Wakefield) and CEO’s Helen Macdonald (Clare & Gilbert Valleys) and Peter Ackland (Port Pirie).
* The Peterborough community development has been a successful example of bringing economic and community development together.
* Expanded on the written notes re designated area migration agreements and looking at these opportunities for regional SA likely to be in agriculture and food and looking at role of local government in settlement services.
* Regional employment trials applications will occur in the next month and this has been discussed with some council CEOs.
* Assistance offered to the drought funding via project management.

**5 Business arising no otherwise on the agenda**

5.1 Drought response

Legatus Group CEO provided a report with the agenda which included the response from the Prime Minister to Chair’s letter from Legatus Group December 2018. Mayors Slattery, Stephens and Whittle outlined their concerns regarding the equity issues on the assessment to their councils not be considered for funding and the need for policy change at a national level. Geoff Brock MP advised he was also following the issues raised by the councils. Kay Matthias advised of grants for farmers through infrastructure water grants.

Motion: That the Legatus Group Chair writes to the Prime Minister with a copy to the South Australian Minister for Primary Industries expressing disappointment on responses to the issues of equity and timelines and recommends the need for policy changes to the assessment criteria.

Moved: Mayor Leon Stephens Seconded: Mayor Wayne Thomas **CARRIED**

5.2 Horrocks Highway

Legatus Group CEO provided a report with the agenda and noted that there had not been a response from Minister Knoll to the Chair’s letter sent in December 2018. General discussion held on the need for this matter to progress and to gain a response. Geoff Brock MP advised that he had written to Minister re an audit to be undertaken.

Motion: That the issue of Horrocks Highway be raised at the Premiers forum and the Chair to consider inviting Minister Knoll to present at the next Legatus Group meeting.

Moved: Mayor Bim Lange Seconded: Mayor Ruth Whittle **CARRIED**

**6 Chairman’s Report**

Chair Mayor Peter Mattey advised that he had attended all the required SAROC and LGA meetings on behalf of Legatus Group. He advised that the structure around the LGA Board is being finalised and outlined roles for SAROC and GAROC. He noted this will provide a greater voice for SAROC. There are still questions on financing of both SAROC and GAROC to be considered.

**7 Items referred by Councils**

7.1 Audit Committee Exemption – The Barossa Council

Motion: That the Legatus Group supports an application to the Minister for an exemption from the requirement in clause 30 of Schedule 2 of the Act to establish an audit committee subject to receiving a resolution from all constituent councils supporting this application.

Moved: Mayor Bim Lange Seconded: Mayor Bill O’Brien **CARRIED**

7.2 Little Corellas – Flinders Ranges Council

Motion:

1. That the Legatus Group write to the Premier, Minister Spiers and all local Members of Parliament in the Legatus Group region requesting the State Government acknowledge the position that Little Corellas are and have been, a state-wide issue requiring a state-wide approach, and that the State take immediate action regarding the management of the Little Corellas.
2. That the Legatus Group Chair issues a media release outlining the concerns of the Legatus Group regarding the Little Corella issues facing its constituent councils.
3. That the Legatus Group establishes a working group to monitor and review regional and or subregional implementation plan/s for the effective management of little corellas.

Moved: Mayor Peter Slattery Seconded: Mayor Leonie Kerley **CARRIED**

**8 2018/2019 Business Plan**

8.1 Project updates the Legatus Group CEO’s report was provided with the agenda and the Chair invited questions.

Motion:

1. The Legatus Group notes the progress of the 2018/2019 projects.
2. That the Legatus Group supports the Legatus Group managing the Yorke and Northern Coastal Management Action Plan if successful with the expression of interest.

Moved: Mayor Denis Clark Seconded: Mayor Wayne Thomas **CARRIED**

**9 Audit and Risk Management Committee**

Chairman Kathie Bowman provided a report with the agenda which contained the minutes of the Audit and Risk Management Committee meeting 30 January 2019.

Motion:

1. That the Legatus Group notes the audit committee’s motions regarding:

* The appointment of Ian McDonald to the Legatus Group Audit and Risk Management Committee subject to the committee continuing.
* Noting of the budget update and the report on the expression of interest for the delivery of a Northern & Yorke Coastal Management Action Plan.
* Their support to the proposed motion by Mayor Lange as outlined in the letter from the Barossa Council for the exemption by the Minister of the Legatus Group having an audit committee if the board is satisfied it has adequate controls and oversights in its structure.

1. That the Legatus Group appoint Dean Newberry & Partners as their independent auditors for the 2018/2019 financial year.

Moved: Mayor Denis Clark Seconded: Mayor Bim Lange **CARRIED**

**10 Financial Report**

The Legatus Group CEO provided a report with the agenda containing the: (1) Profit and Loss (2) Balance Sheet (3) Movements in Equity (4) Statement of Cash Flow and (5) Budget Variance for the period 1 July 2018 till 3 January 2019.

Motion:

1. That the Legatus Group notes the budget update and the Legatus Group CEO’s reimbursement for January 2019.
2. That Legatus Group supports if the expression of interest is successful the delivery of a Northern & Yorke Coastal Management Action Plan submitted by the Legatus Group CEO.

Moved: Mayor Bim Lange Seconded: Mayor Leon Stephens **CARRIED**

**11 Legatus Group Regional Management Group**

Northern Areas Council CEO Colin Byles provided a report with the agenda which contained the minutes of the Legatus Group Regional Management Group meeting held 1 February 2019.

Motion: That the Legatus Group notes the report and appoints Dr Helen Macdonald and Wayne Hart to the Legatus Group Road and Transport Infrastructure Advisory Committee.

Moved: Mayor Bim Lange Seconded: Mayor Rodney Reid **CARRIED**

**12 Legatus Road and Transport Infrastructure Advisory Committee**

Legatus Group CEO Simon Millcock provided a report with the agenda which contained the minutes of the Legatus Group Road and Transport Infrastructure Advisory Committee held 5 February 2019.

Motion:

1. That the Legatus Group endorses the Legatus 2030 Regional Transport Plan Road Deficiency Action Plan 1 and Compliant Roads report.
2. That the Legatus Group notes:
   1. That the Legatus Group CEO calls for up to 3 roads from each council from the Legatus 2030 Regional Transport Plan Road Deficiency Action Plan 1 to be nominated using an abridged format than would be used for full application to HDS for prioritising prior to 7 March 2019.
   2. That HDS use the LGTAP formula for their ranking of priority as stage 1 of the process and that the Legatus Group Road and Transport Infrastructure Advisory Committee will consider as stage 2 any other methodology for ranking at their next meeting.

Moved: Mayor Bim Lange Seconded: Mayor Denis Clark **CARRIED**

**13 Legatus Group CWMS Advisory Committee**

The Legatus Group CEO provided a report with the agenda and updated the meeting on the signing of agreement for PhD Intern and employment of Project Officer. The meeting noted the report.

**14 LGA and SAROC**

The Legatus Group CEO provided a report with the agenda which contained the LGA topical report and update on the recent SAROC workshops and meetings. Steve Holis from the LGA updated the meeting on the LED replacement project which is using redundant stock into regional councils and councils could consider gaining greater clarity and financial modelling on the value of this process. The meeting noted the report.

**15 Other Business**

15.1 Murray Darling Association

Mayor Denis Clark provided a report and an update that he attended a strategic planning session with a focus on membership including for Region 8. He will liaise with the Legatus Group CEO for a meeting with member councils. The meeting noted the report.

15.2 LGA and SAROC Regional SA meetings 2019

The meeting noted the Legatus Group CEO’s report.

15.3 Legatus Group CEO’s annual leave and disclosed outside interest.

The meeting noted the Legatus Group CEO’s report.

1. **Close of Meeting**

The dates for the remaining 2019 Legatus Group meetings are: Friday 31 May – Wakefield Regional Council, Friday 30 August – Port Pirie Regional Council and Friday 29 November – Barunga West Council.

Meeting closed by the Chair at 12.47pm

1. **PRESENTATIONS**

**4.1 Hon John Dawkins MLC –** Liberal Member of the Legislative Council and Premier’s Advocate for Suicide Prevention

**4.2 Flinders Ranges World Heritage Nomination –** Jodie Gregg-Smith SA Arid Lands and Jason Irving Manager of Protected Areas Unit

**4.3 Horrocks Highway** - Mr Scott Cooper, Director Infrastructure and Investment DPTI

**4.4 Local Government Reform –** David Whiterod Team leader—Local Government Policy Unit Office of Local Government Department of Planning, Transport and Infrastructure

**4.5 RDA Yorke and Mid North –** CEO Kelly-Anne Saffin

1. **BUSINESS ARISING NOT OTHERWISE ON THE AGENDA**

**5.1 Little Corellas**

**Reports for Discussion**

From: Simon Millcock, CEO, Legatus Group

**Recommendation: For noting**

**Background:**

The Legatus Group CEO wrote a letter to the Premier, Minister Spiers and all Members of Parliament in the Legatus Group region requesting the State Government acknowledge the position that Little Corellas are and have been, a state-wide issue requiring a state-wide approach, and that the State take immediate action regarding the management of the Little Corellas.

The attached two responses were received from Minister Spiers and MP Jon Gee.



A media release outlining the concerns of the Legatus Group regarding the Little Corella issues was issued on 15 March 2019.

The Legatus Group CEO sought responses on establishing a working group to monitor and review regional and or subregional implementation plan/s for the effective management of little corellas. The Flinders Ranges Council have advised that the Department of Environment and Water have formed a Little Corella Working Group and Flinders Ranges Council have volunteered to be on that group.  Their first meeting will be held 31 May 2019.

**5.2 Drought**

**Reports for Discussion**

From: Simon Millcock, CEO, Legatus Group

**Recommendation: That the Legatus Group compile a list of the approved projects including the timing of their delivery and their benefits for the region following the drought funding made available by the Australian Government.**

Chairman Mayor Peter Mattey wrote to the Prime Minister in early March 2019 outlining the Legatus Group concerns re:

* Equity to the three councils who are in drought but were not assessed due to the formula used for the calculations.
* No variations to the timelines for our member councils in their acquittals.

Since then both the Flinders Ranges and Peterborough Councils were advised they had been successful in obtaining $1m each of the drought assistance. Port Pirie Regional Council were unsuccessful. The signing of contracts was not able to be completed prior to the Government going into caretaker mode. There has not been a response to the follow up on extension of timing of the roll out and its impact on SA Councils ability to deliver.

This topic was discussed at the May 2019 Yorke Mid North Regional Alliance meeting and it will continue as an ongoing item as regional support may be required. It was considered not a matter to leave till December 2019 – January 2020. The meeting recognised the ability for councils to successfully deliver local stimulus through such grants and the development of a montage of the projects delivered by the councils was suggested. This could outline to the Commonwealth Government that projects can quickly commence by local councils when funding is received.

The Regional LGA Executive Officers raised concerns in their report to the SA Regional Organisation of Councils (SAROC) over the longer-term flow-on impact of drought on local government, including reduced rate revenue and service delivery and community wellbeing – may extend beyond current year. They noted the former Millennium Drought Taskforce had proposed wide ranging reforms, including a stronger focus on preparedness and community support over direct subsidies and the need to revisit and advocate for implementation of reforms.

The SAROC meeting noted the Regional LGA Executive Officers will collectively prepare a report for future consideration and action by SAROC.

The 2019/2020 Legatus Group draft business plan has identified a possible project to monitor and gather data on the impacts and support programs re the drought to constituent councils.

1. **CHAIRMAN'S REPORT**

**6.1 Chairman's Report**

The Legatus Group Chairman may wish to provide a report to the meeting.

**Recommendation: The Chairman's report be received.**

**6.2 CEO’s Performance Review**

**Recommendation:**

1. **That the Legatus Group supports the recommendation to extend the CEO’s contract for a further two years commencing from the 6 June 2020.**
2. **That the Legatus Group supports an allocation of 25 days annual leave to be approved for the coming year and the new contract of the Legatus Group CEO in lieu of any pay increase for the year 2019/2020.**

The Legatus Group Chairman may wish to speak to this item. Under the terms of the employment agreement between the Chief Executive Officer (CEO) and Legatus Group the Board of Management are obligated to assess the CEO’s performance according to the terms of the employment agreement. The performance review is to be undertaken for each financial year. Key Performance Indicators (“KPIs”) for each financial year during the term will be agreed between the parties, prior to the commencement of the financial year to which they relate.

A final report on the assessment of the performance of the CEO (including an overall performance rating consistent with Schedule 3) will be provided to the Board on completion of the Performance Review. Simon Millcock commenced employment on 5 June 2017 as the CEO Legatus Group via a three-year contract. The current KPI’s were developed at the commencement of the 2018/2019 financial year.

At the Legatus Group AGM the Chair and Deputy Chairs were approved to manage the CEO’s performance review. A meeting was held at Goyder Council Chambers on Monday 29 April 2019 to undertake the CEO’s performance review. Present were Mayor Peter Mattey, Chairman Kathie Bowman, Mayor Bill O’Brien and Simon Millcock.

The meeting received a report prepared by the CEO and general discussion and questions were held with Simon Millcock regarding his performance over the last 12 months. The Chair and Deputy Chairs discussed the way forward with Simon in his role at CEO. The meeting noted the progress of the Legatus Group during the past 12 months and the increased effectiveness of the CEO and agreed that they would recommend to the board:

* an extension the CEO’s contract for a further two years commencing from 6 June 2020; and
* an allocation of 25 days annual leave for the coming year and new contract in lieu of any pay increase for the year 2019/2020.

1. **ITEMS REFFERED BY COUNCILS**

**7.1 Port Pirie Council – Small Business**

**Reports for Discussion**

From: Simon Millcock, CEO, Legatus Group

**Recommendation:**

1. **That all councils consider participating in the** **Small Business Friendly Council Initiative by the Small Business Commissioner.**
2. **That the Legatus Group CEO identifies areas of support that can be provided to those member councils who are participating in the Small Business Friendly Council Initiative.**
3. **That the Legatus Group undertake with regional partners and the business sector a workshop to identify areas of support that could be considered for supporting small business.**

**Background:**

Mayor Leon Stephens sought an agenda item for the meeting to be based on the role of Local Government and Small Business due to the decline of small business in some of our communities. This came from a conversation Mayor Stephens had with John Chapman the SA Small Business Commissioner where he had expressed his concerns with a high number of closures within small business in the region.

Local Government can play a role in support to local businesses through a number of avenues including their partnership with RDA’s who provide business support and have undertaken recent projects such as ‘Buy Local’.

The 2018 Business Insider research report ‘A guide to change in the retail sector’ by David McDonald can be found at: <https://files.alluremedia.com.au/bi-research/pdf/research-reports/retail-report-august-2018.pdf>

Examples in this report included Target in Australia reducing floor and lease commitments by around 20 per cent and aiming to accelerate its online growth. The closure of several retail chains following weak sales and reflecting the impact of online and new global supply chains. Toys ‘R’ Us, Herringbone, Pumpkin Patch and Payless Shoes are shown as examples.

Consultants Deloitte noted that the rapid shift to e-commerce is quite literally transforming the retail landscape. With online growth outpacing overall growth of retail sales, retailers are rationalising their physical footprint and intensifying their e-commerce presence. This is resulting in a raft of store closures, more flexible store formats and new roles for bricks-and-mortar.

The Legatus Group CEO has led several economic development study tours to USA looking at these changes and the growth in warehousing and distributions centres. This includes re modelling of CBD’s to become more attractive by increasing residents, produce markets, makers spaces, breweries, food trucks and social enterprises. During his experiences in regional development he has been involved with business development officers and business enterprise centres which in many cases were supported by local government.

Mayor Stephens indicated concerns about the level of awareness by the State Government in the decline in retail and the impacts to regional South Australia and that the effects the drought maybe and could have on local businesses.

Four of the Legatus Group councils have signed the Small Business Friendly Council Charter Agreement which sets out five required initiatives that Council agrees to meet, as well as additional initiatives designed to foster and support small business in their area. The five required initiatives are:

1. Implementing activities to improve the operating environment for small business within Council’s area.
2. Establishing a business advisory group (if one does not already exist) to assist Council’s understanding of small business in its area.
3. Implementing a procurement policy which recognises and supports local small businesses wherever possible.
4. Paying undisputed invoices from small businesses within 30 days.
5. Implementing a timely and cost-effective dispute resolution process to manage disputes.

Councils are required to identify and implement three additional initiatives per year to support local small business. These may include initiatives already being implemented.

The Yorke and Mid North Regional Plan developed by the Yorke and Mid North Regional Alliance at focus area 6 includes: ‘Provide incentives to support the establishment of new businesses or services or the growth of those existing in the Region.’ The Legatus Group is the led agent from reporting on this focus area.

RDA Yorke Mid-North CEO Kelly-Ann Saffin advised that she was supportive of discussing this matter and that she had been in contact with Mayor Stephens. They have been working on some of that messaging but recognised anything that can be done collectively will be very valuable.

**8. BUSINESS PLAN**

**8.1 2018/2019 Project Updates**

**Reports for Discussion**

From: Simon Millcock, CEO, Legatus Group

**Recommendations:**

* + 1. **That the Legatus Group notes the progress of the 2018/2019 projects.**
    2. **That the Legatus Group seeks funding from the LGA Research and Development program to develop a report in partnership with other regional local government associations on the impacts to employment and regional growth by not implementing the recommendations contained in the June 2019 Legatus Group Rating Equity for commercial and or industrial land uses outside towns in South Australia.**
    3. **That the Legatus Group supports the Legatus Group CEO establishing a Legatus IT working group to review and provide recommendations on progressing the recommendations from the Digital Maturity report.**
    4. **That the Legatus Group distributes the final Sustainability Hub report along with a 2-page information sheet to constituent councils and that the Yorke Mid North Regional Alliance and Legatus Group CEO continues to provide assistance to councils who may wish to progress with its recommendations.**

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| **Project** | **Phase** | **Update** |
| 1. Waste / transfer stations training | current | TAFE continue to investigate |
| 1. Regional Emergency Management support | current | Local Government Emergency Management Framework: Adopted in 2017 and since then, there have been changes to state and national emergency management policy that impact upon local government in South Australia. In 2018, the LGA facilitated extensive engagement with councils around emergency management through the Council Ready program, involving more than 550 people from all 68 councils. This consultation provided insights about the strengths and gaps of the local government sector with regard to emergency management. The LGA has initiated a review of the Local Government Emergency Management Framework to provide greater clarity and direction to the local government sector with regard to emergency management. The LGA is seeking feedback on the attached draft update. Feedback will be received until Friday 17 May 2019. Legatus Management Group discussed, and individual councils will consider their responses.  Council Ready program: The Legatus Group CEO was an active participant in Stage 1 of the Council Ready program which aims to:   1. Support councils with emergency management planning 2. Clarify the roles and responsibilities of local government in emergency management across prevention, preparedness, response and recovery 3. Facilitate strategic whole-of-council approaches that embed emergency management into regular activities across departments 4. Enable consistent approaches to emergency management, including in the hierarchy of plans and use of consistent terminology across the local government sector 5. Support councils to increase community awareness of risk and build community resilience. The program comprises two stages.   Stage 1 (April 2018-March 2019) aimed to develop and implement a local government emergency management health check to:   * Identify individual council strengths and gaps with respect to emergency management planning (prevention, preparedness, response and recovery); and * Consider the best ways for the LGA to support councils with emergency management planning.   Stage 2 (commencing April 2019) aims to provide practical support to councils with emergency management planning. The approach for doing so will be established through Stage 1. Currently waiting on update from LGA with specific responses to the Legatus Group region with the new officers due to start from the 13th May. No information yet on which officer/s will work with Legatus and it may be a combination of officers, depending on the skill set required and the best outcomes for Legatus. |
| 1. Regional Wellbeing Officer / Regional Health Plans | review | No response yet to the letter provided to the Parliamentary Review SA Public Health Act 2011 and includes the need for a regional wellbeing officer.  The State Government and councils will be required to develop Disability Access and Inclusion Plans (DAIPs) as per the requirements of the Disability Inclusion Act 2018. The State Government must produce their DAIP by October 2019 and councils by October 2020. The Legatus Group CEO has contacted all Constituent Council CEOs regarding a possible regional / sub-regional approach and 12 have responded with interest. This may allow for some resource sharing in the development of these DAIPs. The Barossa, Light and Adelaide Plains Alliance have indicated they have completed theirs. |
| 1. Climate Change 3-year plan   a. Sustainability Hub  b. Coastal issues  c. Sector Agreement | commenced  commenced  current | Bridie Meyer-McLean from the University of Adelaide was contracted as the PhD Intern through the AMSI Intern Program to deliver a research project titled “Mid North Sustainability Hub”. Bridie has completed the report and the draft final report was distributed to the working group and the Legatus Management Group (refer to their minutes). The report is attached.    Legatus Group CEO is to develop a 2-page flier based on the key recommendations. |
| The Legatus Group CEO is on the working group for the SA Coastal Council Alliance project. This is funded through LGA Research and Development scheme and led by the Limestone Coast LGA with Anita Crisp as the Project Coordinator. The aim is to identify common issues, needs, gaps in coastal management from local government perspectives and establish an Alliance which will advocate for coastal councils and help improve coastal management across the state. There was a 15-minute presentation and the first engagement exercise at the booth at the LGA OGM. There is working group meeting being held on 15 May 2019 which will review feedback from councils and drafting the governance options for the Alliance.  There are 2 concurrent projects being managed by Legatus Group:   * 1. Legatus Group Coastal Strategic Priorities Project   2. Northern & Yorke Coastal Management Action Plan – funding via NRM   The PhD Intern has recently withdrawn from the agreement re project 1 and this will be absorbed into project 2.  Greening Australia and Brian Hales as Project Manager have been contracted to deliver the majority of the work and there have been 4 project team meetings since 28 March with the focus on confirmation of team roles, finalising project milestones and work scheduling, identifying and accessing source material and preparing a communications plan. The Project Team is Greening Australia – project deliverables and Brian Hales – project manager.  A steering committee has been formed: Membership – Andy Sharp (NRM), Max Barr (NRM), Simon Millcock (Legatus), Mick Durant (Greening Australia), Stephen Goldsworthy (Yorke Peninsula Council), Brian Hales (Legatus)  They have held their initial meeting and will be undertaking a series of community consultations in June / July 2019. |
| The Yorke Mid North Alliance held a meeting on 6 May 2019 and minutes attached. The next report is due in June/July 2019. |
| 1. NDIS socio – economic impact to regional councils | current | Legatus Group CEO provided a presentation of the findings to the LGA Showcase event in April and is presenting at a State forum in July on the role Local Government has in driving community driven economies with specific reference to the opportunities in the aged, community and disability services industries. This continues the partnership with the SA Community Managers Network and for further recommendations to SAROC. The SAROC Committee is seek a report from Regional Development SA and NDIA regarding the issues around the NDIS rollout and the financial service losses to regions as a result of delays. |
| 1. Rating Equity | current | The most recent update from the Lea Bacon at the LGA is that the Minister replied to the LGA on 25 March 2019, highlighting that any changes to differential rating structures may have a real impact on commercial and industrial sector. The Minister has stated his expectation that any proposal to increase differential rating categories would be made with a full understanding of these impacts and assurances that there would be no negative impact on employment in regional areas.  The Minister has also stated that he has sought the view of the Hon Dan van Holst Pellekaan MP, Minister for Energy and Mining on the potential impacts on the energy industry that any changes to legislation may have. The LGA will continue to progress advocacy on these issues as part of the Local Government Reform process.  The Legatus Group CEO sought a copy of the letter from the Minister and advised Lea Bacon that this project should not be shown as complete as it appears that there needs to be further lobbying undertaken given the response from the Minister regarding an understanding of the impacts. The report indicated that other states have the ability to and do levy rates. Anecdotal evidence is that there continues to be growth in many of these regions around Australia and also that increased rate revenue for SA councils from sources such as this can assist positively towards local growth.  The LGA advice was that they would not release a copy of the letter. A representative from the Office of Local Government Planning and Land Use Services is attending the meeting and the topic could be raised then. |
| 1. Rubble Royalty | monitor | The final payment should occur for the January 2019-June 2019 period. |
| 1. Regional Partnerships | current | * The Yorke Mid North Regional Planning Day was held on Friday 22 March in Kadina with strong attendance from across the region and positive responses on the calibre of presenters and the conversations which were created. The Legatus Group have the responsibility of coordinating the 2020 event. * The Regional Development South Australia Conference is being held at The Bend Tailem Bend with a focus on the Food Industry 23-24 May 2019. The Legatus Group CEO is assisting with the master class session on Friday 24 May. * Regional Employment, Creative Industries and Music Industry Forum. The Legatus Group CEO worked with Lisa Brock the Regional Employment Facilitator, Music SA and RDA Yorke and Mid North on a Creative Industries Forum and RAMP Roundtable in Port Pirie on13 March 2019. A series of sub-regional workshops is now being planned across the region. The SA Government have released a Regional Live Music Coordinator Grant and item 8.4 refers. |
| 1. Digital Maturity of Councils | completed | The final report was distributed to the working group and all CEOs and it was an agenda item at the Legatus Management Group meeting (refer to their notes). They were supportive of the formation of a Legatus Group IT Group. The acquittal has been completed and the report lodged on the Legatus Group website.  This project aimed to establish a digital maturity baseline and define where to focus in order to transition the digital space for councils. The Digital Maturity Index (DMI) is a measure of progress in digital transformation. There was a 100% response from the Legatus Group 15 constituent councils and this report identifies the current state of the sector among the Legatus Group of Councils and provides a snapshot for regional councils in South Australia.  The DMI looks at: 1. Strategic Direction 2. Digital Policy and Initiatives 3. Customer-facing Digital Technologies 4. Public Digital Interaction with Council 5. Implementation of Internal Digital Technologies 6. Digital Interaction between Council Staff 7. Performance Metrics 8. Australian Government Digital Service Standard  Analysis of digital maturity across the eight index areas is presented in the report and a comparison across sub regional clusters. This serves to identify particular focus areas for cluster groups. Analysis of user experience across websites is also presented as a guide to future website developments. The study identified key areas of focus, in particular:   * Recognition within all councils that implementation of digital technologies is an organisational change management project not an IT project. Awareness program to ensure that Executive Management of councils appreciates the potential impact of digital technology on their core business. * Establish an Adoption of Digital Technology project to guide all councils in appropriate digital technologies to enhance their business operations. * Provide access to relevant expertise and investigate opportunities to address resource limitations which is the major barrier to adoption of digital technologies. * Assess customer (business and community) needs for digital interaction with councils. * Develop template strategies and policies that can be readily adopted by councils and modified to suit their level of digital maturity. * Investigate opportunities and barriers to shared expertise and shared services around digital technology across the group. * Establish a Legatus IT group to share experiences and encourage in conjunction with Local Government Information Technology South Australia a regional group for their meetings. |
| 1. Youth in volunteering project | commencing | Contract signed after advice that Legatus Group were successful with a Building Better Regions Fund with the initial focus on the Mid North sub-region of Wakefield, Clare & Gilbert Valley and Goyder. This project is designed on creating a culture for youth into volunteering and allowing current volunteer groups to better engage with youth. Project partners are being followed up to consider their support and they are Volunteering SA&NT, UniSA and Mid North Knowledge Partnership. Adelaide Uni have expressed their interest through the formation of an MoU refer item 8.3. |
| 1. Reconciliation Action Plan | commencing | Initial conversations held with Matt Turner Aboriginal Partnerships Officer Parks and Regions | Northern and Yorke Department for Environment and Water  To enhance regional conversation on Reconciliation Action Plans (RAP) the Legatus Group CEO is seeking to develop a regional forum to allow councils to consider their current and future approaches of reconciling Australia. A RAP is a plan that uses a holistic approach to create meaningful relationships, enhance respect and promote sustainable opportunities for Aboriginal and Torres Strait Islander Australians.  In developing a Reflect RAP the LGA committed to completing future RAPs which will identify relationships, respect and opportunities actions specific to our business and our sphere of influence.  Discussions on RAPs will need to involve consultation with elected members and staff across the region including Aboriginal and Torres Strait Islander staff and/or stakeholders to consider what the vision for reconciliation would be. Local Government acknowledges and recognises Aboriginal and Torres Strait Islander peoples as the First Peoples of Australia and accepts its role, with the other spheres of government, in supporting Aboriginal and Torres Strait Islander communities (LGA Policy Manual 2012).  Local Government is ideally placed to put reconciliation sentiments into positive and meaningful actions. Initial research has found there is limited RAPs within or by the Legatus Group and the constituent councils. The Natural Resources Northern and Yorke is finalising an Aboriginal Engagement Strategy. There are six Aboriginal nations across the Legatus Group boundaries.  Melissa Nursey-Bray Adelaide University Associate Professor,  Head  of  Department  Geography  Environment  and  Population has been approached for possible project to undertake first part of Reconciliation Action Plan via research to develop a report on what is being done in our region and work on the approach for engagement. |
| 1. Visitor Information Services | current | Leonie Boothby & Associates Pty Ltd has been appointed to deliver a report on the status and opportunities for tourism visitor information services (VIS) for the Legatus region.  The report will provide a region-wide review of VIS; comparing the current offering against best practice and emerging trends and developing a set of recommendations for consideration by member Councils.  They have completed the research and data gathering phases of the project and held a key-stakeholder workshop on Friday 17 May. Progress to date:   1. Undertaken an audit of current VIS delivery including:  * digital, physical assets, resourcing, staffing (both paid and volunteers) for the region; * identification of the current local government, community and industry contribution and involvement; and * identification of relevant localised strategies and future plans.   Whilst it has been challenging remotely accessing this information (due largely to the inherent challenges of email communication to a large number of people and finding the right people to respond) they have the majority of the data required. Remaining data gaps continue to be addressed.   1. Undertaken research (local, interstate and international) to identify VIS best practice, future trends and case studies relating to the delivery of VIS and the role of local government. 2. They are currently in the process of analysing and documenting the data and research findings and developing areas for discussion at a key stakeholder workshop (please refer below). This includes exploring key themes and shared challenges and opportunities to improve the capacity, efficiency and effectiveness of service delivery for all stakeholders involved. They are also developing a gap analysis (current versus potential VIS delivery) that will further inform workshop discussion. 3. A number of key stakeholder interviews have been undertaken including with representatives of SATC, the Accredited VIC Network and TiCSA. Further interviews will be undertaken as needed should key people be unable to attend the key stakeholder workshop. 4. A key stakeholder workshop is scheduled for Friday 17 May in Clare to discuss key findings; including how the findings can be applied for future VIS provision and seeking feedback on the impacts of 'doing nothing'. 5. Following the workshop, they will utilise the consultation and research findings to develop a set of recommendations; including identifying opportunities for collaboration with industry and key stakeholders and development of partnerships. Recommendations will be provided for each council within the Legatus region as well as for potential collaborative initiatives e.g. by tourism region or based on shared needs. 6. Finally, they will develop a report that will include a summary of research and consultation undertaken, as well as key findings and options for consideration in the future delivery of VIS within the Legatus region. |
| 1. Brighter Futures | current | The Legatus Group CEO was approached by the Regional Coordinator, Engagement and Grants, Community Services from the Department of Human Services SA Government re funds of $15,000 being available in their 2018/2019 budget for expanding further programs in the Legatus Group region. This was on the back of their delivery of the Brighter Futures projects in Peterborough and the expansion into the Hummocks/Barunga Ranges program.  These are trial projects by the Department of Human Services and these grassroots community development and grants schemes are helping our communities to build skills for grants and community projects and are delivering projects that benefit their community.  The Legatus Group’s strategic plan includes goal two to support social infrastructure and community services that meet the region’s needs. This includes actively working with regional providers to gain knowledge to assist with advocating for improvement of health, education, community and social support services.  Discussions were held with the Flinders Ranges and Orroroo Council Mayors and CEOs to consider a partnership approach. An offer by the Legatus Group CEO to provide in-kind the administrational requirements along with a cash contribution of $5,000 and both councils would look to fund a minimum of four projects (2 per council) each to the value of up to $2,000 for their communities was made.  This proposal has been accepted in principal by the Department of Human Services and the Legatus Group Audit and Risk Committee have recommended to the board that they allocate $5,000 towards this program following a commitment by both Flinders Ranges and Orroroo Councils. Final contractual arrangements will need to occur for this project to commence. Refer to recommendations from the Audit and Risk Committee report.  The Brighter Futures program is included in the 2019/2020 Legatus Group’s Business Plan and as part of our three-year action plan and the Legatus Group CEO is seeking to discuss extending a partnership with the SA Government to help make this happen. |

**8.2 Communication with Constituent Councils**

**Reports for Discussion**

From: Simon Millcock, CEO, Legatus Group

**Recommendations: For discussion on frequency of information.**

**Background:**

The Legatus CEO continues to offer the opportunity to meet twice a year with all constituent councils as a way of providing direct communication with councils.

It was agreed the second round of meetings for 2018 be held over until after Local Government elections. To date meetings held or arranged have been with twelve councils and Barunga West, Northern Areas and Mount Remarkable yet to take up the offer.

All meetings agendas (including reports) and minutes from the board and committee meetings are made available on the Legatus Group website. The website also provides copies of all completed research reports and the current strategic plan, business plan, annual reports and a calendar of events.

Given the frequency of board meetings the Legatus Group CEO has been providing a brief outline half-way between each meeting of progress on projects to all Mayors and CEOs.

There is also a need to provide a quarterly financial report to all constituent councils. The business plan, budget and annual reports are also required to be provided in accordance with the charter.

**8.3 MoU with Universities**

**Reports for Discussion**

From: Simon Millcock, CEO, Legatus Group

**Recommendations: That the Legatus Group supports the Legatus Group CEO in progressing draft Memorandums of Understanding with Universities for consideration by the Legatus Group.**

**Background:**

The Legatus Group CEO has been developing a series of collaborations with South Australian Universities including the Mid North Knowledge Partnership (Flinders University) and the current PhD Intern Research programs. There were also support letters from universities with regards the Youth into Volunteering Project.

This year has seen the opening of the Uni Hub Spencer Gulf with students from Port Pirie and surrounding areas now able to complete tertiary courses through Flinders University, Central Queensland University and the University of Adelaide.

Universities have the opportunity to obtain research funding and they are looking for real and tangible projects for their students to be involved with.

The Legatus Group have been approached by the Adaptation, Community Environment (ACE) Research Cluster, which is led by Dr Melissa Nursey-Bray Associate Professor, Head of Department Geography, Environment and Population, and located within the School of Social Sciences, Faculty of Arts, University of Adelaide. They welcome the opportunity to partner with Legatus on an agreed research partnership.

This agreement could include the University of Adelaide (via A/P Melissa Nursey-Bray) to work with Legatus to do the following:

* 1. Undertake research for Legatus that is in line with research for their Strategic Plan and other goals/aspirations/areas of concern, this may include development of a strategic research action plan that can help focus mutual partnership activity
  2. Commitment to identify research students, to undertake short term projects in line with Legatus direction
  3. Commitment to work with Legatus to identify key research priorities and then to develop and submit funding applications to the ARC, L and D LG and any other opportunities that arise.
  4. Commitment to provide qualified academics and researchers as appropriate to work with Legatus on identified research projects
  5. Commitment to mutually agreed production of co-authored publications, communications and dissemination of research findings.

The Legatus Group CEO is also in preliminary discussions with Prof. Chris Chow, Professor of Water Science and Engineering and Director: Natural and Built Environments Research Centre, Associate Head of School (Research), School of Natural and Built Environments at the University of South Australia.

**8.4 Regional Live Music Coordinator Grant**

**Reports for Discussion**

From: Simon Millcock, CEO, Legatus Group

**Recommendations: That the Legatus Group supports and allocation of funding of $5,000 towards a regional or sub-regional expression of interest for a Regional Live Music Coordinator.**

**Background:**

The Legatus Group CEO has been actively working with RDA’s and the SA Government’s Department of Innovation and Skills (DIS) Music Development Office (MDO) in opportunities for progressing live music in the region. This has included support to two Regional Accelerator Music Program workshops and a Creative Industries Forum.

The MDO is seeking Expressions of Interest from RDAs and/or regional Councils for the engagement of a “Regional Live Music Coordinator” position in their jurisdiction. Based on the quality and number of submissions, a Grant of between $16,500 to $24,200 (inc GST) will be awarded to the successful RDA and/or Council(s). DIS encourages joint EOI submissions from RDAs and Councils for their region.

The grant will be provided by the Minister for Innovation and Skills to eligible recipients who can provide matched funding and/or in-kind support to engage a Coordinator in their jurisdiction.

Applications for this EOI are open from till Monday 3 June 2019 with successful applicants being notified by 14 June 2019.

The Legatus Group CEO has sought responses from Legatus Group Councils to gain an interest and The Barossa Council and Yorke Peninsula Council have indicated their interest in the expression of interest.

**8.5 2019/2020 Business Plan and Budget**

**Reports for Discussion**

From: Simon Millcock, CEO, Legatus Group

**Recommendations:**

1. **That the Legatus Group adopts the draft business plan and budget for 2018/2019 subject to endorsement by all Constituent Councils.**
2. **That all Constituent Councils who have not responded regarding the draft 2018/2019 Business Plan and Budget and Strategic Plan and three-year Action Plan provide their response by 30 June 2018.**

**Background:**

The attached business plan and budget report was provided for consultation and endorsement to all constituent councils on 9 May 2019.



This Business Plan was developed in reference to the Legatus Group Strategic Plan which was was endorsed in May 2018 with the Legatus Group 3-year Action Plan.

This Business Plan considers the current formal alliance the Legatus Group has with Regional Development Australia (RDA) Yorke and Mid North and the Northern and Yorke Natural Resource Management boards and the informal alliances with RDA Barossa, Light, Gawler and Adelaide Plains and RDA Far North with regards other regional plans.

This Business Plan considers the previous discussions by the board on the current levels of reserves and seeks to allocate some of these towards projects in 2019/2020. Whilst also allowing for further project work in the coming years. This is designed to allow these funds where they can be used to leverage other funds to the region.

Before the 2019/2020 business plan can be adopted it requires consultation with the constituent councils.

Each year the Legatus Group must prepare and submit a draft budget to the constituent councils for the ensuing Financial Year.

The business plan was presented to the Legatus Group Audit and Risk Management Committee meeting on 30 April 2019. The budget was to have been presented to the Legatus Group Audit and Risk Management Committee at this meeting before distributing to all constituent councils. This was not achieved although the members of the committee were provided with the budget papers on 6 May 2019 with a request that any comments to be provided by 8 May 2019. There were no comments and as such the budget papers for 2019/2020 were included with this report.

The Clare and Gilbert Valleys Council, Northern Areas and Regional Council of Goyder have confirmed their endorsement of the business plan and budget and a verbal update will be provided at the meeting on other responses.

**9. AUDIT and RISK MANAGEMENT COMMITTEE**

**Reports for Discussion**

**Audit and Risk Management Committee meeting**

From: Chair Kathie Bowman

**Recommendations:**

* 1. **That the Legatus Group appoints Chairman Kathie Bowman as the Chair of the** **Legatus Group Audit and Risk Management Committee.**
  2. **That the Legatus Group appoints Colin Byles CEO Northern Areas Council to the Legatus Group Audit and Risk Management Committee.**
  3. **That the Legatus Group CEO is authorised to enter a contract with the SA Government through their Department of Human Services for the delivery of a Brighter Futures program/s in 2019/2020 and that an allocation of $5,000 is approved from the Legatus Group budget for this contract.**
  4. **That the Legatus Group notes:**
     1. **That it is unable to seek and exemption from the Minister for having an audit committee.**
     2. **That the Legatus Group Audit and Risk Management Committee approved the report on its work plan for 2018/2019.**

**Discussion:**

The 30 April 2019 meeting agenda and reports were distributed to all Legatus Group Board members and CEOs in accordance with the charter prior to the Audit and Risk Management Committee meeting.

The Audit and Risk Management Committee held their meeting on the 30 April 2019 via teleconference and the meeting was opened at 10.00am.

1. **Meeting Attendance**

**Present:** Via telephoneChairman Kathie Bowman, Mayor Denis Clark, Mr Peter Ackland and Mr Ian McDonald. (item 3.6.3 of the Legatus Group Charter allows for telecommunications to constitute a meeting).

**In Attendance:** Legatus Group CEO Mr Simon Millcock

**Apologies:** Nil

1. **Membership / Chair**

The meeting noted that a quorum for the Legatus Group Audit and Risk Management Committee is 3 members and they welcomed Mr Ian McDonald as the Independent member appointed by the Legatus Group at their meeting 15 February 2019.

Motion: That Chairman Kathie Bowman chair the meeting.

Moved: Mayor Clark Seconded: Peter Ackland **CARRIED**

1. **Confirmation of Previous Minutes**

Motion: That the minutes of the previous Legatus Group Audit and Risk Management Committee meeting held on 30 January 2019 be taken as read and confirmed

Moved: Mayor Clark Seconded: Peter Ackland **CARRIED**

1. **Business Arising Not Otherwise on the Agenda**

**4.1 Exemption from having an audit committee**

The meeting noted the report by Legatus Group CEO that an application for exemption cannot occur due to the letter from District Council of Mt Remarkable Council that advised they were not supportive of an exemption. The meeting discussed that this is a matter for the board to consider.

**4.2 Chair / Membership**

Motion: That the Legatus Group Audit and Risk Management Committee recommend the appointment of Chairman Kathie Bowman as Chair of the committee.

Moved: Mayor Clark Seconded: Ian McDonald **CARRIED**

Motion: That the Legatus Group Audit and Risk Management Committee notes the current vacancy of a professionally qualified officer from a constituent council other than Port Pirie Regional Council and Flinders Ranges Council and request that the Legatus Group recommend a Legatus Group CEO be appointed to this position.

Moved: Mayor Clark Seconded: Chairman Bowman **CARRIED**

**4.3 Banking Credit Card**

General discussion including the Legatus Group CEO capturing receipts on mobile phone so they can sync with Xero program.

Motion: That the Legatus Group Audit and Risk Management Committee notes the report.

Moved: Peter Ackland Seconded: Ian McDonald **CARRIED**

1. **Work Plan**

The Legatus Group Audit and Risk Management Committee work plan for 2018/2019 was presented.

Motion: That the Legatus Group Audit and Risk Management Committee approves the report on its work plan for 2018/2019.

Moved: Chairman Kathie Bowman Seconded: Peter Ackland **CARRIED**

1. **Budget Update 2018/2019**

General discussion on the issues associated with the hand over and changes in financial officers regarding where the amounts are entered, and that the committee seeks this to be addressed in consultation with Flinders Ranges Council. Noted that there are now steps in place which allow full access to the files and full transparency with all invoices electronically and documented against transactions.

Motion:That the Legatus Group Audit and Risk Management Committee notes the budget update and the report which will include the Northern and Yorke Coastal Management Action Plan and Youth into Volunteering projects.

Moved: Mayor Clark Seconded: Ian McDonald **CARRIED**

1. **Business Plan and Budget 2019/2020**

The Legatus Group CEO provided the 2019/2020 draft business plan and key budget assumptions with the agenda and a copy of the notes he had provided to the Finance Officer re the budget. It was noted that the Finance Officer had indicated the draft budget would be available prior to the meeting and that on the morning of meeting advised this would not be possible.

Motion: That the Legatus Group Audit and Risk Management Committee notes the draft 2019/2020 business plan will not be distributed to constituent councils until the committee has been able to see the draft budget and make comment.

Moved: Chairman Kathie Bowman Seconded: Ian McDonald  **CARRIED**

1. **Other Business**

**8.1 CEO’s vehicle**

Mayor Denis Clark raised the topic of replacement of the CEO’s vehicle and the meeting noted that in April 2018 the committee had discussed a review be held at this time in 2019. The meeting agreed for the Legatus Group CEO to investigate options for changeover of the current vehicle and provide a report.

**8.2 Brighter Futures Finders Ranges / Orroroo region**

The Legatus Group CEO had provided a report with the agenda and general discussion was undertaken.

Motion: That the Legatus Group Audit and Risk Management Committee recommend the allocation of $5,000 from the Legatus Group budget towards the delivery of a Brighter Futures Flinders Ranges / Orroroo region program.

Moved: Mayor Clark Seconded: Peter Ackland **CARRIED**

1. **Next meetings**

The next meeting to be clarified with the committee noting that the audit committee are required to ensure that the financial statements present fairly the state of affairs of the Legatus Group including the adoption of the annual financial statements to the Board.

**10. FINANCIAL REPORT**

**Reports for discussion**

From: Simon Millcock, CEO, Legatus Group

**Recommendations:**

1. **That the Legatus Group notes the 2018/2019 budget update and the Legatus Group CEO’s reimbursement February, March and April 2019.**
2. **That Legatus Group notes the Legatus Group CEO efforts to reduce the costs for leasing of office space and telecommunications.**

**Discussion:**

The financial reports 1 July 2018 – 30 April 2019 are attached:



Legatus Group CEO’s notes:

The budget is still on track to record a larger surplus that predicted.

Income:

The income will have approximately up to 30% increase on the budget due to securing grant funding for projects and an increase in the rubble royalties.

There is still approximately $90,000 to be received before 30 June 2019 as the second round for funding from the NRM for the Coastal Management Action Plan along with funding from Building Better Regions Fund, Brighter Futures and rebate for PhD Interns could be invoiced and received.

Expenses:

There are four projects which will have further invoices for May/June 2019, and they are the Coastal Management Action Plan, Stage 2 Regional Transport Plan, Visitor Information Services and Digital Maturity. The main variations to the budget are listed below. The concept planning for sustainability hub will not be incurred in this year’s budget.

Increases:

* Accounting services – due to change over and setting up new systems.
* Consultants / Contractors – due to increased projects.
* Professional Development should read $663.64 with $17,600.00 for RDA Yorke and Mid North re Emerging Leaders Program to be listed in Contractors

Savings:

* $16,757 for Phase 2 work on the Regional Transport Plan. As there were 13 SLRP applications that were submitted and there had been 30 budgeted for. This will see a further increase in the reserves from 2018/2019.
* Rent/Hire of Premises/Equipment due to moving to smaller office.

CEO Credit Card/Reimbursement

The Legatus Group CEO credit card was not finalised before the 30 April 2019 and the list of items being reimbursed to the Legatus Group CEO for the months of February - April 2019 are:

24 March 2019

|  |  |
| --- | --- |
| Description | Amount |
| Fuel |  |
| 3/2 Tip Top Liberty Findon | 49.15 |
| 9/2 Caltex Main Nth Rd Clare | 69.62 |
| 10/2 OTR Clare | 51.60 |
| 13/2 BP Clare | 39.51 |
| 14/2 OTR West Tce Adelaide | 37.76 |
| 19/2 Caltex Main Nth Rd Clare | 73.46 |
| 9/3 Perrys Main Nth Rd Clare | 80.29 |
| 11/3 Liberty Port Adelaide | 45.57 |
| 13/3 BP Southbridge Clare | 54.07 |
| 18/3 Caltex Main Nth Rd Clare | 65.72 |
| 22/3 Caltex Main Nth Rd Clare | 47.24 |
| 20/3 Perry & Sons Jamestown | 57.78 |
| 23/3 Coles express Tailem Bend | 41.75 |
| 24/3 Noseda retail Mount Gambier | 41.47 |
| 24/3 Caltex Main Nth Rd Clare | 60.84 |
| **Sub-Total** | **815.83** |
| Parking |  |
| 4/2 Adelaide Botanic Gardens | 14.00 |
| 4/2 Adelaide Botanic Gardens | 5.40 |
| 11/2 City of Adelaide | 6.30 |
| 11/2 Pirie Flinders Car park | 27.00 |
| 14/2 City of Adelaide | 7.50 |
| 14/2 City of Adelaide | 4.00 |
| 27/2 Frome St UPark | 25.22 |
| 20/3 Myer Centre Adelaide | 29.00 |
| 21/3 City of Adelaide | 6.00 |
| 21/3 City of Adelaide | 5.20 |
| 21/3 City of Adelaide | 8.40 |
| **Sub-Total** | **138.02** |
| Car wash |  |
| 14/2 OTR West Tce | 10.50 |
| **Sub-total** | **10.50** |
| Accommodation and meals |  |
| 19/3 Hawker Hotel accommodation | 120.00 |
| 19/3 Hawker Hotel meal | 24.00 |
| 20/3 Funk meal | 10.00 |
| 22/3 Rydges Tailem Bend accommodation | 199.00 |
| **Sub- Total** | **353.00** |
| **Total** | **1,317.35** |

27 April 2019

|  |  |
| --- | --- |
| Description | Amount |
| Fuel |  |
| 5/4 OTR Port Wakefield Road | 66.60 |
| 11/4 Tip Top Liberty Findon | 59.83 |
| 17/4 Caltex Main Nth Road Clare | 73.13 |
| 23/4 Caltex Main Nth Road Clare | 78.45 |
| 24/4 Caltex Main Nth Road Clare | 59.98 |
| **Sub-Total** | **259.54** |
| Parking |  |
| 4/4 City of Adelaide | 12.00 |
| 12/4 City of Adelaide | 4.60 |
| 18/4 Flinders Street Adelaide | 15.00 |
| 18/4 Parade Central Norwood | 10.00 |
| **Sub-Total** | **41.60** |
| Telephone |  |
| 8/4 Telstra (request already submitted) | 158.98 |
| 27/4 new Telstra invoice | 159.94 |
| **Sub- Total** | **318.92** |
| **Total** | **620.06** |

Office Rent & Telecommunications

Since commencing employment in June 2017, the Legatus Group CEO has endeavoured to reduce the costs associated with office rent and telecommunications which were close to $18,000 per annum.

There is no need for the Legatus Group to have a shop front and the contracting of employees is being managed with them working in locations that best suit them. The co-habiting with NRM and RDAYMN does not appear to have any direct correlation to working relationships.

The Legatus Group CEO had negotiated with Department for Environment and Water for a smaller office space at 155 Main North Road and this included a hot desk. This resulted in a reduction of lease space from 63.5m2 to 12.4m2 and a saving of $9,800 per year.

Due to white ant problems in the building that the CEO moved to is to be demolished and a new space that totals 23.85 m2 at a cost of $4,740 per annum plus percentage of the on costs is being offered with no increase in current rate until 1 July 2019.

Note that Legatus paid for the phone and internet change over for the second move.

Also being offered is desk spaces only in the building being renovated. This would amount to $2,390 plus on costs. It is expected as per the lease agreement, annual indexation to the m2 rate applies which will be in the vicinity of 3.0% this year. To acknowledge our cooperation in the circumstances, they will hold the indexation increases this July for the entire 19/20 financial year.

If the new office space or 23.85m2 is utilised it does provide the space for 2 people to work from and also provides some storage space and with telecommunications this would amount to a cost of approximately $8,500 for office and telecommunications.

The Legatus Group CEO is also waiting on a proposal for the rental of 2 hot desks at the site 155 Main North Road. With the completion of his home in Mintaro he is also considering working from home subject to securing NBN which is scheduled for November 2019.

Over the past 2 years the Legatus Group CEO has been negotiating to reduce telecommunication costs. These were on occasions held up due to contracts being just as expensive to get out of than to have continue. The current Telstra office plan which included telephones and their infrastructure along with unlimited data was out of contract as of 11 April 2019 and had a monthly fee of $150. This has now been amended to reduce the costs to $100 a month and still to have unlimited data. The current mobile plan with an external internet access plan expires on 19 June 2019 and negotiations will occur for a new plan.

**11. LEGATUS GROUP REGIONAL MANAGEMENT GROUP**

**Reports for Discussion - Minutes**

From: CEO Colin Byles

**Recommendation: To be noted.**

**Discussion:**

The Legatus Group Regional Management Group meeting was held on Friday 1 February 2019 at Clare and Gilbert Valleys Council and the notes from the meeting are as follows:

1. **ATTENDANCE**
   1. Present: Colin Byles (Chair Northern Areas), Helen Macdonald (Clare and Gilbert Valleys), Wayne Hart (Mt Remarkable), Richard Michael (Light), Andrew Cole (Barunga West), David Stevenson (Goyder), Peter Ackland (Port Pirie), Russell Peate (Copper Coast) and Simon Millcock (Legatus Group).
   2. Apologies: Darryl Whicker (Flinders Ranges), Martin McCarthy (Barossa), Dylan Strong (Orroroo Carrieton) Andrew Cameron (Yorke Peninsula), Brian Carr (Light) Peter McGuinness (Peterborough), Mark McShane (Wakefield) and James Miller (Adelaide Plains).
2. **WELCOME**

Colin Byles welcomed everyone to the meeting and acknowledged the new Copper Coast CEO Russell Peate.

1. **MID NORTH SUSTAINABILITY HUB**

The draft final report had been distributed and Bridie Meyer-McLean from the University of Adelaide the PhD Intern who was delivering the research project attended the meeting and spoke to the report. The meeting noted there will be some minor changes and congratulated Bridie on the content and quality of the report. General discussion held on the report and its recommendations. These discussions included the linking of a series of locations which could also be considered e.g. a sustainability trail.

Consensus from the meeting was that the report be accepted and that it is a useful document for individual councils to consider and that they could look to gain support from the Regional Alliance (RDA, NRM and Legatus) and that it should continue to be progressed as part of the Regional Climate Change Sector Agreement. The meeting discussed the report can be a catalyst for community groups to use in discussions with councils.

Action: Simon Millcock to develop a 2-page flier that will feature the key recommendations.

1. **LOCAL GOVT RISK SERVICES WORKSHOP**

Discussions centred on the meeting held with the working group and Andrew Johnson (LGA) and JLT representatives on the responses (which had been circulated) to the key issues raised. Andrew Johnson has yet to distribute the notes from that meeting although he has indicated they will include running a simplification program and a training program. Whilst there has been positivity to the engagement and an acknowledgement of the need for changes there continues to be inconsistencies which need to be addressed. Question posed on any research undertaken on other self-insured examples.

Action: Simon Millcock to distribute responses from Andrew Johnson.

1. **EMERGENCY MANAGEMENT**

The meeting noted the reports on:

* The Local Government Emergency Management Framework and that individual councils will make their own submissions
* Council Ready Program waiting for responses from LGA re the positions.

1. **DIGITAL MATURITY**

The final report by OurSay was distributed to all CEO’s prior to the meeting and general discussions were held on the content and the recommendations. The meeting noted the different levels across the constituent councils and the level of detail within the report. Consensus that a report be prepared for the Legatus Group to endorse the final report and establishes a Legatus IT group to progress the recommendations. The ability to have regional on-line conferencing will be a key outcome.

Action: Simon Millcock to provide report to the Legatus Group meeting 31 May 2019.

1. **ROAD / TRANSPORT**

The meeting noted the minutes of the Road and Transport Infrastructure Advisory Committee and Simon Millcock provided an update that the 8 SLRP applications were being submitted on time. Discussions on Horrocks Highway and presentation to the Legatus Group 31 May 2019 meeting with the need to seek confirmation of $11m from State Government to align with the $44m from Australian Government announcement. Noted that there may be some clash with the Legatus Transport / Heavy Vehicle Access Forum on Friday 21 June as the ALGA National General assembly is 16-19 June.

1. **CWMS**

The meeting noted the minutes of the CWMS Advisory Committee and Paul Chapman (Project Officer) attended and provide updates and the opportunity for members to discuss progress.

1. **VISITOR INFORMATION SERVICES**

The meeting noted the update provided in the agenda.

1. **COASTAL**

The meeting noted the update provided in the agenda.

1. **AUDIT AND RISK COMMITTEE** 
   1. Membership / Exemption: The meeting noted the update provided in the agenda. CEO Colin Byles advised the meeting that he would be willing to be accept an appointment subject to the terms of reference not excluding two representatives from the same Council.
   2. Legatus 2019/2020 Business Plan and Budget: Simon Millcock provided an update that the Audit and Risk Committee had been provided a copy of the business plan prior to their meeting and then the draft budget for comment after their meeting. This was before it was distributed to all councils on Thursday 9 May 2019. Noted that there had been a delay of approx. 1 week in the draft budget being prepared and that it was the role of audit and risk committee to provide appropriate advice and recommendations on matters relevant to its charter and terms of reference in order to facilitate decision-making by the Board in relation to the discharge of its responsibilities. This did not include them authorising the budget but does allow them to provide advice which including their discussion about appropriate use of the current level reserves.
2. **DISCUSSION ITEMS** 
   1. Reconciliation Action Plans: Simon Millcock provided an update that he had been in discussions with Adelaide University who are interested in developing an MoU with Legatus Group and this could be one of the projects they partner on.
   2. Regional Alliance / Landscape Board Boundary changes: The meeting noted the update provided in the agenda.
   3. Brighter Futures: The meeting noted the update provided in the agenda.
   4. Youth into Volunteering project: The meeting noted the update provided in the agenda.
   5. Waste: The meeting noted the update provided in the agenda.
   6. SAROC / LGA topics: The meeting noted the update provided in the agenda. David Stevenson advised he had raised the equity on rating at the LGA Advisory Group. Consensus that this matter needs to have continued action with a report to be provided to next Legatus Group meeting.
   7. Regional Partnerships: The meeting noted the update provided in the agenda.
   8. Drought: The meeting noted the update provided in the agenda.
3. **LED STREET LIGHTING**

General discussion held on what individual councils are doing with SAPN and a regional approach discussion suggested by Andrew Cameron to be held over till his attendance at next meeting.

1. **OTHER BUSINESS**

David Stevenson provide an update on his role on the LGA Advisory Group and that they had met with the LGA Board to discuss the terms of reference and the expectations from the board. Reviewed the legislation on the reform paper and noted that the sector survey will be coming out in the following week.

Noted the next Legatus Group meeting speakers include: DPTI – Horrocks Highway and Office Local Government – Local Government Reform.

1. **NEXT MEETINGS**

* Friday 9 August
* Friday 15 November

**12. LEGATUS ROAD AND TRANSPORT INFRASTRUCTURE ADVISORY COMMITTEE**

**12.1** **Reports for Discussion - Minutes**

From: Simon Millcock, CEO, Legatus Group

**Recommendations: To be noted**

**Background:**

The Legatus Group Road and Transport Infrastructure Advisory Committee held their meeting on 10 April 2019 and the meeting was opened at 1.30pm Clare and Gilbert Valleys Council Chambers Gleeson Street Clare

1. **Welcome:**

The meeting was opened at 1.30pm

1. **Attendance:**

Steve Kaesler (Barossa), Tom Jones (Adelaide Plains), Lee Wallis (Goyder), Steve Watson (Glare & Gilbert Valleys), Mike Wilde (DPTI), Simon Millcock (Legatus Group) and John Olson (HDS)

1. **Apologies**

Helen Macdonald (Clare & Gilbert Valleys), Wayne Hart (Mt Remarkable), Trevor Graham (Yorke Peninsula), Peter Porch (Northern Areas), Matt Elding (Barossa), and Jo-anne Buchanan (RDA Yorke Mid North).

1. **Membership and Chair**

The meeting noted that the Legatus Group had appointed CEO’s Helen Macdonald and Wayne Hart to the committee.

Resolved that Simon Millcock would chair the meeting.

1. **Minutes of the meeting held 15 February 2019**

The meeting noted that the minutes of their meeting held on 5 February 2019 were presented at the Legatus Group meeting15 February 2019 and the responses to the motions and actions which have been undertaken were noted.

1. **Legatus Group 2030 Regional Transport Plan Phase 2 & SLRP**

Steve Kaesler, Tom Jones and Steve Watson declared they all had conflicts of interest with regards the SLRP due to their councils submitting applications.

Mike Wilde advised he would abstain from any comments due to his position with LGTAP.

Simon Millcock provided a report with the agenda outlining the process for gaining a database of regional road upgrade projects and the request for roads to be considered for SLRP funding in 2019/2020.

John Olson provided a background on the process to date and then the overall summary of the 13 applications received and they had been distributed with the agenda. Detailed conversations were held on the process and applications.

Through increased input from councils, an update to Regional Action Plans 1, 2 and 3 was endorsed by the committee subject to final adjustments to Sepptlesfield Road and that this will need to be presented to the board for endorsement.



The meeting noted:

* That Regional Action Plan 1 is deficient due to true costs not being included, and the implications are that it is not providing the true picture of costs to councils.
* Guidance required from LGTAP on large projects proposed by councils for SLRP.

The meeting was advised that the 3 Barossa Council projects were no longer being considered by council for funding in 2019/2020 budget.

The meeting expanded on the matrix used by HDS Australia and indicated their collective responses as second stage evaluation which were collated and will be presented in a report by HDS Australia to Simon Millcock on Tuesday 16 April 2019. As such there will be no need for inspections of nominated projects and reliance is on the evidence collected during the recently completed regional road deficiency assessment, along with available regional route maps, plus supplementary photos and maps supplied by councils in their applications, to determine regional priorities.

The endorsed list of prioritised regional road upgrade projects (forming the Legatus Group’s initial 2019 Roads Database) will be presented to the Legatus Group Board for approval for progressing with their applications. Refer to attachment:



Consensus was that the Copper Coast Council projects were ranked 12th and 13th and not supported in the 2019/2020 SLRP priorities and that further work is required for both to be raised in priority list for 2020/2021 SLRP recommendations.

John Olson highlighted that councils submitting SLRP funding applications in 2019 were required to state that their project complies with the principles contained within the R2R Statement of Expectations regarding road safety. Refer to attachment:



1. **Horrocks Highway**

Meeting noted the response from Minister Knoll’s office that they are seeking to gain DPTI officer to meet with Legatus Group. This will be to provide an update re the scope of works and timelines following the announcement of $55m Federal and State Government funding.

1. **Scoping exercise unsealed road functionality for Restricted Access Vehicle Route Assessment Tool**

Meeting noted that AARB had visited region and that the interim report not yet completed and will be distributed next week for feedback and listed as an agenda item for next meeting.

1. **Heavy Vehicle Access Workshop**

To be coordinated for 21 June 2019 and include update on the Regional Road Plan

1. **Other Business**
2. **Barrier Highway between Burra and Mt Bryan**

The Regional Council of Goyder’s letter to Legatus Group was distributed with agenda and meeting was informed of the $62.5m announced in the budget for Barrier Highway from Burra to Cockburn. The project will widen, strengthen and realign various sections along the corridor. Meeting supportive of Legatus Group writing to Minister Knoll to gain greater information on the scope of works.

1. **State Regional Local Road Priority**

Meeting agreed that there was value in Regional LGA’s to discuss an overlay of their regional plans for a State-wide Local Government Regional Local Road priority list.

1. **Close and date of next meeting**

The meeting was closed at 4.30pm and next meeting to be confirmed.

**12.2 Reports for Discussion – SLRP 2019**

From: Simon Millcock, CEO, Legatus Group

**Recommendation: That the assessment and prioritising for Legatus Group region SLRP roads funding for 2019/2020 is endorsed.**

**Background:**

The following Legatus Group recommended "2019 Regional Priorities" have been provided to the Special Local Roads Program Coordinator on behalf of the LGA in time for the closing of applications. They were sorted both by "Primary Purpose" and "Overall" ranking.

They are based upon all road segment upgrades submitted for consideration re the Legatus Group 2030 Regional Transport Plan and its 2019 Roads Database as roads that are of regional significance under three categories of route either freight, tourism or community.

They were subject to a 2-stage assessment which included an initial assessment against the Legatus Group SLRP Database and analysis of weighted benefit and weighted benefit cost score based on guidelines developed through the Roads Infrastructure Database Project, for application for Special Local Roads Funding.

This initial assessment was undertaken by HDS and presented to the Legatus Group Road and Transport Infrastructure Advisory Committee who undertook the second stage of the assessment.

This list was recorded in the committee’s minutes and distributed to the Legatus Group Board and Legatus Group CEOs.

There are 6 Freight, 1 Community and 1 Tourism primary purpose roads spread over 7 councils which total $6,064,500. Guidance is being sought from LGTAP on large projects proposed by councils for SLRP.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Overall Ranking | Council | Road name | Segment | Primary Purpose | Final score | 2019 Priority by Purpose  F – Freight  T – Tourism  C - Community | SLRP Grant Sought ($) | SLRP Notes for LGTAP |
| 1 | Clare & Gilbert Valleys | Ore Road | Jolly Way to Wockie Creek Road | Freight | 92 | F1 | 128,500 | New - Year 1 of 1 |
| 2 | Adelaide Plains Council | Shannon Road, Dublin | Dublin Road to Carslake Road | Freight | 81 | F2 | 364,000 | Continue - Year 2 of 2 |
| 3 | The Barossa Council and Light Regional Council | Lyndoch Road | Gomersal Road to Hermann Thumm Drive | Freight | 79 | F3 | 900,000 | New - Year 1 of 1 |
| 4 | Clare & Gilbert Valleys | Main Road 45 | Waterloo Road to Steelton Road | Freight | 79 | F4 | 320,000 | New - Year 1 of 3 |
| 5 | Adelaide Plains Council | Carslake Road, Dublin | Port Wakefield Road to Shannon Road | Freight | 76 | F5 | 347,000 | Continue - Year 2 of 2 |
| 6 | Yorke Peninsula Council | North Coast Road | Point Turton Township to Point Souttar Road | Community | 75 | C1 | 2,527,000 | New - Year 1 of 3 |
| 7 | Wakefield Regional Council | Angle Grove Road | Full length | Freight | 73 | F6 | 758,000 | New - Year 1 of 1 |
| 8 | Light Regional Council | Sepptlesfield Road | Stonewell Road and Kraehe Road | Tourism | 63 | T1 | 720,000 | New - Year 1 of 1 |

**12.3 Reports for Discussion – Legatus Group 2019 Roads Forum**

From: Simon Millcock, CEO, Legatus Group

**Recommendation: That Legatus Group Councils promote the forum within their councils.**

**Background:**

A flier has been distributed to all constituent councils re the 2019 Legatus Group Road and Transport Forum which is being held on Friday 12 July 2019 at the Clare Country Club 9.30am – 1pm. This forum is designed for Mayors, Councillors, CEOs and Operational Staff to gain greater awareness on work currently being undertaken and to identify other areas of interest, such as Horrocks Highway and the Barrier Highway upgrades. The key topics are:

* Accountability of councils associated with heavy vehicle access
  + Roles under the Heavy Vehicle National Law
  + Documentation requirements and Chain of Responsibility
  + Work hours
* Legatus Group Regional Road Transport Plan
  + Update
  + Ways forward
* RAV RAT unsealed roads

Speakers include:

1. Stevie Sanders (WHS & Risk Manager / LGA Workers Compensation Scheme)

2. Peter Caprioli Executive Director Freight and Supply Chain Productivity and Brett Stacker National Heavy Vehicle Regulator

3. John Olson HDS

RSVP to Paul Chapman by Monday 8 July 2019 for catering purposes email [projects@legatus.sa.gov.au](mailto:projects@legatus.sa.gov.au) or phone 08 88421385

1. **Legatus Group CWMS Advisory Committee**

**Reports for Discussion - Minutes**

From: CEO Andrew Cole

**Recommendations:**

**Background:**

The Legatus Group CWMS Advisory Committee held their meeting on 15 March 2019. The meeting was opened at 10am at 155 Main Road Clare.

**1. Welcome:**

The meeting opened at 10.00am and Chair Andrew Cole welcomed everyone.

**2. Attendance:**

Committee members: Gary Easthope (Clare and Gilbert Valleys), Chris Parish (Wakefield), and Adam Broadbent (Light Regional Council)

Present: Simon Millcock (CEO Legatus Group), Paul Chapman (Project Officer Legatus Group) and Harsha Sapdhare (PhD Intern)

**3. Apologies**

Wayne Hart (CEO Mt Remarkable) and Lee Wallis (Regional Council of Goyder)

**4. Previous minutes**

The minutes of the previous meeting held on 17 October 2018 were taken as read and accepted.

**5. Joint CWMS Service Arrangements by Legatus Group report**

The meeting noted the report by Simon Millcock and that the LGA has confirmed approval and authorised payment of the invoice. This allows for continued funding for12 months. Simon noted that other regional organisations of councils are taking a greater interest in CWMS.

Discussion held on the value of the TAFE certificate III course being undertaken and for Paul Chapman to ensure he engages with the course. Noted subsidy was only available to those who live in regional areas and that this had not been made apparent initially.

**6. CWMS Project Officer**

Simon introduced Paul Chapman who has commenced a 12-month two days per week contract. Paul described his background in policy, research and teaching in economics and public policy.

General discussion on Paul’s initial scan of the work program arising from previous project officers audit and the 2018 Conference. The meeting noted that Paul’s role was to help build capacity for constituent councils and this is be best achieved through the sub-regional approach.

The meeting recognised there are differences across the varying systems but there are commonalities. This included that systems were evolving quickly, and that different geography requires different systems. A key issue is to know what is happening in future - what new systems are being contemplated and how resource sharing can occur.

A focus for Paul’s time will be developing a collective argument for cutting red tape on the reporting requirments and for recommendations to be developed for the Legatus Group to consider for progressing to SAROC.

Paul and Simon to also begin organising the State conference for August, possibly in Clare, by creating a draft program.

**7. PhD Intern Harsha Sapdhare - Sludge Processing Plant Viability Investigation**

Simon introduced Harsha who has been engaged under and Australian Government PhD Intern Program for the next 4 months. Harsha then informed the committee of her research background, working with Local Government and that her academic supervisor is a specialist in waste water.

General discussion held on issues with desludging, including access to disposal areas when the ground is wet or planted to crops and the issue of scale of operation as critical.

Agreed that the best approach is for key questions to be investigated by one-on-one discussion between Paul, Harsha and the Councils.

Simon to send a notice introducing Paul and Harsha and that reports from both will form the basis of sub-regional networking sessions in May.

**8. Other Business**

General discussion held on work being undertaken by those councils present at the meeting. It was noted that some level of unfamiliarity for those delivering and undertaken the wastewater training of the various systems.

**9. Close and next meeting**.

The meeting was closed at 11.30am and next meeting and location to be advised by Simon Millcock following the sub-regional workshops.

The next meeting of the Legatus Group CWMS Committee is on Thursday 23 May 2019.

The State CWMS Conference is being coordinated by the Legatus Group and will be held in Port Pirie on 23 August 2019. Flier and program will be provided closer to the date.

**14. LOCAL GOVERNMENT ASSOCIATION & SAROC**

**Reports for Discussion**

From: Simon Millcock, CEO, Legatus Group

**Recommendations: For discussion.**

**Background:**

Deirdre Albrighton HR Manager at Local Government Association of South Australia (LGA of SA) is attending the meeting and will include discussions on LGA topical issues.

SAROC have endorsed their draft Strategic Plan 2019-2023 and draft Annual Business Plan 2019-2020 and the minutes of their last meeting are attached:



**15. OTHER BUSINESS**

**15.1 Office for Recreation, Sport and Racing Legatus Region workshops**

**Reports for Discussion**

From: Simon Millcock, CEO, Legatus Group

**Recommendations: For noting and encouraging attendance.**

**Background:**

The Office for Recreation, Sport and Racing is seeking collaboration with their stakeholders on three key projects:

1.       Game On, a shared vision for an Active State

2.       SA State Sport and Recreation Infrastructure Plan

3.       ORSR Grants Review

The state-wide consultation will ensure all interested stakeholders have an opportunity to contribute during the consultation phase on these projects. They are currently in the process of engaging a consultant, who will manage the council / community engagement workshops and document the outcomes.

They plan to hold two interactive sessions:

* + 1. The first being a session with the Local Councils (2-hour workshop), including at CEO/Mayor level, and other stakeholders at councils (managers and anyone who has anything to do with sport and recreation infrastructure, STARCLUB Field Officers). This will be held on Thursday 27 June 2019 in Clare from 10am – 12 noon.
    2. The second being a community consultation, which is open to everyone within the community. They will be held in the evenings of Wednesday 26 June in Clare,

**15.2 Murray Darling Association**

**Reports for Discussion**

From: Mayor Denis Clarke Chair Region 8 Murray Darling Association

**Recommendations: For noting and encouraging attendance.**

**Background:**

The Murray Darkling Association provides representation of local government and communities at state and federal level in the management of Basin resources and the current financial council members of Region 8 are: Goyder, Northern Areas, Light Barunga West and Peterborough.

Mayor Clark will provide an update and there will be a Region 8 meeting for all councils who maybe interested in knowing more on Friday 12 July 2019 following directly on from the Legatus Group Roads Forum. Agenda and notice will be distributed.

**15.3 CEO’s Annual Leave and disclosed outside interests**

From: Simon Millcock, CEO, Legatus Group

**Recommendation: For noting.**

As advised at the last meeting the Legatus Group CEO is Chair for the South Australian Committee of Economic Development Australia and they have been successful in securing the National Economic Development Australia Conference to South Australia in October 2019. He will be launching the program at the Regional Development SA Conference on Thursday 23 May 2019.

He has also been able to secure one of the international speakers at the conference Ms Calandra Cruickshank an International Economic Development Council Board member and CEO President of StateBook to provide a workshop in the Legatus Group region. This will be coordinated in partnership with the local RDAs.

The Legatus Group CEO at his own expense will be travelling to the USA to participate in a culinary exchange program in June and he has sought annual leave to undertake this which involves his disclosed interests.

1. **NEXT MEETING**

Friday 30 Augusts and will include the AGM – Port Pirie Regional Council