

**AGENDA ORDINARY MEETING**

**Friday 30 August 2019**

**Hosted by the Port Pirie Regional Council**

Notice is given that the Ordinary Meeting of the Legatus Group will be held on Friday 30 August 2019 commencing directly after the 10am Legatus Group AGM at the Port Pirie Sports Precinct, Memorial Drive, Port Pirie.

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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 Wayne Thomas, Mayor Bim Lange, Mayor Peter Slattery, Hon Stephan Knoll MP, Hon Dan van Holst Pellekaan MP, Mr Fraser Ellis MP, Mr John Gee MP, and CEO Martin McCarthy (The Barossa Council).

**Reports for Discussion**

From: Simon Millcock, CEO, Legatus Group

**Recommendation: For information**

The Clare and Gilbert Valleys Council have advised that Mayor Wayne Thomas is on leave and that Deputy Mayor Elizabeth Calvert will be attending and as such is the principal member of the Clare and Gilbert Valleys Council on 30 Augusts 2019.

1. **WELCOME PORT PIRIE REGIONAL COUNCIL**

**Welcome by Host Council Mayor Leon Stephens**

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** **31 May 2019 and 5 July 2019**

**Recommendations:**

1. **That the minutes of the Legatus Group Meeting held on 31 May 2019 be taken as read and confirmed.**
2. **That the minutes of the Legatus Group Meeting held on 5 July 2019 be taken as read and confirmed.**

Minutes of the Legatus Group Ordinary Meeting 31 May 2019 Ralli Park Balaklava

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 Denis Clark (Northern Areas), Mayor Rodney Reid (Wakefield), Mayor Roslyn Talbot (Copper Coast), Mayor Leonie Kerley (Barunga West), Mayor Bim Lange (Barossa), Mayor Phillip Heaslip (Mt Remarkable), Chairman Kathie Bowman (Orroroo/Carrieton), Mayor Darren Braund (Yorke Peninsula) and Mayor Mark Wasley (Adelaide Plains).

**In Attendance**

Cr Lynette Reichstein (Light), Mr Andrew Cole (CEO Barunga West), Mr Rob Veitch (A/CEO Adelaide Plains), Mr Peter Ackland (CEO Port Pirie), Mr Dylan Strong (CEO Orroroo/Carrieton), Mr Peter McGuinness (CEO Peterborough), Mr Dylan Strong ( CEO Orroroo Carrieton), Mr Colin Byles (CEO Northern Areas), Mr Andrew MacDonald (CEO Wakefield), Mr Richard Michael General Manager Governance Light), MP Geoff Brock, Ms Kelly-Anne Saffin (CEO RDA YMN) Deirdre Albrighton (HR Manager LGA) and Mr Simon Millcock (CEO Legatus Group).

**Apologies**

Mayor Bill O’Brien (Light), Council CEO’s Mr Brian Carr (Light), Mr David Stevenson (Goyder), Dr Helen Macdonald, (Clare & Gilbert Valleys), Mr Martin McCarthy (Barossa), Mr Colin Davies (Flinders Ranges), Mr Wayne Hart (Mt Remarkable), Mr James Miller (Adelaide Plains) and Mr Andrew Cameron (Yorke Peninsula).

The Chairman declared the meeting open at 10.30am and welcomed State Member of Parliament for the seat of Frome Hon Geoff Brock MP and MLC Hon John Dawkins.

**2 Welcome to Wakefield Regional Council**

Mayor Rodney Reid welcomed everyone to Balaklava on behalf of the Wakefield Regional Council and introduced Mr Andrew MacDonald the Councils new CEO. Mayor Reid outlined a list of activities including:

* Onsite works commenced on the Port Wakefield dual carriageway project.
* 22 projects being undertaken using the $1m federal drought assistance including a number of solar panel projects.
* Road network is the major cost to the council’s budget.
* New works depot is being progressed.
* Upgrade to children community centre supporting needs for childcare.
* Tourism facility improvements at Lochiel.
* State awards to the Owen Primary “Event of the Year” raising funds for 2 B-doubles of hay to farmers.
* Derryn Stringer Citizen of the Year for his work on the Snowtown Sports facilities.

Mayor Reid noted the closure of one of the shifts at JBS abattoir at Port Wakefield in February 2019 and its impact on employment in the region.

**3 Confirmation of Previous Minutes**

Minutes of the Legatus Group Meeting held on 15 February 2019 at Peterborough.

Motion: That the minutes of theLegatus Group Meeting held on the 15 February 2019 at The Peterborough Golf Club Park Street Peterborough be taken as read and confirmed.

Moved: Mayor Wayne Thomas Seconded: Mayor Rodney Reid  **CARRIED**

**4 Presentations**

4.1 Suicide Prevention

Hon John Dawkins MLC and Karen McColl (The Office of The Premier’s Advocate for Suicide) outlined their roles with suicide prevention including the support to a series of local and regional suicide prevention networks. Discussion included the role of local government and opportunities for Mayors, councillors and staff along with the need for increased mental health support to regional communities. They provided a resource kit and discussions on the opportunity for Legatus Group and constituent councils to consider something similar. Legatus Group CEO to follow up with councils and The Office of The Premier’s Advocate for Suicide.

4.2 Flinders Ranges World Heritage Nomination

Jodie Gregg-Smith (SA Arid Lands) and Jason Irving (Protected Areas Unit) outlined the progress on World Heritage nomination and the work undertaken during the past 2 years to help identify the value of the Finders Ranges. They are progressing with a number of sites as opposed to the entire Flinders Ranges. Working with the Australian Government and developing the tentative list with submissions by early 2020. They outlined the value of having world heritage listing and the extreme rare nature of the Flinders Ranges.

4.3 Horrocks Highway

Legatus Group CEO advised that Scott Cooper, Director Infrastructure and Investment DPTI was not able to attend but that he would attend the Legatus Group Road and Transport Forum on 12 July 2019. Update provided by Scott to Legatus Group CEO was that the State funding for both Horrocks Highway and Barrier Highway was to be decided in the upcoming SA Govt budget and information on the types of consultation and works were provided with a more detailed presentation on 12 July 2019.

4.4 Local Government Reform

Alex Hart Director Office of Local Government Planning and Land Use Services provided a presentation (to be distributed by Legatus Group CEO) which outlined the key areas and timelines. The discussion paper is due by the end of July 2019 and they had received 84 submissions and 170 to the YourSAy survey. Draft bill by the end of 2019.

4.5 Regional Development YMN

CEO Kelly-Anne Saffin RDA Yorke and Mid North provided a snapshot of their current projects and will provided notes to be distributed. Key points were:

* Regional infrastructure review has commenced via a contract with Tomkins.
* Mobile blackspot funding – quick timeline and responses required with co-contributions.
* 5 shop local campaigns are underway.
* Prevocational training has commenced with trade schools.
* Partner with Flinders University for Entrepreneurial courses.
* Providing input to the SA Regional Development Strategy.

**5 Business arising not otherwise on the agenda**

5.1 Little Corellas

Legatus Group CEO provided a report with the agenda and updated that Mt Remarkable CEO Wayne Hart is also a member of the Little Corella working group. Report noted.

5.2 Drought

Legatus Group CEO provided a report with the agenda and the meeting noted that the Port Pirie Regional Council, Adelaide Plains Council and Cooper Coast Council had also been advised they were to receive a $1m from the drought assistance from the Australian Government.

Motion: 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.

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

**6 Chairman’s Report**

6.1 Chair Mayor Peter Mattey advised that he had attended all the required SAROC and LGA meetings on behalf of Legatus Group. He advised that SAROC are looking into drought preparedness and noted the current funding announcements.

6.2 CEO’s Performance review held over till last item of the agenda.

**7 Items referred by Councils**

7.1 Port Pirie Council – Small Business

Mayor Leon Stephens thanked the Legatus Group CEO for the report provided with the agenda and spoke to the issues raised.

Motion:

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.

Moved: Mayor Leon Stephens Seconded: Mayor Peter Slattery **CARRIED**

**8 Business Plan**

8.1 2018/2019 Project updates.

The Legatus Group CEO’s report was provided with the agenda along with brief updates on Disability Access and Inclusion Plans, NDIS Socio-economic impact report, advised a copy of the letter from Minister re rating equity has been provided, regional partnerships including join event with RDAs for guest speaker Calandra Cruickshank and progress on Reconciliation Action Plans. The Chair invited questions.

Motion:

* + 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.

Moved: Mayor Rodney Reid Seconded: Mayor Darren Braund **CARRIED**

8.2 Communication with Constituent Councils

The Legatus Group CEO’s report was noted.

8.3 MoU with Universities

The Legatus Group CEO’s report was provided with the agenda and Mayor Rodney Reid spoke of the value the Wakefield Regional Council has had with their involvement with Universities.

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

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

8.4 Regional Live Music Coordinator

The Legatus Group CEO’s report was provided with the agenda and general discussion undertaken.

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

Moved: Mayor Darren Braund Seconded: Mayor Leonie Kerley **CARRIED**

The meeting adjourned for lunch at 12.35pm and reconvened at 1.10pm

8.5 2019/2020 Business Plan and Budget

The Legatus Group CEO’s report was provided with the agenda and a hard copy of the budget was provided to all board members at the meeting. The meeting noted that the following councils have confirmed their endorsement Clare and Gilbert Valleys Council, Northern Areas Council, Regional Council of Goyder, District Council of Peterborough, District Council of Mount Remarkable, Adelaide Plains Council, Light Regional Council, District Council of Orroroo Carrieton, Wakefield Regional Council and the Port Pirie Regional Council.

The Legatus Group CEO advised that the original recommendation circulated with the agenda was amended and distributed via email. This was due to the charter and act not allowing the adoption of the business plan and budget until after 31 May. The confirmation letter from Port Pirie Council regarding an additional recommendation for an assessment during 2019/2020 of the degree of long-term financial coverage was read at the meeting.

Motion:

1. That the Legatus Group agrees in principal to the draft business plan and budget for 2019/2020 subject to endorsement by all Constituent Councils.
2. That all Constituent Councils who have not responded regarding the draft 2019/2020 Business Plan and Budget and Strategic Plan and three-year Action Plan provide their response by 30 June 2019.
3. That the Legatus Group will hold a telephone conference on Friday 5 July 2019 to consider any comments from Constituent Councils and adopt the draft 2019/2020 Annual Business Plan and Budget.
4. That the Legatus Group undertake an assessment during 2019/2020 of the degree of long-term financial coverage required in order that a position can be put to the Board and constituent councils prior to the formation of the 2020/2021 financial documents.

Moved: Mayor Leon Stephens Seconded: Mayor Mark Wasley **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 April 2019.

Motion:

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 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.

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

Motion: 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.

Moved: Mayor Darren Braun Seconded: Mayor Rodney Reid **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 30 April 2019.

Motion:

1. That the Legatus Group notes the budget update and the Legatus Group CEO’s reimbursement for 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.

Moved: Mayor Ruth Whittle 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 notes of the Legatus Group Regional Management Group meeting held Friday 10 May 2019 at the Clare and Gilbert Valleys Council Chambers.

Welcomed new CEOs Russell Peate Copper Coast and Andrew MacDonald Wakefield. The meeting noted the report and that Legatus Group CEO is progressing with regional training opportunities for Risk Services.

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

12.1 Minutes

The 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 10 April 2019. The meeting noted the minutes.

12.2 SLRP 2019

The Legatus Group CEO Simon Millcock provided a report with the agenda which included the 2019 Regional Priorities.

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

Moved: Mayor Darren Braun Seconded: Mayor Peter Slattery **CARRIED**

12.3 Legatus Group 2019 Roads Forum

The Legatus Group CEO Simon Millcock provided a report with the agenda and advised that Scott Cooper Director Infrastructure and Investment DPTI will now also attend the forum.

Motion: That the Legatus Group Councils promote the Legatus Group Roads Forum 12 July 2019 within their councils.

Moved: Mayor Denis Clark Seconded: Mayor Peter Slattery **CARRIED**

**13 Legatus Group CWMS Advisory Committee**

CEO Andrew Cole Chair of the committee provided a report with the agenda which included the minutes of their meeting held 15 March 2019.

Motion: That the Group Councils promote the SA CWMS Conference 23 August 2019 within their councils.

Moved: Mayor Leon Stephens Seconded: Mayor Leonie Kerley **CARRIED**

**14 LGA and SAROC**

Deirdre Albrighton addressed the meeting and provided background on her role HR Manager at LGA and assistance that can be provided to councils. This included CEO recruitment programs and performance review, culture survey for smaller councils. Deidre outlined the SAROC / GAROC annual planning process and that LGA keen to hear back on the following:

* Local Govt Reform
* Regional Planning Code
* Heritage and Landscape Act
* Heavy Vehicle reform
* Little Corellas
* Road Safety
* State-wide Jetties Strategy

The new project officers for the Council ready program have completed their induction. General discussion was held on the LGA 2019/2020 draft budget.

**15 Other Business**

15.1 Office for Recreation, Sport and Racing regional workshops.

The meeting noted the report provided by the Legatus Group CEO.

15.2 Murray Darling Association

Mayor Denis Clark provided a report and that the MDA Board meets during the ALGA Conference in June and he encouraged any Legatus Group Council who was at ALGA to attend. Mayor Clark advised he was stepping down as Chair for Region 8 and that a meeting was being planned for 12 July 2019 for Region 8 to follow on from the Legatus Group Road Forum in Clare.

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.

15.4 Planning Reform

Mayor Roslyn Talbot raised the topic of Planning Reform and general discussions with consensus that invite be extended to have presentation at next Legatus Group that is provided layman’s terms and to include Stephen Smith from LGA.

Item 6.2 CEO’s performance review

A report was provided in the agenda of the meeting held between Mayor’s Mattey and O’Brien, Chairman Kathie Bowman and Legatus CEO regarding the CEO’s performance on 29 April 2019.

Motion: That the Board Members discuss the CEO’s performance review in confidence.

Moved: Mayor Leon Stephens Seconded: Mayor Leonie Kerley **CARRIED**

All non-board members left the room and there was general discussion.

Motion:

1. That the Legatus Group supports extending 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.

Moved: Mayor Rodney Reid Seconded: Mayor Leon Stephens **CARRIED**

1. **Close of Meeting**

The dates for the remaining 2019 Legatus Group meetings are: Special meeting Friday 5 July – teleconference, Friday 30 August – Port Pirie Regional Council and Friday 29 November – Barunga West Council.

Meeting closed by the Chair at 1.58pm

**Minutes of the Legatus Group Special Meeting 5 July 2019 Teleconference**

1. **Meeting Preliminaries**

The Chairman declared the meeting open at 10.07am with all members confirming they were in attendance via the contemporary linking together by telephone. Each of the Board Members taking part in the meeting, were advised that at all times during the telecommunications meeting they must be able to hear and be heard by each of the other Board Members present. At the commencement of the meeting, each Board Member announced their presence to all other Board Members taking part in the meeting. All Board Member were advised they cannot leave the meeting by disconnecting their telephone unless that Board Member has previously notified the Chair of the meeting.

**Present** Board members: Mayor Peter Mattey – Chairman (Goyder), Mayor Leon Stephens (Port Pirie), Peter Slattery (Flinders Ranges), Mayor Denis Clark (Northern Areas), Mayor Rodney Reid (Wakefield), Mayor Roslyn Talbot (Copper Coast), Mayor Leonie Kerley (Barunga West) and Mayor Phillip Heaslip (Mt Remarkable).

**In Attendance** Mr Simon Millcock (CEO Legatus Group).

**Apologies** Mayor Darren Braund (Yorke Peninsula) Mayor Bim Lange (Barossa), Mayor Wayne Thomas (Clare & Gilbert Valleys), Mayor Mark Wasley (Adelaide Plains) and Mayor Bill O’Brien (Light).

**2 2019/2020 Legatus Group Business Plan and Budget**

The Legatus Group CEO’s report was provided with the agenda.

Motion: That the Legatus Group adopts the 2019/2020 business plan and budget as distributed and endorsed by all constituent councils.

Moved: Mayor Leonie Kerley Seconded: Mayor Phillip Heaslip **CARRIED**

All board members verbally confirmed their vote.

**3 Close of Meeting**

Meeting closed by the Chair at 10.12am

1. **PRESENTATIONS**

**4.1 Hon Tony Piccolo MP –** Member for LightShadow Minister for Planning and Local Government, Housing and Urban Development, and Veteran's Affairs.

**4.2 Mellor Olsson Lawyers -** Tim Mellor and Ceilia Divakaran: Native Title: Recent decisions and implications for Council

**4.3 State Planning Reform and LGA Update** – Stephen Smith, Director Policy Local Government Association & Anita Allen, Director, Planning and Development Planning and Land Use Services, Department of Planning, Transport and Infrastructure could be held over till item 7.2

**4.4 Port Wakefield Overpass –** Harold Carn, Program Lead Transport Project Delivery, 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 Drought**

**Reports for Discussion**

From: Simon Millcock, CEO, Legatus Group

**Recommendation: For discussion**

**Background:**

Following the 31 May 2019 Legatus Group meeting the topic of the Drought Community Support Initiative was raised at SAROC. The SAROC Committee noted that the Regional Local Government Associations Executive Officers will collectively prepare a report in relation to drought impact for future consideration and action by SAROC.

Initially 7 Legatus Group Councils were declared eligible and they were selected based on the level of need, determined using rainfall deficiency data from the Bureau of Meteorology, in conjunction with population and industry data (reliance on agriculture) to assess the overall economic impact of the drought in the region. This figure has now risen to13 Legatus Group Councils listed as eligible. This has come from two further declarations and the list of councils in South Australia who have been declared eligible are below.

Those marked with an asterisk were approved in March 2019 (3 Legatus Group Councils) and these Eligible Councils must complete their project by 31 December 2019. Councils marked with a double asterisk (3 Legatus Group Councils) were approved during the 2019 election campaign and these Eligible Councils must complete their project by 30 June 2020.

The Barossa Valley and Yorke Peninsula Councils have been engaging with the Australian Government on support for their communities.

* Adelaide Plains\*\*
* Alexandrina\*\*
* Barunga West
* Berri Bamera\*
* Ceduna
* Clare and Gilbert Valleys
* Cleve
* Copper Coast\*\*
* Flinders Rangers\*
* Franklin Harbour
* Goyder
* Karoonda East Murray
* Kimba
* Light\*
* Loxton Waikerie
* Mid Murray
* Murray Bridge\*
* Mount Remarkable
* Northern Areas
* Orroroo/Carrieton
* Peterborough\*
* Port Pirie City and District\*\*
* Renmark Paringa\*\*
* Southern Mallee
* Streaky Bay
* Unincorporated SA\*\*
* Wakefield
* Wudinna

The Legatus Group CEO sought a response from all 28 councils and to date 23 have responded and this information has been collated. All Legatus Group Councils have responded, and a report is being prepared for the SAROC meeting in September and a copy of this report to be provided to Legatus Group Councils and all other regional councils through their Regional Executive Officers.

It will be noted in the report the ability for councils to be able to deliver support packages such as these in short time frames along with noting the inconsistencies in the announcements of eligibility and equity across the state.

There is a need for further discussions associated with the ongoing impacts of the drought to some parts of the region have continued to see rainfall deficiencies during 2019.

* 1. **Small Business support**

**Reports for Discussion**

From: Simon Millcock, CEO, Legatus Group

**Recommendation:**

* 1. **The Legatus Group notes the report and supports the Legatus Group CEO in progressing the development of a page that could be included on Council websites that provides information on areas of support for business.**
  2. **That the Legatus Group notes the support offered to all councils by the Legatus Group CEO to help Councils with the Small Business Friendly Program.**

**Background:**

Following the 31 May 2019 Legatus Group meeting the Legatus Group CEO coordinated with regional partners a workshop to identify areas of support that could be considered for supporting small business. This was held on 5 July 2019 at Port Pirie and the notes of that meeting are attached.



The Legatus Group CEO presented on this topic to the Regional Chambers annual workshop run by Business SA. SAROC received a presentation by John Chapman the Small Business Commissioner at their July meeting and they are also encouraging all councils to become part of the Small Business Friendly Program.

The Legatus Group CEO is continuing dialogue with Karen McColl, Adviser Office of the Premier’s Advocate for Suicide Prevention and Kylie Cocks Healthy Workers Adviser (Peak Bodies & Industry Associations) Business SA.

Information from Business SA has been provided and Karen McColl advised that after attendance at the National Suicide Prevention Conference in early August they are in the process of ordering/obtaining and collating some resources that may be of interested.

This information will be collated to assist with the development of a link for councils to provide on their website specifically targeting the support programs available for businesses.

The Legatus Group have also been active in the support for business through the progress of business development in the Creative Industries and the Visitor Information Services review and refer to item 8.4 of this agenda.

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.**

1. **ITEMS REFFERED BY COUNCILS**

**7.1 Northern Areas Council – Pit and Quarry Management**

**Reports for Discussion**

From: Northern Areas Council

**Recommendation: For discussion.**

**Background:**

The Northern Areas Council provided the attached letter for consideration at the Legatus Group meeting with regards to Mine Management Plans and seeking assistance in accessing former Rubble Royalty funds for meeting their costs.

****

This letter was presented and discussed at the Legatus Management Group meeting with their recommendation that this is a State-wide issue which should initially be discussed by the Regional Local Government Association Executive Officers and for consideration of raising the matter through to SAROC.

The Legatus Group CEO sought specific recommendations from the Northern Areas Council which at the time of developing the agenda had not been received.

The Rubble Royalty funds which are returned to the Legatus Group region came through the LGA Regional Capacity Building funding which includes a condition that allocations of funding for any projects undertaken are to be shared with the other regions and the project outputs made available on the LGA website.

A project such as proposed by Northern Areas Council may not be eligible and it has not been identified in the indicative scope of project work and budget for any current Regional Capacity Building Allocations and clarity would need to be obtained before any approvals could be provided by the board.

**7.2 Copper Coast Council – State Planning Reform**

**Reports for Discussion**

From: Copper Coast Council

**Recommendations: For discussion**

**Background:**

At the Legatus Group meeting 31 May 2019 Mayor Roslyn Talbot raised the topic of Planning Reform and general discussions were held with a consensus that invite be extended to have presentation at next Legatus Group that is provided layman’s terms and to include Stephen Smith from LGA.

The SAROC meeting motion 17 July 2019 was that the SAROC Committee seek from the Development of Planning, Transport and Infrastructure, stronger engagement of regional councils (particularly elected members) ahead of the regional implementation of the planning reforms.

The Copper Coast Council subsequently provided the attached letter for consideration at the Legatus Group meeting.

****

Correspondence was also received from Flinders Ranges Landscape Protection Zone (Flinders, Mount Remarkable, Port Pirie Regional, Northern Areas and Port Augusta Councils) and from the Upper Spencer Gulf Cities on Implementation of Planning Reforms – Regional Engagement.



The Legatus Management Group meeting was provided with these letters and their discussions included the need for DPTI representative to attend the next Legatus Group meeting. Dierdre Albrighton from the LGA advised that she will be liaising with Stephen Smith on the issues raised and will report to the Legatus Group meeting. Martin McCarthy CEO The Barossa Council and Russell Peate CEO Copper Coast Council have discussed with DPTI and follow ups to occur.

The Legatus Group CEO sent an email to all Legatus Group constituent councils on Wednesday 21 August 2019 advising of a request from Stephen Smith for a list of questions by close of business Tuesday 27 August 2019 so he can to understand the planning issues and endeavor to respond to them and also seek a response from DPTI.

**7.3 Clare and Gilbert Valleys – Solid Waste Levy**

**Reports for Discussion**

From: Clare and Gilbert Valleys Council

**Recommendations: For discussion**

**Background:**

The Clare and Gilbert Valleys Council is approaching the Legatus Board requesting that it raises with the LGA Board the gross inequity of increasing the Solid Waste Levy to raise funds, in part, to be used for the reparation of metropolitan beaches when rate payers of regional councils, with support from their NRM Boards, currently have to pay for the reparation of regional beaches.

This matter was discussed at the Legatus Group Management Committee meeting and it was recommended that this should be a matter that is addressed through SAROC.

The following is a recent media article by the LGA on this topic.

*South Australian ratepayers will be slugged an additional $8.5 million through a whopping 40% increase to the Solid Waste Levy, announced in the 2019/20 State Budget.*

*The Levy is currently $100 a tonne in metropolitan areas, but will rise to $110 on 1 July 2019, and $140 on 1 January 2020. The levy hike will also hit regions, where the levy is based on 50% of the metro rate.*

*LGA President Sam Telfer said it was an outrage that the State Government has launched this stealth attack on ratepayers by jacking up its Solid Waste Levy by 40% only one week after hypocritically levelling misleading and unwarranted criticism at councils for some of the lowest rates rises in recent years.*

*“Successive State Governments have accumulated a whopping $120 million through Waste Levy payments, and most of the share of this year’s increases will go to funding the EPA and Department for Environment.”*

*“The best that councils can hope for is to claim a share of the meagre $2.5 million a year on offer to local government and industry to support waste management improvements.”*

*“While councils have been consulting their communities on their 2019/20 budgets, the State Government has announced an unprecedented increase in their Waste Levy that will mean a direct hit to the pocket of every ratepayer.”*

*“We’ll be asking councils what this unjust levy hike means for their rates, and making sure that every ratepayer is aware of every dollar that this disappointing State Government decision is costing them.”*

*“The State Government should be working with us to make waste and recycling more affordable, instead of adding to the cost-of-living for all South Australians.”*

*“The $2.5 million that the Government has made available to councils and the industry for waste and recycling projects over the next four years is a complete farce when you consider councils will be asked to contribute $42.5 million through the Levy this coming year.”*

*The Solid Waste Levy is a tax on waste sent to landfill. It was implemented in 2003/04 at $5 per tonne and is now headed for $140 per tonne.*

This matter was noted in the July 2019 LGA response to the Productivity Commission Inquiry into Local Government costs and efficiency with response to the question; What are councils’ experiences with recent reforms in policy, governance and management? LGA comment:

“*Local government should be provided with an early seat at the table when there are proposed changes which will impact on councils. In recent years this hasn’t always occurred, this has impacted on council’s ability to respond appropriately and/or required costly adjustments in systems and processes. Local government considers that councils should not be subject to excessive accountability and transparency standards that do not apply to all tiers of government. Citing a recent example of the Solid Waste Levy - The unexpected increase to the Solid Waste Levy as advised in the State Budget (released 18 June 2019) impacted on many councils’ Annual Business Plan & Budget and Long-Term Financial Plan after they had already been out to community consultation.*”

The feedback from other regions has included:

Limestone Coast - from our region we have been out spoken about our disappointment in it, like many areas, and support the LGA SA work- in terms of costs each Council has assessed the impact and is dealing with it in different ways, some have been able to pass the cost on, most have had to absorb and seek efficiencies elsewhere, in the case of Mount Gambier they are focusing on how they can reduce solid waste and avoid as much of the cost as possible. In terms of Waste Management, we have a strategy and steering committee which is looking at the waste cycle from a circular local economy perspective and the change in solid waste levy becomes a variable input into the costs / benefit analysis that needs to be done.

Spencer Gulf Cities –

1. SGC submission to recycling inquiry
2. Reference to the waste levy in the still very draft coastal funding discussion paper.

**7.4 Goyder – North – South Transport Corridor**

**Reports for Discussion**

From: Goyder Regional Council

**Recommendations: For discussion – refer to agenda item 12 recommendation 2.**

**Background:**

The Goyder Regional Council have approached the Legatus Group with the following:

* That the Chief Executive Officer ask Legatus to write to relevant stakeholders highlighting the need to establish a key north – south transport corridor providing access via Northern Regional Areas to Murray Bridge; and
* That the Chief Executive Officer write to the Chief Executive Officer of Mid-Murray Council seeking their support.

This matter was raised at the Legatus Group Roads Forum and discussed at the Legatus Group Road and Transport Infrastructure Advisory Committee meeting. That meeting resolved that this should be a matter addressed in the development of the suggested State-wide Local Government Regional Local Government priority list.

**8. 2019/2020 BUSINESS PLAN**

**8.1 Project Updates**

**Reports for Discussion**

From: Simon Millcock, CEO, Legatus Group

**Recommendation:**

1. **That the Legatus Group notes the progress of the projects.**
2. **That the Legatus Group approves contracting the Adelaide University to undertake through the Yorke Mid North Regional Alliance a research paper for progressing Regional Reconciliation Action Planning.**
3. **That the Legatus Group is supportive of the theme Resilient Towns Resilient Lives for the 2020 Yorke Mid North Regional Forum.**

|  |  |  |
| --- | --- | --- |
| **Project** | **Phase** | **Update** |
| 1. Waste / transfer stations training | current | **Cert III Waste Management**: has seen continued discussions progress with TAFESA on the proposed Cert III Waste Management project with the hold up being the time it takes to build basically from scratch. General background:   * To deliver accredited, nationally recognised training competencies, these must be drawn from an accredited Training Package (Currently Property Services Training Package) * One of the quals within the package is Cert III Waste Management * Within this Certificate lie the relevant competencies as identified by appropriate officers in both the Copper Coast Council and Port Pirie Council   The process TAFE is following is:   * To deliver this training, TAFESA must have it listed and registered with ASQA as “on scope”. Currently it is not, and neither is it listed by hardly any RTOs in Australia * TAFE can apply to get it put on scope, but would need to have resources developed, approved etc- again, virtually none of these exist currently. However, one RTO interstate is preparing some resources for a specific client, but are tailor-making them and are not especially suitable to Council Waste Management, so will have to adapt and re-write * Even if and when this is done, these resources would have to pass ASQA approval (this has caused many RTOs frustrations over the last 18 months!) * TAFESA would need to source an appropriate industry-experienced person to be taken on by TAFE (either as a Lecturer, but more likely, as an Hourly=-Paid Instructor (HPI). Such a person would also need to have Cert IV Training and Assessment qualifications themselves (TAE)   Legatus Group have been advised all of the above can technically be resolved, but it will take time. There is no way of short-cutting. The Property Services Package is being updated nationally, and scheduled for release in October, so TAFE is reluctant to get too far along the path as it makes sense to prepare resources in line with the latest package. |
| 1. Disability Inclusion Action Planning | review | There was consensus across the member councils (apart from Barossa, Light and Adelaide Plains who have done theirs) for a regional approach for developing Disability Access Inclusion Plan/s. The Yorke Peninsula Alliance had received a proposal from Gayle Buckby from InfraPlan who was contacted and said would be interested in possible delivery. Victoria Brown Senior Policy Adviser from LGA suggested waiting until they have the LGA State Coordinator on board before we progress anything further. The Legatus Group CEO is waiting on response from Victoria. |
| 1. Climate Change 3-year plan   a. Sustainability Hub  b. Coastal issues  c. Sector Agreement | current  current  current | A 3-page Sustainability Hub document for councils based on the findings from the report has been finalised and distributed.  Secured Adelaide University PhD Intern Jerome Ofori through their industry placement program to progress increasing sustainability awareness for the Yorke Mid North by:   1. Identify who is undertaking projects / programs on sustainability across our region and who is willing to collaborate and share these to others. 2. Identify what both a virtual and physical trail could look like for further development. 3. Identify the type of program and speakers for a regional SA Sustainability Conference in April 2020.   The Legatus Group CEO is facilitating discussions with NRM / DEW on a review for 155 Main North Road re the Hub concept. |
| 1. Northern & Yorke Coastal Management Action Plan Project Update   Project Outcomes  An action plan for each priority coastal cell   * A short description of the cell   high resolution satellite imagery of cell (inserted as jpeg),  location,  landforms,  biota,  conservation significance,  attributes,  threats,  land use/land ownership,  authority with management responsibility, and  additional stakeholders.   1. A table of recommended actions, including:   identified threats,  location of threat within cell,  recommended mitigating action,  priority of mitigating action within cell, and  responsible authority.  Governance   * NRM - Client * Legatus – Prime contractor - project management * Greening Australia – research and action plan preparation * Steering Committee – members include Andy Sharp (NRM), Max Barr (NRM), Stephen Goldsworthy (Yorke Regional Council), Simon Millcock (Legatus), Mick Durant (Greening Australia), Brian Hales (Legatus)   Project Timetable   * Commencement - April * Draft Report - 27 September * Completion - 1 November   Methodology   * The Caton study (2006) for this region was the first comprehensive coastal environmental assessment in the State. As good as it was, it lacked a clear set of actions to guide resource allocation and stakeholder engagement. This project will use the Caton study as a basis for the preparation of the action plan and will have a particular focus on the impacts of climate change. There are 131 coastal cells, and these will be prioritised as part of the action plan. * There is an emphasis on community and stakeholder engagement, and this is reflected in the consultation and engagement strategy (see next section)   Consultation and Engagement  The following workshops were held to provide input into the assessment of coastal issues   * Councils: Port Broughton – 7 June * 11 attendees * CAP meetings * Hardwicke Bay – 14 June * 23 attendees * Port Broughton – 21 June * 21 attendees * Port Germein – 26 June * 16 attendees * Technical Workshop – 8 August * 9 attendees * Indigenous – Commenced * Steering Committee – 3 meetings held   The draft report will be made available for review and comment by early October. Once the final report is available, NRM is keen to find out how each Council wants to be engaged to jointly consider the plan’s implementation   1. SA Coastal Council Alliance   The SA Coastal Councils Alliance Executive Committee has been formed and the Group representatives are: Mayor Darren Braund – Yorke Peninsula (delegate), Mayor Leon Stephens – Port Pirie (delegate) and Mayor Mark Wasley – Adelaide Plains (proxy)  The selection was based on nominee networks and involvement in coastal issues. Geographic spread and links to regional local government associations and the LGA board and SAROC/GAROC committees were also considered. The key role for the Executive Committee over coming months will be to finalise the administrative arrangements, resourcing and terms of reference for the full Coastal Councils Alliance and to guide this transition by the end of 2019.  The Executive Committee will also oversee finalisation and release of the Coastal Councils advocacy document that is currently being prepared.  SAROC have included resources of $25,000 to support the work and resourcing of the Coastal Councils Alliance for the advocacy strategy being developed and implemented as agreed by SAROC. A letter of support has also been provided by the Legatus Group to the Upper Spencer Gulf’s LGA R&D funding for a project which will bring together Councils, State Government, Local Government Risk Management and independent researchers to develop a new, more equitable and sustainable funding model to adequately manage the coastal task ahead. |
| The 6-monthly report (attached) was provided by following the 3 July 2019 Yorke Mid North Alliance meeting.    Jen St Jack has been appointed the Resilient Regions Central Coordinator via DEW grant funded, for a trial period of 12 months. The Legatus Group CEO has accepted the invitation to be on the Resilient Regions Central Coordination steering group.  The Sector agreement expires 30 June 2020 and the Legatus Group CEO has provided feedback to Cate Stanford Principal Policy Officer Climate Change, Coast and Marine Branch Environment, Heritage and Sustainability Division Department for Environment and Water. |
| 1. NDIS socio – economic impact to regional councils | current | The Legatus Group CEO is in continued discussions with LGA through a request by SAROC to gain data on the level of services and investment which have not been achieved against the projected figures. The proposed correspondence to the State Government has yet to occur by the LGA after several months and a workshop was held in combination with the Community Managers Network at Charles Sturt Council where the issues identified in last year’s report were outlined. |
| 1. Rating Equity | current | The Legatus Group CEO has submitted a LGA R&D grant application for a report to be undertaken in partnership with regional local government associations on the impacts to employment and regional growth by not implementing the recommendations contained in the June 2018 Legatus Group Rating Equity for commercial and or industrial land uses outside towns in South Australia. This has been supported by SAROC and is due to the Ministers response and the need to gain financial modelling on the impacts. |
| 1. Regional Partnerships | current | 1. **Regional Reconciliation Action Plan** – The RDAYMN and Northern and Yorke NRM are both supportive of this as a regional project through the Alliance. Discussion have been held with the first steps to identify across the region what is happening who is doing what – map out gaps and that can help to develop. An initial proposal by Adelaide University has been received by Dr. Melissa Nursey-Bray Associate Professor, Head of Department Geography, Environment and Population Director, Adaptation, Community Environment (ACE) Research Group was presented at a meeting between the RDAYMN and NRM to discuss the scope of the project further. 2. **2020 Regional Forum** –1-day event (Friday 20 or 27 March) Draft Theme – Resilient Towns Resilient Lives – What will our towns look like in 10 years’ time!! This would be using same format as last 2 years with Legatus undertake the logistics for set up and arrange key notes programming etc – RDA and NRM coordinate 1 stream each – Legatus x 2 - RDA to manage bookings, graphics, promotion on social media and media contacts. Thoughts on the theme: Local government have a major role in planning and placed based approaches. They have the need to recognise competing priorities such as planning for urban and economic growth whilst, ensuring environmental sustainability coexists with safe, vibrant and liveable places. These are all combined with the communities having to manage downturns or growth spurts and attracting or retaining residents along with managing to cope with disasters at local or regional levels. Local government needs to understand their local places and invest in planning and programs that meet these multidimensional needs. There have been some towns in the Yorke Mid North region taking on this placed based approach which have gathered momentum whilst others continue to struggle. 3. **Regional Growth meeting** - Through the partnership with all 3 RDAs and via Legatus Group support for the National Economic Development Conference which is being held in South Australia the Legatus Group have been able to secure one of the keynote speakers who is from the USA to visit the region. There will be a combined lunch time presentation on Monday 28 October 2019 featuring Calandra Cruickshank Board Member of the International Economic Development Council Board USA. The attached invitation has been distributed and 10 are currently registered for the luncheon. |
| 1. Digital Maturity of Councils | current | Waiting on formation of working group to progress with recommendations and invitation sent to all councils. |
| 1. Youth in volunteering project | commenced stage 1 | The Legatus Group CEO has held meetings with Volunteering SA, SAFECOM, Dept Human Services, Commissioner for Children and Young People, Flinders and Adelaide Universities. This has seen strong support for this project and based on the synergies which were identified at the meetings between this project and the work of the Volunteering Strategy for SA it has been confirmed that the project will come under the strategy’s umbrella. The strategy is a collaboration of four partners: VSA&NT, Business SA, Government of SA, and Local Government Association of SA. Key priorities of this partnership are to:   * Strengthen and promote volunteering among young South Australians as a pathway to job ready skills, employment, and lifelong learning, wellbeing and development * Enhance regional communities through volunteering.   The Curriculum of Giving working group could also be a key driver to progress the project through collaboration of key people who may be able to provide necessary resources and effort needed to consult, engage and help get the work done.  A local working group has been established to support the trial project across Goyder, Clare and Gilbert Valleys and Wakefield Regional Councils and they held their first meeting which included assessment of proposal from Adelaide University for delivering stage 1. This has resulted in Adelaide University to be contracted via Dr. Melissa Nursey-Bray Associate Professor, Head of Department Geography, Environment and Population Director, Adaptation, Community Environment for the delivery of the research component of the project.  The Legatus Group have also submitted an LGA R&D funding application to deliver phase 2 of the project. This will see the establishment of a series of actions that will be trialled, monitored and reported and which will be built from a strategy / pathway for developing a culture for encouraging youth into volunteering in the Mid North of SA. These trials will be evidence based and become something that can be replicated across South Australia. The trails will be based on current focus areas of the Legatus Group which are: • Tourism Visitor Information Services (ﬂow on from current VIS report) • Event (local event that could take next step and be a regional event) • Emergency services (CFS – SES) |
| 1. Brighter Futures | current | The Hummock Brighter Futures program has commenced with13 attendees, from 5 groups: Balaklava History Walk (3); Mundoora History Walk (3); Crystal Brook eco-bricks (2); Crystal Brook community garden/food security (3); Jamestown bulk eco-outlet (1 - no BF grant for this). The two Crystal Brook projects are closely aligned, with some people on both teams.  Participant ages ranged from 20's to 70's with quite a few in the 'mid working age' bracket (i.e. have many years of community work ahead of them). There was very good engagement in the training, with lots of shared ideas and no-one giving off "we know all this and are wasting our time" vibes. There could be some extras at the next session as some teams are talking about bringing others along.  Waiting on responses from State Government about delivering new programs for 2019/2020 – Initial project for Flinders and Orroroo / Carrieton awaiting confirmation. |

**8.2 Volunteering**

**Reports for Discussion**

From: Simon Millcock, CEO, Legatus Group

**Recommendation: That the Legatus Group collaborate with SAFECOM to deliver a series of forums (information sessions) across the Legatus Group region.**

**Background:**

The Legatus Group CEO received a request by Helen Smith, Senior Project Officer, Emergency Services Business Network SAFECOM for some Yorke Mid North Business and Volunteers supporting Emergency Services sessions.



This has been discussed with both Kelly-Anne Saffin (RDA YMN) and Tony Fox (NY NRM) and support can be provided including assistance through a targeted business approach. Tony indicated the level of training that their staff have and also that a number are associated with a fire crew in Wirrabara plus they will be looking at recruiting volunteers.

There is no financial cost to the Legatus Group, and it could link with the youth into volunteering project.

There has been an initial meeting held in the Barossa valley.

**8.3 Waste**

**8.3.1SA draft regional waste management strategy**

**Reports for Discussion**

From: Simon Millcock, CEO, Legatus Group

**Recommendations:**

1. **That the Legatus Group submit an expression of interest to SAROC to manage the delivery of a draft SA Regional Waste Management Strategy subject to securing the required funds.**
2. **That the Legatus Group CEO provides a report for consideration by the Legatus Group to develop a Legatus regional waste action plan.**

**Background:**

The SAROC 2019/2020 Business Plan refer to agenda item 14 seeks to have developed a SA regional waste management strategy to enable the coordination of waste and recycling infrastructure across regions. This would require a draft regional waste management strategy completed for consultation purposes by 30 June 2020. The SAROC budget has allowed a $30,000 allocation which would need to secure funding from the State government to support the implementation of the strategy and the LGA have identified funding opportunities from Green Industries SA.

The LGA are now seeking responses from Regional Organisations of Councils as to who could take the lead on any of the actions identified in the SAROC Business Plan. This will require a report with a funding request to the September 19 SAROC meeting. The Legatus Group 2019/2020 Business Plan includes regional waste management as one its goals.

The other Regional Organisations of Council are comfortable with Legatus Group taking the lead on this. This matter was discussed by the Legatus Management Group who recognised that the funding allocation from SAROC budget would not be sufficient for the strategy and the need to gain other funding. The meeting was supportive of the Legatus Group taking the lead and the desire to have the Legatus Group develop a regional waste action plan. They also suggested that an approach be made to Jo-Buchannan from RDA YMN and discussions on possible interest from Nystar and work they are doing with Port Pirie Regional Council.

This matter was discussed by the Legatus Group Audit and Risk Management Committee who would support the Legatus Group if it seeks to declare an expression of interest to the South Australian Regional Organisation of Councils to deliver a South Australian Draft Regional Waste Management Strategy by 30 June 2020 if this is at no financial cost to the Legatus Group.

**8.3.2 LGA R&D application for RV Dump Point Passive Treatment & Disposal Research & Development Project**

**Reports for Discussion**

From: Simon Millcock, CEO, Legatus Group

**Recommendation: That the Legatus Group accepts being the substitute applicant for the LGA R&D grant subject to a request and that the LGA providing assurance that the Legatus Group in being the applicant could contact the agreed business cluster and that it would not have to go through a procurement process.**

**Background:**

An approach was made to the Legatus Group to develop an application for funding through the LGA R&D program which was to involve researching a specific treatment method for caravan and RV wastewater (Dump sites) such that it is treated to a high level whereby it can be disposed of in a land application system.

It was agreed with the proponents that they seek to submit their own application and a letter of support was provided to the application by Mace Engineering Services for the Caravan / RV Dump Point project that they are undertaking with Arris Pty Ltd, Hydroscape Pty Ltd and Access Septic Products Pty Ltd.

All Legatus Group councils were canvassed, and the following 5 have shown interest in this project: Clare and Gilbert Valleys Council, Goyder Regional Council, Northern Areas Council, Wakefield Regional Council and Yorke Peninsula Council along with 16 other councils across the State.

The LGA advised the applicant that it is unusual for the R&D Scheme to receive applications from commercial interests.  However, they noted, it is within the rules of the scheme and it’s clear from their application that there is a lot of interest from regional local governments. The amount being sought is by far the largest amount sought from any of the applications that they have received in the current round.

The R&D Advisory Committee held a meeting on 23 August to evaluate and prioritise all applications and it was noted prior to their meeting that the project would help expand the RV tourist industry by reducing the cost of maintaining RV dump points, allowing them to be located in many more locations.  This would be of benefit both to the financial position of councils and to local economies. It has been noted that that this is also a commercial opportunity for the four SA companies in the business cluster.  Their application envisages that once suitable technology is developed it could be sold not just in South Australia but in other States as well.

One of the rules of the Local Government Research & Development Scheme is that intellectual property created using Scheme funds will be subject to an ongoing royalty-free licence for the LGA to make available to the local government sector at no cost.   Accordingly (without pre-empting any decision) if this were to proceed it could be envisaged that the LGA might insist upon terms which would anticipate an investment return to the LGA for the benefit of SA Local Government.

The Cluster acknowledged that the IP generated would remain with the LGA and that it could be provided licence free to other manufacturers/installers.  They advised they have taken a philanthropic approach.  In their application, they advised that they had been approached by Councils to come up with a sustainable solution to RV wastewater management. With the support of LGA’s R&D funding, the project is designed to find a solution that could extended across Australia to provide good environmental outcomes while supporting the economic benefit that comes from increased tourism.

The LGA sought a response from the proponents if it would accept a local government entity, e.g. one of the regional LGAs – being substituted as the applicant and (if successful in securing funds) was to subsequently contract with your cluster to produce a similar outcome?

The Legatus Group CEO was contacted by Michelle Verco from Mace Engineering on the matter of the Legatus Group managing the project and was advised that a recommendation for the Legatus Group will be presented to be the substitute. The advice was that this would need to be subject to the LGA providing assurance that the Legatus Group being the applicant could contact the business cluster and that it would not have to go through the normal procurement processes.

The Legatus Management Group meeting discussed the possibility of an LGA R&D grant application being made for the Caravan / RV Dump Point Project and noted that there would appear to be no problem if Legatus Group approves the management of this project as there is no costs to Legatus Group and that 5 of the councils had shown interest.

This aligns with the work being done on wastewater management by the Legatus Group.

**8.4 Business Support**

**8.4.1 Visitor Information Services**

**Reports for Discussion**

From: Simon Millcock, CEO, Legatus Group

**Recommendation:**

* 1. **That the Legatus Group receives this report and it is published on the Legatus Group website.**
  2. **That the Legatus Group CEO establishes an economic / tourism working group from constituent councils and other regional and tourism bodies to consider the recommendations and provide a response to the Legatus Group for further consideration.**

**Background:**

Leonie Boothby & Associates completed the Visitor Information Services (VIS) report which was developed via:

* an audit of resources currently available to VIS delivery in the Legatus region
* conducted research to identify trends and best practice relating to VIS delivery and considered the role of Local Government in VIS
* consulted with local, regional and state tourism representatives, including at a workshop with key stakeholders to discuss early findings and implications for future VIS delivery
* analysed data and research findings to develop a situation and gap analysis as well as some localised suggested considerations for each of the four tourism regions included in the project (this material has been presented in a separate Situation Analysis document)

A two-page synopsis has been developed:



The full reports are attached:



The report recommends a new model of VIS that is in line with the aim and objectives of the project and aligned to local, state and national tourism plans and strategies.

Project recommendation – a new VIS model - regional, visitor-centric and blended that is:

**Regional:** Focus on tourism regions rather than local government boundaries; regional VIS planning & delivery; sharing of costs & resources

**Visitor-centric:** VIS in each region are responsive to visitor needs, providing the information people want, when and how they want it

**Blended:** Face-to-face services (VICs, VIOs, pop-up, mobile, roving ambassadors) integrate technology and operate alongside digital delivery of up-to-date, accurate and user-friendly information that is available to people before their visit, while they are visiting and following their visit.

The Legatus Management Group meeting noted the update by the Legatus Group CEO and the copy of the final report and supported the suggested approach to include this under the general heading of councils support for businesses. The meeting supported it being an agenda item at the next Legatus Group meeting for them to receive the report and for the formation of an advisory group and that they consider the recommendations and provide a response to the Legatus Group.

**8.4.2 Creative Industries / Innovation study**

**Reports for Discussion**

From: Simon Millcock, CEO, Legatus Group

**Recommendation: That the Legatus Group approves an allocation of $15,000 towards securing research for a creative industries/innovation study in partnership with Flinders University.**

**Background:**

Following the regional forum in Port Pirie there has been a series of sub regional workshops held over the past few months specifically associated with the creative industries and several projects have been identified.

**Regional Live Music Coordinators:** The RDA Far North were unsuccessful in their expression of interest, but the Barossa Council were successful in their grant application for a Regional Live Music Coordinator in the Barossa (and surrounds). Waiting on further details for this project. Support has been provided to the “Musician and Venue Operator Workshop” in Port Pirie 12 September 2019.

**Creative Industries subregional workshops:** The Legatus Group CEO held two subregional workshops in Warooka and Auburn with 10-12 people attending each. This has resulted in some strong momentum with interest and progress on severalprojects. Current discussions are occurring with the Employment Facilitator for the region and Economic Development Officer RDAYMN. Discussion with Department of Innovation and Skills are continuing with interest in the need for a regional audit and resourcing for a coordinator.

The Legatus Group CEO has made an initial approach to Flinders University to consider use of PhD Intern to undertaking a research project using the APRI intern program <https://aprintern.org.au/> and they are very supportive. They have indicated that a **creative industries/innovation study** in the region would be of great interest to them also.

Flinders University are running the Federal Government Entrepreneurial Facilitation Service in the Legatus Group region and are keen to look at how else some of their established programs might add value to the region.

**Venture Dorm Collateral:** This program is via Flinders Universityand support is being provided to promote to businesses this business accelerator program which is now being made available in the Legatus Group region and it is designed to equip people with the skills and mindset needed for the next phase of their journey. A request was for councils to distribute via their Economic Development, Community Development and Tourism Development Officers.

The program will be flexible in its model of delivery and subject to those selected and could well include some sub-regional clusters. It is a hands-on, immersive experience that’s perfect for all kinds of founders – including those who have a day job or are studying. Week by week, the program will give you time, space and support to solve your complex business problem. 8 weeks later, you’ll have clearly defined ‘next steps’ and the confidence you need to take them.

The Dept Innovation and Skills response regarding the idea of piloting a Creative Industries Regional Coordinator in the Legatus region have indicated they would be keen to see a business case developed for this. It was noted and while the Regional Growth Fund (grant) timings won’t work this time, they can look at whether there are any other avenues for matched funding once we have a business case.  They indicated it would be great if this could flag it with the Legatus Group Board and update them after the meeting.

The Legatus Management Group meeting noted the update on this matter by the Legatus Group CEO and supported the recommended approach to establish an advisory committee to assist in progressing these matters.

**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 approve the purchase of the MY18 Holden ZB Commodore Calais Liftback via the quote received from Mid North Motor Company Pty Ltd dated 5 August 2019 and the trade in the current CEOs vehicle in conjunction with the purchase from the Mid North Motor Company Pty Ltd.**
2. **That the Legatus Group establish a motor vehicle change over policy.**
3. **That the Legatus Group supports a revised budget being prepared in consultation with the assessment of the long-term financial coverage of Legatus Group.**
4. **That the Legatus Group notes the work plan is up to date.**

**Discussion:**

The 22 August 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. Note that this included an update on the increased income amounts for 2019/2020.

The Audit and Risk Management Committee held their meeting on the 22 August 2019 via teleconference. The meeting was opened at 3.45pm on 22 August 2019.

1. **Meeting Attendance**

**Present:** Via telephoneChairman Kathie Bowman, Mr Peter Ackland, Mr Colin Byles 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:** Mayor Denis Clark

1. **Confirmation of Previous Minutes**

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

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

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

**3.1 Regional Capacity Funding / 2019/2020 Budget and review of Legatus Group Finances**

The meeting noted the report by Legatus Group CEO and the motion by the Legatus Group meeting 31 May 2019 for an assessment to be made of the Legatus Group Finances. The meeting discussed the need for the Legatus Group to consider projects for funding in the near future and that both CEO’s Colin Byles and Peter Ackland were willing to assist in the initial assessment.

Motion: That the Legatus Group CEO, Finance Officer and two members of the Legatus Management Group undertake an initial assessment of the long-term financial coverage of the Legatus Group and provide a report to the next Audit and Risk Management Committee.

Moved: Chairman Bowman Seconded: Colin Byles **CARRIED**

**3.2 CEO vehicle**

The meeting noted the quotes received and that the MY 18 Holden ZB Commodore quote was $31,811.04 and that the trade in amount of $6,500 whilst low but based on the kilometres travelled and age of the current vehicle and as such this quote was reasonable.

Motion:

1. That the Legatus Group Audit and Risk Management Committee recommend that the Legatus Group approve the purchase of the MY18 Holden ZB Commodore Calais Liftback via the quote received from Mid North Motor Company Pty Ltd dated 5 August 2019.
2. That the Legatus Group Audit and Risk Management Committee recommend that the Legatus Group trade in the current CEOs vehicle in conjunction with the purchase from the Mid North Motor Company Pty Ltd.
3. That the Legatus Group establish a motor vehicle change over policy.

Moved: Peter Ackland Seconded: Colin Byles **CARRIED**

1. **Work Plan**

The Legatus Group Audit and Risk Management Committee work plan for 2019/2020 was presented.

Motion: That the Legatus Group Audit and Risk Management Committee notes the work plan is up to date and that it is to include; (1) review on internal controls and (2) review of long-term financial coverage.

Moved: Colin Byles Seconded: Ian McDonald **CARRIED**

1. **Annual Audited Financial Report 2018/2019**

General discussion held on the higher than required level of reserves and the need for the agreed assessment of the long-term financial coverage.

Motion:

1. That the Legatus Group annual financial statement for the year ending 30 June 2018 presents a fair view of the state of the financial affairs of the Legatus Group and that the board adopt the annual financial statement.
2. That the Legatus Group retain Dean Newberry and Partners as Auditors for the year end 30 June 2020.

Moved: Colin Byles Seconded: Peter Ackland **CARRIED**

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

The Legatus Group CEO provided the financial report for the period 1 – 31 July 2019 and a report on the likely increases to the budget’s income for 2019/2020.

Motion:

1. That the Legatus Group Audit and Risk Management Committee notes the 2019/2020 budget update report provided by the Legatus CEO with regards income and expenditure and supports a revised budget being prepared in consultation with the assessment of the long-term financial coverage of Legatus Group.
2. That the Legatus Group Audit and Risk Management Committee would support the Legatus Group if it seeks to declare an expression of interest to the South Australian Regional Organisation of Councils to deliver a South Australian Draft Regional Waste Management Strategy by 30 June 2020 if this is at no financial cost to the Legatus Group.

Moved: Peter Ackland Seconded: Colin Byles  **CARRIED**

1. **Other Business**

**7.1 Relocation of Legatus Group Office**

The meeting noted that this report and recommendation was not a matter for the Audit and Risk Committee and should be presented to the Legatus Group.

**7.2 Memorandum of Understanding with Universities**

The meeting noted that this report and recommendation was not a matter for the Audit and Risk Committee and should be presented to the Legatus Group.

1. **Next meetings**

The next meeting to be held Friday 8 November 2019

*Meeting Closed at 4.15pm*

**10. FINANCIAL REPORT1 July 2019 – 31 July 2019**

**Reports for discussion**

From: Simon Millcock, CEO, Legatus Group

**Recommendations: That the Legatus Group notes the Legatus Group CEO’s reimbursements and credit card purchases.**

**Discussion:**

The financial reports 1 July 2019 – 31 July 2019 along with the following report by the Legatus Group CEO were provided to the Legatus Group Audit and Risk Management Committee. (refer to item 9 of Legatus Group agenda and recommendation by the committee)

Following the adoption of the 2019/2020 budget the following have been identified:

1. The need to allocate – commit all of the 2017/2018 and 2018/2019 LGA Regional Capacity Funding.
2. Likely increase of approximately $160,000 income from the 2019/2020 LGA Regional Capacity Funding.
3. There have been 2 LGA R&D funding applications submitted total income $44,000 plus income of $5,000 from other regional LGAs.
4. Confirmation still to occur from NRM of $15,000 grant for 2019/2020 income.

The Legatus Group Charter at clause 5.1.6 says:

The Legatus Group must reconsider its Budget in accordance with the Act in a manner consistent with the Act and may with the approval of the Constituent Councils amend its Budget for a Financial Year at any time before the year ends.

The South Australian Regional Organisation of Councils (SAROC) has released its Strategic and Business Plans and asked that it be placed on the Legatus Group agenda, and for discussions to be held as to whether any regional association would like to take the lead on any of the actions identified in the Business Plan. If there is any interest, then they are required to provide a report with a funding request to the September 19 SAROC meeting.

One the projects in the SAROC 2019/2020 Business Plan seeks to develop a SA regional waste management strategy to enable the coordination of waste and recycling infrastructure across regions. This would require a draft regional waste management strategy completed for consultation purposes by 30 June 2020. The SAROC budget has allowed a $30,000 allocation which would need to also secure funding from the State Government to support the implementation of the strategy and the LGA have identified funding opportunities from Green Industries SA.

The Legatus Group 2019/2020 Business Plan includes regional waste management as one of the goals. The other Regional Organisations of Council are comfortable with Legatus Group taking the lead, given the role Legatus Group is also having with wastewater management.

The Legatus Group Management Committee discussed this matter and recognised that the funding allocation from SAROC budget would not be sufficient for the strategy and the need to gain other funding. This meeting was supportive of the Legatus Group taking the lead and the desire to have the Legatus Group also develop a regional action plan. They suggested that an approach be made to Jo-Buchannan from RDA YMN and discussions on possible interest from Nystar and work they are doing with Port Pirie Regional Council.

The attached financial reports are from 1 July - 31 July 2019.



CEO Credit Card/Reimbursement

The Legatus Group CEO credit card and reimbursements are:

23 June 2019 claim Simon Millcock for reimbursement

|  |  |
| --- | --- |
| Description | Amount |
| Fuel |  |
| 28/4 Tip Top Liberty Findon | 57.60 |
| 2/5 Mobil Port Adelaide | 63.30 |
| **Sub-Total** | **120.90** |
| Parking |  |
| 12/4 The Playford Hotel | 10.20 |
| 15/5 Frome Street U Park | 25.00 |
| **Sub-Total** | **35.20** |
| Meals |  |
| 15/5 Will & Pascoe Wyatt Street | **14.50** |
| Tyres |  |
| 21/6 Pete’s Tyre Centre | **344.40** |
|  |  |
| **Total** | **515.00** |

Credit card payments June and July 2019.

2/6 IB & CB PTY LTD – toner for printer $250.00

2/6 KS & CA Hunt – fuel $73.70

6/6 UPark Topham – parking $7.00

7/6 Central Market – parking $12.00

7/6 Mobil Port Adelaide – fuel $57.35

11/6 OTR Kent Town – fuel $56.84

21/6 Liberty Findon – fuel $64.95

26/6 Seven Stars Hotel – meal $12.00

26/6 Wilson Parking – parking $13.16

26/6 BP West Terrace – fuel $59.60

27/6 Laura Rose Takeaway – meal $17.50

28/6 Coles Express – fuel $45.01

29/6 Wilson Parking – parking $13.16

|  |  |
| --- | --- |
| Fuel |  |
| 1/7 Mobil Port Adelaide | 53.15 |
| 3/7 United Port Wakefield | 46.48 |
| 7/7 KS & CA Hunt Clare | 62.55 |
| 11/7 KS & CA Hunt Clare | 74.38 |
| 16/7 United Port Wakefield | 66.71 |
| 19/7 OTR Port Augusta | 75.89 |
| 21/7 Caltex Clearview | 47.44 |
| 25/7 KS & CA Hunt Clare | 74.02 |
| Parking |  |
| 5/7 UPark Topham | 26.00 |
| 25/7 UPK Pirie | 19.00 |
| Car Wash |  |
| 20/7 BP Bolivar | 10.50 |

**11. LEGATUS GROUP REGIONAL MANAGEMENT GROUP**

**Reports for Discussion**

From: Dr Helen Macdonald CEO / Acting Chair

**Recommendation: For noting**

**Discussion:**

The Legatus Group Regional Management Group meeting was held on Friday 9 August 2019 at Clare and Gilbert Valleys Council and the notes from the meeting are as follows:

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

Helen Macdonald was appointed chair and welcomed everyone to the meeting.

1. **Notes from previous meeting 10 May 2019**

Noted and received.

1. **LGA – HR / IR update**

Deidre Albrighton - HR Manager LGA outlined the following topics and areas of assistance:

* CEO performance review process now in place.
* HR/IR library out for tender.
* Training support being provided through her role to councils and willing to travel and assist with cluster approaches for regional councils.
* Commercial arm for CEO recruitments has commenced.

1. **Local Government Reform**

Andrew Lamb - LGA Local Government Reform joined the meeting by phone and provided an update and discussion held on the issues and process for consultation by LGA on Local Govt Reform including:

* Govt paper released that week with over 70 proposals and the LGA is aware of many of these.
* Workshops are being held around the regions and the Legatus Group workshop is on 30 August.
* Information will be out from the LGA next week to provide a starting point for the discussions.

Action: Simon Millcock to coordinate a session for Legatus Group CEOs to meet and consider a submission from CEOs. – Friday 27 September 2019 10.30am – 12.30pm Wakefield Regional Council.

1. **Grant Guru**

Peter Jeffrey – Grant Guru joined the meeting by phone and outlined the proposal. Advised that there are now 41 councils across Australia using the program and this included 13 in SA. The proposal was presented after Peter had meet with Simon Millcock and Kelley-Anne Saffin (RDA YMN). Peter advised he would be able to provide a demonstration to those interested and that the purchasing across the 15 councils reduces the fee. There was general discussion around the product with some seeing value. No clear recommendations on way forward and Peter to contact councils individually.

1. **Local Government Risk Services**

The notes from the 3 May 2019 meeting held with the working group were provided with the agenda and discussed. The meeting resolved to have the matter progressed for discussion by the LGA CEO Advisory Group due to the concerns of there being little change.

Action - Martin McCarthy will provide a response from the Legatus Group CEOs to David Stevenson (Goyder Council) to take forward. Simon Millcock to provide information to the other Regional LGAs and LGA CEO.

Training topic was discussed including the feedback provided from Stevie Sanders JLT – noted that councils will individually follow up and no further action required by Simon Millcock.

1. **Sustainability**

Simon Millcock provided report and update with the agenda and discussions held on support for a Regional SA Sustainability Conference in 2020 to include workshop on Natural Hazard Data, Insurance and Liability.

Action – Simon Millcock to progress.

1. **Digital Maturity Report**

The meeting noted a lack of take up for a working group to progress the recommendations from the report and suggestion that this could be progressed to the LGIT working group.

Action – Simon Millcock to follow up.

1. **Road / Transport**

The meeting noted the update by Simon Millcock and suggested that an agenda item be placed on the next Legatus Group Road and Transport Infrastructure meeting for a performance review of contractors for the regional road plan.

1. **CWMS**

The meeting noted the update by Simon Millcock and the attached regional sludge report and noted that the population figures / estimates be looked at. The meeting was supportive of the report being provided to the Legatus Group ordinary meeting on 30 August with recommendation to receive and publish on the Legatus Group website and that the Legatus Group continues to support councils to improve their understanding of current sludge management.

The meeting discussed the possibility of an LGA R&D grant application being made for the Caravan / RV Dump Point Project and noted that there would appear to be no problem if Legatus Group approves the management of this project as there is no costs to Legatus Group and that 5 of the councils had shown interest.

1. **Waste**

The meeting noted the update by Simon Millcock and discussed the proposal for Legatus Group to lead the SA Regional Waste Management Strategy. The meeting recognised that the funding allocation from SAROC budget would not be sufficient for the strategy and the need to gain other funding. The meeting was supportive of the Legatus Group taking the lead and the desire to have the Legatus Group develop a regional action plan. Suggested that an approach be made to Jo-Buchannan from RDA YMN and discussions on possible interest from Nystar and work they are doing with Port Pirie Regional Council.

1. **Visitor Information Services Report**

The meeting noted the update by Simon Millcock and copy of the final report and supported the suggested approach to include this under the general heading of councils support for businesses. The meeting supported it being an agenda item at the next Legatus Group meeting for them to receive the report and for the formation of a Legatus Economic Development Advisory Committee (include the RDAs) and that this advisory committee consider the recommendations and provide a response to the Legatus Group.

1. **Coastal**

The meeting noted the update by Simon Millcock.

1. **Disability Inclusion Action Planning**

The meeting noted the update by Simon Millcock and suggested this is a matter to also be listed on the Local Govt Reform agenda.

1. **Planning**

The letter from the Copper Coast Council for consideration at the Legatus Group meeting was provided with the agenda. Copies of the letters from Upper Spencer Gulf also provided. Discussions held including the need for DPTI representative to attend the next Legatus Group meeting. Dierdre Albrighton advised that she will be liaising with Stephen Smith LGA on the issues raised and will report to the Legatus Group meeting. Martin McCarthy is meeting with DPTI and follow ups to occur.

1. **Financials**

The meeting noted the update by Simon Millcock and discussed the Northern Areas Council letter being presented to the Legatus Group meeting 30 August and recommended that this should be a matter to be addressed by SAROC.

1. **Volunteering**

The meeting noted the update by Simon Millcock.

1. **Yorke Mid North Regional Alliance**

The meeting noted the update by Simon Millcock.

1. **Solid Waste Levy**

The meeting noted the Clare and Gilbert Valleys Council will be raising the matter at the Legatus Group meeting 30 Augusts 2019 and that this should be a matter that is addressed through SAROC.

1. **SAROC**

The meeting noted the update by Simon Millcock.

1. **Regional Growth Lunch**

The meeting noted the update by Simon Millcock.

1. **Business support / Creative Industries**

The meeting noted the update by Simon Millcock and supported the recommended approach to establish an advisory committee to assist in progressing these matters.

1. **Murray Darling Association**

The meeting noted the minutes of the Region 8 meeting and the request for Legatus Group to provide secretarial support with consensus that it could be member council on a rotational basis to provide that support.

1. **University MoUs**

The meeting noted the update by Simon Millcock.

1. **LED Street Lights**

Held over till next meeting.

1. **Illegal Dumping**

Held over till next meeting.

1. **NEXT MEETINGS**

* Friday 15 November

1. **CLOSE**

The meeting was closed at 1.10pm

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

**Reports for Discussion**

From: Dr Helen Macdonald CEO / Chair

**Recommendations:**

1. **That the Legatus Group notes the actions being undertaken from the Legatus Group 2019 Road and Transport Forum and supports holding a similar forum in 2020.**
2. **That the Legatus Group approach the SA Local Government Regional Local Government Associations to develop a State-wide Local Government Regional Local Government Priority List.**
3. **That ARRB be contracted to deliver Stage 2 of the Restricted Access Vehicle Route Assessment Tool for unsealed roads.**
4. **That HDS be contracted to deliver the updates to the Legatus Group 2030 Regional Transport Plan 2019-2020.**
5. **That the Legatus Group notes that the Road and Transport Infrastructure Advisory Committee will undertake a performance review of HDS in 2019/2020 regarding the regional road plan.**

**Discussion:**

The Legatus Group Road and Transport Infrastructure Advisory Committee meeting was held on Wednesday 21 August 2019 at Clare and Gilbert Valleys Council and the unconfirmed minutes from the meeting are as follows:

1. **Welcome:**

The meeting was opened at 10.03am

1. **Attendance:**

Steve Kaesler (Barossa), Lee Wallis (Goyder), Helen Macdonald (Clare & Gilbert Valleys), Wayne Hart (Mt Remarkable), Trevor Graham (Yorke Peninsula), Simon Millcock (Legatus Group) and observer Ken Dolan (Clare & Gilbert Valleys)

1. **Apologies**

Peter Porch (Northern Areas), Matt Elding - proxy (Barossa), Jo-anne Buchanan (RDA Yorke Mid North), Tom Jones (Adelaide Plains), Steve Watson (Glare & Gilbert Valleys) and Mike Wilde (DPTI),

1. **Membership and Chair**

The meeting noted that the attendance of CEO’s Helen Macdonald and Wayne Hart to their first meeting and called for nomination for the role of Chair.

Moved Trevor Graham and Seconded Wayne Hart that Dr Helen Macdonald be appointed Chair of the Legatus Group Road and Transport Infrastructure Advisory Committee. CARRIED

The meeting noted that current members apart from Helen Macdonald and Wayne Hart terms expire in March 2020.

1. **Minutes of the meeting held 10 May 2019**

The meeting noted that the minutes of their meeting held on 10 May 2019 were presented at the Legatus Group meeting 31 May 2019 and the responses to the motions and actions which have been undertaken were noted. The meeting resolved that the minutes were a true and accurate record of their meeting.

1. **Legatus Group 2019 Road and Transport Forum 12 July 2019**

The Legatus Group CEO provided a report to the committee with the agenda which included notes and actions from the forum. *Note:**The forum was held at the Clare Country Club and attracted 42 attendees 4 Mayors, 11 Crs, 6 CEOs, 14 Operational & 7 others with 13 of the 15 councils represented. The Legatus Group CEO provided notes from the meeting and there was positive feedback from those attending and recommend that this become an annual forum.*

The meeting discussed these items and resolved the following:

* Rail crossing interface requirments – Trevor Graham suggested research be undertaken on previous work undertaken on this topic. Simon Millcock to liaise with Lea Bacon LGA and other Regional Local Government Association Executive Officers on the topic with reference to active rail lines only and then provide report to the Legatus Group for possible escalation through SAROC.
* Committee supportive of the Legatus Group participating in a possible Strategic Local Government Infrastructure Review to which the National Heavy Vehicle Regulator has Australian Government funding for.
* Simon Millcock to follow up with National Heavy Vehicle Regulator on changes to their staffing in South Australia and identify who the appropriate contact is with regards issues such as chain of responsibility training.
* The committee supports a recommendation to the Legatus Group that they support an approach to other regions to develop a State-wide Local Government Regional Local Government Priority List.
* Positive responses were received on the forum and that the topics and speakers provided a good cross section with the pitch being at a level that assisted being able to keep both administration and elected members informed.

1. **Stage 2 Restricted Access Vehicle Route Assessment Tool (RAVRAT) – unsealed road functionality**

The report and proposal for stage 2 to be progressed by the Australian Road Research Board (ARRB) was discussed at the forum on 12 July 2019 and distributed with the agenda for the meeting. There had been a general consensus prior to the forum that the next stage of this work would be of value and the report included a quote for those services which was within the 2019/2020 budget of the Legatus Group.

The meeting resolved that the Legatus Group CEO provides a recommendation to the Legatus Group that ARRB be contracted to deliver Stage 2 of the Restricted Access Vehicle Route Assessment Tool for unsealed roads.

1. **Legatus Group 2030 Regional Transport Plan 2019-2020 updates**

The quotation and approach by HDS for the next stage of the Legatus Group 2030 Regional Transport Plan was distributed with the agenda and discussed at the meeting. Noted that the Legatus Management Group recommended a performance review be undertaken during 2019/2020 on HDS regarding the regional road plan. Discussion held on the need for clarity on the information required and that HDS should engage with each council individually to ensure that this occurs. Noted that consultation can be difficult over the Christmas and New Year periods and the timing would need to be tailored to ensure this time period is avoided. The meeting resolved that the Legatus Group CEO provides a recommendation to the Legatus Group that HDS be contracted to deliver the updates to the Legatus Group 2030 Regional Transport Plan 2019-2020.

1. **SLRP 2019/2020**

The meeting noted the report and that the Legatus Group CEO follows up on the guidance sought from LGTAP on large projects.

1. **North – South Corridor Goyder Council**

The meeting noted the approach from Goyder Council to Legatus Group and that the matter was discussed at the July forum. Legatus Group CEO advised that the Goyder Council have yet to hear from Mid-Murray Council. The meeting resolved that this should be a matter addressed in the development of the suggested State-wide Local Government Regional Local Government priority list.

1. **DPTI Road Projects**

The meeting noted the number of significant road infrastructure projects which have had funding announcements in the region. They are supportive of a meaningful discussion by the Legatus Group with DPTI when DPTI have further details on the scope and timing of these projects. Noted that DPTI representative will attend 30 August 2019 legatus Group meeting to provide update on the Port Wakefield Overpass project.

1. **Other business**
   1. Meetings continue to be face to face in Clare – with option for those not able to attend to attend via video conference call.
   2. Issues on DPTI maintenance on high risk locations was discussed and noted that there is a funding and resource issue from State Govt which is a state-wide issue and that Simon Millcock to raise this topic with regional executive officers for consideration as SAROC issue.
2. **Close and date of next meeting**

The meeting was closed at 11.20am and the next meeting to be confirmed following the progress of the work on the Legatus Group 2030 Regional Transport Plan 2019-2020 update project.

1. **Legatus Group CWMS Advisory Committee**

**Reports for Discussion**

From: Andrew Cole CEO / Chair

**Recommendations:**

1. **That the Legatus Group receive the Legatus Group Regional Community Wastewater Management Scheme Survey and Sludge Processing Plant Viability Investigation report by Harsha Sapdhare and that it is published on the Legatus Group website.**
2. **That the Legatus Group continues to support councils to improve their understanding of current sludge management.**

**Discussion:**

The Legatus Group Regional Community Wastewater Management Scheme (CWMS) Survey and Sludge Processing Plant Viability Investigation report by Harsha Sapdhare PhD Intern contracted from UniSA is now completed and the report finalised.

The Legatus Group CWMS Advisory Committee and Legatus Group CEOs have noted the executive summary, conclusions and recommendations.

This report describes life cycle cost estimates for improving sludge treatment by comparing de-watering bags (DWB), mechanical de-watering units (MDU) and septage dewatering ponds (SDP). This initial comparison suggests that the use of SDP is the least cost option, closely followed by DWB.  SDPs would provide adequate protection against biological hazards and be fully compliant with current regulations.  However, before this option is adopted, further work is required.

First, the preferred option requires that sludge be transported to new processing sites. This will not only impose new costs but will also change current operating procedures and will require capital expenditure.  To determine if any change to operating procedures would result in a financial benefit would require a comparison with current costs. However, no Legatus Group Councils currently account for their current sludge management (almost universally they use the very simple option of spreading sludge on nearby agricultural land).

Second, the current method involves hidden costs and benefits.  Licenced sludge disposal sites are inadequately monitored at present and there could be issues around environmental pollution, the costs of which are uncounted.  Some sites are likely to be sources of improved soil productivity but again there is no accounting of such benefits.  These uncounted costs and benefits will change with a move to SDPs.

This report recommends that Councils improve their understanding of current sludge management.  In particular, sludge sites need improved monitoring. In addition, sludge management costs need to be determined.

Sludge management is difficult and expensive. The fundamental problem is that Legatus Group Council areas produce relatively little sludge from many small and isolated schemes.  Sludge is heavy, bulky and dangerous, so that transporting and aggregating it is expensive.  It might be that a decentralised approach, such as that used present, is the best option.

****

The Legatus Group coordinated the SA CWMS Conference on Friday 23 August 2019 which was held at Port Pirie and attracted 60 delegates and the program is attached. A report on the conference will be provided in September 2019. Harsha presented the CWMS Survey and Sludge Processing Plant Viability Investigation report.



The Legatus Group CWMS Advisory Committee meeting was held on Friday 19 July 2019 at Clare and Gilbert Valleys Council and the unconfirmed minutes from the meeting are as follows:

1. Welcome: The meeting was opened at 10am by Chair Andrew Cole

1. Attendance: CEO Andrew Cole (Chair), Adam Broadbent (Light), Chris Parish (Wakefield), CEO Wayne Hart (Mount Remarkable), Gary Easthope (Clare & Gilbert Valleys), Simon Millcock (CEO Legatus Group) and Paul Chapman (Project Officer Legatus Group)
2. Apologies: Lee Wallis (Goyder)
3. Minutes of previous meeting

The meeting noted that the minutes from the meeting held on 15 March 2019 were presented to the Legatus Group 31 May 2019 meeting where they were noted, and it was approved that the Legatus Group Councils promote the SA CWMS Conference 23 August 2019 within their councils.

Motion: That the minutes of the previous Legatus Group CWMS Advisory Committee

meeting held on 23 May 2019 be taken as read and confirmed

Moved: Chris Parish Seconded: Wayne Hart CARRIED

1. Discussion with regulators: cutting red tape and levelling the playing field

The Chair welcomed officers from the four regulators: Kamran Mangi Acting Manager, Dept of Health; Nathan Petrus and Ashley Harbutt, ESCOSA; Yannick Monrolin OTR; and, Shaun Thomas and Aiden from the EPA.

The Chair summarised previous considerations by the Committee and outlined that the aim of the meeting to consider issues of interest for the upcoming Conference.

* 1. Single, annual reporting

Committee members pointed to the difficulties small, regional councils faced in dealing with multiple, annual regulatory reports e.g. few staff and hence the need for each to cover multiple areas, staff turnover and the costs and training requirements it imposed, etc. Particular mention was made of the resource requirements of ESCOSA’s reports and the functionality lacking in web-based interfaces. The reason some information is sought is often unclear to the reporter, leading to confusion and questions of relevance.

The response focussed on the fact that regulators need to cover many industries and agencies and shaping the processes for CWMS reporting was difficult. The agencies do coordinate their information collection and provide explanatory notes to the public which give reasons for the regulation.

It was generally thought that this issue might be pursued further. In particular that:

* SA Health and EPA reporting might be combined
* the agencies could provide further rationale for the information being sought
* some reporting simply repeated previous year’s results and it might be possible to reduce the resource requirement by focusing only on reporting changes
* the concept of self-reporting could be useful ie the idea that the report need only provide assurances, based on evidence, that the entity is compliant
* the possibility that reporting to the Grants Commission might streamline reporting to ESCOSA – which asked for a copy of such a report
* the usefulness in better understanding current reporting costs so as to justify further investigating the reform options.

It was agreed that the Committee would provide the agencies with a dot point summary of issues and the agencies were invited to do the same. Issues to be included in the Conference would then be determined.

* 1. Levelling the playing field

This matter was addressed at a general level with regard to differences in the nature of private and of council CWMS operators. The Chair outlined that communities want councils to run CWMS: they are trusted to do so and might do so at lower cost. Councils also have concerns with any prospective private takeover of CWMS. The question was how regulators view private and Council CWMS and it was proposed that understanding the differences would be of benefit to both sides.

All the regulators reported that there was no difference in compliance requirements. The point was added that, in instances where Council owned the CWMS but with private involvement in some activities, the regulatory obligations remain with Councils. This issue was current in regard to the review of the Water Industry Act and immediate action was restricted only to the issues raised there.

Further discussion concerned some of the potentially significant differences such as the use of wastewater under council schemes and the problems with but interest in valuing these externalities.

* 1. Preparing for the Conference

The invitation to the agencies were repeated. It was noted that the Conference was intended for practitioners of CWMS. The agencies were asked for comment.

The opportunity to engage was seen as a great opportunity and all agencies accepted the invitation.

The EPA guidelines for septic tank pump out and sludge and septage spreading are being updated and the Conference was seen as an opportunity to engage on that issue. SA Health’s new CWMS guidelines are now available, and they too might be included.

It was agreed that the Committee and the agencies exchange dot points over matters leading up to the Conference. The aim is to set out a work agenda for next few months and beyond.

The Chair thanked the invited guests who then left the meeting.

1. Draft report and interim findings Sludge Processing Project

The Committee noted the Executive Summary and Conclusions and Recommendations provided from the report. Simon Millcock outlined that the full report is being finalised and that he had met with Harsha Sapdhare and Simon Beecham from UniSA and had noted the feedback regarding the process and interactions Harsha had with councils and others was very positive.

Both Simon Beecham and Paul Chapman will provide final responses before the report is completed and it was noted that Harsha will be presenting at the CWMS conference in Port Pirie.

1. 2019 Conference Program

The draft Program was noted and that it is to be updated to reflect the outcome of discussions under Item 3.

1. TAFE Course certificate wastewater

Noted that Simon Millcock and Paul Chapman are in discussions re feedback from TAFE and possible participants regarding the wastewater course and that Simon is also in discussions with TAFE regarding a waste management course.

1. Research opportunities with UniSA

The proposed Memoranda of Understanding with the Natural and Built Environments Research Centre at the UniSA was noted.

1. Any other business

There was no other business.

1. Close

The meeting closed at 12 noon.

**14. LOCAL GOVERNMENT ASSOCIATION & SAROC**

**Reports for Discussion**

From: Simon Millcock, CEO, Legatus Group

**Recommendations: For discussion.**

**Background:**

Stephen Smith LGA is attending the meeting and can provide LGA updates.

The SAROC Strategic Plan and Business Plan are attached.



The key outcomes report from their July 2019 meeting and the communique from the Regional Executive Officers are attached.



**Local Government Reform**

Andrew Lamb, Local Government Reform Partner, Local Government Association of South Australia is attending the meeting to undertake a workshop for the Legatus Group. This follows the Office of Local Government released its ‘Reforming Local Government Discussion Paper’.

<https://www.dpti.sa.gov.au/local_govt/local_government_reform>

There have been invitations sent to all Legatus Group councils re the Local Government Reform workshop which will commence 1.30pm – 4pm noting that the invite was open to all elected members.

**15. OTHER BUSINESS**

**15.1 Murray Darling Association**

**Reports for Discussion**

From: Mayor Denis Clarke Chair Region 8 Murray Darling Association

**Recommendations: That the Legatus Group provide secretarial support for Region 8 Murray Darling Association.**

**Background:**

Region 8 of the Murray Darling Association (MDA) held their meeting in Clare on 12 July 2019 for the first time in several years and there was a motion that Region 8 members request of the Legatus Group secretarial support. The MDA have since made a formal request and the letter is attached.



The Legatus Group CEO has indicated that he would be willing to provide administrative support for arranging meetings and agendas given there are 5 Legatus Group Councils who are financial members.

The Legatus Group CEO has indicated that there could be conflicts if the Legatus Group were to take up membership given that a number of Legatus Group member councils have decided that are not seeking membership of the MDA.

The Legatus Management Group meeting noted the minutes of the Region 8 meeting and the request for Legatus Group to provide secretarial support with consensus that it could be member council on a rotational basis to provide that support.

**15.2 Relocation of Legatus Group Office**

**Reports for Discussion**

From: Simon Millcock, Chief Executive Officer

**Recommendation:**

1. **That the Legatus Group notes the report and is supportive of the Legatus Group CEO investigating options to allow him to work from home and to provide a report for the Legatus Group consideration.**

**Background**

The Legatus Group have a current lease for office space at 155 Main North Road Clare and in 2018 moved into a smaller office with access to a hot desk. This allowed RDA YMN to have all of its officers housed in the one building. The new office was used by the Legatus Group CEO and the Project Officer if needed had access to a hot desk within the same building. The building that the office and hot desk were situated in was condemned due to white ants and the building eventually demolished. This caused a move into another office space which is larger than the current requirments for the Legatus Group. The Legatus Group CEO has been able to negotiate initially a reduced rate on the larger office space although this is unlikely to remain after September 2019.

The Legatus Group CEO is investigating options as it is apparent that there is no need for Legatus Group to have a shop front. The following are further points for consideration:

* The need for having an office in Clare for housing Project Officers can restrict the ability to attract what are predominately part-time short-term contracts.
* There are very few meetings held in the Legatus Group office or at 155 Main North Road with the majority being held in relevant councils.
* There is also a number of hot desk options available for project officers and or the Legatus Group CEO.
* The Legatus Group CEO would spend on average 2 days per week away from the office.
* There are no real benefit to the collaborations with RDA and NRM as these partnerships occur through other means and being physically in separate buildings means there is little interaction.
* There is also little need for the land line telephone system.

The Legatus Group CEO has built a home in Mintaro which includes an office and is currently waiting on NBN to be connected. This is likely to occur in November 2019 although NBN is unable to confirm if the property will be able to access the service. There have been significant savings made to the costs of rental and telecommunications since the Legatus Group CEO commenced and by working from home these could be further reduced and allow for increased productivity and reduction in travel.

**15.3 Memorandums of Understanding with Universities**

**Reports for Discussion**

From: Simon Millcock Chief Executive Officer

**Recommendation: That the Legatus Audit and Risk Management Group recommends that the Legatus Group approves the Legatus Group CEO finalising Memorandums of Understanding with Adelaide University, Flinders University and University SA.**

**Background**

There have been a series of PhD Interns through the Australian Government funded APR Intern program which resulted in 3 research projects commencing in 2018/2019 with each University. The Legatus Group meeting 31 May 2019 endorsed progressing for consideration of draft Memorandums of Understanding (MoU) with Universities. The Legatus Group CEO has undertaking continued discussions with the following Universities:

* **Adelaide University** - Dr. Melissa Nursey-Bray Associate Professor, Head of Department

Geography, Environment and Population Director, Adaptation, Community Environment (ACE) Research Group. Focus area Sustainability and Community Development.

* **Flinders University** – John Spoehr Pro-Vice Chancellor - Research Impact at Flinders University and Director of the Australian Industrial Transformation Institute and Laki Kondylas Head of Strategic Projects, New Venture Institute. Focus area Innovation and Creative Industries.
* **Uni SA** - Prof. Chris Chow - Professor of Water Science and Engineering Director: Natural and Built Environments Research Centre Associate Head of School (Research) School of Natural and Built Environments Focus area of Waste / Wastewater.

Since 31 May 2019 two research projects have commenced for the Legatus Group with Adelaide University, they are the Youth into Volunteer and Sustainability Trail. The Youth into Volunteering is funded through the Building Better Regions Fund and the Sustainability Trail is funded by the Adelaide University.

Discussions have continued through the Yorke and Mid North Alliance for a research project via Adelaide University for the Reconciliation Action Plan along with Flinders University on a possible APR Intern project for data gathering on the Creative Industries.

The MoU’s will provide a formal document describing the broad outlines of the agreements that both parties have reached through negotiations. These will not be a legally binding documents but will signal the intention of both parties to move forward with contracts for research projects.

This fits with the Yorke Mid North Regional Plan Focus Area 8 of Younger people living, working and investing in the region and Item 3.1.g of the Legatus Group current Business Plan to support opportunities for greater partnerships through research organisations such as Universities to increase opportunities to build Social Infrastructure, Community Services and Sustainable Economic Development.

This will assist with the Legatus Group procurement policy as the Legatus Group may, having regard to its Procurement Principles and any other factors considered relevant, in its absolute discretion determine to utilise one or more of the following procurement methods:

* Direct Purchasing: This is where LG purchases from a single source, without first obtaining competing bids.
  + This method may be suitable for low value, low risk goods and services, and where the supplier already has a successful service history with the Council. Current figure is for amounts less than $20,000.
* Quotations (Informal): This is where Legatus Group obtains quotations from prospective suppliers.
  + Generally, a minimum of two to three quotations are sought.
  + This method may be suitable for low value, low risk goods and services. Current figure is between $20,001 and $50,000.

The University MoUs will be designed to provide a partnership approach to research that is designed to be cost effective and provide real life projects whilst increasing the awareness of local government and the region for the Universities. The Universities have a number of different programs which they can access for research which can in many cases be at low or no cost to the Legatus Group. This approach has started to see constituent councils and regional partners taking up opportunities and has a direct link with the Port Pirie University Hub and other programs being delivered in the region.

It will also allow the Universities to take the responsibility of managing contracts and human resourcing issues taking away some of the administrative time of the Legatus Group

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

From: Simon Millcock, CEO, Legatus Group

**Recommendation: For noting.**

The Legatus Group CEO is attending events at Fine Food Australia in Sydney and then Melbourne associated with culinary exchanges in September and has 7 days annual leave to undertake this which involves his disclosed interests.

**16 NEXT MEETING**

Friday 29 November 2019 – Barunga West Council