

## Ordinary Council Meeting

Notice is hereby given pursuant to the provision of the Local Government Act 1999 that the next meeting of the District Council of Mount Remarkable will be held in the Council Chambers, 3 Stuart Street Melrose

**Tuesday 16 May 2023 6.00pm**

for the purpose of considering the items included in the Agenda

This Council Meeting is open to the public.

To join the Gallery via zoom to observe the meeting:

<https://us02web.zoom.us/j/81213849133?pwd=eUx0Y054dzg0QmhzTHpBbEJ0T05sdz09>

Passcode: 515788

As per Council's Code of Practice – Procedures at Meetings  
**Community Question Time** will be held 5.30pm–6.00pm in the Council Chambers, 3 Stuart Street, Melrose or via Zoom

<https://us02web.zoom.us/j/86147488032?pwd=NXJWYWg2UE0weXF0bE13aEtKZ0Jpdz09>

Meeting ID: 861 4748 8032

Passcode: 977640



Sam Johnson  
**Chief Executive Officer**

11 May 2023

# Community Plan 2021-2031

## Mission

- To enhance a sense of community
- To develop vibrant, sustainable townships that our people feel proud of and connected to and that visitors want to explore
- To provide quality services across all of our community
- To facilitate opportunities for the economic, social and cultural benefit of the community
- To perform regulatory functions with diligence, care and consideration
- To demonstrate sound leadership and work with our community to meet their expectations whilst operating in a financially responsible manner.

## Vision

This is a remarkable community to be part of, a remarkable place to live and a remarkable place to work or be in business. We're a 'can do' Council and what we do, we strive to do remarkably well.

## Values

- Be Remarkable
- Take Others on the Journey
- Engage, Listen, Act
- Innovate
- Adapt
- Be Open and Transparent
- Take Pride and Be Proud

## Goals

| Goal 1<br>A remarkable community to be part of                              | Goal 2<br>A remarkable place to live                   | Goal 3<br>A remarkable place to work or be in business                                 | Goal 4<br>A remarkable place to visit                                    | Goal 5<br>What we do, we strive to do remarkably well                               | Goal 6<br>A 'can do' Council          |
|---|--|--|--|---|---------------------------------------|
| 1.1 Foster a sense of pride, community participation and civic contribution | 2.1 Advocate for essential services                    | 3.1 Partner with key stakeholders on economic development and employment opportunities | 4.1 Partner with tourism stakeholders                                    | 5.1 Maintain and develop roads, stormwater, footpaths and associated infrastructure | 6.1 Demonstrate community leadership  |
| 1.2 Promote inclusiveness   | 2.2 Develop and promote a district community identity  | 3.2 Foster economic development  | 4.2 Develop our district tourism proposition                             | 5.2 Conduct sound asset management  | 6.2 Seek community feedback           |
| 1.3 Provide, maintain and enhance community facilities                      | 2.3 Maintain and enhance town presentation and amenity | 3.3 Support local business and industry  | 4.3 Develop our tourism infrastructure                                   | 5.3 Provide quality services  | 6.3 Enact strong governance           |
| 1.4 Support environmental awareness   | 2.4 Support public safety and health outcomes          |  | 4.4 Support heritage and history   | 5.4 Improve the efficiency and effectiveness of Council services                    | 6.4 Provide financial sustainability  |
| 1.5 Foster civic leadership   | 2.5 Provide planning and development services          |  | 4.5 Support protection of the natural environment while retaining access |   | 6.5 Develop organisational capability |
|   |  |  | 4.6 Support management of native flora and fauna                         |   |                                       |

## **ACKNOWLEDGEMENT**

We would like to acknowledge this land that we meet on today is the traditional lands of the Nukunu people and that we respect their spiritual relationship with their country.

We also acknowledge the Nukunu people as the traditional custodians of the Nukunu region and that their cultural and heritage beliefs are still as important to the living Nukunu people today.

## **PRAYER AND SERVICE ACKNOWLEDGEMENT**

We pray for wisdom to provide good governance for the District Council of Mount Remarkable in the service of our community.

Members will stand in silence in memory of those residents who have passed away since the last meeting and those who have made the Supreme Sacrifice in the service of their country, at sea, on land and in the air.

Lest We Forget.

## **WELCOME**

## **ORDER OF BUSINESS**

### **1. ADMINISTRATIVE MATTERS**

#### **1.1 Apologies**

#### **1.2 Leave of Absence**

#### **1.3 Conflict of Interest**

*Members to advise if they have any material, actual or perceived conflict of interest in any Items on the Agenda.*

#### **1.4 Confidential Provisions**

*Opportunity to discuss if any item within this agenda should be discussed under Confidential provisions, or any confidential matter within the agenda that should be debated in the open.*

#### **1.5 Previous Meeting Minutes**

##### **1.5.1 Ordinary Meeting of Council – 18 April 2023**

##### **1.5.2 Special Meeting of Council – 11 May 2023**

To be distributed under separate cover noting that the distribution of this agenda is same date as the Special meeting.

#### **1.6 Action List**

#### **1.7 Deferred/Adjourned Items**

## **2. PRESENTATIONS / PETITIONS / DEPUTATIONS**

## **3. REPORTS OF COMMITTEES**

## **4. REPORTS**

- 4.1 Annual Business Plan & Project Performance Update
- 4.2 2023 Community Survey – Results and Analysis
- 4.3 Port Germein Country Fire Service – Proposed Extension of Lease 1 July 2023 – 30 June 2044 – results of public consultation
- 4.4 RAA of SA – *RAA Charge (EV Charging Station)* – Proposal to install an Electric Vehicle (EV) Charging Station at Horrocks Highway Carpark, Wilmington
- 4.5 Rate Rebates for financial year ending 30 June 2024
- 4.6 Policy Reviews April 2023 – Draft Road Name and Numbering and Public Place Names 04.19, Draft Community Wastewater Management Scheme (CWMS) Policy 04.33, Draft CWMS & Water Supply Hardship Policy 04.44, Draft Tree Policy 04.64, Draft Memorial Policy 04.80
- 4.7 2022-2023 Project Plan Monthly Update
- 4.8 2022/2023 Infrastructure Operational Monthly Update – April 2023

## **5. MOTIONS AND QUESTIONS**

- 5.1 Motions of which Notice has been Given
- 5.2 Motions without Notice
- 5.3 Questions with Notice
- 5.4 Questions without Notice

## **6. MEMBERS' COMMUNICATION**

- 6.1 Mayor's Report
- 6.2 Elected Members Activities Reports

## **7. CORRESPONDENCE**

- 7.1 From Local Government Association of South Australia regarding Regional LGAs – Ways of working with the LGA



- 7.2 From Booleroo Centre Community Development & Tourism Association regarding Main Street footpaths – thank you
- 7.3 From Government of South Australia SA Health regarding Introduction of Standard 3.2.2A Food Safety Management Tools for Local Government
- 7.4 From Office for Recreation Sport and Racing regarding 2022-23 Community Recreation and Sport Facilities Program for Port Germein Active Play Precinct - unsuccessful
- 7.5 From State Planning Commission regarding Residential Driveway Crossovers Code Amendment
- 7.6 From Minister for Local Government regarding not able to attend Council Meeting on 15 August 2023 as previously advised
- 7.7 From Minister for Tourism regarding outcomes to date against the priorities identified in the *2025 South Australian Regional Visitor Strategy (RVS)*
- 7.8 To Member for Stuart regarding update on Wirrabara Police Station building
- 7.9 From Landscape South Australia Northern and Yorke regarding landscape levy arrangements for the 2023-24 year
- 7.10 From Landscape SA Northern & Yorke regarding district report for Rangelands October 2022 – March 2023
- 7.11 From Member for Stuart regarding Wirrabara Police Station building

## **8. CONFIDENTIAL ITEMS**

- 8.1 **CEO Performance Review Process – Appointment of Panel Members**

## **NEXT MEETING**

Ordinary Meeting – Tuesday 20 June 2023 at 6.00pm in the Wilmington Bowling Club, 49 Horrocks Highway, Wilmington

## **CLOSE**

## **PREVIOUS MEETING MINUTES**

**ITEM NUMBER:** 1.5

**DATE OF MEETING:** 16 May 2023

The minutes of the Ordinary Meeting held 18 April 2023 are attached.

### **Recommendations:**

#### **1.5.1 Ordinary Meeting of Council**

That the minutes of the Ordinary Meeting of Council held on 18 April 2023 be taken as read and confirmed.



## Minutes Ordinary Council Meeting held on Tuesday 18 April 2023 at 6.00pm in the Council Chambers, 3 Stuart Street, Melrose

### PRESENT

Presiding Member  
Councillors

Mayor SR McCarthy  
Cr PM Heaslip  
Cr IG Keller  
Cr CE Nottle  
Cr S Tate  
Cr the Hon DC van Holst Pellekaan

### OFFICERS PRESENT

Chief Executive Officer  
Director Community & Corporate  
Director Infrastructure & Regulatory

Mr S Johnson <sup>OAM</sup>  
Ms J Kelleher (minute taker)  
Mr B Daw

### ACKNOWLEDGEMENTS

Cr Heaslip read the Nukunu acknowledgement.

### PRAYER AND SERVICE ACKNOWLEDGEMENT

Cr Keller read the prayer.

Members paused in silence in memory of community members who had died since the previous Council meeting (Neville MARTIN formerly of Wirrabara and Richard ROBERTS formerly of Port Germein) and in memory of those who had made the supreme sacrifice in the service for their country, at sea, on land and in the air.

### WELCOME

The Mayor declared the meeting open at 6.04pm and welcomed Members of Council, Administration staff and the gallery.

#### 1. ADMINISTRATIVE MATTERS

##### 1.1 Apologies

Cr L Till

**1.2 Leave of Absence**

Nil.

**1.3 Conflict of Interest**

Cr Heaslip declared a general conflict of interest in agenda item 8.1 – *Asset Disposal - expression of Interest to buy vacant Council owned land – offer received from Beach Drilling Pty Ltd* noting that he enables Beach Drilling to store drilling equipment on his property and that a family member (son) is employed by Beach Drilling. Cr Heaslip advised that he would leave the meeting for this item.

The CEO Sam Johnson declared a material conflict of interest in agenda item 8.2 - *CEO Performance Review Process and CEO's Contract of Employment – Addendum No 2* noting his employment arrangements with the Council and confirmed that he would leave the meeting for this item.

**1.4 Confidential Provisions**

Nil.

**1.5 Previous Meeting Minutes****1.5.1 Ordinary Meeting of Council 21 March 2023**

Moved Cr the Hon van Holst Pellekaan  
Seconded Cr Heaslip

That the minutes of the Ordinary Meeting of Council held on 21 March 2023 be taken as read and confirmed.

**Carried Unanimously**  
[063-2023]

**1.6 Action List**

Moved Cr Nottle  
Seconded Cr Keller

That Council receives and notes the report.

**Carried Unanimously**  
[064-2023]

**1.7 Deferred/Adjourned Items**

Nil

**2. PRESENTATIONS / PETITIONS / DEPUTATIONS**

Nil

**3. REPORTS OF COMMITTEES**

Nil

## **4. REPORTS**

### **4.1 Quarterly Reports**

#### **4.1.1 Quarterly Report – Chief Executive Officer**

Moved           Cr Heaslip  
Seconded       Cr Nottle

That Council receives and notes the report.

**Carried Unanimously**  
[065-2023]

#### **4.1.2 Quarterly Report – Director Infrastructure & Regulatory**

Moved           Cr Tate  
Seconded       Cr Heaslip

That Council receives and notes the report.

**Carried Unanimously**  
[066-2023]

#### **4.1.3 Quarterly Report – Director Community & Corporate**

Moved           Cr the Hon van Holst Pellekaan  
Seconded       Cr Nottle

That Council receives and notes the report.

**Carried Unanimously**  
[067-2023]

### **4.2 Annual Business Plan & Project Performance Update**

Moved           Cr Heaslip  
Seconded       Cr Tate

That Council receives and notes the report.

**Carried Unanimously**  
[068-2023]

### **4.3 Local Government Supplementary Election Results for District Council of Mount Remarkable**

Moved           Cr Keller  
Seconded       Cr the Hon van Holst Pellekaan

That Council receives and notes the report.

**Carried Unanimously**  
[069-2023]

### **4.4 Policy Reviews April 2023 – Draft Prudential Management Policy 04.35, Draft Cemeteries & Natural Burial Grounds Policy 04.40, Draft Order Making Policy 04.41, Draft Enter & Occupy Land Policy 04.52**

Moved           Cr Nottle  
Seconded       Cr Tate

That Council:

1. receives and notes the report;
2. adopts the Draft Prudential management Policy 04.35, as amended;
3. adopts the Draft Cemeteries & Natural Burial Grounds Policy 04.40, as amended;
4. adopts the Draft Order Making Policy 04.41, as amended; and
5. adopts the Draft Enter & Occupy Land Policy 04.52, as amended and presented at Attachment 1-4 to the report.

**Carried Unanimously**

[070-2023]

#### 4.5 Delegations Review

Moved Cr the Hon van Holst Pellekaan  
 Seconded Cr Tate

That Council:

1. receives and notes the report;
2. resolves to delegate powers and functions within the following legislation as listed within Clauses 2.1, 2.1.1 and 2.1.2 below and attached to this report:

**2.1 Delegations made under Local Government Act 1999:**

2.1.1. In exercise of the power contained in Section 44 of the Local Government Act 1999 the new additional or amended powers and functions under the following Acts within the CEO Delegations Register's Instrument of Delegation and contained in the specific Appendices as listed below are hereby delegated this 18<sup>th</sup> day of April 2023 to the person occupying the office of Chief Executive Officer subject to the conditions and or limitations specified herein or in the Schedule of Conditions in each such proposed Instrument of Delegation:

a. Local Government Act 1999 – (Appendix 22)

Sections 68(3b), 75F(1), 75F(95), 75F(6), 75F(7)(a), 75F(7)(b), 80A(2b), 80A(2e), 80A(2f), 80B(1)(a), 80B(3), 80B(9), 120A(1), 120A(4), 120A(5), 120A(6)(a), 120A(6)(b), 262A(3), 262B(1), 262B(6), 262B(7), 262D, 262W(3)(b)(ii), 263B(1)(a), 264(1)(a) –

**Additions**

including Conditions and Limitations listed pertaining to Sections 68(3b), 75F(6), 80A(2f), 80B(9) and 262A(3)

b. Joint Criminal Rules 2022 – (Appendix 17) – New legislative provisions.

c. Road Traffic (Road Rules – Ancillary and Miscellaneous Provisions) Regulations 2014 – (Appendix 27) Regulation 22(2) – **Amendment** and Regulation 22(2)(b) – **Addition**.

2.1.2. Such powers and functions may be further delegated by the Chief Executive Officer in accordance with Sections 44 and 101 of the Local Government Act 1999 as the Chief Executive Officer sees fit, unless otherwise indicated herein or in the Schedule of Conditions contained in each such proposed Instruction of Delegation.

**Carried Unanimously**

[071-2023]

#### 4.6 Asset Renewal – Weeroona Island Playground

Moved Cr Tate  
Seconded Cr the Hon van Holst Pellekaan

That Council :

1. receives and notes the report;
2. approves the replacement of the Weeroona Island playground from the existing Parks & Gardens capital budget to a maximum of \$100,000 plus GST; and
3. approves a dispensation from Council's Procurement Policy, *Section 5, 5.2* for the engagement of Forpark Australia to complete the Weeroona Island playground renewal.

**Carried Unanimously**  
[072-2023]

### 5. MOTIONS AND QUESTIONS

#### 5.1 Motions of which Notice has been Given

Nil.

#### 5.2 Motions without Notice

##### Update on Port Germein Jetty – SA Jetties Pilot Program

Moved Cr Tate  
Seconded Cr Nottle

That Council write to the Minister for Infrastructure & Transport the Hon Tom Koutsantonis MP seeking an update with respect to the Port Germein Jetty, including a proposed timeline for anticipated government investment.

**Carried Unanimously**  
[073-2023]

#### 5.3 Questions with Notice

Nil.

#### 5.4 Questions without Notice

Questions of Members were responded to by the Chief Executive Officer.

### 6. MEMBERS' COMMUNICATION

#### 6.1 Mayor's Report for the month of March 2023

Moved Cr Keller  
Seconded Cr the Hon van Holst Pellekaan

That Council receives and notes the report.

**Carried Unanimously**  
[074-2023]

## 6.2 Elected Members' Activities for the month of March 2023

Moved Cr Tate  
Seconded Cr Nottle

That Council notes the activities reports for the month of March received from Cr IG Keller, Cr CE Nottle, Cr S Tate and Cr the Hon van Holst Pellekaan.

**Carried Unanimously**  
[075-2023]

## 7. CORRESPONDENCE

Moved Cr Heaslip  
Seconded Cr the Hon van Holst Pellekaan

That Council receives and notes the correspondence as listed:

- 7.1 - From Leader of the South Australian Liberal Party regarding meeting with Mayor McCarthy, Shadow Minister for Regional SA & Shadow Minister for Regional Planning and Population Growth
- 7.2 – From Minister for Planning regarding Council Leadership on Strategic Planning
- 7.3 – From South Australian Museum regarding summary report of the whale at Weeroona Island post-mortem
- 7.4 – From Minister for Planning regarding Rural Living Zone Code Amendments
- 7.5 – From Minister for Police, Emergency Services and Correctional Services regarding personal mobility device (PMD) users
- 7.6 – State Planning Commission regarding the Design Standard for Residential Driveway Crossovers

**Carried Unanimously**  
[076-2023]

## 8. CONFIDENTIAL ITEMS

6.45pm The Presiding Member advised that the meeting would move into confidence pursuant to Section 90(2) and 90(3) of the Local Government Act 1999 to consider agenda items *8.1 – Asset Disposal - expression of Interest to buy vacant Council owned land – offer received from Beach Drilling Pty Ltd* and *8.2 - CEO Performance Review Process and CEO's Contract of Employment – Addendum No 2.*

The Presiding Member thanked the Gallery for their attendance at the meeting. All staff left the meeting with the exception of the Director Community & Corporate Jacqui Kelleher. The Gallery was cleared and the doors to the Chambers were locked.

### 8.1 **Asset Disposal - expression of Interest to buy vacant Council owned land – offer received from Beach Drilling Pty Ltd**

6.45pm Cr Heaslip vacated his seat and left the meeting in accordance with his general conflict of interest declaration in relation to agenda item *8.1 - Asset Disposal - expression of Interest to buy vacant Council owned land – offer received from Beach Drilling Pty Ltd.*

Moved Cr Keller  
Seconded Cr the Hon van Holst Pellekaan

That Pursuant to Section 90(2) and (3)(b) of the *Local Government Act 1999*, the Council orders that all persons present, with the exception of Sam Johnson (Chief Executive Officer), Brenton Daw (Director Infrastructure & Regulatory) and Jacqui Kelleher (Director Community & Corporate) be excluded from the meeting as Council considers that the requirement for the meeting to be



conducted in a place open to the public has been outweighed in circumstances where the Council will receive and consider a report containing information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the Council is conducting, or proposing to conduct, business or to prejudice the commercial position of the Council (namely, information regarding an expression of interest received *from Beach Drilling in relation to 5-13 South Terrace Wirrabara*, which if made public could negatively impact the expression of interest process) and would, on balance be contrary to the public interest.

**Carried Unanimously**  
[077-2023]

Moved Cr the Hon van Holst Pellekaan  
Seconded Cr Tate

That Council:

1. in accordance with Section 91(7) and (9) of the *Local Government Act 1999*, Council orders that this report item 8.1 – Asset disposal - expression of Interest to buy vacant Council owned land – offer received from Beach Drilling, the attachments to this report, discussion at the meeting and resolution pertaining to this item having been considered in confidence under Section 90(2) and (3)(b) of the Act be kept confidential and not available for public inspection on the basis that it contains information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the Council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the Council (namely an unsolicited expression of interest from Beach Drilling offering to purchase 5-13 South Terrace Wirrabara, which if made public could negatively impact on the consideration of the expression of interest received and would, on balance, be contrary to the public interest. This order is to remain in force until further order of the Council, noting that it will be reviewed at least annually in accordance with the *Local Government Act 1999*.
2. Pursuant to Section 91(9)(c) of the *Local Government Act 1999*, the Council delegates to the Chief Executive Officer the power to revoke this order and any other orders made by the Council under Section 91(7) in relation to the expression of interest received from Beach Drilling offering to buy 5-13 South Terrace Wirrabara, South Australia 5481. This delegation may be exercised by the Chief Executive Officer for any purpose including, but not limited to, the publishing of information as part of the public consultation processes approved by Council at this meeting.

**Carried Unanimously**  
[080-2023]

7.03pm Cr Heaslip returned to the meeting and resumed his seat.

## **8.2 CEO Performance Review Process and CEO's Contract of Employment – Addendum No 2**

7.04pm CEO Sam Johnson left the meeting in accordance with his material conflict of interest declaration in relation to agenda item 8.2 - *CEO Performance Review Process and CEO's Contract of Employment – Addendum No 2*.

Moved Cr Keller  
Seconded Cr the Hon van Holst Pellekaan

That pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999, the Council orders that all persons present, with the exception of Jacqui Kelleher, Director Community & Corporate, be excluded from the meeting as Council considers that the requirement for the meeting to be conducted in a place open to the public has been outweighed in circumstances where the Council will receive and consider a report relating to the personal affairs of any person (living or dead) being a report associated with the *CEO Performance Review Process and CEO's Contract of Employment – Addendum No 2*.

**Carried Unanimously**  
[081-2023]

Moved Cr Tate  
Seconded Cr the Hon van Holst Pellekaan

That in accordance with Section 91(7) of the Local Government Act 1999, Council orders that the appendices to this report *8.1 CEO Performance Review Process and CEO's Contract of Employment – Addendum No 2*, having been considered in confidence under Section 90(2) and (3)(a) of the Act be kept confidential and not available for public inspection on the basis that it deals with information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead). This order is to remain in force whilst the Chief Executive Officer remains in gainful employment, notwithstanding that it will be reviewed annually by Council.

**Carried Unanimously**  
[083-2023]

7.07pm CEO Sam Johnson returned to the meeting.

## NEXT MEETING

Ordinary Meeting - Tuesday 16 May 2023 at 6.00pm in the Council Chambers, 3 Stuart Street, Melrose

## CLOSE

The Presiding Member declared the meeting closed at 7.08pm.

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## CONFIRMATION OF MINUTES

Minutes confirmed at the Ordinary Meeting of Council held Tuesday 16 May 2023.

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**Presiding Member**

## **COUNCIL RESOLUTIONS ACTION LIST**

**ITEM NUMBER:** 1.6

**DATE OF MEETING:** 16 May 2023

### **Background**

Updates on resolutions of Council requiring action relating to Ordinary and Special meetings of the current Council are provided for noting.

Items shaded in **green** are confidential items and are removed from the public version of the agenda.

Once an action is completed, it is removed from the list.

### **Recommendation**

That Council receives and notes the report.

| Item  | Agenda Item   | Action   | Responsibility                       | Status    | Comments  |
|---|---|--|--------------------------------------|-----------|---|
| <p><b>18 April 2023 Ordinary Meeting of Council</b></p> |   |  |                                      |           |   |
| 4.4   | Policy Reviews April 2023 – Draft Prudential Management Policy 04.35, Draft Cemeteries & Natural Burial Grounds Policy 04.40, Draft Order Making Policy 04.41, Draft Enter & Occupy Land Policy 04.52 | <ol style="list-style-type: none"> <li>adopts the Draft Prudential management Policy 04.35, as amended;</li> <li>adopts the Draft Cemeteries &amp; Natural Burial Grounds Policy 04.40, as amended;</li> <li>adopts the Draft Order Making Policy 04.41, as amended; and</li> <li>adopts the Draft Enter &amp; Occupy Land Policy 04.52, as amended and presented at Attachment 1-4 to the Report.</li> </ol>  | Director<br>Community &<br>Corporate | Completed | Policies have been updated and are available Council's website. |
| 4.5   | Delegations Review  | <p>Resolves to delegate powers and functions within the following legislation as listed within Clauses 2.1, 2.1.1 and 2.1.2 below and attached to this report:</p> <p>2.1 Delegations made under Local Government Act 1999:</p> <p>2.1.1. In exercise of the power contained in Section 44 of the Local Government Act 1999 the new additional or amended powers and functions under the following Acts within the CEO Delegations Register's Instrument of Delegation and contained in the specific Appendices as listed below are hereby delegated this 18<sup>th</sup> day of April 2023 to the person occupying the office of Chief Executive Officer subject to the conditions and or limitations specified herein or in the Schedule of Conditions in each such proposed Instrument of Delegation: a. Local Government Act 1999 – (Appendix 22)</p> <p>Sections 68(3b), 75F(1),, 75F95), 75F(6), 75F(7)(a), 75F(7)(b), 80A(2b), 80A(2e), 80A(2f), 80B(1)(a), 80B(3), 80B(9), 120A(1), 120A(4), 120A(5), 120A(6)(a), 120A(6)(b), 262A(3), 262B(1), 262B(6), 262B(7), 262D, 262W(3)(b)(ii), 263B(1)(a), 264(1)(a) – Additions including Conditions and Limitations listed pertaining to Sections 68(3b), 75F(6), 80A(2f), 80B(9) and 262A(3)</p> <p>b. Joint Criminal Rules 2022 – (Appendix 17) – New legislative provisions.</p> <p>c. Road Traffic (Road Rules – Ancillary and Miscellaneous Provisions) Regulations 2014 – (Appendix 27) Regulation 22(2) – Amendment and Regulation 22(2)(b) – Addition.</p> <p>2.1.2. Such powers and functions may be further delegated by the Chief Executive Officer in accordance with Sections 44 and 101 of the Local Government Act 1999 as the Chief Executive Officer sees fit, unless otherwise indicated herein or in the Schedule of Conditions contained in each such proposed Instruction of Delegation.</p> | Director<br>Community &<br>Corporate | Completed | Delegations have been updated.                                  |
| 4.6   | Asset Renewal – Weeroona Island Playground  | <ol style="list-style-type: none"> <li>Approves the replacement of the Weeroona Island playground from the existing Parks &amp; Gardens capital budget to a maximum of \$100,000 plus GST; and</li> <li>Approves a dispensation from Council's Procurement Policy, <i>Section 5, 5.2</i> for the engagement of Forpark Australia to complete the Weeroona Island playground renewal.</li> </ol>  | Chief<br>Executive<br>Officer        |           |   |

Agenda Ordinary Meeting of Council Tuesday 16 May 2023

| Item  | Agenda Item   | Action  | Responsibility                       | Status      | Comments  |
|---|---|---|--------------------------------------|-------------|---|
| 5.2   | Update on Port Germein Jetty – SA Jetties Pilot Program   | That Council write to the Minister for Infrastructure & Transport the Hon Tom Koutsantonis MP seeking an update with respect to the Port Germein Jetty, including a proposed timeline for anticipated government investment.  | Chief Executive Officer              | Completed   |   |
| <b>21 March 2023 Ordinary Meeting of Council</b>    |   |   |                                      |             |   |
| 3.1   | Minute item 3.5 - 2023-32 Infrastructure & Asset Management Plan – Draft for public consultation  | That Council adopt the draft Infrastructure & Asset Management Plan 2023-32 for public consultation along with the draft Long Term Financial Plan 2023-33.  | Director Community & Corporate       | In progress | Public consultation will commence 17 May and conclude 6 June.   |
| 3.1   | Minute item 3.6 - 2023-32 Draft Long Term Financial Plan  | That Council adopt the 2023-33 Draft Long Term Financial Plan for public consultation.  | Director Community & Corporate       | In progress | Public consultation will commence 17 May and conclude 6 June.   |
| 4.9   | Port Germein Country Fire Service - Extension of Lease 1 July 2023 – 30 June 2044   | 1. requests the Administration to undertake public consultation in accordance with the requirements of Council's <i>Community Land Management Plan – Recreation Reserve</i> in regard to the proposed extension of lease with the Minister for Police, Emergency Services & Correctional Services in relation to the Country Fire Service premises located at Port Germein (Certificates of Title Volume 5527 Folio 976 and Volume 5703 Folio 945. A15188) for the period 1 July 2023 – 30 June 2044; and<br>2. requests that a report outlining the results of the public consultation undertaken be presented to a future meeting of Council. | Director Community & Corporate       | Completed   | Public Consultation closed 19 April 2023. Refer to report on May 2023 Ordinary meeting of Council agenda. |
| <b>21 February 2023 Ordinary Meeting of Council</b> |   |   |                                      |             |   |
| 4.6   | Melrose Districts History Society & Heritage Museum – Expression of Interest to assume care and control of the Archives Building and Medical Rooms (A12790 - Allotments 102 & 103 of File Plan 209564, 28-30 Stuart Street Melrose) | requests an Information Briefing Session be held at a later date to enable broader understanding of the issues and options associated with Council owned land and buildings.  | Director Community & Corporate       | In progress | Briefing session will be scheduled.   |
| 4.7   | RAA of SA – RAA Charge (EV Charging Station) – Proposal to install an Electric Vehicle (EV)   | authorises further investigations into the RAA's proposal to install an EV Charging Station at the carpark in Nott Street, Melrose including requesting the RAA to provide a project plan and scope for consideration; and  | Director Infrastructure & Regulatory | In progress | Report to be provided at the May meeting to approve site in Wilmington                                    |

| Item  | Agenda Item  | Action  | Responsibility  | Status   | Comments  |
|---|--|---|---|--|---|
|   | Charging Station at Nott Street carpark, Melrose   | the findings of the investigations be the subject of a further report at a future meeting of Council.   |   |  |   |
| <b>13 December 2022 Ordinary Meeting of Council</b> |  |   |   |  |   |
| 4.3   | Community Assistance Grants Program - Review of Process  | <ol style="list-style-type: none"> <li>temporarily suspends the 2023 call for submissions for community assistance grants pending a fulsome review of the process which takes into account all other financial and in kind support currently provided to community groups; and</li> <li>requests that a report on this matter be presented for consideration to a future meeting of Council prior to 30 June 2023.</li> </ol>   | Director Community & Corporate                              | In progress  | Report will be presented to June 2023 Ordinary meeting of Council.  |
| 4.5   | Bridle Track Strategic Plan  | defers the recommended capital items contained within the Plan to the 2023/2024 budget deliberations for further consideration  | Chief Executive Officer                                     | In progress  | For 23/24 budget process  |
| <b>16 August 2022 Ordinary Meeting of Council</b>   |  |   |   |  |   |
| 5.1.1   | SR McCarthy - options for replacement entranceway sign for the township of Port Germein                | That Council investigate options for a replacement entranceway sign for the township of Port Germein.   | Director Infrastructure & Regulatory                        | In Progress  | Quotes and new designs being sought by a separate supplier  |
| <b>19 July 2022 Ordinary Meeting of Council</b>     |  |   |   |  |   |
| 4.8   | Booleroo Centre Memorial Swimming Pool Management Committee – Request for additional grant for 2021/22 | <ol style="list-style-type: none"> <li>approves an additional grant to the Booleroo Centre Memorial Swimming Pool Management Committee of \$15,000 for the 2021/22 financial year; and</li> <li>receives a report at a future meeting reviewing ongoing support of this nature and any other relevant information in the 2022/23 financial year.</li> </ol>   | Director Community & Corporate                              | <ol style="list-style-type: none"> <li>Completed</li> <li>Pending</li> </ol> | <ol style="list-style-type: none"> <li>Annual Grant monies forwarded to Committee.</li> <li>Report will be presented to future meeting once information from the pool committee has been received.</li> </ol>   |
| <b>14 December 2021 Ordinary Meeting of Council</b> |  |   |   |  |   |
| 4.6   | Wilmington Oval Lease  | <ol style="list-style-type: none"> <li>approves amending the current lease with the Wilmington Oval Committee to exclude the area proposed for the new community gym;</li> <li>approves entering in to a five (5) year lease with the Wilmington Progress Association for a section of land at 565 Hundred of Willochra CR 5755/808 known as the Wilmington Oval, to commence upon confirmation of building and development approvals for the proposed community gym;</li> <li>approves the Common Seal of Council being applied to the new lease between the District Council of Mount Remarkable and the Wilmington Progress Association for the purposes of a community gym at section 565 Hundred of Willochra CR 5755/808</li> </ol> | Director Community & Corporate / Corporate Services Officer | Pending  | <p>Ground Lease forwarded to Wilmington Oval Community Gym on 23/2/23.</p> <p>Gym Committee has made enquiry on various matters pertaining to the lease. Response has been provided and Council is awaiting a signed document. Followed up with the Committee on 21 April and at request an extension was granted to 26 May 2023.</p> |

| Item   | Agenda Item                | Action  | Responsibility                       | Status  | Comments   |
|--|----------------------------|---|--------------------------------------|---------|--|
| <b>February 2021 Ordinary Meeting of Council</b> |                            |   |                                      |         |  |
| 4.3  | Reconciliation Action Plan | Approves a request for quote process to seek an appropriately qualified professional/s to develop a reconciliation action plan for Council. | Director<br>Community &<br>Corporate | Ongoing | <p>Initial consultation has begun. Council will be required to establish a small working group, and engage with Nukunu. Nukunu have advised they seek compensation for participation. CEO has written to Nukunu asking them to outline their process for compensation including amounts. Council liaising with Nukunu legal representatives. Further meetings to be scheduled early in 2023 to continue the process. A draft template is underway to ensure content is completed. It is preferred that Nukunu have involvement in the development of the RAP, even though it is a Council plan and does not necessarily involve Nukunu input/approval.</p> |

## PRESENTATIONS / PETITIONS / DEPUTATIONS

**ITEM NUMBER:** 2  
**DATE OF MEETING:** 16 May 2023

The *Local Government (Procedures at Meetings) Regulations 2013* (the Regulations) relevantly provides the following in respect of:

### **Regulation 10 – Petitions**

- (1) A petition to the council must –
- (a) be legibly written or typed or printed; and
  - (b) clearly set out the request or submission of the petitioners; and
  - (c) include the name and address of each person who signed or endorsed the petition; and
  - (d) be addressed to the council and delivered to the principal office of the council.
- (2) If a petition is received under subregulation (1), the chief executive officer must ensure that the petition or, if the council has so determined as a policy of the council, a statement as to the nature of the request or submission and the number of signatures or the number of persons endorsing the petition, is placed on the agenda for the next ordinary meeting of the council or, if so provided by a policy of the council, a committee of the council.

### **Regulation 11 - Deputations**

- (1) A person or persons wishing to appear as a deputation at a meeting must deliver (to the principal office of the council) a written request to the council.
- (2) The chief executive officer must transmit a request received under [subregulation \(1\)](#) to the presiding member.
- (3) The presiding member may refuse to allow the deputation to appear at a meeting.
- (4) The chief executive officer must take reasonable steps to ensure that the person or persons who requested a deputation are informed of the outcome of the request.
- (5) If the presiding member refuses to allow a deputation to appear at a meeting, the presiding member must report the decision to the next meeting of the council or council committee (as the case may be).
- (6) The council or council committee may resolve to allow a deputation to appear despite a contrary ruling by the presiding member.
- (7) A council may refer the hearing of a deputation to a council committee.



## REPORTS OF COMMITTEES

**ITEM NUMBER:** 3

**DATE OF MEETING:** 16 May 2023

Section 41 of the Local Government Act 1999 (as amended)\* provides for councils to establish committees to:

- (a) assist the council in the performance of its functions;
- (b) inquire into and report to the council on matters within the ambit of the council's responsibilities;
- (c) provide advice to the council;
- (d) exercise, perform or discharge delegated powers, functions or duties.

\* [Local Government Act 1999 \(legislation.sa.gov.au\)](http://legislation.sa.gov.au) (page 48)

The District Council of Mount Remarkable currently has the following Section 41 Committees:

- Airstrip Committee – next meeting 25 May 2023
- Audit & Risk Committee – next meeting 29 May 2023

## REPORTS OF OFFICERS

|                         |  |
|-------------------------|--|
| <b>Report Title:</b>    | <b>Annual Business Plan &amp; Project Performance Update</b> |
| <b>Item No:</b>         | <b>4.1</b>   |
| <b>Date of Meeting:</b> | <b>16 May 2023</b>   |
| <b>Author:</b>          | <b>Jacqui Kelleher, Director Community &amp; Corporate</b>   |
| <b>Attachments:</b>     | <b>1. 2022-23 Budget Projects Update – April 2023</b>        |

### 1. EXECUTIVE SUMMARY

This report provides a capital budget performance update.

### 2. RECOMMENDATION

That Council receives and notes the report.

### 3. RELEVANT CORE STRATEGIES/POLICIES

DCMR Community Plan 2021-2031

5.4 Improve the Efficiency and Effectiveness of Council Services

6.3 Enact Strong Governance

6.4 Provide Financial Sustainability

### 4. BACKGROUND

Pursuant to Section 123 (13) of the Local Government Act 1999, Council must, as required by the regulations, reconsider its Annual Business Plan or its Budget during the financial year and, if necessary or appropriate, make any revisions.

The Budget Reporting Framework set out in Regulation 9 of the Local Government (Financial Management) Regulations 2011 (“the Regulations”) comprises two (2) types of reports, these being a Budget Update and a Mid-Year Budget Review.

This report is provided to ensure Members are aware of Council’s capital expenditure position.

### 5. DISCUSSION

Each year Council adopts an annual budget and business plan. Council is presently working to the 2023/2024 annual budget and business plan (ABP&B).

The update is provided at **Attachment 1** to this report and is derived from the budget as adopted by Council, and provides a relevant update on capital projects.

Included within the report is a simplified tracker to make it easily identifiable to members which areas are on target, and which areas are behind target.

## 6. POLICY IMPLICATIONS

### 6.1 Financial/Budget

As noted above.

### 6.2 Risk Assessment

|                          |  |                    |               |
|--------------------------|--|--------------------|---------------|
| <b>Primary Risk Type</b> | Financial  |                    |               |
| <b>Inherent Risk</b>     | <b>Likelihood</b>  | <b>Consequence</b> | <b>Rating</b> |
|                          | Medium   | Medium             | a             |
| <b>Controls</b>          | <ul style="list-style-type: none"> <li>• Monthly financial report to Council</li> <li>• Quarterly review of annual budget</li> <li>• Regular updating and monitoring of financial sustainability indicators</li> </ul> |                    |               |
| <b>Residual Risk</b>     | Low  | Low                | Low           |

### 6.3 Staffing/Work Plans

Nil.

### 6.4 Environmental / Social / Economic

Nil.

### 6.5 Stakeholder Engagement

Nil.

## 7. REPORT CONSULTATION


Discussions were held with Council's interim external financial advisor (lgIQ) and the Chief Executive Officer.

## 8. REPORT AUTHORISERS

|             |                         |
|-------------|-------------------------|
| Sam Johnson | Chief Executive Officer |
|-------------|-------------------------|

**2022-23 BUDGET PROJECTS UPDATE APRIL 2023**

**Attachment 1**

|                                   |   | Original Budget |             |                   | Forecast (BR2)  |             |                   | YTD Expenditure |       |                   |       |
|-----------------------------------|---|-----------------|-------------|-------------------|-----------------|-------------|-------------------|-----------------|-------|-------------------|-------|
| PROJECT GROUP                     | Status  | Capital Renewal | Capital New | Total Expenditure | Capital Renewal | Capital New | Total Expenditure | Actual          | vs FC | Actual inc Orders | vs FC |
| Appila Tarcowie Bridge Works      | 2   | 1,248,000       | -           | <b>1,248,000</b>  | 223,100         | -           | <b>223,100</b>    | 67,602          | 30 %  | <b>67,602</b>     | 30 %  |
| Booleroo Centre Airstrip Lighting | 2   | 312,000         | -           | <b>312,000</b>    | 120,000         | -           | <b>120,000</b>    | -               | 0 %   | -                 | 0 %   |
| Booleroo Centre Swimming Pool     | 2   | 104,000         | -           | <b>104,000</b>    | 145,000         | -           | <b>145,000</b>    | 1,343           | 1 %   | <b>1,343</b>      | 1 %   |
| Bridge Repairs                    | 2   | 408,000         | -           | <b>408,000</b>    | 265,000         | -           | <b>265,000</b>    | 866             | 0 %   | <b>30,768</b>     | 12 %  |
| Buildings & Halls                 | 2   | 233,000         | -           | <b>233,000</b>    | 338,600         | -           | <b>338,600</b>    | 19,660          | 6 %   | <b>256,849</b>    | 76 %  |
| Cemeteries                        | 2   | -               | 13,500      | <b>13,500</b>     | 22,200          | 13,500      | <b>35,700</b>     | -               | 0 %   | -                 | 0 %   |
| CWMS Upgrades                     | 2   | 43,000          | -           | <b>43,000</b>     | -               | -           | -                 | -               | 0 %   | -                 | 0 %   |
| Floodway Replacement              | 0   | 476,000         | -           | <b>476,000</b>    | 247,000         | -           | <b>247,000</b>    | 483,611         | 196 % | <b>651,361</b>    | 264 % |
| Kerbing & Footpaths               | 3   | -               | 120,000     | <b>120,000</b>    | -               | 400,000     | <b>400,000</b>    | 382,949         | 96 %  | <b>382,949</b>    | 96 %  |
| Parks & Recreation                | 2   | 183,000         | -           | <b>183,000</b>    | 183,000         | -           | <b>183,000</b>    | 52,819          | 29 %  | <b>102,083</b>    | 56 %  |
| Plant & Equipment                 | 3   | 987,000         | -           | <b>987,000</b>    | 815,765         | -           | <b>815,765</b>    | 186,576         | 23 %  | <b>449,882</b>    | 55 %  |
| Port Germein Boat Access          |  | 52,000          | -           | <b>52,000</b>     | 52,000          | -           | <b>52,000</b>     | -               | 0 %   | -                 | 0 %   |

**Status Legend**



Cancelled

0

Deferred

1

Not Commenced


2

In Progress

3

Completed

Agenda Ordinary Meeting of Council Tuesday 16 May 2023

|  |   |           |         |                  |           |           |                  |           |      |                  |       |
|--|---|-----------|---------|------------------|-----------|-----------|------------------|-----------|------|------------------|-------|
| Port Germein Bridge                      | 2   | 885,000   | -       | <b>885,000</b>   | 200,000   | -         | <b>200,000</b>   | -         | 0 %  | <b>11,700</b>    | 6 %   |
| Public Conveniences                      | 2   | 49,000    | -       | <b>49,000</b>    | 43,200    | -         | <b>43,200</b>    | -         | 0 %  | <b>363,800</b>   | 842 % |
| Stormwater                               | 2   | 44,000    | 212,000 | <b>256,000</b>   | -         | 130,000   | <b>130,000</b>   | 1,343     | 1 %  | <b>1,343</b>     | 1 %   |
| Town Signage                             | 2   | -         | 28,000  | <b>28,000</b>    | -         | 28,000    | <b>28,000</b>    | -         | 0 %  | -                | 0 %   |
| Traffic Management                       | 0   | 34,000    | -       | <b>34,000</b>    | -         | -         | -                | -         | 0 %  | -                | 0 %   |
| Unsealed Road Re-Sheet                   | 2   | 806,000   | -       | <b>806,000</b>   | 831,814   | -         | <b>831,814</b>   | 35,218    | 4 %  | <b>280,455</b>   | 34 %  |
| Walking & Cycling Trails                 | 2   | -         | 362,000 | <b>362,000</b>   | -         | 462,382   | <b>462,382</b>   | 2,101     | 0 %  | <b>2,101</b>     | 0 %   |
| Waste Management                         | 3   | -         | 156,000 | <b>156,000</b>   | -         | 206,000   | <b>206,000</b>   | 3,580     | 2 %  | <b>3,580</b>     | 2 %   |
| Weeroona Island Community Ctr Assessment | 1   | 32,000    | -       | <b>32,000</b>    | -         | -         | -                | -         | 0 %  | -                | 0 %   |
| Weeroona Island Water Supply             |  | 7,000     | -       | <b>7,000</b>     | -         | -         | -                | -         | 0 %  | -                | 0 %   |
| <b>TOTAL PROJECTS</b>                    |   | 5,903,000 | 891,500 | <b>6,794,500</b> | 3,486,679 | 1,239,882 | <b>4,726,561</b> | 1,237,666 | 26 % | <b>2,605,815</b> | 55 %  |

## REPORTS OF OFFICERS

**Report Title:** 2023 Community Survey – Results and Analysis  
**Item No:** 4.2  
**Date of Meeting:** 16 May 2023  
**Author:** Jacqui Kelleher, Director Community & Corporate  
**Attachments:** 1. BRM Advisory - Analysis of DCRM 2023 Community Survey Results

**Officer Direct or Indirect Conflict of Interest:**  
*In accordance with Section 120 of the Local Government Act*

**Status:**  
*Information classified confidential under Section 90(2) of the Local Government Act*

Yes

No

Yes

No

### 1. EXECUTIVE SUMMARY

The Chief Executive Officer's key performance indicators established by Council include for an annual community survey process to be undertaken on an annual basis. The 2023 Community Survey is the first time the District Council of Mount Remarkable has undertaken a survey of this nature. The survey was undertaken recently and this report provides an analysis of the responses received from the community through the survey process.

### 2. RECOMMENDATION

That Council:

1. receives and notes the report; and
2. notes that the Administration will develop an action plan to address relevant issues within the 2023 Community Survey results with quarterly updates provided to Council to track the actions taken.

### 3. RELEVANT CORE STRATEGIES/POLICIES

DCMR Community Plan 2021-2031

Public Consultation Policy - [04.21-Public-Consultation-Policy-Reviewed-February-2023.pdf \(mtr.sa.gov.au\)](#)

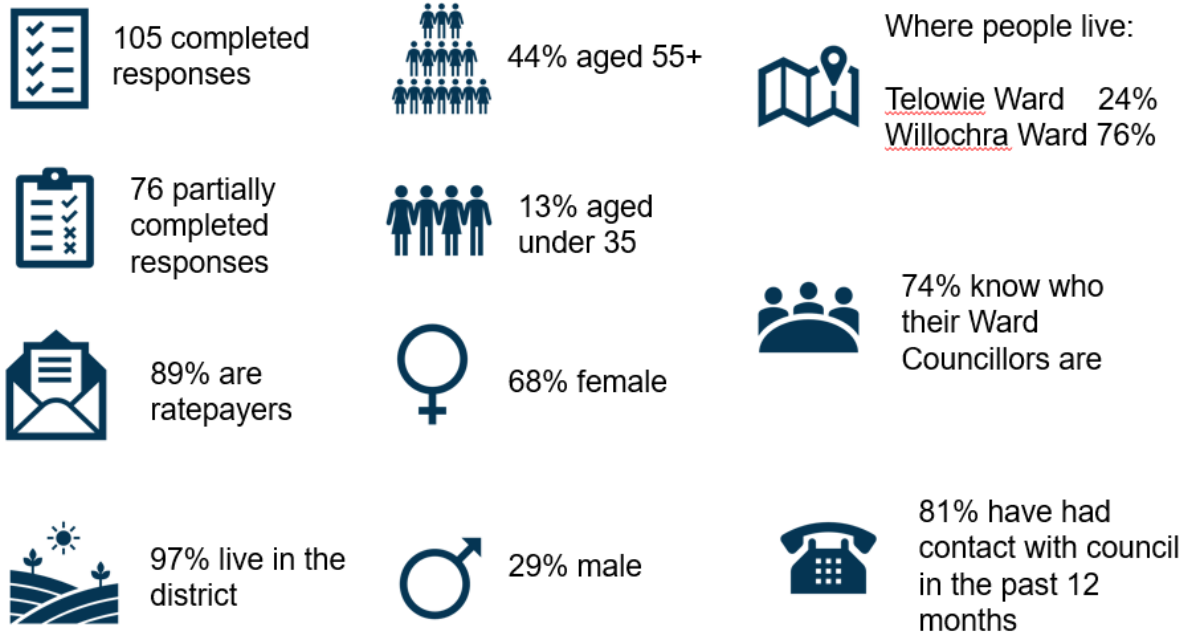
### 4. BACKGROUND



Council's first community survey process was launched on 28 March and closed on 14 April. The survey was promoted to the community via public notice in local print media, direct email, Council's Administration Centre, website and social media platforms. The survey was

also available in hard copy to community members on request to be sent directly to them by post and was available for collection in person from the Administration Centre.

The 2023 survey was the first survey of its kind conducted by DCMR. The survey results provide a useful baseline against which to measure changes in community satisfaction and Council performance over time. A snapshot of the survey respondent profile is:



## 5. DISCUSSION

The CEO's key performance indicators included for a community survey process to be established and undertaken on an annual basis.

The purpose of the survey is to seek community feedback to assist Council to make informed decisions about the services it provides and to ensure the focus of efforts and communications are meeting community expectations. The survey provided the opportunity for residents to share their thoughts and feedback on what Council is doing well and what it can improve on.

Through a select tender process, BRM Advisory was engaged to assist with the development, running of process and provision of analysis of the 2023 survey results on behalf of Council. The format of the survey was electronic ([www.surveymonkey.com](http://www.surveymonkey.com)).

Community engagement to promote the survey included placing a public notice advertisement in the Plains Producer, making information available at Council's Administration Centre in hard copy as well as upon request a copy was mailed, Council's website and Facebook and via direct email communication to progress and community groups. Promotion of the survey via Facebook resulted in:

- Post Improvements 1948
- Post Reach 707
- Post Engagement 48
- Shares 12

Engagement with key stakeholders (ie local Progress and Community groups) was made in addition to the overall public consultation and promotion and included direct email communications to those groups on 20 March and 11 April seeking assistance to promote and share the information about the survey with respective communities.

181 survey responses were submitted by community members. It should be noted at this juncture that Council employees who reside in the District (approximately 22) were not precluded from participating in the survey process.

Of the total survey responses received, four (4) were handwritten and submitted directly to Council. Handwritten survey responses were input into the electronic survey platform by Council staff.

Noting the feedback received from the community as outlined in the survey results, it is important that Council now move forward and demonstrate to its community that it has been heard and appropriate actions are being taken where warranted. Accordingly, BRM Advisory will assist with the development of an action plan to ensure that relevant issues identified through the survey results are addressed. My quarterly reports will provide updates to Council on actions taken. To further demonstrate Council is responsive to its community, appropriate newsworthy information will continue to be communicated via Council's social media platforms and quarterly Newsletter.

## **6. ANALYSIS OF OPTIONS**

Not applicable.

## **7. RECOMMENDED OPTION**

Option 1 is the recommended option.

## **8. POLICY IMPLICATIONS**

### **8.1 Financial/Budget**

Not applicable.

### **8.2 Legislative/Risk Management**

Not applicable.

### **8.3 Staffing/Work Plans**

Not applicable.

### **8.4 Environmental/Social/Economic**

Not applicable.

### **8.5 Stakeholder Engagement**

Not applicable.



**9. REPORT CONSULTATION**

Discussions were held with the Chief Executive Officer.

**10. REPORT AUTHORISERS**

|             |                         |
|-------------|-------------------------|
| Sam Johnson | Chief Executive Officer |
|-------------|-------------------------|



Attachment 1

# District Council of Mount Remarkable Community Survey Report

May 2023

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District Council of Mount Remarkable

3 May 2023

Mr Sam Johnson  
Chief Executive Officer  
District Council of Mount Remarkable  
PO Box 94  
MELROSE SA 5483

Dear Mr Johnson

BRM Advisory is pleased to have assisted the District Council of Mount Remarkable (DCMR) to undertake its first community survey. The survey has provided the residents and ratepayers of the DCMR community with an important opportunity to share their views.

This report provides our analysis of the 181 responses received from the community and presents key findings to assist DCMR to interpret the results and consider prioritisation of services and resources based on community feedback.

Our approach has been to seek insights from the community about the areas in which Councils is performing well and meeting expectations, and the potential areas for Council to focus on to improve overall community satisfaction.

The survey questionnaire was codesigned with Council's administration and all community members were invited to complete the survey online or in hard copy for a four week period between 20 March and 14 April 2023. We appreciate the work undertaken by DCMR staff to promote the survey through its website, media, community notices, elected members and community groups.

The response received is a reliable representative sample of the community within an acceptable margin of error range for this type of survey research, noting however that some segments are over-represented (women and those aged 45-55) and others are under-represented (men, youth and older people).

The results can be relied upon with a reasonable degree of confidence to provide a representation of broader community views. However, a survey is a point in time snapshot of community sentiment and ongoing consultation with the community is required in significant decision making processes.

This report presents the key findings based on our analysis of the survey results. This includes a respondent profile snapshot and the results of each survey question presented in a series of charts and tables with summary commentary. The responses to open ended questions have been grouped into key feedback themes with a sample of verbatim comments selected to illustrate the views of the community.

The survey results demonstrate that community members value and rate Council services differently based on their own circumstances, experiences and expectations. This highlights a persistent challenge for all local governments in allocating limited resources to meet the needs of a diverse community. We trust that this report provides some useful insights to guide future decision making.

As this is the first survey of its kind conducted by DCMR, the results outlined in this report provide a useful baseline against which to measure changes in community satisfaction and Council performance over time. We recommend the DCMR consider repeating the community survey on an annual or biennial basis to maintain this level of community engagement and regularly monitor changes in community sentiment.

A handwritten signature in black ink, appearing to read 'Michael Arman', written in a cursive style.

Michael Arman  
Director - Public Advisory  
Email [marman@brmadvisory.com.au](mailto:marman@brmadvisory.com.au)  
Mobile 0422 039 785

## Community Satisfaction

- The average overall satisfaction score (on a scale of 1 to 5) is 2.49, with approximately 1 in 8 residents being satisfied or very satisfied with the overall performance of DCMR.
- DCMR has significant opportunities for improvement to achieve consistency with South Australian and national benchmarks for community satisfaction.
- Individual perceptions of Council performance are influenced by a wide range of personal circumstances, experiences and needs. The areas of performance that some people see as positive, others perceive as a being negative.
- The most consistent themes influencing community satisfaction are negative perceptions of the maintenance of roads and other Council assets and tidiness of towns and a perceived lack of good consultation, communication and community engagement in decision making.

## Performance of Elected Council Members

- Satisfaction with performance of elected members was rated slightly higher than Council overall, with a satisfaction score of 2.79.
- Approximately 1 in 5 residents are satisfied with the performance of elected members, while approximately 1 in 3 do not know who their ward Councillors are.
- Some comments suggested that it was too soon to rate the performance of new elected members commencing their first term.

## Performance of Council Staff

- Satisfaction with performance of Councils staff was rated higher than Council overall and slightly higher than elected members with a satisfaction score of 2.87.
- Approximately 1 in 4 residents are satisfied with the performance of Councils staff.
- A number of comments reflect a preference for Councils staff to live locally and/or be more active within the DCMR community.

## What Council is doing well

- The views expressed across the survey are mixed. There are no aspects of Council performance measured in the survey that did not receive both positive and negative ratings.
- The key areas noted by 49% of respondents as a positive area of performance are:
  - Customer service / response
  - Maintaining towns, parks and playgrounds
  - Tourism / promotion of the area
  - Communication / engagement with the community
  - Waste collection / management.
- Approximately half of respondents did not provide a positive example of something Council is doing well.

## What the community would like Council to change

- The maintenance and roads and maintenance / tidiness of towns are the two most significant areas of feedback from the community. There is a perception that the condition of local roads, roadsides, trails and footpaths has been in decline and more spending and staff are required to better maintain Council assets across all areas of the district. Some noted that seasonal conditions have contributed to the issues raised.
- Improvements to consultation and engagement was a key feedback theme from the community. While communication and information sharing was identified as something DCMR is doing well, listening to and involving the community in decision making came through strongly as an opportunity to improve performance and satisfaction.
- Many of the comments made across the survey indicate a strong sentiment within the community that investment in services and facilities that serve tourists / visitors does not benefit the residents / ratepayers of DCMR. On the other hand, there is also a sentiment that Councils should be investing in more initiatives that promote the region and attract more tourists.

## Council Services

- The vast majority of the Council services rated were considered to be very or extremely important. However, the spread of importance ratings for each service is reflective of the diverse needs and expectations of the DCMR community.
- Satisfaction ratings for each services are at the lower end of the scale ranging from 2.14 (roads and bridges) to 3.22 (waste management).
- By comparing the average importance rating with the average satisfaction rating and looking at the rankings of community priority, the key areas of focus for DCMR to better meet community expectations are:
  1. Roads and bridges
  2. Parks, reserves, ovals and playgrounds
  3. Footpaths and trails
  4. Planning and development
  5. Economic development, business support and tourism.
- While community feedback suggests that there is a limited appetite for Council to expand its service offerings or divert resources to new focus areas, the potential areas for Council to consider increasing its focus are:
  - Economic development and business support
  - Programs for young people
  - Community events.

## Customer Service and Communication

- Around 45% of respondents had made contact with DCMR over the past 12 months, with the vast majority of the contacts with Council were about the condition of roads.
- Approximately 1 in 3 respondents were either satisfied or very satisfied with how the contact was handled.
- The community indicated a strong preference to be kept informed via Facebook and other social media or through the Council's quarterly newsletter. That being said, comments indicated a strong preference for DCMR to continue to share information across a range of mediums.
- Despite positive feedback around Council's communication approaches, 43.5% of respondents believing they haven't had appropriate opportunity to provide feedback on important issues, underscoring the need for a continued focus on engagement and providing feedback on key decisions.

# Respondent Profile Snapshot

Agenda Ordinary Meeting of Council Tuesday 16 May 2023

In total, 181 valid survey responses were received. Not all respondents answered every question. The response count for each question is shown in the analysis on the following pages.

Responses from people who are neither a resident or ratepayer in the district have been excluded from the analysis.

The survey is a representation of the views of approximately 7% of the DCMR population aged 15+. At a confidence level of 95%, the error margin for this survey is  $\pm 7\%$  which is within the acceptable range for survey research.

As the survey was open to the whole community without targeting a representative sample based on age, gender or location etc; some segments of the community are over or under represented. For example, males comprise 50.6% of the DCMR population compared to 29% of survey respondents.

Due to the increased margin for error as the sample size decreases, results have been analysed a single group without segmentation.



105 completed responses



44% aged 55+



Where people live:

Telowie Ward 24%  
Willochra Ward 76%



76 partially completed responses



13% aged under 35



74% know who their Ward Councillors are



89% are ratepayers



68% female



97% live in the district



29% male



81% have had contact with Council in the past 12 months

The distribution of responses across the two Council wards are shown on the maps and summarised below.

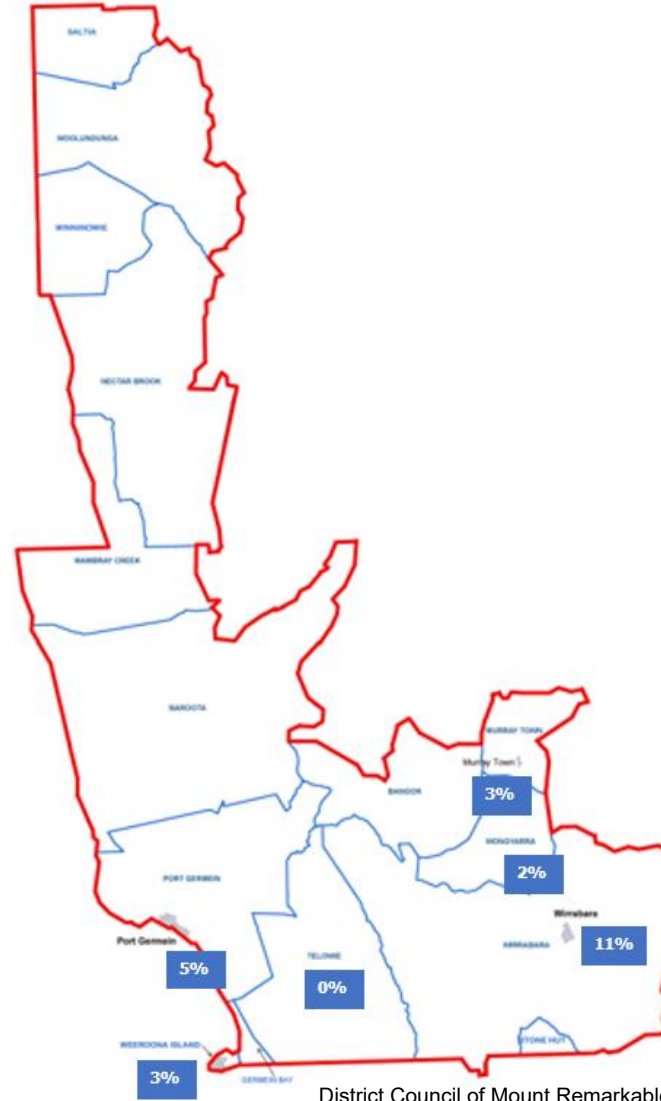
Which of the following best describes where you live within the district?

|                 |     |
|-----------------|-----|
| Appila          | 3%  |
| Booloroo Centre | 25% |
| Hammond         | 0%  |
| Melrose         | 25% |
| Murray Town     | 3%  |
| Port Germein    | 5%  |
| Stone Hut       | 0%  |
| Telowie         | 0%  |
| Weeroona Island | 3%  |
| Willowie        | 5%  |
| Wilmington      | 18% |
| Wirrabara       | 11% |
| Wongyarra       | 2%  |
| Other           | 2%  |

The other areas listed by respondents were Bangor and Yandiah.

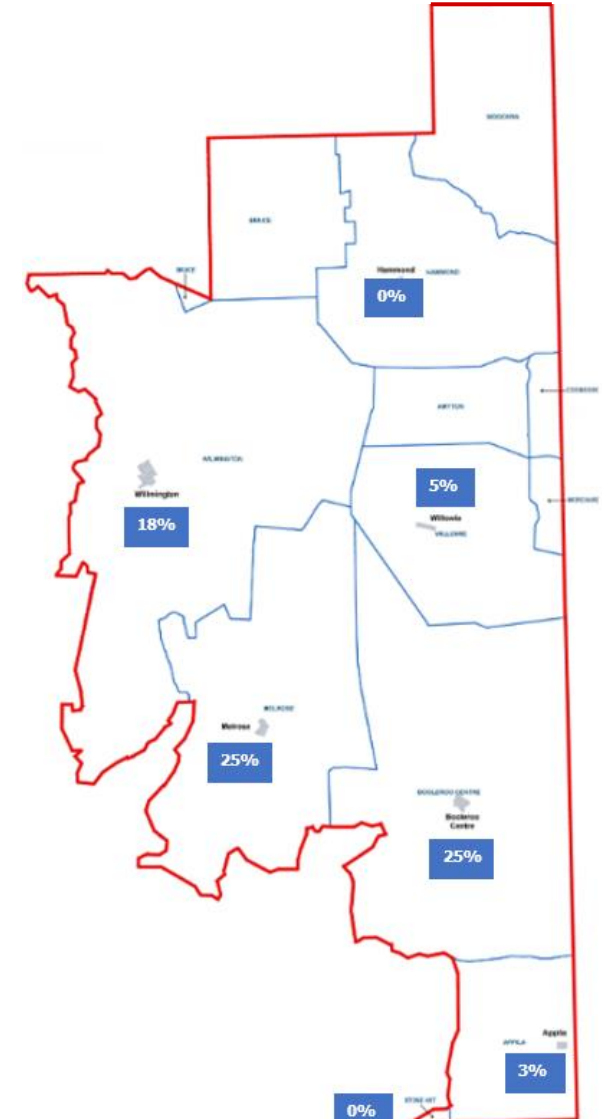
Response count = 181

## Telowie Ward



District Council of Mount Remarkable

## Willochra Ward





# Respondent Age Profile

We have used 2021 ABS Census data to determine how the age profile of respondents compares to the profile of the DRMR community aged over 15 years.

| Age   | Census | Survey |
|-------|--------|--------|
| 15-24 | 9%     | 2%     |
| 25-34 | 8%     | 12%    |
| 35-44 | 9%     | 16%    |
| 45-54 | 14%    | 24%    |
| 55-64 | 25%    | 24%    |
| 65+   | 35%    | 23%    |

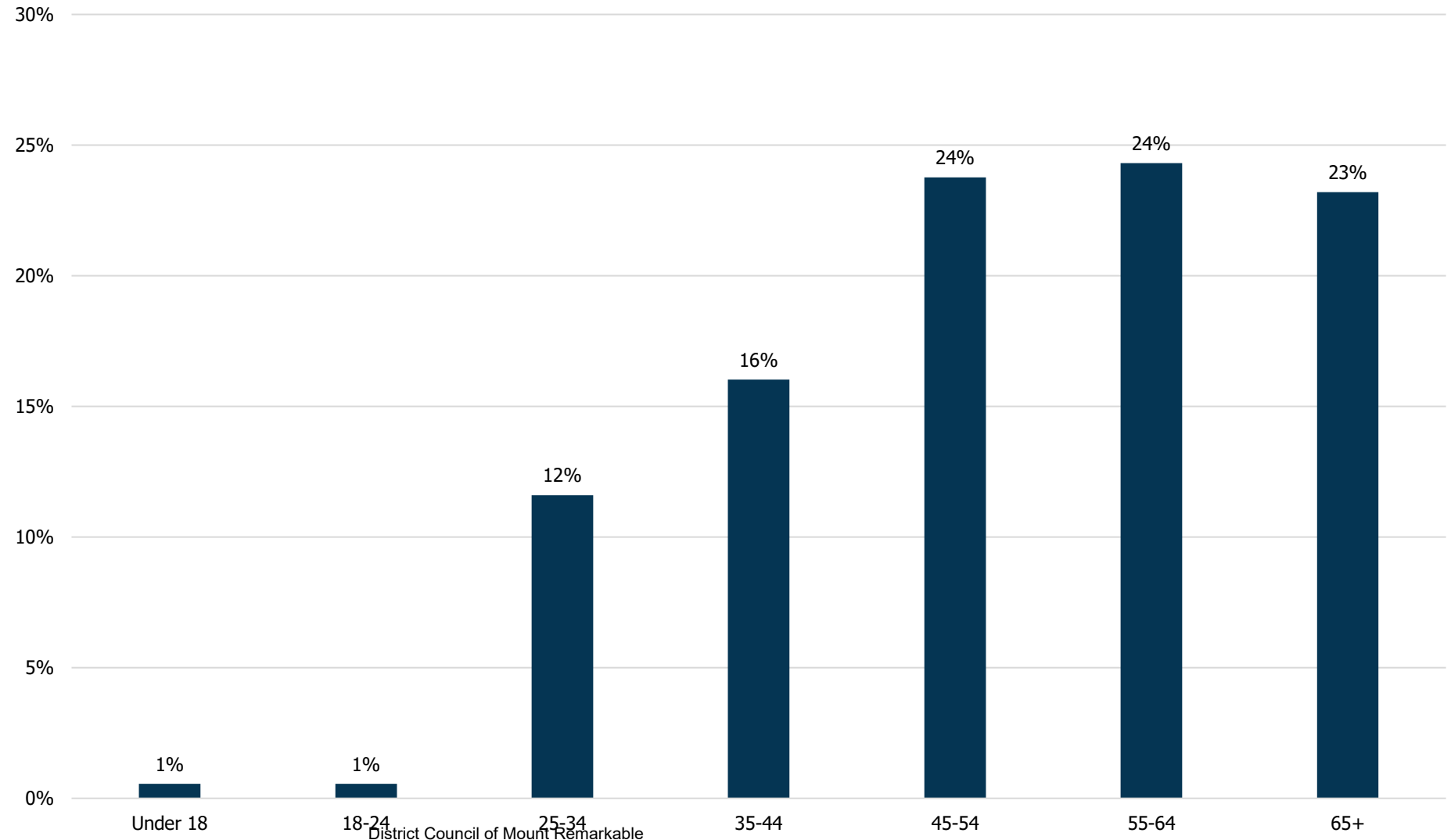
Based on this analysis, there is an underrepresentation of younger people aged 15-24 and people over 65 years. The 45-54 age cohort is most overrepresented in the survey.

As people's needs change over various stages of life, it is important to recognise these comparisons when interpreting the survey results.

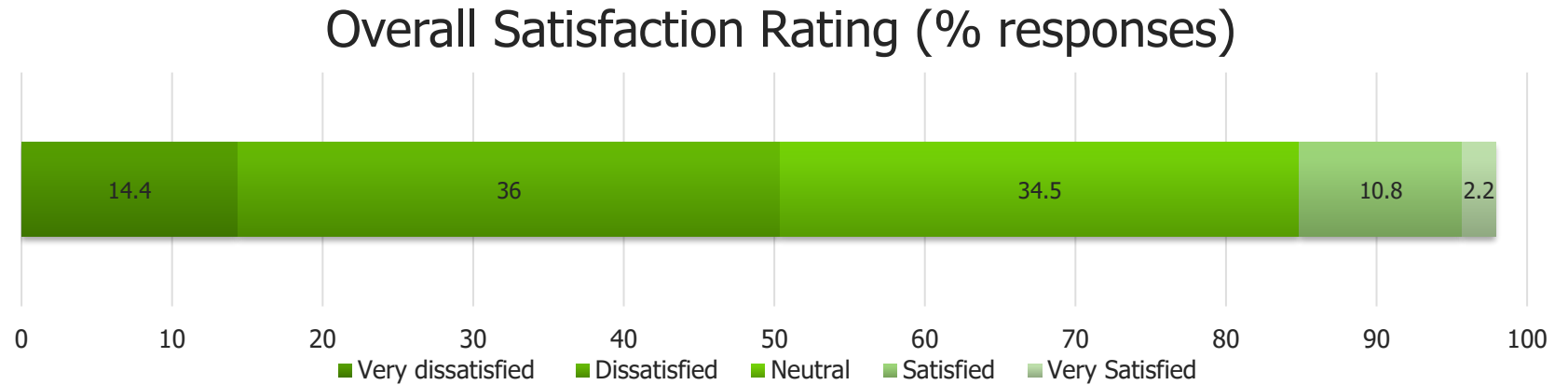
The median age of residents in DCMR is 55 years, which is consistent with the median age range of the survey respondents.

Response count = 181

## Which of the following age groups do you fall into?

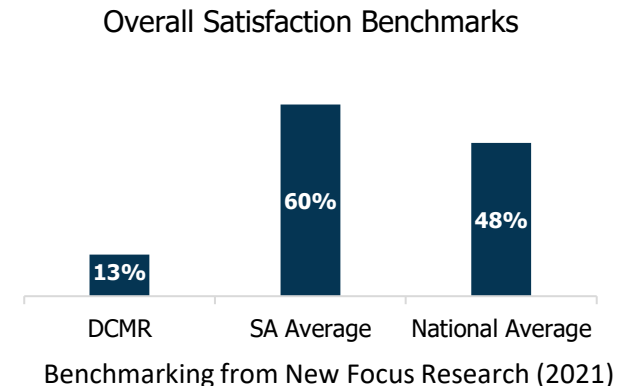


## How would you describe your overall level of satisfaction with the District Council of Mount Remarkable?



### Key results

- The average rating given by respondents was 2.49
- 13% of respondents were either satisfied or very satisfied with DCMR



Respondents were asked to rate their overall satisfaction with DCMR on a scale of 1 -5:

- 1 - Very Dissatisfied
- 2 – Dissatisfied
- 3 – Neutral
- 4 - Satisfied
- 5 – Very Satisfied

The chart shows the percentage of responses for each rating. Note that 3 respondents (2.2%) answered 'not sure' rather than providing a rating. This does not affect the average rating.

Approximately 1 in 8 residents are satisfied with DCMR with 13% of survey respondents being either satisfied or very satisfied. Just over third of respondents have a neutral view of Council.

The detailed analysis on the following pages provides a more in-depth view of the specific issues that are influencing community sentiment and the potential areas of focus for Council.

Response Count = 139

Respondents were asked to rate the performance of DCMR elected members on a scale of 1 -5:

- 1 - Very Dissatisfied
- 2 – Dissatisfied
- 3 – Neutral
- 4 - Satisfied
- 5 – Very Satisfied

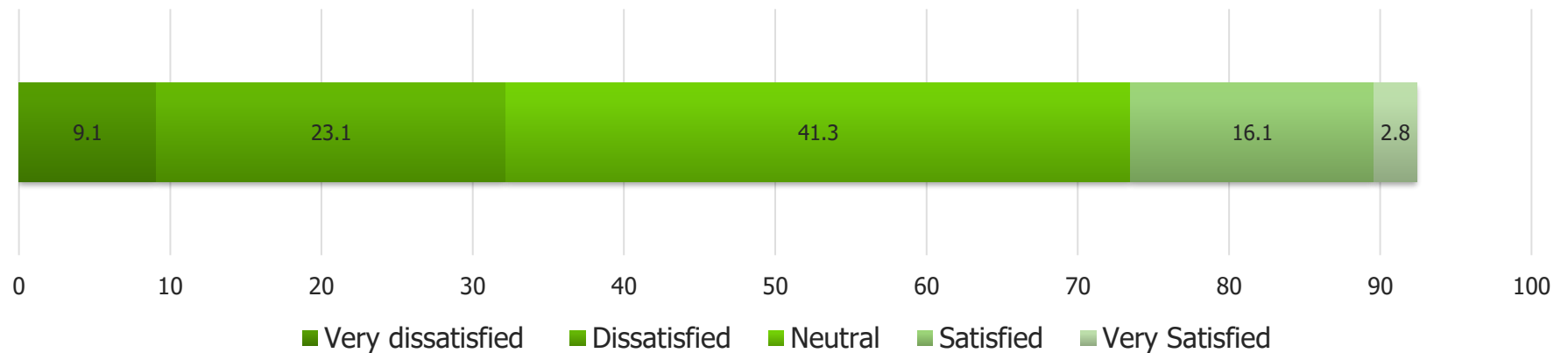
Note that 11 respondents (7.7%) provided a 'not sure' sure answer rather than giving a rating. This could be influenced by a number of factors.

Approximately 26% of respondents either do not know or are unsure of who the Councillors for their Ward are, and some respondents commented that it is too early in the four-year term to rate the performance of the new Council.

Satisfaction with Council member performance is rated higher than overall satisfaction with Council, with approximately 1 in 5 respondents (19%) being either satisfied or very satisfied.

## How would you rate the performance of elected Council members in providing leadership to Council and the community?

Performance of elected Council members (% responses)



### Key results

- The average rating given by respondents was 2.79
- 19% of respondents were either satisfied or very satisfied with elected member performance

Respondents were asked to rate the performance of DCMR staff on a scale of 1 - 5:

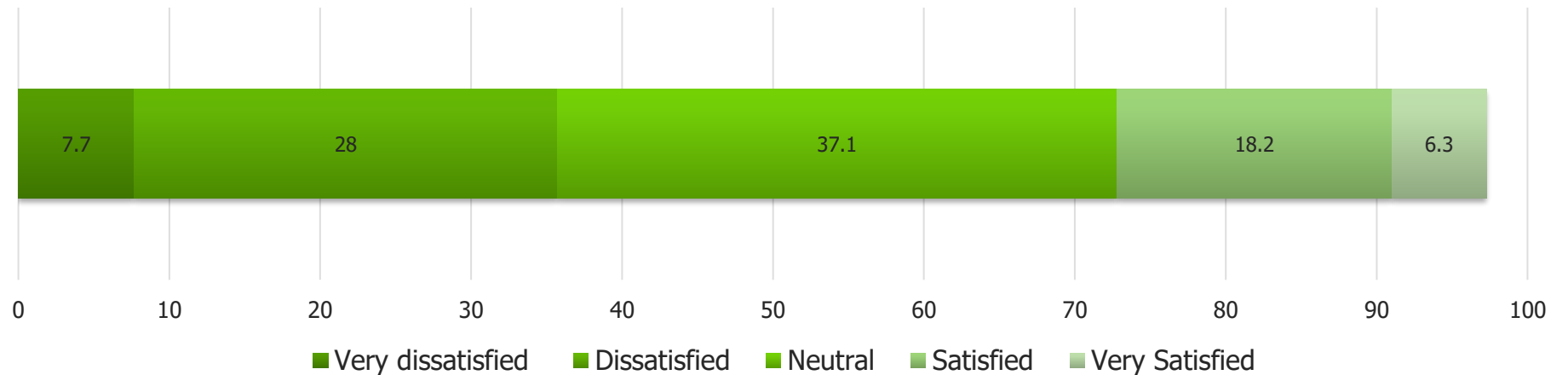
- 1 - Very Dissatisfied
- 2 - Dissatisfied
- 3 - Neutral
- 4 - Satisfied
- 5 - Very Satisfied

Note that 4 respondents (2.8%) provided a 'not sure' answer rather than giving a rating. This does not affect the average rating.

Satisfaction with Council staff performance is rated higher than overall satisfaction with Council, with approximately 25% of respondents being either satisfied or very satisfied.

## How would you rate the performance of Council staff in delivering Council services?

Performance of Council staff (% responses)



### Key results

- The average rating given by respondents was 2.87
- 25% of respondents were either satisfied or very satisfied with Council staff performance.

Respondents were asked an unprompted question about the things they think Council is currently doing well.

Responses have been grouped into key themes to highlight the main drivers of community satisfaction. The key areas noted by respondents as a positive area of performance are:

- Customer service / response
- Maintaining towns, parks and playgrounds
- Tourism / promotion of the area
- Communication / engagement with the community
- Waste collection / management

Specific matters that were commonly raised by respondents include:

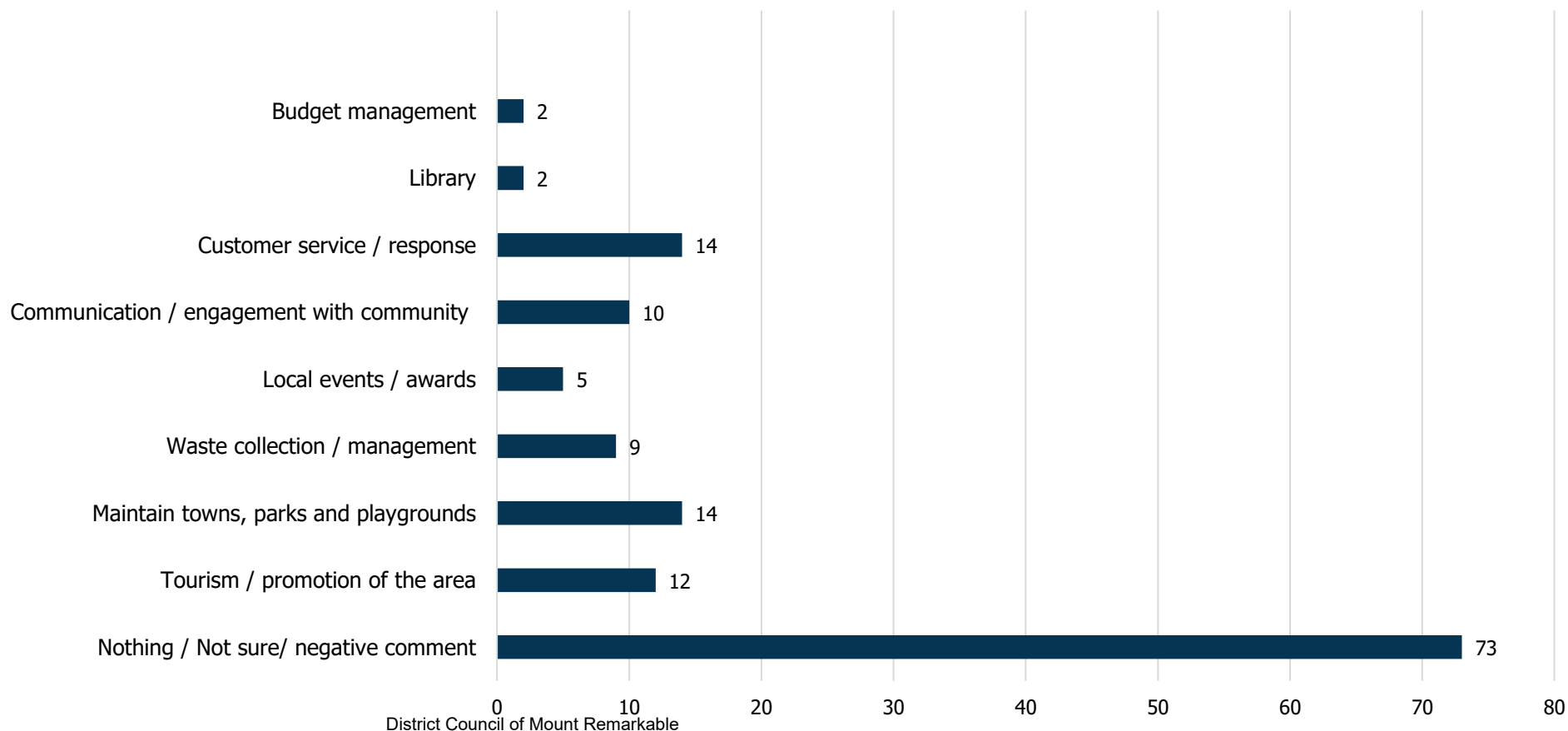
- Good use of social media
- Courteous and helpful staff
- Increased office hours
- Mowing and street sweeping.

While this question drew a number of positive and constructive comments, the majority of respondents (51%) did not provide a positive example of something Council does well. The negative responses to this question have been excluded as they are captured in other sections of the survey.

Response count = 143

## In a few words, can you describe one thing that you think Council does well?

Response Themes (number of responses)



Respondents provided 70 positive comments about things that Council is currently doing well.

This is a sample of the comments that illustrate community feedback in the five key response themes:

- Customer service / response
- Maintaining towns, parks and playgrounds
- Tourism / promotion of the area
- Communication / engagement with the community
- Waste collection / management

## In a few words, can you describe one thing that you think Council does well?

- *"Staff are always helpful" "I think the staff are always courteous and helpful"*
- *"Increase opening hours- much easier than previously"*
- *"Council has responded quite promptly to CSR requests re broken branches and green waste materials ready for collection"*
- *"Communicates well to residents and rate payers across various medium"*
- *"Information sharing via social media keeping us updated on what's happening in the area"*
- *"Farmers Reference Group" "Consultation with Farmers"*
- *"Township maintenance is generally pretty good. Although the smaller towns are easily forgotten"*
- *"It is a small Council with a number of towns, each with playgrounds, parks, town entrances etc. I feel the Council attempts to allocate limited resources between competing priorities"*
- *"I think the progress with the bike trails in the area is a wonderful achievement and understand Council has been supportive in this"*
- *"Support local businesses" "Drawing visitors to the area. Bike trails etc"*
- *"Tourism, however projects like these should only be looked at if the basic maintenance in our district is under control"*
- *"Waste management" "Arrange our bin pickups" "Rubbish removal"*
- *"Manages a large area on a small budget"*

# What the community would like Council to change

Agenda Ordinary Meeting of Council Tuesday 16 May 2023

Respondents were asked an unprompted question about the things they would like Council to change. This question drew responses across a broad range of issues.

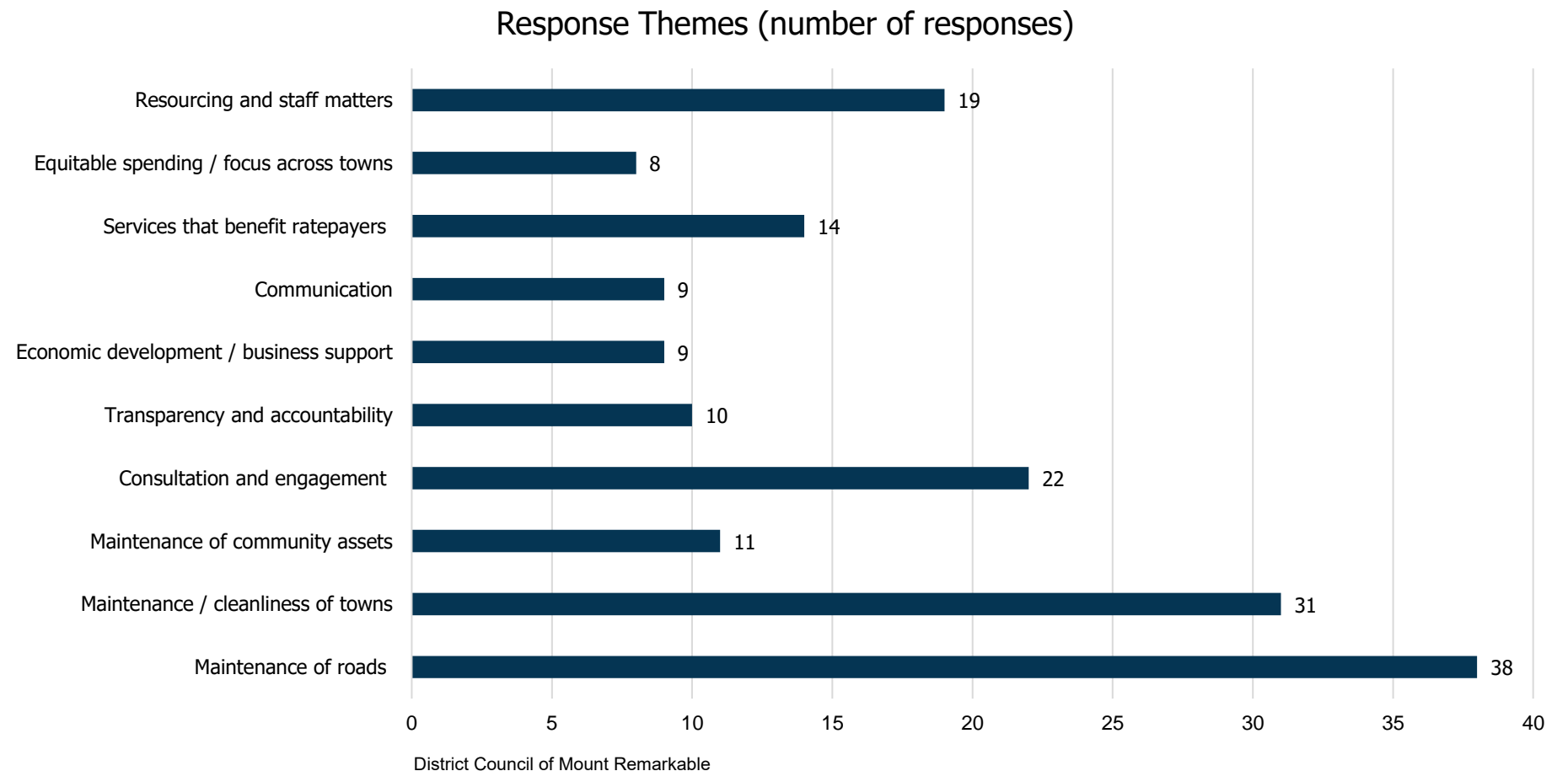
Responses have been grouped into key themes that provide meaningful direction to DCMR on potential areas of increased focus. Key areas where the community would like to see improvements include:

- Maintenance of roads
- Maintenance / cleanliness of towns
- Consultation and engagement
- Resourcing and staff matters
- Services that benefit ratepayers (rather than perceived benefits only to tourists)
- Maintenance of community assets

Specific issues commonly raised within these themes include:

- More / better scheduling for grading of unsealed roads
- Improve footpath and verge maintenance
- Improve street sweeping and weed spraying
- Need more 'outdoor' staff and resourcing for 'basic' services
- Increase hard rubbish collection
- Control of bird flocks (Little Corellas)
- More support for local clubs and groups
- Council members and staff being engaged with the community (preference to employ people who live locally)
- Reduce spending on tourism initiatives

## In a few words, can you describe one thing that you'd like to see changed by Council?



This is a sample of the comments that illustrate community feedback in the six key response themes:

- Maintenance of roads
- Maintenance / cleanliness of towns
- Consultation and engagement
- Resourcing and staff matters
- Services that benefit ratepayers (rather than perceived benefits only to tourists)
- Maintenance of community assets

## In a few words, can you describe one thing that you'd like to see changed by Council?

- *"Listen to the community, have proper consultation with ratepayers before making major decisions"*
- *"Be a part of the communities, be invested with the people of the Mt Remarkable Council area"*
- *"The Council has lost it way by not looking after the core ratepayer who live in the Council boundaries"*
- *"Improvement of the general tidiness of the streets/playground areas" "Be more pro active with regards to keeping our town neat and tidy"*
- *"More works done on our local roads and towns" "Better road maintenance, better town maintenance"*
- *"Promote the town and improve signage and appearance for visitors. Build town pride. Welcome signage"*
- *"More focus on basic Council jobs such as road maintenance" "More workers for outside jobs"*
- *"Support volunteers and all community groups, improve basic infrastructure like footpaths, public toilets, roads etc"*
- *"Would like some acknowledgment of some of the outer areas of the Council. Appears to be very little appetite for service outside Melrose and the larger towns"*
- *"It would be nice to speak to a human being when you have a problem. You have forgotten not everybody is computer literate"*
- *"Getting things done. Listening and acting upon rate payer requests. Implementation of works for rate payers"*
- *"To support the community in a positive manner and take more responsibility for volunteer run infrastructure"*
- *"Listening and working with communities, serving instead of acting like an authority. Being fair to all communities equally"*

Response count = 143



The community were asked to rate selected Council service in terms of importance and satisfaction using the following scales:

#### Importance

- 1 – Not at all important
- 2 - Somewhat important
- 3 - Important
- 4- Very important
- 5 – Extremely important

#### Satisfaction

- 1- Very dissatisfied
- 2 – Dissatisfied
- 3 – Neutral
- 4 – Satisfied
- 5 – Very Satisfied

A snapshot of the importance and satisfaction ratings for each service is provided on pages 18 – 19.

On page 20, the average importance rating is compared to the average satisfaction rating to indicate whether DCMR is meeting community expectations for each service.

A performance gap of  $\pm 1$  is considered to be a meaningful indicator that Council is either exceeding expectations (+) or not meeting expectations (-). This analysis can be used to identify areas of focus for service levels and resourcing for different Council services.

The services as they appeared in the survey included:

- Animal Management (dogs, cats, abundant species)
- Leases for buildings, halls and other community facilities
- Coastal management
- Economic development, business support and tourism
- Parks, reserves, ovals and playgrounds
- Planning and development
- Support for community events staged by local progress groups
- Roads and bridges
- Footpaths and trails
- Stormwater management
- Waste collection
- Wastewater (CWMS)

*Some of these services have been abbreviated in the charts and tables on the following pages.*

# Council services – Importance Snapshot

Agenda Ordinary Meeting of Council Tuesday 16 May 2023

This chart shows the spread of responses for each service across the importance ratings.

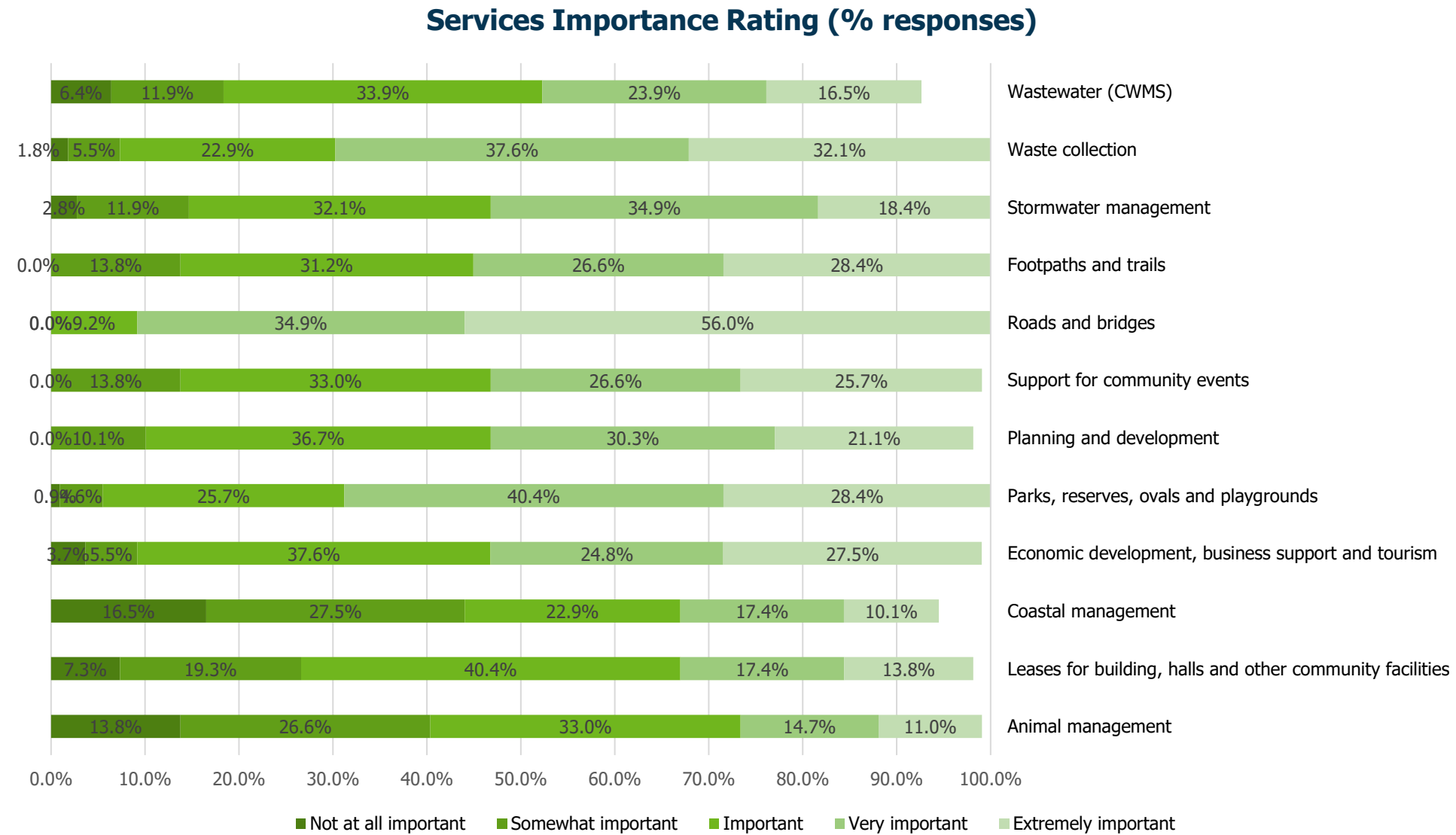
Most services received strong ratings as being either very or extremely important. However, this chart confirms that individual members of the DCMR community value services differently based on their own needs, experiences and expectations.

This highlights a persistent challenge for all local governments in allocating resources to meet the needs of a diverse community.

A comparison of the average importance rating given to each service is provided on page 20.

Note that some respondents answered 'not sure' rather than providing a rating.

Response count = 109



# Council services – Satisfaction Snapshot

Agenda Ordinary Meeting of Council Tuesday 16 May 2023

This chart shows the spread of responses for each service across the satisfaction ratings. The overall satisfaction score (respondents who are either satisfied or very satisfied) for each service is provided below.

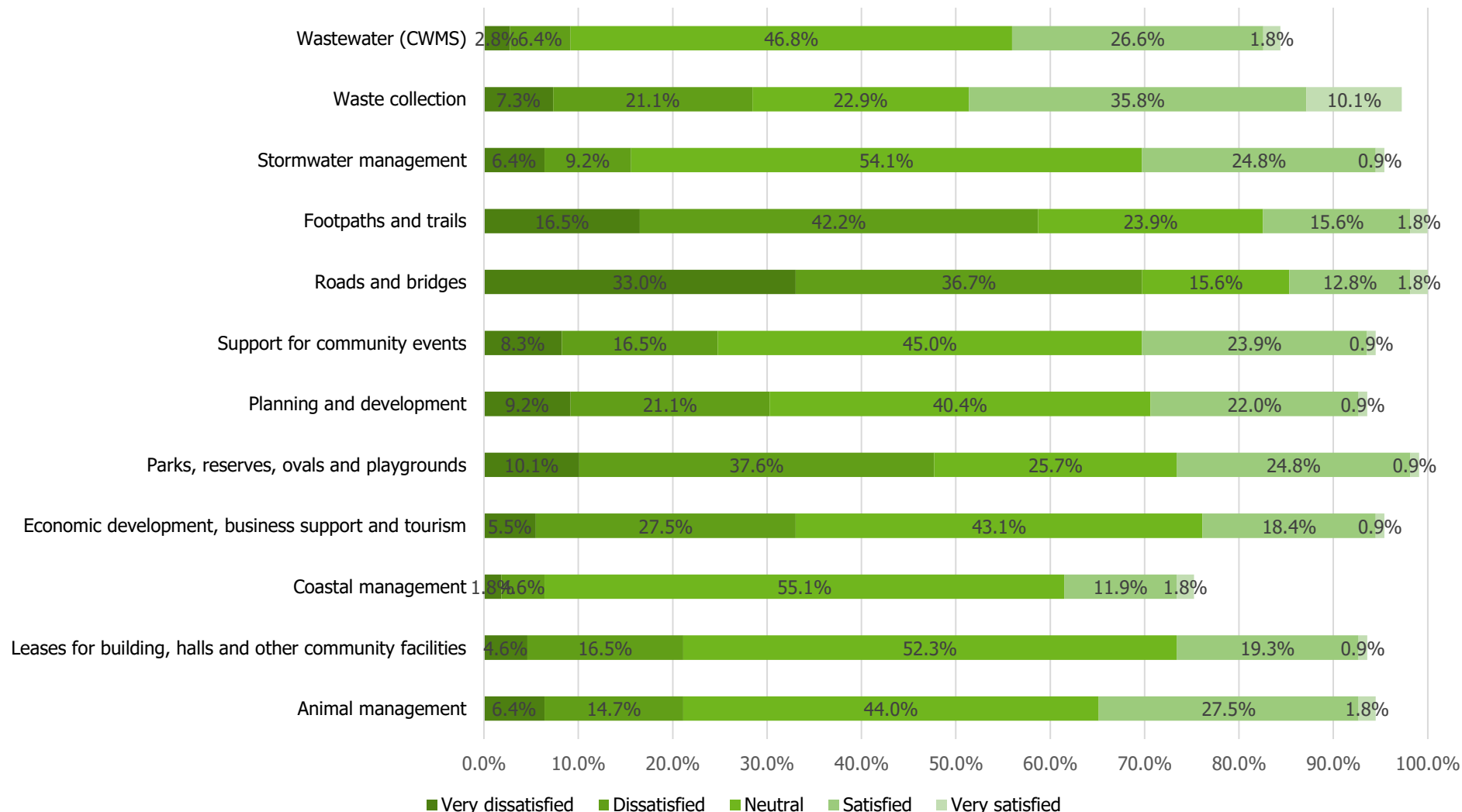
|                              |       |
|------------------------------|-------|
| Animal management            | 29.4% |
| Leases for building etc      | 20.2% |
| Coastal management           | 13.8% |
| Economic development etc     | 19.3% |
| Parks, reserves, ovals etc   | 25.7% |
| Planning and development     | 22.9% |
| Support for community events | 24.8% |
| Roads and bridges            | 14.7% |
| Footpaths and trails         | 17.4% |
| Stormwater management        | 25.7% |
| Waste collection             | 45.9% |
| Wastewater (CWMS)            | 28.4% |

The level of community satisfaction across all services is varied and is most likely driven by individual expectations and experiences.

Note that some respondents answered 'not sure' rather than providing a rating.

Response count = 109

## Services Satisfaction Rating (% responses)



# Council services – Performance gap analysis

Agenda Ordinary Meeting of Council Tuesday 16 May 2023

The top 5 Councils services in terms of importance are:

1. Roads and bridges
2. Waste collection
3. Parks, reserves, ovals and playgrounds
4. Footpaths and trails
5. Economic development, business support and tourism

The top 5 Council services in terms of satisfaction are:

1. Wastewater (CWMS)
2. Waste collection
3. Coastal management
4. Stormwater
5. Animal management

The performance gap analysis indicates that the key areas of focus for DCMR to better meet community expectations are:

1. Roads and bridges (-2.33)
2. Footpaths and trails (-1.26)
3. Parks, reserves, ovals and playgrounds (1.22)

This is a consistent with the feedback about what the community would like Council to change outlined on pages 15 – 16.

Response count = 109

| Service  | Average Importance Rating | Average Satisfaction Rating | Performance Gap |
|--|---------------------------|-----------------------------|-----------------|
| Animal management                                    | 2.83                      | 3.04                        | +0.21           |
| Leases for buildings, halls and community facilities | 3.11                      | 2.95                        | -0.16           |
| Coastal management                                   | 2.76                      | 3.10                        | +0.34           |
| Economic development, business support and tourism   | 3.68                      | 2.8                         | -0.88           |
| Parks, reserves, ovals and playgrounds               | 3.91                      | 2.69                        | <b>-1.22</b>    |
| Planning and development                             | 3.64                      | 2.69                        | -0.95           |
| Support for community events                         | 3.65                      | 2.92                        | -0.72           |
| Roads and bridges                                    | 4.47                      | 2.14                        | <b>-2.33</b>    |
| Footpaths and trails                                 | 3.70                      | 2.44                        | <b>-1.26</b>    |
| Stormwater   | 3.54                      | 3.05                        | -0.49           |
| Waste collection                                     | 3.93                      | 3.2                         | -0.73           |
| Wastewater (CWMS)                                    | 3.35                      | 3.22                        | -0.13           |

# Community Priority Rankings – Established Services

Agenda Ordinary Meeting of Council Tuesday 16 May 2023

This question seeks community feedback about the services that Councils should prioritise in allocating its resources. It differs from other questions about service importance by asking the community to recognise that changes in one area may impact on the delivery of other services.

The top 5 services ranked by the community are:

1. Roads and bridges
2. Parks, reserves, ovals and playgrounds
3. Economic development, business support and tourism
4. Planning and development
5. Footpaths and trails

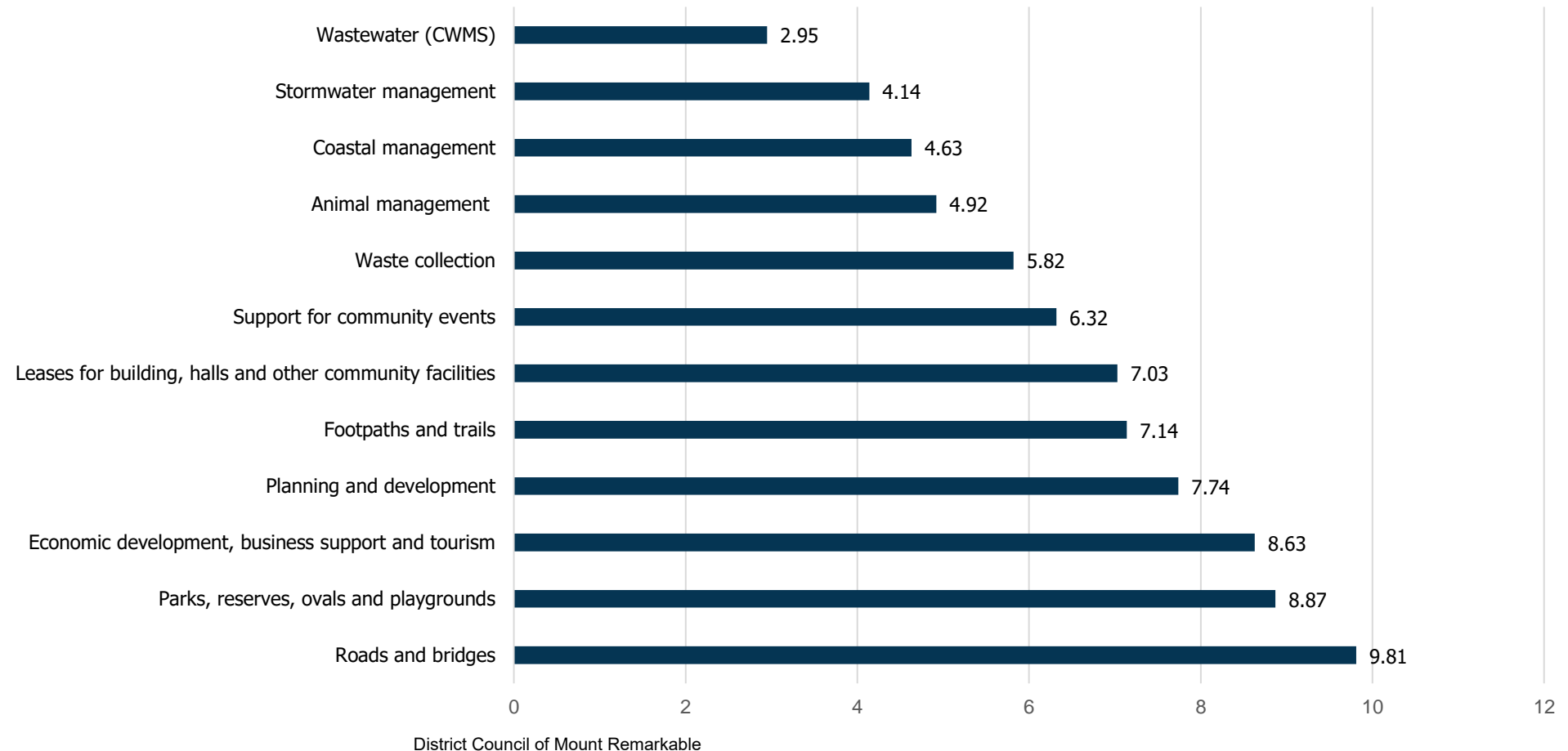
These are also the 5 services with the highest performance gap, further indicating a desire from the community for greater focus in these areas.

Waste collection was ranked as the eighth priority by the community, despite receiving the second highest importance score.

Response count = 109

**Council has limited resources, and improving services in one area can mean Council needs to make changes in other areas. To help us prioritise our service delivery, please use the up and down arrows - or drag the boxes - to rank the services based on how important they are to you.**

## Community Priority Rankings (score)



# Community Priority Rankings – New focus areas

Agenda Ordinary Meeting of Council Tuesday 16 May 2023

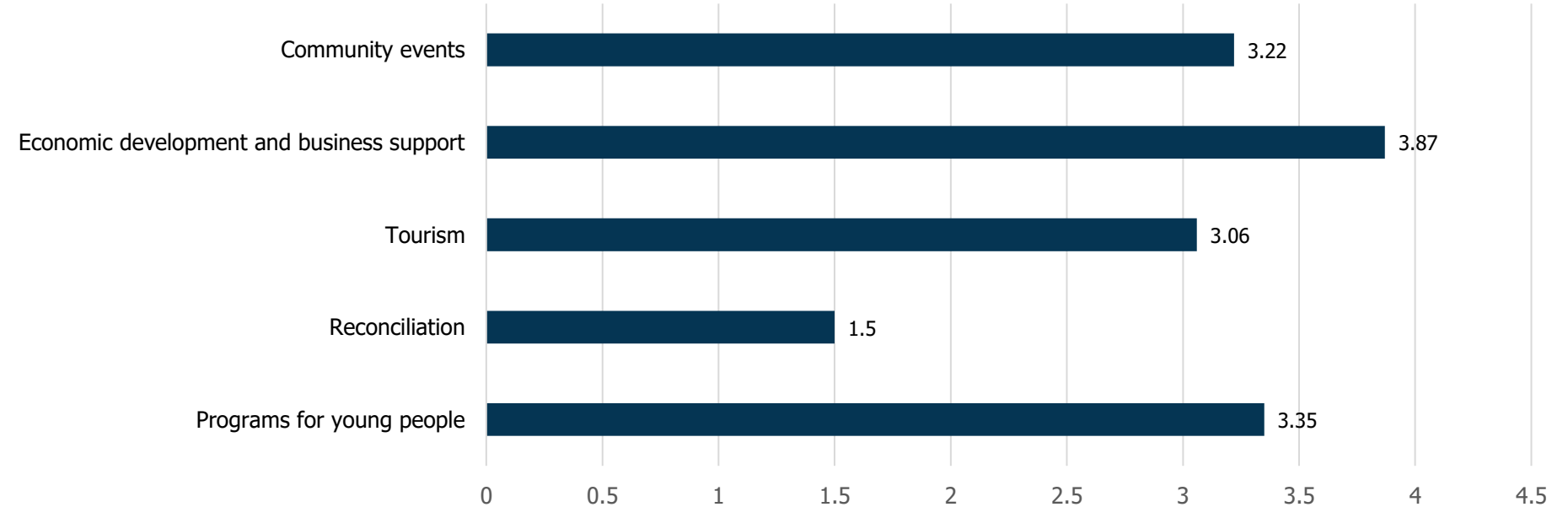
This question seeks community feedback about five potential new areas of focus for Council.

It is important to note that respondents were asked to rank these focus areas in terms of priority, rather than being asked whether Council *should* focus on these areas.

If Council is considering increasing its focus in other areas, economic development and business support, programs for young people and community events received the highest community rankings.

**In addition to these established Council services, the District Council of Mount Remarkable is wanting to increase its focus in other areas identified by Council based on community feedback. Please rank the following to help Council prioritise its efforts.**

Community Priority Rankings (score)



Response count = 109

81 respondents have had contact with DCMR over the past 12 months, other than receiving or paying a rates notice.

The reasons / subject of Council contact have been summarised and grouped into key themes. Matters that received only 1-2 responses have not been included in this analysis.

The vast majority of the contacts with Council were about the condition of roads, followed by other non-road related service requests such as weed spraying, branch removal or footpath repairs.

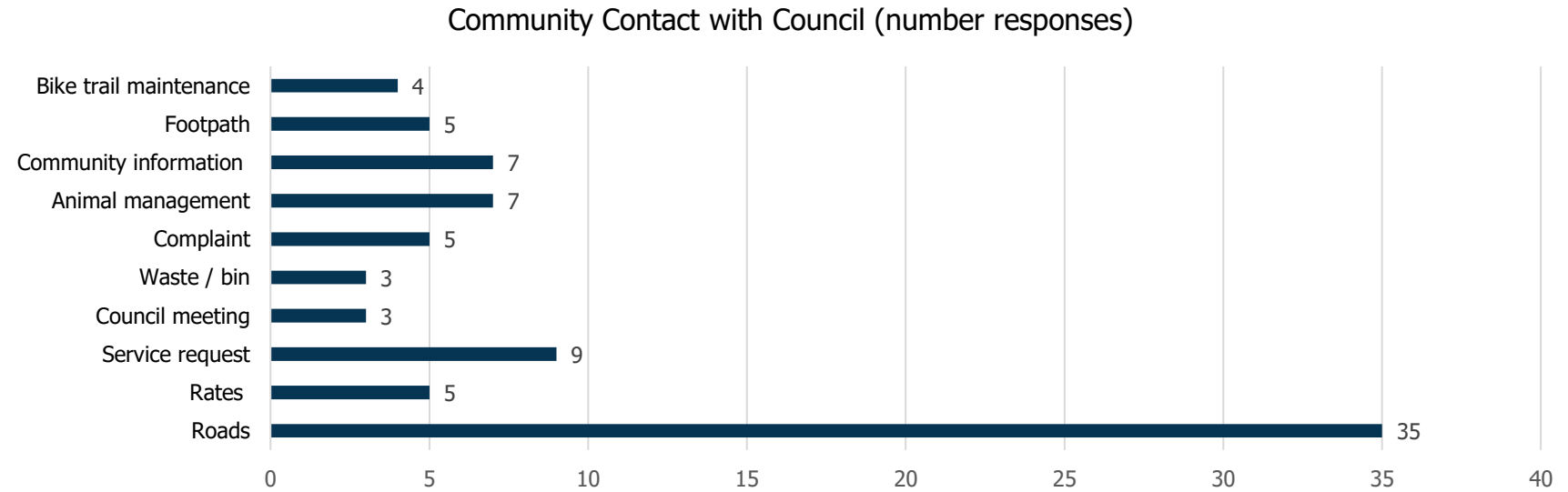
Respondents were asked to rate their satisfaction on a scale of 1 -5:

- 1 - Very Dissatisfied
- 2 - Dissatisfied
- 3 - Neutral
- 4 - Satisfied
- 5 - Very Satisfied

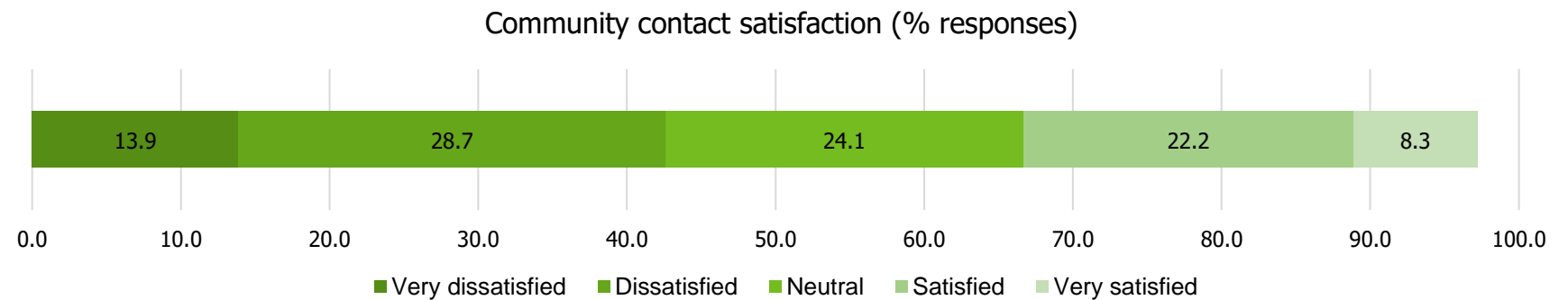
Approximately 1 in 3 respondents were either satisfied or very satisfied with how the contact was handled. The average response rating was 2.82. Note that some respondents answered 'not sure' rather than providing a rating.

Response count = 96

## Thinking about the last time you had contact with Council, what was it about?



## Thinking about the last time you had contact with Council, how satisfied were you with how the contact was handled?

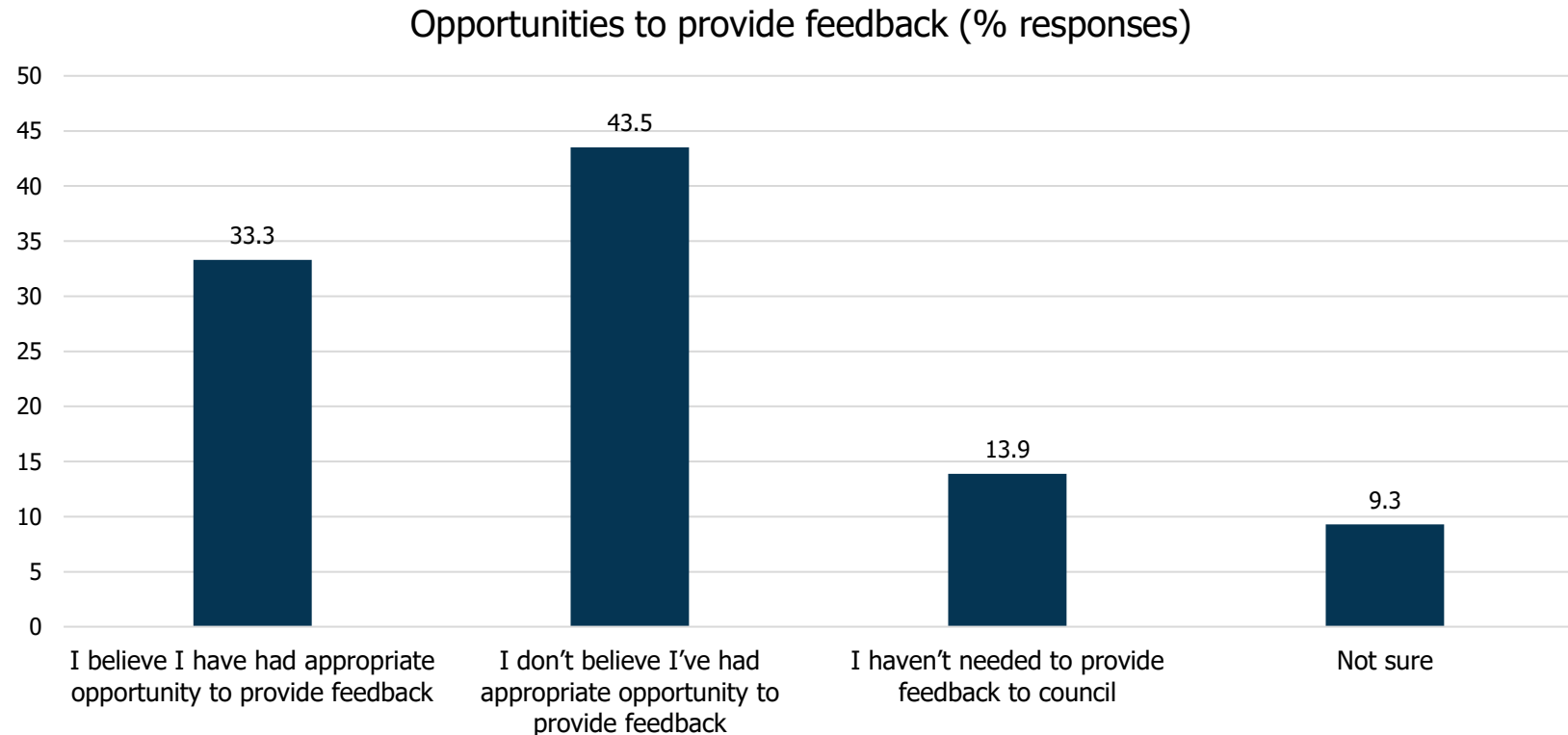


Improving opportunities for the community to give feedback through improved consultation and engagement was one of the key themes when asked about things the community would like Council to change.

This is consistent with these results, with 43.5% of respondents believing they haven't had appropriate opportunity to provide feedback on important issues.

Consultation and engagement is a potential area of focus for DCMR to change community perceptions around transparency and accountability of decision making.

## To what extent do you believe that you have had appropriate opportunity to provide feedback to Council on important issues?





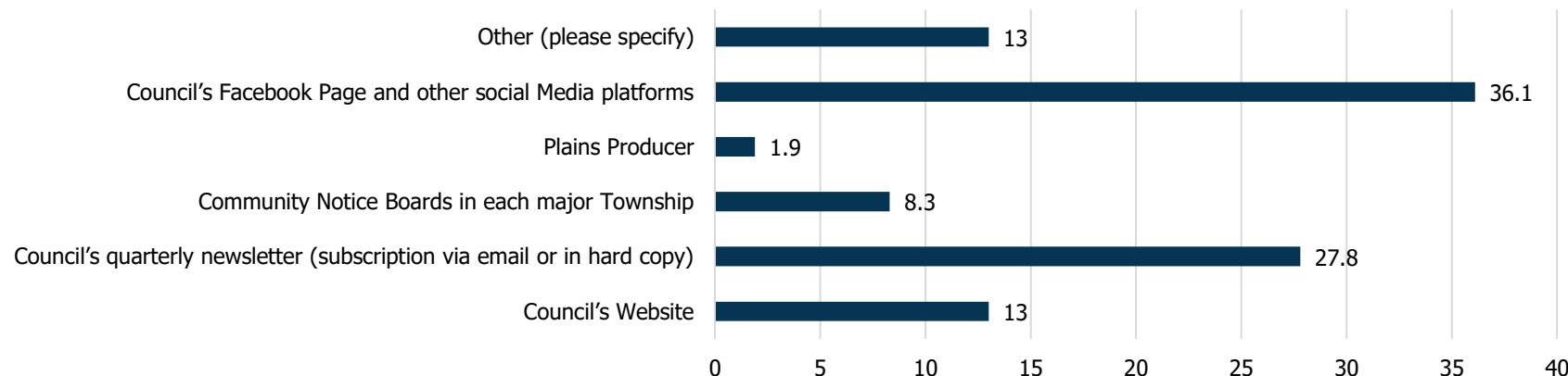
The community indicated a strong preference to be kept informed via Facebook and other social media or through the Council's quarterly newsletter.

This is consistent with the positive comments received about the things that Council is doing well in relation to communication and engagement.

However, the results highlight that the community would prefer Council to continue sharing information across a range of mediums.

## What is your preferred way to be informed about Council matters? (please choose only one)

Preferred Communication (% responses)



### Sample of 'Other' comments:

*In person, send someone to each community meeting with any public consultation issues so this can then feedback through the community. We want the opportunity to be told about something, ask questions if needed and then decide if it matters to us or not and what we want to do about it from there. Half the time the public consultation time is so short you don't get a chance to ask questions (life is busy), or we don't fully understand what the proposal is about anyway. Check facebook more than anything and read the Council minutes from there. Also not sure why the newsletter needs to be quarterly by the time you receive it the news will all be so huge and the news will be sooo old? If it's not monthly then don't worry about it.*

*Councillors and Council itself could make a bigger effort to contact ratepayers affected by proposed changes. Living out of the town and not having access to local TV is a real drawback to finding out what is going on if Council only advertises on GTS4..*

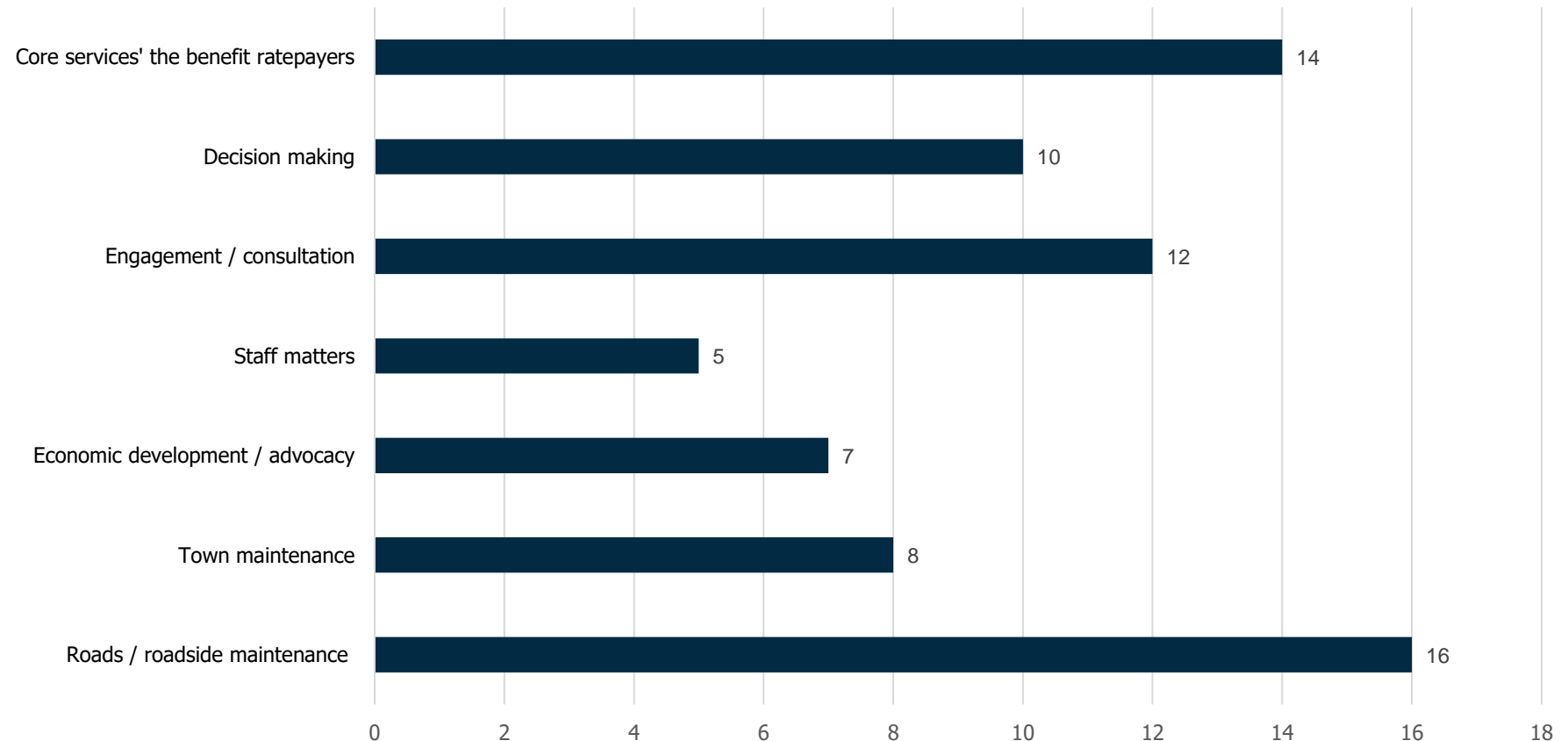
*"Happy with website but it needs to be updated and made user friendly "*

*"Regular F2F 'town' meetings, well advertised via same mechanisms rates notices sent"*

*"All of the above" "Why only one!!!" "It needs to be everywhere"*

## Do you have any other feedback that you'd like to provide to the District Council of Mount Remarkable?

Response Themes (number of responses)



District Council of Mount Remarkable

Approximately 37% of respondents used this opportunity to reinforce their views or provide specific feedback about a particular service, decision or issue they feel strongly about. The feedback is broad ranging and further highlights the diverse needs and expectations of the community.

The condition of roads, roadsides, footpaths and trails and maintenance of towns continue to be a key theme of community feedback, with a number of comments calling for a greater focus on 'core' Council services the benefit all ratepayers before spending on other initiatives.

There is a perceived lack of meaningful engagement between Council and the community. Some repeated calls for more transparency in decision making and expressed concern that decisions are being made with inadequate information or community input (examples include the Australia Post licence and Caravan Park sale of lease) Some appreciated the opportunity to provide feedback via the survey.

An economic development plan, supporting businesses and advocating on behalf of the community for better services (childcare, healthcare, housing and road funding) were raised as opportunities to further support the community and the future of the region.

Response count = 67

This is a sample of the comments that illustrate community feedback.

Examples have been selected to represent the breadth of issues raised and the different tone of the comments made.

While there are consistent themes raised in the comments, these examples illustrate that there are different views present in the community.

For example, while many call for greater focus on what they consider to be the 'core' or 'basic' Council services, others are looking to Council as part of the solution to economic growth, better healthcare and childcare services.

## Do you have any other feedback that you'd like to provide to the District Council of Mount Remarkable?

*"I believe tourism will play a big part in our future and to create a good first impression our towns need to be presented well when tourist visit"*

*"If Council doesn't have the resources to grade and maintain the whole road network it should consider lobbying state and federal government independently and through the LGA for the funds to do so. We don't need infrastructure like new bike tracks if we can't afford to maintain existing road infrastructure"*

*"I find it disappointing that we seem to be having to always question what is happening within the Council as recently some of their decisions do not seem to have considered the community's welfare at all and I wonder just how much say our elected Councillors have or perhaps more importantly what information they are being given"*

*"Our roads and footpaths and bike tracks have been in atrocious condition and many still are. I acknowledge that there is an enormous length of roads that need maintaining and the extremely wet weather made it difficult to keep on top of all that needed doing, but for an area that is promoted as a top tourist destination the appearance of the towns was atrocious!"*

*"There have been some great changes at Mt Remarkable in the couple years (thankfully). Good to see things happening, even the little things" "This is a fabulous step in the right direction, allowing rate payers to have their say, as well as open communication between all parties"*

*"Council need to get back to basics, providing the community with decent roads to drive on, not tourism, it's the rate payers that are paying their wages. The roads were once better looked after, it seems they are no longer a priority"*

*"Thanks for the free dump day. Very well organised on the day and friendly and helpful staff present. Any chance of 2 per year please or a free green waste voucher as well"*

*"I have deep concerns around decision making protocols, lack of community consultation, transparency, honesty of Council representatives. Also who is driving the Council, elected members or the administration?"*

## Do you have any other feedback that you'd like to provide to the District Council of Mount Remarkable?

*"Disappointed in cost cutting in recent years - loss of good Council staff and decrease services to ratepayers are felt by all. Many decisions seem short sighted. The limited childcare in the area (lack of support / funding) needs desperate attention. Council feels dull, unimaginative, and one-dimensional, focused solely on finances. Looking to other regional Councils across Australia could provide ideas for greater innovation and incentives, to bring about a new and exciting sense of community spirit. The southern Flinders Ranges is now known for walking and cycling trails - this should be nurtured!! For the longevity of the area. Not just creating new trails but ensuring they are maintained to best standard. Finally, ensuring retail spaces are available for future small business would be beneficial. Good luck!"*

*"I think our Council has a lot to improve on in supporting its ratepayers by advocating and encouraging services in our region (for example encouraging and supporting service providers to stay in the area (e.g. health services) so ratepayers are not required to travel as much"*

*"I believe economic planning is imperative. I would like to see an economic plan for the district put in layman's terms. There needs to be land subdivisions in the towns for growth. There is an attitude that the landowners won't sell land for this which is a defeatist attitude"*

*"It's very hard to please everyone but the ones you please aren't necessarily the right one's just because they are louder"*

*"Feel that broad acre ratepayers are largely ignored by Council in favour of smaller interest groups"*

*"Would like Council to listen to rate payers and act upon requests. We pay \$10,000 in Council rates per year and don't even get satisfactory roads to drive on between farm blocks. Have requested fix to Council with no reply. This is constant. We need to be listened to"*

*"I don't feel the Council see themselves as part of the community and don't listen to community groups threat raise concerns - they just brush them off or make it too hard for volunteer groups to deal with"*

*"Do the things we pay rates for well - bins, roads, tidy towns then worry about the rest"*

# Attachment A: Survey Instrument

Agenda Ordinary Meeting of Council Tuesday 16 May 2023

## 2023 Community Survey

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### Community Survey

The District Council of Mount Remarkable is conducting its first ever community survey with its residents and wants to hear from you!

There are no right or wrong answers, it is just your opinions that we are after. All information will be used solely by the Council to inform future planning and delivery of services.

This survey is intended to be completed by those who live in, or pay rates to, the District Council of Mount Remarkable.

Thank you for taking the time to complete this survey - we value your time and opinions, and this will help council plan for the future.

#### *Part One: About you*

To help us understand who has responded to the survey, we have a few questions about you.

1. Do you live in the District Council of Mount Remarkable and/or pay rates to the Council? (please tick)

- Yes – resident but not a ratepayer
- Yes – resident and a ratepayer
- Yes – ratepayer but live outside the District
- No

2. What is your gender? (please tick)

- Male
- Female
- Other / Prefer not to say

3. Which of the following age groups do you fall into? (please tick)

- |                                   |                                |
|-----------------------------------|--------------------------------|
| <input type="checkbox"/> Under 18 | <input type="checkbox"/> 45-54 |
| <input type="checkbox"/> 18-24    | <input type="checkbox"/> 55-64 |
| <input type="checkbox"/> 25-34    | <input type="checkbox"/> 65+   |
| <input type="checkbox"/> 35-44    |                                |

2023 Community Survey

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4. Which of the following best describes where you live within the district? (please tick)

- |  |  |
|--|--|
| <input type="checkbox"/> Appila          | <input type="checkbox"/> Telowie         |
| <input type="checkbox"/> Booleroo Centre | <input type="checkbox"/> Weeroona Island |
| <input type="checkbox"/> Hammond         | <input type="checkbox"/> Willowie        |
| <input type="checkbox"/> Melrose         | <input type="checkbox"/> Wilmington      |
| <input type="checkbox"/> Murray Town     | <input type="checkbox"/> Wirrabara       |
| <input type="checkbox"/> Port Germein    | <input type="checkbox"/> Wongyarra       |
| <input type="checkbox"/> Stone Hut       | <input type="checkbox"/> Other: _____    |

*Part Two: Overall feedback about Council*

This section asks a few questions about your overall impression of Council, with more specific questions on Council services to follow in Part Three.

**Did you know?**

The District Council of Mount Remarkable, like all councils, is required to fulfill a number of obligations under legislation. In addition, it chooses to provide a range of additional (discretionary) services.

You can learn more about the role of councils by [clicking here](#), and learn more about the District Council of Mount Remarkable by [clicking here](#).

Council is led by a body of Elected Members, who are community leaders with responsibilities to represent the community as an informed and responsible decision makers. Decisions of council are then implemented by Council's staff.

5. How would you describe your overall level of satisfaction with the District Council of Mount Remarkable? (please tick)

- |                          |                          |                          |                          |                          |                          |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Very dissatisfied        | Dissatisfied             | Neutral                  | Satisfied                | Very satisfied           | Not sure                 |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

6. Do you know who your elected Council members are for the Ward in which you live? (please tick)

- Yes
- No
- Not sure

2023 Community Survey

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7. How would you rate the performance of elected council members in providing leadership to council and the community? (please tick)

|                          |                          |                          |                          |                          |                          |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Very dissatisfied        | Dissatisfied             | Neutral                  | Satisfied                | Very satisfied           | Not sure                 |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

8. How would you rate the performance of council staff in delivering Council services? (please tick)

|                          |                          |                          |                          |                          |                          |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Very dissatisfied        | Dissatisfied             | Neutral                  | Satisfied                | Very satisfied           | Not sure                 |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

9. In a few words, can you describe one thing that you think that Council does well?

10. In a few words, can you describe one thing that you'd like see changed by Council?



## 2023 Community Survey

*Part Three: Council service delivery*

11. This question lists a range of council services. For each service, we'd like you to rate first the importance of the services, and then rate your satisfaction. (please tick)

| Service  | How important is this service to you?            |  |                                       |  |   |                                      |
|--|--|--|---------------------------------------|--|---|--------------------------------------|
| Animal management (dogs, cats, abundant species)             | Not at all important<br><input type="checkbox"/> | Somewhat important<br><input type="checkbox"/> | Important<br><input type="checkbox"/> | Very important<br><input type="checkbox"/> | Extremely important<br><input type="checkbox"/> | Not sure<br><input type="checkbox"/> |
| Leases for building, halls and other community facilities    | Not at all important<br><input type="checkbox"/> | Somewhat important<br><input type="checkbox"/> | Important<br><input type="checkbox"/> | Very important<br><input type="checkbox"/> | Extremely important<br><input type="checkbox"/> | Not sure<br><input type="checkbox"/> |
| Coastal management   | Not at all important<br><input type="checkbox"/> | Somewhat important<br><input type="checkbox"/> | Important<br><input type="checkbox"/> | Very important<br><input type="checkbox"/> | Extremely important<br><input type="checkbox"/> | Not sure<br><input type="checkbox"/> |
| Economic development, business support and tourism           | Not at all important<br><input type="checkbox"/> | Somewhat important<br><input type="checkbox"/> | Important<br><input type="checkbox"/> | Very important<br><input type="checkbox"/> | Extremely important<br><input type="checkbox"/> | Not sure<br><input type="checkbox"/> |
| Parks, reserves, ovals and playgrounds                       | Not at all important<br><input type="checkbox"/> | Somewhat important<br><input type="checkbox"/> | Important<br><input type="checkbox"/> | Very important<br><input type="checkbox"/> | Extremely important<br><input type="checkbox"/> | Not sure<br><input type="checkbox"/> |
| Planning and development                                     | Not at all important<br><input type="checkbox"/> | Somewhat important<br><input type="checkbox"/> | Important<br><input type="checkbox"/> | Very important<br><input type="checkbox"/> | Extremely important<br><input type="checkbox"/> | Not sure<br><input type="checkbox"/> |
| Support for community events staged by local progress groups | Not at all important<br><input type="checkbox"/> | Somewhat important<br><input type="checkbox"/> | Important<br><input type="checkbox"/> | Very important<br><input type="checkbox"/> | Extremely important<br><input type="checkbox"/> | Not sure<br><input type="checkbox"/> |
| Roads and bridges  | Not at all important<br><input type="checkbox"/> | Somewhat important<br><input type="checkbox"/> | Important<br><input type="checkbox"/> | Very important<br><input type="checkbox"/> | Extremely important<br><input type="checkbox"/> | Not sure<br><input type="checkbox"/> |
| Footpaths and trails   | Not at all important<br><input type="checkbox"/> | Somewhat important<br><input type="checkbox"/> | Important<br><input type="checkbox"/> | Very important<br><input type="checkbox"/> | Extremely important<br><input type="checkbox"/> | Not sure<br><input type="checkbox"/> |
| Stormwater management  | Not at all important<br><input type="checkbox"/> | Somewhat important<br><input type="checkbox"/> | Important<br><input type="checkbox"/> | Very important<br><input type="checkbox"/> | Extremely important<br><input type="checkbox"/> | Not sure<br><input type="checkbox"/> |

2023 Community Survey

|                   |  |  |                                       |  |   |                                      |
|-------------------|--|--|---------------------------------------|--|---|--------------------------------------|
| Waste collection  | Not at all important<br><input type="checkbox"/> | Somewhat important<br><input type="checkbox"/> | Important<br><input type="checkbox"/> | Very important<br><input type="checkbox"/> | Extremely important<br><input type="checkbox"/> | Not sure<br><input type="checkbox"/> |
| Wastewater (CWMS) | Not at all important<br><input type="checkbox"/> | Somewhat important<br><input type="checkbox"/> | Important<br><input type="checkbox"/> | Very important<br><input type="checkbox"/> | Extremely important<br><input type="checkbox"/> | Not sure<br><input type="checkbox"/> |

| Service  | How satisfied are you with this service?      |  |                                     |                                       |  |                                      |
|--|---|--|-------------------------------------|---------------------------------------|--|--------------------------------------|
| Animal management (dogs, cats, abundant species)             | Very dissatisfied<br><input type="checkbox"/> | Dissatisfied<br><input type="checkbox"/> | Neutral<br><input type="checkbox"/> | Satisfied<br><input type="checkbox"/> | Very satisfied<br><input type="checkbox"/> | Not sure<br><input type="checkbox"/> |
| Leases for building, halls and other community facilities    | Very dissatisfied<br><input type="checkbox"/> | Dissatisfied<br><input type="checkbox"/> | Neutral<br><input type="checkbox"/> | Satisfied<br><input type="checkbox"/> | Very satisfied<br><input type="checkbox"/> | Not sure<br><input type="checkbox"/> |
| Coastal management   | Very dissatisfied<br><input type="checkbox"/> | Dissatisfied<br><input type="checkbox"/> | Neutral<br><input type="checkbox"/> | Satisfied<br><input type="checkbox"/> | Very satisfied<br><input type="checkbox"/> | Not sure<br><input type="checkbox"/> |
| Economic development, business support and tourism           | Very dissatisfied<br><input type="checkbox"/> | Dissatisfied<br><input type="checkbox"/> | Neutral<br><input type="checkbox"/> | Satisfied<br><input type="checkbox"/> | Very satisfied<br><input type="checkbox"/> | Not sure<br><input type="checkbox"/> |
| Parks, reserves, ovals and playgrounds                       | Very dissatisfied<br><input type="checkbox"/> | Dissatisfied<br><input type="checkbox"/> | Neutral<br><input type="checkbox"/> | Satisfied<br><input type="checkbox"/> | Very satisfied<br><input type="checkbox"/> | Not sure<br><input type="checkbox"/> |
| Planning and development                                     | Very dissatisfied<br><input type="checkbox"/> | Dissatisfied<br><input type="checkbox"/> | Neutral<br><input type="checkbox"/> | Satisfied<br><input type="checkbox"/> | Very satisfied<br><input type="checkbox"/> | Not sure<br><input type="checkbox"/> |
| Support for community events staged by local progress groups | Very dissatisfied<br><input type="checkbox"/> | Dissatisfied<br><input type="checkbox"/> | Neutral<br><input type="checkbox"/> | Satisfied<br><input type="checkbox"/> | Very satisfied<br><input type="checkbox"/> | Not sure<br><input type="checkbox"/> |
| Roads and bridges  | Very dissatisfied<br><input type="checkbox"/> | Dissatisfied<br><input type="checkbox"/> | Neutral<br><input type="checkbox"/> | Satisfied<br><input type="checkbox"/> | Very satisfied<br><input type="checkbox"/> | Not sure<br><input type="checkbox"/> |
| Footpaths and trails   | Very dissatisfied<br><input type="checkbox"/> | Dissatisfied<br><input type="checkbox"/> | Neutral<br><input type="checkbox"/> | Satisfied<br><input type="checkbox"/> | Very satisfied<br><input type="checkbox"/> | Not sure<br><input type="checkbox"/> |

2023 Community Survey

|                       |   |  |                                     |                                       |  |                                      |
|-----------------------|---|--|-------------------------------------|---------------------------------------|--|--------------------------------------|
| Stormwater management | Very dissatisfied<br><input type="checkbox"/> | Dissatisfied<br><input type="checkbox"/> | Neutral<br><input type="checkbox"/> | Satisfied<br><input type="checkbox"/> | Very satisfied<br><input type="checkbox"/> | Not sure<br><input type="checkbox"/> |
| Waste collection      | Very dissatisfied<br><input type="checkbox"/> | Dissatisfied<br><input type="checkbox"/> | Neutral<br><input type="checkbox"/> | Satisfied<br><input type="checkbox"/> | Very satisfied<br><input type="checkbox"/> | Not sure<br><input type="checkbox"/> |
| Wastewater (CWMS)     | Very dissatisfied<br><input type="checkbox"/> | Dissatisfied<br><input type="checkbox"/> | Neutral<br><input type="checkbox"/> | Satisfied<br><input type="checkbox"/> | Very satisfied<br><input type="checkbox"/> | Not sure<br><input type="checkbox"/> |

12. Council has limited resources, and improving services in one area can mean Council needs to make changes in other areas. To help us prioritise our service delivery, please rank the following services based on how important they are to you (with 1 being most important, and 12 being least important).

|                          |  |                          |   |
|--------------------------|--|--------------------------|---|
| <input type="checkbox"/> | Animal management                                  | <input type="checkbox"/> | Programs, events and activities for the community |
| <input type="checkbox"/> | Building, halls and other community facilities     | <input type="checkbox"/> | Roads and bridges                                 |
| <input type="checkbox"/> | Coastal management                                 | <input type="checkbox"/> | Footpaths and trails                              |
| <input type="checkbox"/> | Economic development, business support and tourism | <input type="checkbox"/> | Stormwater management                             |
| <input type="checkbox"/> | Parks, reserves, ovals and playgrounds             | <input type="checkbox"/> | Waste collection                                  |
| <input type="checkbox"/> | Planning and development                           | <input type="checkbox"/> | Wastewater (CWMS)                                 |

13. In addition to core council services, please rank the following items in terms of priority for council to focus on over the next few years (with 1 being most important, and 12 being least important).

|                          |   |
|--------------------------|---|
| <input type="checkbox"/> | Programs for young people                 |
| <input type="checkbox"/> | Reconciliation                            |
| <input type="checkbox"/> | Tourism                                   |
| <input type="checkbox"/> | Economic development and business support |
| <input type="checkbox"/> | Community events                          |

2023 Community Survey

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*Part Four: Your contact with council*

This section asks a few questions about how you interact with Council.

14. Apart from receiving or paying rates, have you had any contact with the District Council of Mount Remarkable over the past 12 months, such as making an enquiry, lodging a complaint or attending a council-run program or event? (please tick)

- Yes
- No
- Not sure

15. Thinking about the last time you had contact with Council:

a. What was your contact with Council about?

b. How satisfied were you with how the contact was handled? (please tick)

- |                          |                          |                          |                          |                          |                          |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Very dissatisfied        | Dissatisfied             | Neutral                  | Satisfied                | Very satisfied           | Not sure                 |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Council is committed to obtaining community feedback on important issues, such as how it sets its annual budget, as well as major projects and other council initiatives.

Recent consultations have included:

- Melrose Caravan & Tourist Park – Proposed Sale of Leasehold and Operations
- Proposed Changes to opening and closing times of the Administration Centre
- Draft 2022-23 Long Term Financial Plan
- Strategic Tourism Plan
- Bridle Track Strategic Plan
- Review of Council's By-Laws
- Review of Land Management Agreement Plan.

2023 Community Survey

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16. To what extent do you believe that you have had appropriate opportunity to provide feedback to Council on important issues? (please tick)

- I believe I have had appropriate opportunity to provide feedback
- I don't believe I've had appropriate opportunity to provide feedback
- I haven't needed to provide feedback to council
- Don't know / unsure

17. What is your preferred way to be informed about Council matters? (please tick)

- Council's Website
- Council's quarterly newsletter (subscription via email or in hard copy)
- Community Notice Boards in each major Township
- Plains Producer
- Council's Facebook Page and other social Media platforms
- Other \_\_\_\_\_

*Part Five: Final comments*

18. Do you have any other feedback that you'd like to provide to the District Council of Mount Remarkable?

Thank you once again for taking the time to complete this survey and providing important feedback to Council.

If you have any questions about the survey, please email [postmaster@mtr.sa.gov.au](mailto:postmaster@mtr.sa.gov.au) or call Council on 8666 2014.

Please return completed surveys to: District Council of Mount Remarkable, 3 Stuart Street, MELROSE SA 5483.



Level 8, 420 King William Street  
Adelaide SA 5000

Phone: 08 8168 8400

Fax: 08 8168 8499

[www.brmadvisory.com.au](http://www.brmadvisory.com.au)

## REPORTS OF OFFICERS

**Report Title:** Port Germein Country Fire Service – Proposed Extension of Lease 1 July 2023 – 30 June 2044 – results of public consultation

**Item No:** 4.3

**Date of Meeting:** 16 May 2023

**Author:** Jacqui Kelleher, Director Community & Corporate

**Attachments:** 1. Proposed Draft Lease Renewal

**Officer Direct or Indirect Conflict of Interest:**  
*In accordance with Section 120 of the Local Government Act*

**Status:**  
*Information classified confidential under Section 90(2) of the Local Government Act*

Yes

No

Yes

No

### 1. EXECUTIVE SUMMARY

Council received a report on this matter at its March Ordinary meeting and Council resolved to undertake public consultation regarding the proposed lease renewal.

This report informs of the results of the public consultation undertaken as required by Council's Community Lands Management Plan – Recreation Reserves and Public Consultation Policy as the matter pertains to an extension of lease arrangements with the Minister for Police, Emergency Services & Correctional Services in relation to the Country Fire Service premises located at Port Germein for twenty one (21) years commencing on 1 July 2023 and expiring on 30 June 2044.

### 2. RECOMMENDATION

That Council:

1. receives and notes the report;
2. approves the proposed extension of lease with the Minister for Police, Emergency Services & Correctional Services in relation to the Country Fire Service premises located at Port Germein (Certificates of Title Volume 5527 Folio 976 and Volume 5703 Folio 945. A15188) for the period 1 July 2023 – 30 June 2044; and
3. authorises the Mayor and the Chief Executive Officer to sign and affix the Common Seal of Council to the Lease Renewal with the Minister for Police, Emergency Services & Correctional Services in relation to the Country Fire Service premises located at Port Germein for twenty one (21) years commencing on 1 July 2023 and expiring on 30 June 2044 as provided at Attachment 1 to the report.

### 3. RELEVANT CORE STRATEGIES/POLICIES

DCMR Community Plan 2021-2031

2.1 Advocate for Essential Services

2.4 Support Public Safety & Health Outcomes

Community Land Management Plan – Recreation Reserves

[Recreation-Reserves.pdf \(mtr.sa.gov.au\)](#)

Public Consultation Policy - [04.21-Public-Consultation-Policy-Reviewed-February-2023.pdf \(mtr.sa.gov.au\)](#)

#### 4. BACKGROUND

Members will recall that Council received a report on this matter at its March Ordinary meeting and resolved:

*“That Council:*

- 1. receives and notes the report;*
- 2. requests the Administration to undertake public consultation in accordance with the requirements of Council’s Community Land Management Plan – Recreation Reserve in regard to the proposed extension of lease with the Minister for Police, Emergency Services & Correctional Services in relation to the Country Fire Service premises located at Port Germein (Certificates of Title Volume 5527 Folio 976 and Volume 5703 Folio 945. A15188) for the period 1 July 2023 – 30 June 2044; and*
- 3. requests that a report outlining the results of the public consultation undertaken be presented to a future meeting of Council.”*

*[Resolution No 058-2023]*

A copy of the agenda report with attachments is available here (go to page 152)

[PUB-notice-of-meeting-and-agenda-Ordinary-Meeting-of-Council-21-March-2023.pdf \(mtr.sa.gov.au\)](#)

#### 5. DISCUSSION

As per Council’s March 2023 decision, public consultation was undertaken in accordance with Council’s Public Consultation Policy.

A public notice advertisement was placed in the Plains Producer on 29 March 2023. The notice was placed on Council’s website, available at the Administration Centre and was promoted via Council’s Facebook page on 29 March, 3 April, 13 April and 19 April. Statistics from the Facebook page are:

|                   |     |
|-------------------|-----|
| Post Improvements | 645 |
| Post Reach        | 603 |
| Post Engagement   | 19  |
| Shares            | 0   |

As a result of the public consultation undertaken, there were no written submissions were received from community members.

#### 6. ANALYSIS OF OPTIONS

Not applicable.

#### 7. RECOMMENDED OPTION

Option 1 is the recommended option.



## **8. POLICY IMPLICATIONS**

### **8.1 Financial/Budget**

Not applicable.

### **8.2 Legislative/Risk Management**

Not applicable.

### **8.3 Staffing/Work Plans**

Not applicable.

### **8.4 Environmental/Social/Economic**

Not applicable.

### **8.5 Stakeholder Engagement**

SA Fire & Emergency Services Commission and Crown Solicitors Office were consulted in regard to the drafting of proposed new lease arrangements.

## **9. REPORT CONSULTATION**

Discussions were held with the Chief Executive Officer and Corporate Services Officer.

## **10. REPORT AUTHORISERS**

|             |                         |
|-------------|-------------------------|
| Sam Johnson | Chief Executive Officer |
|-------------|-------------------------|

LANDS TITLES REGISTRATION OFFICE

SOUTH AUSTRALIA

**EXTENSION OF LEASE**

FORM APPROVED BY THE REGISTRAR-GENERAL

|                    |  |
|--------------------|--|
| PRIORITY NOTICE ID |  |
|--------------------|--|

| SERIES NO | PREFIX |
|-----------|--------|
|           | EL     |

AGENT CODE

LODGED BY:

CORRECTION TO: **CROWN SOLICITOR'S OFFICE**      **CSOL 22**

SUPPORTING DOCUMENTATION LODGED WITH INSTRUMENT  
(COPIES ONLY)

- 1.....
- 2.....
- 3.....
- 4.....
- 5.....

PROPOSED DRAFT

|                   |        |
|-------------------|--------|
| CORRECTION        | PASSED |
| REGISTERED        |        |
| REGISTRAR-GENERAL |        |

## EXTENSION OF LEASE

**PRIVACY COLLECTION STATEMENT:** The information in this form is collected under statutory authority and is used for maintaining publicly searchable registers and indexes. It may also be used for authorised purposes in accordance with Government legislation and policy requirements.

### LEASE BEING EXTENDED

9405944

### LAND DESCRIPTION

Those portions of the land comprised and described in Certificates of Title Volume 5527 Folio 976 and Volume 5703 Folio 945 which are more particularly delineated as "New Shed", "Old Shed", "Tower", "Concrete Footpath" and "Carpark" in GRO Plan No.214/2002 ("the Premises")

### LESSOR (Full name and address)

**THE DISTRICT COUNCIL OF MOUNT REMARKABLE** of PO Box 94, Melrose, South Australia 5483

### LESSEE (Full name and address)

**MINISTER FOR POLICE, EMERGENCY SERVICES AND CORRECTIONAL SERVICES**, of Level 12, Roma Mitchell House, 136 North Terrace, Adelaide South Australia 5000 [ as successor in title to Minister for Emergency Services]

### CONSIDERATION (Words and figures)

\$1.00 (if demanded) and by mutual consent

### TERM

FOR THE CONSIDERATION THE TERM OF THE MEMORANDUM OF LEASE SHALL BE EXTENDED:

COMMENCING ON **1 JULY 2023**

AND

EXPIRING ON **30 JUNE 2044**

UPON THE SAME TERMS AND CONDITIONS AS ARE EXPRESSED OR IMPLIED IN THE MEMORANDUM OF LEASE EXCEPT WITH THE VARIATIONS LISTED HEREIN.

### CONSENTS

Nil

**VARIATIONS**

[insert any changes to the existing lease terms such as rent, extra lease term, change in decommissioning and end of lease obligations. Note that variations to the Premises are not possible. If the Minister seeks to lease additional portions of the land, than a new lease is required

If no variations then state "Not Applicable]

PROPOSED DRAFT

PROPOSED DRAFT

**DATED**

**DAY OF**

**2023**

**Executed by the Lessor**

**THE COMMON SEAL** of the )  
**DISTRICT COUNCIL OF** )  
**MOUNT REMARKABLE** )  
was affixed in the presence of: )

.....  
Witness – Signature

.....  
Witness - Print Name

**Executed by the Lessee**

**COMMON SEAL** of the **MINISTER FOR** )  
**POLICE, EMERGENCY SERVICES AND** )  
**CORRECTIONAL SERVICES** )  
was affixed in the presence of: )

.....  
Witness – Signature

.....  
Witness - Print Name

DATED.....

**CERTIFICATION** *\*Delete the inapplicable*

**Lessor**

\*The Certifier has taken reasonable steps to verify the identity of the lessor or his, her or its administrator or attorney.

\*The Certifier holds a properly completed Client Authorisation for the Conveyancing Transaction including this Registry Instrument or Document.

\*The Certifier has retained the evidence to support this Registry Instrument or Document.

\*The Certifier has taken reasonable steps to ensure that the Registry Instrument or Document is correct and compliant with relevant legislation and any Prescribed Requirement.

Signed By:

<Name of certifying party>  
<Capacity of certifying party>

for: <Company name>

on behalf of the Lessor

---

**Lessee**

\*The Certifier has taken reasonable steps to verify the identity of the lessee or his, her or its administrator or attorney.

\*The Certifier holds a properly completed Client Authorisation for the Conveyancing Transaction including this Registry Instrument or Document.

\*The Certifier has retained the evidence to support this Registry Instrument or Document.

\*The Certifier has taken reasonable steps to ensure that the Registry Instrument or Document is correct and compliant with relevant legislation and any Prescribed Requirement.

Signed By:

<Name of certifying party>  
<Capacity of certifying party>

for: <Company name>

on behalf of the Lessee

---

## REPORTS OF OFFICERS

**Report Title:** RAA of SA – RAA Charge (EV Charging Station) – Proposal to install an Electric Vehicle (EV) Charging Station at Horrocks Highway Carpark, Wilmington

**Item No:** 4.4

**Date of Meeting:** 16 May 2023

**Author:** Brenton Daw, Director Infrastructure & Regulatory

**Attachment/s:** 1. RAA EVCN Agreement

**Officer Direct or Indirect Conflict of Interest:**  
*In accordance with Section 120 of the Local Government Act*

Yes  No

**Status:**  
*Information classified confidential under Section 90(2) of the Local Government Act*

Yes  No

### 1. EXECUTIVE SUMMARY

With support from the SA Government, the RAA of SA is building the first state-wide electric vehicle (EV) charging network, with more than 530 charging points set to be installed across South Australia by early 2024.

This report is seeking approval for the installation of fast chargers along Horrocks Highway (in Wilmington) carparks as part of the statewide charger network funded by the State Government and operated by the RAA

### 2. RECOMMENDATION

That Council:

1. receives and notes the report;
2. Council endorses the installation of two tier 2 fast chargers at Horrocks Highway Wilmington on street carpark, across 3 existing carparks as part of the State Government EV Charger network; and
3. authorises the Chief Executive Officer to execute the relevant documentation.

### 3. RELEVANT CORE STRATEGIES/POLICIES

DCMR Community Plan 2021-2031 – [DC Mount Remarkable SMP final \(mtr.sa.gov.au\)](https://www.mtr.sa.gov.au/DCMR-Community-Plan-2021-2031)

4.5 Explore initiatives to raise awareness of environmental impacts within community  
DCMR Tourism Strategy

### 4. BACKGROUND

In 2022, the District Council Mount Remarkable was approached by the RAA to nominate locations for the proposed state-wide charge network.



The Government funded statewide rollout contract was awarded to the Royal Automobile Association of South Australia (RAA)). The rollout will provide a network of 140 fast chargers locations across South Australia with the majority in regional areas.

The RAA approached the District Council Mount Remarkable to discuss opportunities to host tier 2 fast DC chargers I several locations across the district. After further discussion, the Horrocks Highway Wilmington site was identified as the preferred location by the RAA due to its location on the Horrocks Highway, close to shops and business, toilets and suitable power requirements.

## **5. DISCUSSION**

The RAA and State Government see Wilmington as both a strategic connection point for the wider network and an important location for the northern areas of South Australia. The RAA have also stated that they expect this site to attract travellers given the location in the Southern Flinders and nearby business.

The contact stipulates that the District Council Mount Remarkable and the community of Wilmington will bear no financial cost for the chargers in exchange for a no-cost lease of the area. All electricity used at the site will be charged through a new meter directly to the RAA. The RAA will provide cost competitive charging rates similar to those offered by private electric charge providers. The chargers themselves will have RAA branding but no other form of advertising. It should be noted that one carpark will be lost due to electrical infrastructure and changing parking from 45 degrees to 90 degrees.

The chargers are tier 2 rapid chargers with rates of up to 150kW. This means it can charge a 50kWh battery in 20 minutes or a 75kWh battery in half an hour. The charge rate is reduced when multiple vehicles are plugged into the same tower. The charges will take up the room of three carparks worth of space, providing two carparks for EV charging. As mentioned above the electrical feed will be through newly commissioned SAPN network connection, not through any Council facilities.

## **6. ANALYSIS OF OPTIONS**

### **Option 1:**

That Council:

1. receives and notes the report;
2. Council endorses the installation of two tier 2 fast chargers at Horrocks Highway Wilmington on street carpark, across 3 existing carparks as part of the State Government EV Charger network; and
3. authorises the Chief Executive Officer to execute the relevant documentation.

This option enables Council to further enhance the services within the District and provide business stimulus to the Wilmington community.

### **Option 2:**

1. that Council receives and notes the report; and
2. does not endorse the installation of fast chargers at the Wilmington on street carparking site, as part of the statewide EV charger network and advises the RAA accordingly.

This option will not result in any progress on proposal and the administration would be required to advise RAA accordingly.

**7. RECOMMENDED OPTION**

Option 1 is the recommended option.

**8. POLICY IMPLICATIONS**

**8.1 Financial/Budget**

Nil. All costs associated with the installation and ongoing operation of this activity will be the responsibility of the RAA.

**8.2 Risk Assessment**

Not applicable.

**8.3 Staffing/Work Plans**

Nil

**8.4 Environmental / Social / Economic**

Whilst Council does not have a formal declaration on climate change emergency, installation of an EV charging stations would indicate a commitment toward the goal of a climate neutral future and also reinforce Council's commitment to economic and tourism development.

**8.5 Stakeholder Engagement**

Not applicable.

**9. REPORT CONSULTATION**

Discussions were held with the Chief Executive Officer in relation to this matter.

**10. REPORT AUTHORISER/S**

|             |                         |
|-------------|-------------------------|
| Sam Johnson | Chief Executive Officer |
|-------------|-------------------------|

## **Licence Agreement**

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**District Council of Mount Remarkable  
(ABN 34 847 303 998)**

**RAA Innovation Pty Ltd  
(ABN 13 655 258 272)**

**Deed** dated

2023

## **Parties**

**District Council of Mount Remarkable (ABN 34 847 303 998)** of 3 Stuart St  
Melrose SA 5483 (**Licensor**)

**RAA Innovation Pty Ltd (ABN 13 655 258 272)** of 101 Richmond Road, Mile  
End, SA 5031 (**Licensee**)

## **Introduction**

- A. The Licensor is the owner of the Property, which includes the Licensed Area.
- B. The Licensor has granted and the Licensee has accepted a licence of the Licensed Area on the terms and conditions of this Deed.

## **Operative provisions**

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### **1 Definitions and Interpretation**

1.1 Unless the context requires otherwise, in this Deed:

- (a) **Approved Use** means the use specified in Item 3 of the Reference Schedule.
- (b) **Business Day** means a day that is not a Saturday, Sunday, a public holiday or bank holiday in South Australia.
- (c) **Commencing Date** means 1 day after the date on which Practical Completion is achieved, as specified in the notice given under clause 3.5.
- (d) **Deed** means this document, including any schedule or annexure to it.
- (e) **DNSP** means the distribution network service provider.
- (f) **Further Term** means a further licence of the Licensed Area for the further term or terms of years specified in Item 5 of the Reference Schedule.
- (g) **Handover Date** means the date referred to in clause 3.3.
- (h) **Item** means an item in the reference schedule to this Deed.
- (i) **Licence** means the licence granted under clause 4.1.
- (j) **Licensed Area** means the licensed area specified in Item 2A of the Reference Schedule and, if extended by the Licensee under clause 4.8, includes the Optional Licence Area.

- (k) **Licensee Works** means works required by the Licensee to enable it to conduct the Approved Use from the Licensed Area, including Signage and where applicable a separate electricity meter for the Licensed Area.
- (l) **Optional Licence Area** means the optional licensed area specified in Item 2B of the Reference Schedule.
- (m) **Party** means a party to this Deed.
- (n) **Percentage Increase** means the percentage increase referred to in Item 9 of the Reference Schedule.
- (o) **Practical Completion** means that:
  - (i) the Licensee Works have been completed, including the commissioning of the chargers to be used in the Licensed Area; and
  - (ii) the required power supply has been connected to the Licensed Area and is fully operational,to the Licensee's satisfaction.
- (p) **Property** means land and the building (if any) described in Item 1 of the Reference Schedule.
- (q) **Signage** includes any information boards, advertisements, notices, directional signage to the Licensed Area on the Property and signs identifying charger equipped car parking spaces and limited time parking, both in the Licensed Area and on the Property if necessary.
- (r) **Sunset Date** means the date specified in Item 6 of the Reference Schedule, or some other date as agreed.
- (s) **Term** means the period of the Licence specified in Item 4 of the Reference Schedule, starting on the Commencing Date and includes any Further Term exercised by the Licensee under clause 4.2.

1.2 Reference to:

- (a) the singular include the plural and the plural includes the singular;
- (b) references to any document (including this Deed) include references to that document as amended, consolidated, supplemented, novated or replaced;
- (c) paragraphs, clauses, recitals and schedules are references to those parts of this Deed;
- (d) headings and any index or table of contents are for convenience only and must be ignored in interpreting this Deed;
- (e) any person or any **Party** include references to its respective successors, permitted assigns and substitutes, executors and administrators;
- (f) one gender includes the others;

- (g) **dollar** and **\$** are to lawful Australian currency, unless otherwise specified;
  - (h) **month** means calendar month; and
  - (i) any person include references to any individual, company, body corporate, association, partnership, joint venture, trust and governmental agency.
- 1.3 "Including" and similar expressions are not words of limitation.
- 1.4 Where a word or expression is given a particular meaning, other parts of speech and grammatical forms of that word or expression have a corresponding meaning.
- 1.5 A provision of this Deed must not be construed to the disadvantage of a party merely because that party was responsible for the preparation of the Deed or the inclusion of the provision in the Deed.
- 1.6 Anything to be done on a Saturday, Sunday or a public holiday in South Australia may be done on the next day.
- 1.7 If a Party consists of more than 1 person, this Deed binds each of them separately and any 2 or more of them jointly.
- 1.8 An obligation, representation or warranty in favour of more than 1 person is for the benefit of them separately and jointly.

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## 2 Licence conditional

- 2.1 The Commencing Date is subject to and conditional on:
- (a) the Licensor's and if applicable, the landlord's and any mortgagee's consent to the Licensee's plans and specifications for the Licensee Works on terms acceptable to the Licensee; and
  - (b) the DNSP's consent the Licensee's application for the Licensed Area to be connected to the required electricity network on terms acceptable to the Licensee; and
  - (c) the Licensee deciding to proceed with the Licensee Works, by 4pm on the Sunset Date.
- 2.2 If any of the conditions set out in clause 2.1 has not been satisfied or waived by the Licensee by 4pm on the Sunset Date, the Licensee may terminate this Deed by notice in writing to the Licensor.
- 2.3 If the Deed is terminated under clause 2.2, neither Party will be liable to the other to pay compensation or otherwise for such termination.
- 2.4 If this Deed is terminated under clause 2.2, the Licensor is not obliged to grant and the Licensee is not obliged to accept the Licence.

### 3 Approvals and Licensee Works

- 3.1 As soon as practicable after the date of this Deed, the Licensee must use reasonable endeavours to obtain:
- (a) the Licensor's and if applicable, the landlord's and any mortgagee's consent to the Licensee's plans and specifications for the Licensee Works, not to be unreasonably withheld or delayed;
  - (b) the DNSP's consent to the Licensee's application for the Licensed Area to be connected to the required electricity network on terms acceptable to the Licensee.
- 3.2 The Licensor must, at the Licensee's cost, give the Licensee all necessary assistance and sign all necessary applications to enable the Licensee to prepare its plans and specifications and to obtain any authority approvals and any other consents for the Licensee Works and the Approved Use. For this purpose, the Licensor will on reasonable notice give the Licensee access to the Licensed Area and the Property to carry out any tests, measurements and other necessary things.
- 3.3 If the Licensee obtains the consents referred to in clause 3.1 on terms acceptable to the Licensee and decides to proceed with the Licensee Works, the Licensee will give the Licensor 14 days written notice that it requires handover of the Licensed Area to carry out the Licensee Works.
- 3.4 On the day following the expiry of the 14 day notice given under clause 3.3, the Licensor must grant to the Licensee (and the Licensee's agents and contractors) unlimited access to the Licensed Area (and the immediate surrounds within the Property as is necessary) to carry out the Licensee Works (**Works Area**). Immediately before the Licensee takes access of the Works Area, the Parties will carry out an inspection of the Works Area to document the condition of the Works Area at that time.
- 3.5 The Licensee must have the Licensee Works carried out and completed in a proper and workmanlike manner, in accordance with the consents referred to in clause 3.1 and all laws.
- 3.6 The Licensee must give written notice to the Licensor that the Licensee Works have reached Practical Completion within 3 Business Days of such completion.
- 3.7 If at any time during the carrying out of the Licensee Works any latent site conditions are discovered or encountered affecting the Licensed Area, the Licensee Works or the conduct of the Licensee's business or Approved Use from the Licensed Area, the Licensee may terminate this Deed by notice in writing to the Licensor without penalty or compensation being payable.
- 3.8 The Licensor and the Licensee acknowledge and agree that at all times the Licensee is, and remains, the owner of all of the Licensee's signage, fixtures, fittings, equipment and other property located on, installed in or affixed to or on top of the surface of the Licensed Area regardless of such installation or affixation.

## 4 Licence

- 4.1 Subject to the provisions of this Deed, the Licensor grants to the Licensee (and the Licensee's employees, agents and contractors) the exclusive licence to use the Licensed Area 24 hours per day 7 days per week during the Term for the purposes of the Approved Use and otherwise in accordance with the provisions of this Deed.
- 4.2 The Licensee may require renewal of the Licence for the Further Term by giving the Licensor written notice to that effect not more than 3 months before the end of the Term. If the Licensee gives such notice, this Licence will be renewed for the Further Term commencing on the day following expiry of the Term (or the last Further Term as the case may be) on the same terms and conditions as this Deed except that clauses 2 and 3 will be deleted and in the case of the last Further Term, this clause will be deleted.
- 4.3 Subject to clause 4.2, if the Licensor permits the Licensee to continue in occupation of the Licensed Area after the expiry of the Term, the Licensee does so on a monthly basis on the same terms and conditions as this Deed so far as applicable to a monthly licence. The monthly licence under this clause may be terminated by either Party giving to the other Party 1 month's written notice which may expire on any day.
- 4.4 The Licensee must, at its cost:
- (a) carry out the Approved Use and occupy the Licensed Area in accordance with all applicable laws and authority requirements;
  - (b) pay for all services separately connected and supplied to the Licensee for the Licensed Area or connected and supplied to the Property and separately metered by the Licensee to the Licensed Area, including electricity charges;
  - (c) except as otherwise provided in this Deed, from the Commencing Date only make alterations or additions to the Licensed Area with the prior written consent of the Licensor, not to be unreasonably withheld or delayed;
  - (d) promptly make good any damage the Licensee causes to the equipment in the Licensed Area;
  - (e) insure in an occurrence based policy against public liability for not less than \$20 million for a single claim;
  - (f) not paint or affix any Signage (not approved as part of the Licensee Works) on any part of the Licensed Area or the Property without the Licensor's prior written consent, not to be unreasonably withheld or delayed; and
  - (g) keep and maintain all of the Licensee's Signage in the Licensed Area in good repair and condition, fair wear and tear excepted.
- 4.5 At any time after the Handover Date, the Licensee may, at its own cost install security cameras and other equipment in or on the Licensed Area to monitor the Licensed Area remotely.



- 4.6 The Licensee may assign, subcontract, sublicense or otherwise deal with the Licensee's rights under this Deed and the Licence with the Licensor's prior written consent, not to be unreasonably withheld or delayed.
- 4.7 The Licensee acknowledges and agrees that this Licence does not confer on the Licensee any estate or interest in the Licensed Area of a proprietary nature and this Licence does not create or must not be construed as creating any form of tenancy or any other right or interest in or to the Licensed Area.
- 4.8 The Licensee may extend the Licensed Area to include the Optional Licence Area at any time during the Term by providing 30 days' written notice to the Licensor and on expiration of such notice, the terms of this Deed will apply to the Optional Licence Area.
- 

## 5 Electricity Meter Usage and Charges

### 5A RAA Installed Meter

- (a) This clause 5A only applies if Option A is selected in Item 7 of the Reference Schedule:
- (b) Subject to the Licensee obtaining the relevant approvals for the Licensee Works under clause 3.1, the Licensee will, at its own cost, arrange for the installation of a market facing meter with NMI (**Meter**) on the Licensed Area.
- (c) The Licensee will be solely responsible for the charges in relation to the electricity passing through the Meter (**Electricity Charges**) and is not liable to pay the Licensor for any other Electricity Charges in relation to the Licensed Area.
- 

### 5B Licensor Supplies Electricity

- (a) This clause 5B only applies if Option B is selected in Item 7 of the Reference Schedule:
- (b) The Licensor will supply electricity to the Licensee to enable the operation of the Licensee's electric vehicle charging station on the Licensed Area.
- (c) The Licensor must ensure that electricity is made available at all times to the Licensee in respect of the Licensed Area.
- (d) The Licensee will arrange for installation of a non-market facing meter (**Software**) to the electric vehicle charging station to enable the Licensee to calculate its portion of electricity usage.
- (e) The parties mutually agree that in relation to the cost of electricity:
- (i) the standard retail rates being paid by the Licensor at the Property will be the rates that the Licensee will pay in relation to its electricity usage (**Agreed Rates**);
- (ii) the Agreed Rates will not include or be adjusted to include any margin or profit;

- (iii) if the Agreed Rates change due to the Licensor's electricity retailer amending their prices or the Licensor switching retailers, the Licensor will immediately notify the Licensee;
  - (f) At the end of each quarter, the Licensee:
    - (i) will calculate the cost of its electricity usage using the Software by applying the Agreed Rates (**Electricity Charges**);
    - (ii) create and send an RCTI to the Licensor in accordance with clause 10.2(c)(i); and
    - (iii) pay the Licensor the Electricity Charges to the Licensor.
  - (g) The Licensee has the right to change, at any time, the option selected in Item 7 of the Reference Schedule by sending a written notice to the Licensor.
- 

## 6 Licensor rights and obligations

6.1 From the Handover Date, the Licensor:

- (a) subject to the Licensor's rights under this Deed, must not take, or permit anyone to take, any action which will interfere with, interrupt, impair or otherwise disturb the Licensee's use and occupation of the Licensed Area in accordance with the terms of this Deed;
- (b) must use reasonable endeavours to keep the Property, including the Licensed Area and any garden areas clean, tidy and free from rubbish;
- (c) not damage any equipment or Signage in or installed on the Licensed Area;
- (d) will give the Licensee prompt notice of any:
  - (i) accident in, damage to or need of repair to the Licensed Area or the Licensee's property in the Licensed Area or otherwise in the Property;
  - (ii) misuse of or impairment to the use of the Licensed Area by any person or thing;
  - (iii) without limiting clause 6.1(d), matter or thing which may prevent or restrict access to the Licensed Area by the Licensee,of which it becomes aware; and
- (e) may enter the Licensed Area with any materials and equipment at reasonable times, for a reasonable period and on reasonable notice of at least 30 Business Days, (such notice setting out the date, time, duration and scope of works) (except in the case of emergency), to carry out any maintenance and repair works to the Licensed Area (which the Licensee is not required under this Deed to do) or any other works necessary or required by law. In exercising its rights under this clause, the Licensor must take all reasonable steps to minimise any

interference or disturbance to the Licensee's use and occupation of the Licensed Area in accordance with this Deed.

- 6.2 If in exercising the Licensor's rights under clause 6.1(d) access to more than half of the car parking spaces forming part of the Licensed Area is or will be restricted, the Parties must, acting reasonably, agree to a location on the Property comprising the same number of car parking spaces as those to which access is restricted for the Licensee to install a temporary charger and any other necessary equipment to ensure continuity of service to the Licensee's customers during the period that such access is restricted. The terms of this Deed will apply to the Licensee's use of the temporary car parking spaces to the extent relevant. Once access is no longer restricted to such car parking spaces forming part of the Licensed Area, the Licensee will cease use of such temporary car parking spaces.
- 6.3 The Licensor acknowledges and agrees that:
- (a) despite any other provisions of this Deed, the Licensee may at any time during the Term on 7 days written notice to the Licensor install additional chargers in the Licensed Area to service the car parking spaces forming part of the Licensed Area, together with associated Signage; and
  - (b) the Licensor has no right to and must not request or accept payment from the Licensee's customers or any other third parties in connection with any of the Licensee's charging services provided at the Licensed Area or otherwise, and if it receives any such payment, it will immediately pay the amount received in full to the Licensee.
- 6.4 The Licensor may sell the Property or the Licensed Area or transfer or assign its interest in the Property or in the Licensed Area at any time without the Licensee's consent but if it does so, the Licensor must sell, transfer or assign subject to the terms and conditions contained in this Deed. The Licensor must give written notice to the Licensee of any such sale, transfer or assignment within 14 days of any agreement being entered into to do so and must give written evidence to the Licensee of the sale, transfer or assignment being subject to the terms and conditions contained in this Deed within 14 days of the completion of the sale, transfer or assignment.
- 6.5 The Licensor must comply with the special conditions set out in Item 8 of the Reference Schedule (if any).
- 6.6 The Licensor must, prior to offering any third party the right to install an electric vehicle charging station at any other location within the Property:
- (a) notify the Licensee of its intention to make that offer and the terms of the intended offer; and
  - (b) instead offer the Licensee the right to install additional electric vehicle charging stations at the Property on the same terms as that intended to be offered to the third party.
- 6.7 The Licensee must respond to the Licensor within twenty Business Days of receiving a notification and offer under clause 6.6 informing the Licensor of whether it intends to accept the Licensor's offer and:

- (a) if the Licensee notifies the Licensor that it intends to accept the Licensor's offer:
  - (i) the Licensor must not offer the third party the right to install a charging station at the Property; and
  - (ii) the Licensor and Licensee must enter into a legally binding agreement for the Licensee's use of Property for those additional charging stations; and
- (b) if the Licensee notifies the Licensor that it does not intend to accept the Licensor's offer, or fails to respond to the Licensor within the timeframe set out in clause 6.7, the Licensor's offer will be deemed to be rejected and the Licensor may proceed with its offer to the third party.

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## **7 Indemnity and release**

- 7.1 The Licensee releases the Licensor from any claim which the Licensee may have against the Licensor in connection with the Licensee 's occupation and use of the Licensed Area except if and to the extent that a claim arises because of the Licensor 's default under this Deed or negligence.
- 7.2 The Licensee indemnifies and must keep the Licensor indemnified against all claims against the Licensor as a consequence of the Licensee's:
  - (a) use of the Licensed Area; or
  - (b) default under this Deed or gross negligence,except if and to the extent that that claim arises because of the Licensor's default under this Deed or negligence.
- 7.3 The Licensor indemnifies and must keep the Licensee indemnified against all claims against the Licensee (or any of the Licensee's employees, agents or contractors) as a consequence of the Licensor's default under this Deed or negligence, except if and to the extent that that claim arises because of the Licensee's default under this Deed or gross negligence.
- 7.4 Despite the provisions of this clause 7, neither Party will be liable to the other Party for any indirect, special, punitive, economic or consequential loss or damage incurred or suffered by a Party arising out of the other Party's default under this Deed or negligence.

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## **8 End of Licence, termination**

- 8.1 On expiry of this Licence or its earlier termination, the Licensee must perform the following make good obligations at the Licensed Area:
  - (a) remove from the Licensed Area all of the Licensee's fixtures, fittings and other property owned by the Licensee affixed to or on top of the surface of the Licensed Area;
  - (b) otherwise make the surface of the Licensed Area safe and free of any trip hazards created by the Licensee; and

- (c) remove all of the Licensee's Signage in the Licensed Area.
- 8.2 This Deed may be terminated by the Licensor:
- (a) by giving written notice to the Licensee at any time or by re-entry if the Licensee fails to remedy any breach of a material term or material condition of this Deed on the part of the Licensee to be performed or observed within a reasonable period after receipt of written notice from the Licensor requiring remedy of such breach, which period must be not less than 30 days; or
  - (b) by giving written notice to the Licensee where the Licensor, acting reasonably, does not approve of the Licensee's formal plans and specifications (**Plans**), which period must be within 30 days of receiving the Plans.
- 8.3 This Deed may be terminated by the Licensee by giving written notice to the Licensor at any time:
- (a) if the Licensor fails to remedy any breach of a material term or material condition of this Deed on the part of the Licensor to be performed or observed within a reasonable period after receipt of written notice from the Licensee requiring remedy of such breach; or
  - (b) for convenience, upon 30 days' written notice.
- 8.4 If the whole or any part of the Licensed Area or the Property is destroyed or damaged so that the Licensed Area is unfit for use and occupation by the Licensee or inaccessible, the Licensee may terminate this Deed by written notice to the Licensor without penalty or compensation being payable.

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## 9 Personal Property Securities Act

- 9.1 Expressions used in this clause that are defined in the Personal Property Securities Act 2009 (Cth) (**PPSA**) have the same meaning as in the PPSA. The Licensor consents to the Licensee doing whatever the Licensee considers necessary at any time to register (including registering a financing statement and/or a financing change statement), perfect (with the priority required by the Licensee) or enforce any security interest (including as a purchase money security interest or a PPS Lease) that arises under this Deed or any other agreement with the Licensor and/or in respect of any personal property of the Licensee.
- 9.2 The Licensor must execute any documents, provide any information and otherwise assist the Licensee as required by the Licensee at any time to enable the Licensee to do anything contemplated by this clause.
- 9.3 In accordance with s115 of the PPSA, the Licensor and the Licensee contract out of the provisions, to the extent such provisions grant rights in favour of the Licensor or create obligations upon the Licensee, of sections 95, 96, 117, 118, 120, 125, 130, 135, 142, 143 and 157, subsections 121(4), 132(3)(d) and 132(4), and Division 6 of Part 4.3 of the PPSA.

## 10 GST

10.1 If a party (the supplier) is required to pay GST in respect of a supply made under, or pursuant to, or by reason of a breach of, this Agreement, the recipient of the supply must (in addition to any other payment for, or in connection with, the supply) upon the issue of a RCTI (or, in respect of Other Costs, upon the provision of a Tax Invoice), pay to the supplier an amount equal to such GST (GST gross-up).

10.2 The Licensor and the Licensee confirm that:

- (a) each party is registered for GST;
- (b) if either party deregisters for GST, they will notify the other party immediately;
- (c) if clause 5B applies then in respect of the Electricity Charges (under clause 5):
  - (i) the Licensee will issue a RCTI under this Agreement; and
  - (ii) the Licensor will not issue a Tax Invoice
  - (iii) by entering into this Agreement, they are parties to a RCTI agreement for the purpose of the GST Law.
- (d) in respect of all other costs under this Agreement (**Other Costs**):
  - (i) where payment is made for a Taxable Supply made by the Licensor to the Licensee, the Licensee will pay to the Licensor the GST Amount applicable to that Taxable Supply in addition to any other amount payable under this agreement in respect of that Taxable Supply concurrently with the payment of the relevant Other Costs;
  - (ii) the Licensor will provide the Licensee with a Tax Invoice in a form which complies with the GST Law before any GST Amount is payable;
  - (iii) in calculating the Value of the Taxable Supply, the Licensor's obligations are limited to those contained in this agreement and the GST Law; and
- (e) Save for defined terms in this Agreement, capitalised expressions set out in this clause have the same meanings as those expressions in the GST Law.

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## 11 General Provisions

11.1 Each Party must keep details of this Deed, any negotiations between them in relation to this Deed, all information exchanged between the Parties and in

the case of the Licensor, details of the Licensee's business and intellectual property, confidential unless and until any such details come into the public domain without a breach of this undertaking and may only disclose that information to their advisors for the purposes of completing this Deed or to comply with any law.

- 11.2 Neither Party will use the other Party's intellectual property, including a Party's name, logo or trademarks, without that Party's prior written consent.
- 11.3 A notice, approval or consent given in relation to this Deed:
  - (a) must be in writing and left or posted to the address for the Party set out in this Deed as varied by notice;
  - (b) is taken to have been given if left, at the time of leaving and if posted, on the third day after posting; and
  - (c) may be signed by a Party's solicitor.
- 11.4 Each Party will pay its own legal costs and disbursements of the preparation, finalisation, execution and performance of this Deed.
- 11.5 Each Party must promptly at its own cost do everything reasonably necessary to give full effect to this Deed.
- 11.6 If anything in this Deed is unenforceable, void or illegal, it is severed and the rest of this Deed remains in force.
- 11.7 This Deed may only be amended by a document signed by all Parties.
- 11.8 A provision of or a right under this Deed may not be waived or varied except in writing signed by the Party to be bound.
- 11.9 This Deed is the entire agreement of the Parties about the subject matter of this Deed, and with the exception of any confidentiality agreement or agreement relating to a Party's intellectual property, supersedes all other representations, negotiations, arrangements, understandings or agreements and all other communications.
- 11.10 This Deed may be signed in counterparts and all counterparts taken together constitute one document.
- 11.11 This Deed is governed by the laws of the South Australia and each Party irrevocably submits to the non-exclusive jurisdiction of the courts of South Australia.

**Executed as a deed**

**EXECUTED** by **District Council of Mount Remarkable (ABN 34 847 303 998)** by its duly authorised representative:

---

**Name**

Position:

Date:

---

Signature

**EXECUTED** by **RAA Innovation Pty Ltd (ACN 655 258 272)** by its duly authorised representative:

---

**Name**

Position:

Date:

---

Signature



## REFERENCE SCHEDULE

**ITEM 1**

**Property:**

The land and the building (if any) situated at Main North Rd, Wilmington SA 5485 (located at or near longitude and latitude (-32.649728016948565, 138.0980462886114))

**ITEM 2A**

**Licensed Area:**

3 car parking spaces together with an area of approximately 45 square metres to house charging and related electrical equipment as shown in the site diagram attached as Annexure A

**ITEM 2B**

**Optional Licence Area**

0 car parking spaces together with an area of approximately 0 square metres to house charging and related electrical equipment as shown in the site diagram attached as Annexure A

**ITEM 3**

**Approved Use:**

Electric vehicle charging station to charge electric vehicles and incidental purposes, including generating photovoltaic electricity and operating an energy storage system

**ITEM 4**

**Term:**

The period commencing on the Commencing Date and expiring on 31 May 2029.

**ITEM 5**

**Further Term:**

2 x five (5) years

**ITEM 6**

**Sunset Date:**

Twelve (12) months from the date of this Deed

**ITEM 7**

**Electricity Meter**

**Option A**

RAA to install a market facing meter with NMI and purchase electricity direct from an energy retailer.

~~**Option B**~~

~~Licensor supplies electricity to the Licensee~~

**ITEM 8**

**Special Conditions**

Not applicable

## ANNEXURE A – SITE DIAGRAM OF LICENSED AREA AND OPTIONAL LICENCE AREA

Below diagram for illustrative purpose only.



## REPORTS OF OFFICERS

|                         |   |
|-------------------------|---|
| <b>Report Title:</b>    | <b>Rate Rebates for financial year ending 30 June 2024</b>  |
| <b>Item No:</b>         | <b>4.5</b>  |
| <b>Date of Meeting:</b> | <b>16 May 2023</b>  |
| <b>Author:</b>          | <b>Stephen Staines, Corporate Services Manager</b>  |
| <b>Attachments:</b>     | <b>1. Summary of Applications received for Mandatory Rate Rebates 100%</b><br><b>2. Summary of Applications received for Mandatory Rate Rebates 75%</b><br><b>3. Summary of Applications received for Discretionary Rate Rebates</b><br><b>4. Summary of Applications received for Exempt Properties per <i>Recreation Grounds Rates &amp; Taxes Exemption Act 1981</i></b><br><b>5. Council's Rate Rebate Policy</b><br><b>6. Rate Rebate Application Form</b> |

**Officer Direct or Indirect Conflict of Interest:**  
*In accordance with Section 120 of the Local Government Act*

Yes      No

**Status:**  
*Information classified confidential under Section 90(2) of the Local Government Act*

Yes      No

### 1. EXECUTIVE SUMMARY

Pursuant to Division 5 of the *Local Government Act 1999* ("the Act"), a rebate of rates in respect of any rateable land in the Council area is available when an applicant satisfies the requirements under the Act and where appropriate, the requirements of Council's Rate Rebate Policy.

The purpose of this report is to seek Council's consideration for approval of rate rebate applications received for the financial year ending 30 June 2024.

### 2. RECOMMENDATION

That Council:

1. receives and notes the report;
2. pursuant to Sections 160, 162, 163 and 164 of the *Local Government Act 1999*, provides mandatory rebates at *100 percent* of the general rates (including the fixed charge) and Regional Landscape Levy, for the financial year ending 30 June 2024 to the organisations which applied and met the assessment criteria as outlined in **Attachment 1** to the report as follows:

|   |   |
|---|---|
| <i>Mid North Health Advisory Council Inc.</i> | <i>Booleroo Centre Hospital &amp; grounds</i> |
| <i>Lutheran Church of Australia Inc.</i>      | <i>Lutheran Church</i>                        |
| <i>Booleroo Evangelical Luth. Parish</i>      | <i>Booleroo Lutheran Church</i>               |
| <i>Evangelical Lutheran Zion Church</i>       | <i>Wirrabara Lutheran Church</i>              |

|                                     |   |
|-------------------------------------|---|
| <i>Holy Trinity Lutheran Church</i> | <i>Appila Lutheran Church</i>                       |
| <i>Uniting Church</i>               | <i>Uniting Church</i>                               |
| <i>Catholic Diocese</i>             | <i>Catholic Church &amp; Cemetery, Wilmington</i>   |
| <i>Anglican Church of Australia</i> | <i>3 x Anglican Churches (Wirra, Wilm. and Mel)</i> |

3. pursuant to Section 161 of the Local Government Act 1999, provides mandatory rebates at 75 percent for the general rates (including the fixed charge) and Regional Landscape Levy, for the financial year ending 30 June 2023 to those which applied and met the assessment criteria as outlined in **Attachment 2** to the report as follows:

|   |  |
|---|--|
| <i>Mt. View Homes Inc.</i>                  | <i>Aged Care Facility (Booleroo)</i>                     |
| <i>Unity Housing Co. Ltd.</i>               | <i>Unity Housing properties (Booleroo &amp; Melrose)</i> |
| <i>Booleroo Centre &amp; District Kindy</i> | <i>Booleroo Kindergarten</i>                             |

4. pursuant to Section 166 of the Local Government Act 1999, in accordance with subsections (1)(a)-(k) provides *discretionary rebates* at the percentage requested to the other successful applicants identified under 'Discretionary Rebates' as outlined in **Attachment 3** to the report, for general rates (including the fixed charge) and Regional Landscape Levy, for the financial year ending 30 June 2024 as follows:

|   |  |
|---|--|
| <i>Mt View Homes (60%)</i>  | <i>Units 1 - 6 (Sanders Street, Booleroo Centre)</i>         |
| <i>Mt View Homes (60%)</i>  | <i>Units 7 - 10 (Borgas Street, Booleroo Centre)</i>         |
| <i>Mt View Homes (100%)</i>   | <i>Men's Shed</i>  |
| <i>Mt View Homes (25%)</i>  | <i>Aged Care Facility</i>                                    |
| <i>Port Germein Village Project Assoc. Inc. (100%)</i>                        | <i>Museum</i>  |
| <i>Wilmington Tennis Club (100%)</i>  | <i>Wilmington Tennis Clubrooms, Courts &amp; Reserve</i>     |
| <i>Appila Improvement Committee (100%)</i>                                    | <i>Stacey Park / Appila parklands</i>                        |
| <i>Murray Town Progress Assoc. (100%)</i>                                     | <i>Tennis Courts &amp; Parklands, Oval &amp; Campgrounds</i> |
| <i>Mount Remarkable Ag. Soc. Inc. (100%)</i>                                  | <i>Melrose Showgrounds</i>                                   |
| <i>Wirrabara Progress Association (100%)</i>                                  | <i>Wirrabara Markets - grounds</i>                           |
| <i>Melrose Districts Hist. y Soc. Inc. (100%)</i>                             | <i>Melrose Museum</i>  |
| <i>Wilmington Progress Society Inc. (100%)</i>                                | <i>Visitor Centre, Wilmington Billiards Club &amp; Shop</i>  |
| <i>Booleroo Dist. Lions Club Inc. (75%)</i>                                   | <i>Meeting room</i>  |
| <i>Booleroo Dist. Kindergarten (25%)</i>                                      | <i>Booleroo Kindergarten</i>                                 |
| <i>NBN Co Ltd (100% - as per lease agreement)</i>                             | <i>NBN Tower - Wirrabara Sporting Grounds</i>                |
| <i>Melrose Districts History Society Inc. (100% - as per lease agreement)</i> | <i>- Archives building</i>                                   |
| <i>Melrose Districts History Society Inc. (100% - as per lease agreement)</i> | <i>- Museum</i>  |

5. pursuant to Section 166 of the Local Government Act 1999, in accordance with subsections (1)(a)-(k) provides rates exemptions at 100 per cent for the general rates (including the fixed charge), Regional Landscape Levy and any other charges, for the financial year ending 30 June 2024 to those applications identified under 'Exempt per the Recreation Grounds & Taxes Exemption Act 1981' as outlined in **Attachment 4** to the report as follows:

|   |  |
|---|--|
| <i>Melrose Tennis Club</i>                  | <i>Melrose Tennis Courts &amp; Facilities</i>            |
| <i>Melrose Memorial Bowling Club Inc</i>    | <i>Melrose Bowling Green &amp; Facilities</i>            |
| <i>Wilmington Bowling Club Incorporated</i> | <i>Wilmington Bowling Green &amp; Facilities</i>         |
| <i>Wilmington Oval Management Comm.</i>     | <i>Wilmington memorial Recreation &amp; Show Reserve</i> |
| <i>Wilmington Golf Club Inc</i>             | <i>Wilmington Golf Course &amp; Clubrooms</i>            |
| <i>Wirrabara Golf Club</i>                  | <i>Wirrabara Golf Club</i>                               |
| <i>Rocky River Pistol Club</i>              | <i>Rocky River Pistol Club &amp; Facilities</i>          |
| <i>Port Germein Golf Club Inc</i>           | <i>Section 520 &amp; 521 Hd Telowie</i>                  |
| <i>Port Germein Bowling Club</i>            | <i>Bowling Clubrooms &amp; Facilities</i>                |
| <i>Wirrabara Sporting Reserve Committee</i> | <i>Wirrabara Sporting Reserve</i>                        |
| <i>Wilmington Rodeo Club</i>                | <i>Wilmington Rodeo Club grounds &amp; Facilities</i>    |
| <i>Booleroo Swimming Pool Committee</i>     | <i>Booleroo Swimming Pool</i>                            |

*Booleroo Centre CD&T Assoc.  
Wirrabara Progress Association Inc  
Port Germein Tennis Club  
Wirrabara Bowling Club  
Stacey Park Trustees  
Booleroo Centre Athletic Club Inc  
Booleroo Centre Bowling Club*

*Booleroo Community Gym  
Wirrabara Markets  
Tennis courts and clubrooms  
Lawn Bowls courts and clubrooms  
Parks and public facilities located in Appila  
Oval, clubrooms, courts and other amenities  
Lawn Bowls courts and clubrooms*

### **3. RELEVANT CORE STRATEGIES/POLICIES**

*DCMR Community Plan 2021 – 2031*

6.3 – Enact Strong Governance

6.4 – Provide Financial Sustainability

Rate Rebate Policy and Rate Rebate Application Form

### **4. BACKGROUND**

Pursuant to Division 5 of the Local Government Act 1999 (“the Act”) a person or body may apply to Council to receive a rebate of the rates imposed in a manner and form determined by Council and by supplying such information that the Council may reasonably require. The Act requires that Council considers rebates on an annual basis in conjunction with other rating matters.

It is the Council’s policy that a rebate of rates in respect of any rateable land in the Council area will be available only when the applicant satisfies the requirements under the Act, and where appropriate, the requirements of Council’s Rates Rebate Policy. Certain organisations may be eligible for a rebate (not-for-profit community groups, health and education organisations etc). Applicable bodies may apply each year for a rate rebate. Council contacts organisations granted rate rebates in the previous financial year to invite them to once again apply for a rebate for the forthcoming financial year. It is the responsibility of the various organisations to apply for a rate rebate each year. Relevant organisations were contacted on 5 April 2023 and all applications were due by 30 April 2023. At the close of applications on 30 April, three organisations entitled to rates rebates for six properties had not responded to Council’s request for applications. Council may need to address this matter at a later date if and when applications are received.

### **5. DISCUSSION**

The Act outlines requirements associated with Mandatory rebates in Sections 160 to 165 and Discretionary rebates in Section 166, i.e.:

- (1) *A council may grant a rebate of rates or service charges in any of the following cases (not being cases that fall within a preceding provision of this Division):*
  - (a) *where the rebate is desirable for the purpose of securing the proper development of the area (or a part of the area);*
  - (b) *where the rebate is desirable for the purpose of assisting or supporting a business in its area;*
  - (c) *where the rebate will conduce to the preservation of buildings or places of historic significance;*
  - (d) *where the land is being used for educational purposes;*
  - (e) *where the land is being used for agricultural, horticultural or floricultural exhibitions;*
  - (f) *where the land is being used for a hospital or health centre;*

- (g) *where the land is being used to provide facilities or services for children or young persons;*
- (h) *where the land is being used to provide accommodation for the aged or disabled;*
- (i) *where the land is being used for a residential aged care facility that is approved for Commonwealth funding under the Aged Care Act 1997 (Cwlth) or a day therapy centre;*
- (j) *where the land is being used by an organisation which, in the opinion of the council, provides a benefit or service to the local community;*
- (k) *where the rebate relates to common property or land vested in a community corporation under the Community Titles Act 1996 over which the public has a free and unrestricted right of access and enjoyment;*

Pursuant to Section 166 of the Act, Council must, in deciding whether to grant a rebate of rates or charges, also take into account other factors such as:

- (a) *the nature and extent of council services provided in respect of the land for which the rebate is sought in comparison to similar services provided elsewhere in its area; and*
- (b) *the community need that is being met by activities carried out on the land for which the rebate is sought; and*
- (c) *the extent to which activities carried out on the land for which the rebate is sought provides assistance or relief to disadvantaged persons, and*

*may take into account other matters considered relevant by the council.*

A list of the applicants and a summary of the assessments is contained within Attachments 1 (mandatory (100%), Attachment 2 (mandatory 75%), Attachment 3 (discretionary) and Attachment 4 (land identified under the *Recreation Grounds and Taxes Exemption Act 1981*).

As Councillors are likely aware, all organisations seeking a rebate of their rates must apply to Council each year. This is primarily to confirm that the circumstances that resulted in a successful application in previous years have not changed (eg a religious organisation continues to provide religious services to the community).

## **6. ANALYSIS OF OPTIONS**

### **Option 1:**

This option ensures Council complies with the Local Government Act in order to provide mandatory and discretionary rebates to those organisations that have applied as per Council requirements, as well as those identified under the *Recreation Grounds and Taxes Exemption Act 1981*.

## **7. RECOMMENDED OPTION**

That Council:

1. receives and notes the report;
2. pursuant to Sections 160, 162, 163 and 164 of the *Local Government Act 1999*, provides mandatory rebates at *100 percent* of the general rates (including the fixed charge) and Regional Landscape Levy, for the financial year ending 30 June 2024 to

the organisations which applied and met the assessment criteria as outlined in **Attachment 1** to the report as follows:

|   |   |
|---|---|
| <i>Mid North Health Advisory Council Inc.</i> | <i>Booleero Centre Hospital &amp; grounds</i>       |
| <i>Lutheran Church of Australia Inc.</i>      | <i>Lutheran Church</i>                              |
| <i>Booleero Evangelical Luth. Parish</i>      | <i>Booleero Lutheran Church</i>                     |
| <i>Evangelical Lutheran Zion Church</i>       | <i>Wirrabara Lutheran Church</i>                    |
| <i>Holy Trinity Lutheran Church</i>           | <i>Appila Lutheran Church</i>                       |
| <i>Uniting Church</i>                         | <i>Uniting Church</i>                               |
| <i>Catholic Diocese</i>                       | <i>Catholic Church &amp; Cemetery, Wilmington</i>   |
| <i>Anglican Church of Australia</i>           | <i>3 x Anglican Churches (Wirra, Wilm. and Mel)</i> |

3. pursuant to Section 161 of the Local Government Act 1999, provides mandatory rebates at 75 percent for the general rates (including the fixed charge) and Regional Landscape Levy, for the financial year ending 30 June 2023 to those which applied and met the assessment criteria as outlined in **Attachment 2** to the report as follows:

|   |  |
|---|--|
| <i>Mt. View Homes Inc.</i>                  | <i>Aged Care Facility (Booleero)</i>                     |
| <i>Unity Housing Co. Ltd.</i>               | <i>Unity Housing properties (Booleero &amp; Melrose)</i> |
| <i>Booleero Centre &amp; District Kindy</i> | <i>Booleero Kindergarten</i>                             |

4. pursuant to Section 166 of the Local Government Act 1999, in accordance with subsections (1)(a)-(k) provides *discretionary rebates* at the percentage requested to the other successful applicants identified under 'Discretionary Rebates' as outlined in **Attachment 3** to the report, for general rates (including the fixed charge) and Regional Landscape Levy, for the financial year ending 30 June 2024 as follows:

|   |  |
|---|--|
| <i>Mt View Homes (60%)</i>  | <i>Units 1 - 6 (Sanders Street, Booleero Centre)</i>         |
| <i>Mt View Homes (100%)</i>   | <i>Units 7 - 10 (Borgas Street, Booleero Centre)</i>         |
| <i>Mt View Homes (25%)</i>  | <i>Men's Shed</i>  |
| <i>Mt View Homes (100%)</i>   | <i>Aged Care Facility</i>                                    |
| <i>Port Germein Village Project Assoc. Inc. (100%)</i>                        | <i>Museum</i>  |
| <i>Wilmington Tennis Club (100%)</i>  | <i>Wilmington Tennis Clubrooms, Courts &amp; Reserve</i>     |
| <i>Appila Improvement Committee (100%)</i>                                    | <i>Stacey Park / Appila parklands</i>                        |
| <i>Murray Town Progress Assoc. (100%)</i>                                     | <i>Tennis Courts &amp; Parklands, Oval &amp; Campgrounds</i> |
| <i>Mount Remarkable Ag. Soc. Inc. (100%)</i>                                  | <i>Melrose Showgrounds</i>                                   |
| <i>Wirrabara Progress Association (100%)</i>                                  | <i>Wirrabara Markets - grounds</i>                           |
| <i>Melrose Districts Hist. y Soc. Inc. (100%)</i>                             | <i>Melrose Museum</i>  |
| <i>Wilmington Progress Society Inc. (100%)</i>                                | <i>Visitor Centre, Wilmington Billiards Club &amp; Shop</i>  |
| <i>Booleero Dist. Lions Club Inc. (75%)</i>                                   | <i>Meeting room</i>  |
| <i>Booleero Dist. Kindergarten (25%)</i>                                      | <i>Booleero Kindergarten</i>                                 |
| <i>NBN Co Ltd (100% - as per lease agreement)</i>                             | <i>NBN Tower - Wirrabara Sporting Grounds</i>                |
| <i>Melrose Districts History Society Inc. (100% - as per lease agreement)</i> | <i>- Archives building</i>                                   |
| <i>Melrose Districts History Society Inc. (100% - as per lease agreement)</i> | <i>- Museum</i>  |

5. pursuant to Section 166 of the Local Government Act 1999, in accordance with subsections (1)(a)-(k) provides rates exemptions at 100 per cent for the general rates (including the fixed charge), Regional Landscape Levy and any other charges, for the financial year ending 30 June 2024 to those applications identified under '*Exempt per the Recreation Grounds & Taxes Exemption Act 1981*' as outlined in **Attachment 4** to the report as follows:.

|   |  |
|---|--|
| <i>Melrose Tennis Club</i>                  | <i>Melrose Tennis Courts &amp; Facilities</i>            |
| <i>Melrose Memorial Bowling Club Inc</i>    | <i>Melrose Bowling Green &amp; Facilities</i>            |
| <i>Wilmington Bowling Club Incorporated</i> | <i>Wilmington Bowling Green &amp; Facilities</i>         |
| <i>Wilmington Oval Management Comm.</i>     | <i>Wilmington memorial Recreation &amp; Show Reserve</i> |
| <i>Wilmington Golf Club Inc</i>             | <i>Wilmington Golf Course &amp; Clubrooms</i>            |



|   |   |
|---|---|
| <i>Wirrabara Golf Club</i>                  | <i>Wirrabara Golf Club</i>                            |
| <i>Rocky River Pistol Club</i>              | <i>Rocky River Pistol Club &amp; Facilities</i>       |
| <i>Port Germein Golf Club Inc</i>           | <i>Section 520 &amp; 521 Hd Telowie</i>               |
| <i>Port Germein Bowling Club</i>            | <i>Bowling Clubrooms &amp; Facilities</i>             |
| <i>Wirrabara Sporting Reserve Committee</i> | <i>Wirrabara Sporting Reserve</i>                     |
| <i>Wilmington Rodeo Club</i>                | <i>Wilmington Rodeo Club grounds &amp; Facilities</i> |
| <i>Booleroo Swimming Pool Committee</i>     | <i>Booleroo Swimming Pool</i>                         |
| <i>Booleroo Centre CD&amp;T Assoc.</i>      | <i>Booleroo Community Gym</i>                         |
| <i>Wirrabara Progress Association Inc</i>   | <i>Wirrabara Markets</i>                              |
| <i>Port Germein Tennis Club</i>             | <i>Tennis courts and clubrooms</i>                    |
| <i>Wirrabara Bowling Club</i>               | <i>Lawn Bowls courts and clubrooms</i>                |
| <i>Stacey Park Trustees</i>                 | <i>Parks and public facilities located in Appila</i>  |
| <i>Booleroo Centre Athletic Club Inc</i>    | <i>Oval, clubrooms, courts and other amenities</i>    |
| <i>Booleroo Centre Bowling Club</i>         | <i>Lawn Bowls courts and clubrooms</i>                |

Option 1 is the recommended option noting that Council must adhere to the Local Government Act and Council's Rate Rebate Policy. Council may however determine any changes to the proposed recommendation as it wishes, particularly in regards to the discretionary rates rebate as summarised in part 4 of option 1 above.

## **8. POLICY IMPLICATIONS**

### **8.1 Financial/Budget**

Provision has been made for rate rebates in to the draft Annual Business Plan and Budget for the financial year ending 30 June 2024.

### **8.2 Legislative/Risk Management**

Division 5 of the *Local Government Act 1999*.

### **8.3 Staffing/Work Plans**

This activity will be accommodated with existing work plans.

### **8.4 Environmental/Social/Economic**

Nil.

### **8.5 Stakeholder Engagement**

Nil.

## **9. REPORT CONSULTATION**

Not applicable.

## **10. REPORT AUTHORISERS**

|                 |                                |
|-----------------|--------------------------------|
| Jacqui Kelleher | Director Community & Corporate |
| Sam Johnson     | Chief Executive Officer        |

| 2023/2024 Rate Rebate Applications<br>Mandatory Applications (100%)<br>Attachment 1 |  |   |  |                          |                                     |   |  |
|---|--|---|--|--------------------------|-------------------------------------|---|--|
| Assessment  | Owner  | Land Description                                  | Property Address   | Rate Rebate % requested: | Regional Landscape Levy % Requested | Reason  | Supporting documentation provided:   |
| A41523 & A26939   | Mid North Health Advisory Council Inc.   | Booleroo Centre Hospital & grounds                | 3-13 Stephens Street, Booleroo Centre & Lot 204 Miller Road, Booleroo Centre SA 5482   | 100%                     | 100%                                | Qualifies for rebate. These properties are used and administered by the Yorke and Northern Local Health Network Incorporated ('YNLHN') for the purpose of the provision of hospital and general medical practice services to the Booleroo Centre District. YNLHN has no intention of making an application to another council. These services are funded by the State Government of South Australia. The health service situated at Booleroo has not received any community grants in the 2022 financial year | Not required.  |
| A36350 & A30132   | Lutheran Church of Australia Inc.  | Lutheran Church                                   | Lot 19C Willowie & Section 243C, Gregory   | 100%                     | 100%                                | Qualifies for rebate, no reason provided  | Information confirming services  |
| A11590  | Booleroo Centre Evangelical Lutheran Parish                                    | Booleroo Lutheran Church                          | Lot 2 FP9946, 22 Arthur Street, Booleroo Centre SA 5482  | 100%                     | 100%                                | Qualifies for rebate, no reason provided  | Information confirming services  |
| A21367  | Evangelical Lutheran Zion Church   | Wirrabara Lutheran Church                         | 7 East Terrace, Wirrabara SA 5481  | 100%                     | 100%                                | We offer a service to the community with anyone welcome to worship, we are a non profit organisatin.  | Information confirming services  |
| A22058  | Holy Trinity Lutheran Church   | Appila Lutheran Church                            | 1581 Pine Creek Road, Appila SA 5480   | 100%                     | 100%                                | Qualifies for rebate, no reason provided  | Information confirming services, financial information October 21 to September 22 and worship forms                              |
| A11734, A36481, A13805, A18279, A21088  | Uniting Church   | Uniting Church                                    | 19 Stephens Street, Booleroo Centre<br>1271 Whim Road, Booleroo<br>25 Mount Street, Melrose<br>25 Tuckwell Street, Wilmington<br>8 Radiata Street, Wirrabara | 100%                     | 100%                                | Qualifies for rebate, no reason provided  | Australian Charities & Not-for-profit Commission certificate, 2021 Annual information statement, information confirming services |
| A19758<br>A17605  | Catholic Diocese   | Catholic Church & Cemetery, Wilmington            | Section 362, Willochra<br>8-10 Horrocks Highway, Wilmington  | 100%                     | 100%                                | Qualifies for rebate, no reason provided  | Profit & Loss report 2021/22, refection on the year,   |
| A21600, A17984 & A13869   | The Synod of the Anglican Church of Australia in the Diocese of Willochra Inc. | Anglican Church - Wirrabara, Wilmington & Melrose | 39 High Street, Wirrabara<br>15 Horrocks Highway, Wilmington and<br>12-14 Church Street, Melrose   | 100%                     | 100%                                | Qualifies for rebate, no reason provided  |  |

| 2023/2024 Rate Rebate Applications<br>Mandatory Applications (75%)<br>Attachment 2 |                                  |   |   |                          |                                     |                           |   |  |
|--|----------------------------------|---|---|--------------------------|-------------------------------------|---------------------------|---|--|
| Assessment   | Owner                            | Description                                   | Property Address  | Rate Rebate % requested: | Regional Landscape Levy % Requested | Applied for Discretionary | Reason  | Supporting documentation provided:   |
| A11603   | Mt. View Homes Inc.              | Aged Care Facility                            | 31 Arthut Street, Booleroo Centre SA 5482   | 75%                      | 75%                                 | Y                         | Mt View Homes is a "Community Owned, Not for profit" organization, providing residential aged care accommodation and hotel services to the ageing members of our communities and beyond. Residents at Mt View Homes pay the required Daily fee set out by the Department of Health for their stay at Mt View Homes, and assets determine if other fees are payable or not. Consideration is always taken into account when reviewing a person's assets so that no one is disadvantaged to receive care at Mt View Homes. Many services are provided to the residents free of charge, and no additional services provided are charged for. | Certificate of incorporation, Notice of endorsement for charity tax concessions, 2021-2022 Annual reports and financial statements |
| A42, A43, A44, A45, A46, A47, A48, A49, A50 & A51                                  | Unity Housing Co. Ltd.           | Unity Housing properties - Booleroo & Melrose | 1/4 Gray Close, Melrose SA 5483<br>69, 71, 73, 75, 77 & 79 Stephens ST, Booleroo Centre SA 5482 | 75%                      | 75%                                 | N                         | Qualifies for rebate, no reason provided  | Rules of the company, 2021/22 Annual Report, Certificate of Registration   |
| A12196   | Booleroo Centre & District Kindy | Booleroo Kindergarten                         | 26 Campbell Street, Booleroo Centre   | 75%                      | 75%                                 | Y                         | We are a not for profit educational service providing care and Kindergarten to children across a large area of the District Council of MT Remarkable.   | Nil  |

| 2023/2024 Rate Rebate Applications<br>Discretionary Applications<br>Attachment 3 |   |   |   |                         |                                     |              |   |  |
|--|---|---|---|-------------------------|-------------------------------------|--------------|---|--|
| Assessment   | Owner   | Description                                   | Property Address  | Rate Rebate % Requested | Regional Landscape Levy % Requested | 166.1 - Case | Reason  | Supporting Documentation:  |
| A11617, A44137, A44141, A44155, A11635 & A44858                                  | Mt View Homes                                 | Units 1 - 6 (Sanders Street, Booleroo Centre) | 8A - 8D & 12A/12B Sanders Street, Booleroo Centre SA 5482   | 60%                     | 60%                                 | h & j        | The Independent Living Units are available to ageing members of the community and surrounding areas for rental or purchase of license to occupy under the retirement living scheme. All units are currently rented except for one which is occupied under the retirement living scheme, and rentals are charged at below market rate and rent assistance is obtained.   | Certificate of incorporation, Notice of endorsement for charity tax concessions, 2021-2022 Annual reports and financial statements   |
| A14807, A41262, A44562 & A44876  | Mt View Homes                                 | Units 7 - 10 (Borgas Street, Booleroo Centre) | 21A - 21D Borgas Street, Booleroo Centre SA 5482  |                         |                                     |              |   |  |
| A11649   | Mt View Homes                                 | Mens Shed                                     | 19 Borgas Street, Booleroo Centre SA 5482   | 100%                    | 100%                                | j            | Mt View Homes allows 'The Booleroo District Men's Shed' to occupy the land of 19 Borgas Street, Booleroo Centre for their community Men's group who meet weekly on Thursdays. Mt View Homes Inc. does not charge The Booleroo District Men's Shed and fees or service charges, and this is evident in the financial report where no income is derived from the Men's Shed. Mt View Homes Inc has an ongoing agreement with the Men's Shed group to continue using the land in the manner set out. In the agreement between the two parties. The Men's Shed assist the community in providing a safe place for Men to attend for social interaction, and have activities of a "shed" nature such as woodwork projects. Many of these projects are assisting other community organisations in repairs or restoration of furniture.  | Certificate of incorporation, Notice of endorsement for charity tax concessions, 2021-2022 Annual reports and financial statements and agreement between Mt View Homes Incorporated and The Booleroo and Districts Men Shed Incorporated |
| A11603   | Mt View Homes                                 | Ageed Care Facility                           | 31 Arthur Street, Booleroo Centre SA 5482   | 25%                     | 25%                                 | h, l and j   | Mt View Homes is a "Community Owned, Not for profit" organization, providing residential aged care accommodation and hotel services to the ageing members of our communities and beyond. Residents at Mt View Homes pay the required Daily fee set out by the Department of Health for their stay at Mt View Homes, and assets determine if other fees are payable or not. Consideration is always taken into account when reviewing a person's assets so that no one is disadvantaged to receive care at Mt View Homes. Many services are provided to the residents free of charge, and no additional services provided are charged for.   | Certificate of incorporation, Notice of endorsement for charity tax concessions, 2021-2022 Annual reports and financial statements   |
| A15548   | Port Germein Village Project Association Inc. | Museum  | 14 High Street, Port Germein SA 5495  | 100%                    | 100%                                | a, c, d & j  | The Village Project is currently being financially supported by Port Germein Heritage Arts and Tourism Inc a small local community group. The Village site and buildings are undergoing major renovations and refurbishment. The Village houses museum items, holds workshops, hosts tourists and is a focal point in the day today lives of residents, which is evident by the large number of volunteers assisting at the Village. At the end of April 2023 the Port Germein Uniting Church will close. The Village Project will provide a Chapel area for the congregation to meet. It is hoped the long-awaited Village Road will soon be up and running (refurbished equipment courtesy of the PG Men's Shed). Successful grant applications have secured commercial quality kitchen equipment eg stove, air conditioners, refrigeration and much more. HATs on site activities are completing a SA History Trust Grant to assist with cataloguing photos, documents and items pertaining to Port Germein and region's heritage. The development of an augmented reality program to promote and aid visitation to the DCHR area and surrounds is underway. This exciting program coupled with public art development is a catalyst for inclusion in educational activities eg school excursions. The Village Project is governed by its constitution which includes in it's objects "to better facilitate the general condition of the town, to assist in the general development of the town, to promote tourism" A strong Community working together is happening at the Village Project!  | Photo's showing facilities and information regarding what the Port Germein Village Project Association Inc does and where it gets funding  |
| A41000 & A276  | Wilmington Tennis Club                        | Wilmington Tennis Clubrooms, Courts & Reserve | 24 Angas Terrace and Sec 645, Wilmington SA 5433  | 100%                    | 100%                                | g & j        | Both parcels of land are used by the Tennis Club which provides a benefit to our club and the greater community. The courts are used throughout the year by both the Tennis and Netball Clubs and also the Wilmington Primary School, providing a community facility with great courts and clubhouse. Members of the public also have the opportunity to access the courts as the bottom courts are available 24/7. The Tennis Club is affiliated with the Southern Flinders Tennis Association with teams in both the junior and senior competitions. The parklands is used by the Club to run sheep, raising funds through the sale of lambs and wool from the ewes. The sheep are a joint project between the Wilmington Golf and Tennis Clubs as many members are involved in both clubs. The livestock are all managed by our volunteers, ensuring water, fencing, shearing, tending, marking etc are done at the right time and ensuring that they get to market. All funds raised from the sheep are put back into the Club, for example court resurfacing, improving clubhouse facilities, providing junior coaching and purchasing equipment. Both parcels of land are leased from the Council. The Tennis Club appreciates the assistance of Council through the rebate of rates in the past. This enables the Club to continue to be financially sustainable and enable the Club to invest funds into the courts, clubhouse and grounds. Over recent years the Club has been able to resurface the courts, upgrade court fencing, solar panel installation and upgrade the Clubhouse internally. For some of these projects we have been successful in obtaining grant funding through both State Government and Council for these upgrades, but with the Club making a substantial contribution. Further projects have been identified including an upgrade of the exterior of the Clubhouse and the pergola needing maintenance and upgrade. These projects will require a substantial financial commitment by the Club which we have commenced with fundraising ideas (for example Ladies Night held in February 2023). Should a rebate not be granted, it would place great strain on our already tight finances (refer to 2021/2022 financial report). With limited fund raising opportunities, Covid restrictions in recent years, player numbers diminishing in both junior and senior teams and volunteer numbers limited, the Club will find it hard to maintain our clubhouse and courts. We take pride in the community facility that so many people enjoy throughout the year. The Club will still be responsible for waste management and OWMs charge which is still a large and substantial financial commitment to pay for (as these are not able to be rebated). | 2021/2022 Financial report   |
| A24773, A10485, A40931, A10043   | Appila Improvement Committee                  | Stacey Park / Appila parklands                | Section 49 & 631 Appila, Lot 32, 9-11 Watkins TCE, Appila, Lots 33/34, 47/48 & 53/54, 22-28 Apollo RD, Appila | 100%                    | 100%                                | c, g & j     | Properties listed are for Community use and have no residential, commercial or income generating purpose. The Appila Improvement Association takes on the responsibility to care for and maintain these properties on behalf of and in co-operation with DC MRemarkable.  |  |
| A38647 & A42589  | Murray Town Progress Association              | Tennis Courts & Parklands, Oval & Campgrounds | 6-24 Trilene Road & 27 Nukunu Yarta Way, Murray Town SA 5481  | 100%                    | 100%                                | g & j        | Murray Town Progress Association, as you know own the land to which the rebate is sought. The land is multi-functional, it is the headquarters for Southern Flinders Dressage Club providing horse riding learning and competition for both local children and adults. We also provide<br><ul style="list-style-type: none"> <li>• water for CFS use in the event of a fire within the council area. Melrose CFS also come to our oval on occasions to obtain water for their tankers. Local community members within the DCHR also use the tanks to help water stock or replenish their tanks in times of extreme drought or just low rain fall. No local town water available we rely on rainfall or bore water.</li> <li>• safe camping facilities and amenities for tourists and walkers of the Heyson Trail, which in turn helps the communities of Melrose, Booleroo Centre, Wirrabara and Wilmington. Unfortunately these campers can only help our town with the small fee payable to cover costs to have this facility available to them.</li> <li>• the postal service in town for the local residents. This in itself is an advantage to the older locals which saves them the cost and time of travelling to either Booleroo Centre, Melrose or Wirrabara.</li> <li>• Flinders Mobile Library also is available behind our post boxes next to the Public Toilets every second Thursday.</li> <li>• cleaning of the sign posted Public Toilets. Progress inspect these toilets daily (clean if necessary) including restocking of paper, they are given a proper thorough clean weekly</li> <li>• Children's Playground within the grounds near the old Tennis Club building. This playground is utilized on a daily basis by local children plus people travelling through. A few years ago prior to Covid we received a Commonwealth Grant to enable us to build a Rotunda, along side the playground.</li> </ul> Any funds raised go back into:<br><ul style="list-style-type: none"> <li>• Insurance</li> <li>• Electricity and Gas</li> <li>• Fuel for the mower</li> <li>• Repairs</li> <li>• Cleaning and Chemicals</li> <li>• Toilet Stocks etc</li> </ul>   | photo's showing facilities,  |
| A39554   | Mount Remarkable Agricultural Society Inc.    | Melrose Showgrounds                           | 22083 Horrocks Highway, Melrose SA 5483   | 100%                    | 100%                                | e & j        | The Mount Remarkable Agricultural Society is a volunteer organisation that owns, maintains and manages the Melrose Showgrounds as a sport and recreation facility for the benefit of the Community. It hosts the annual Melrose Show and SA Utility Sheep Dog Trial. All fundraising profits are used to maintain and improve the facility. We are a small, not-for-profit organisation that works hard to provide a venue and a service to our local community and beyond.   | photo's showing facilities,  |
| A20527   | Wirrabara Progress Association                | Wirrabara Markets - grounds                   | 36 High Street, Wirrabara SA 5481   | 100%                    | 100%                                | j            | As we are not for profit, organisation all our funding comes from fundraising projects and by volunteers. We maintain the park and median strip. We maintain a Driblator, are making a new website and run a facebook page. In 2024 Wirrabara is celebrating 150 years and we are working on producing a book to follow on from the book of the first 100 years (Yet Still they Live). Also we hope to run celebration of the 150 year over the weekend of the 5th and 6th of October 2024.   | Chairpersons report (October 2022), photos of defib and book and information in regards to proposed celebration  |

Agenda Ordinary Meeting of Council Tuesday 16 May 2023

|                         |   |  |  |  |      |                   |  |  |
|-------------------------|---|--|--|--|------|-------------------|--|--|
| A12637                  | Melrose Districts History Society Inc.      | Melrose Museum                                   | 13 Stuart Street, Melrose SA 5483            | 100%   | 100% | a, b, c, d, g & j | <p>The Museum was established in 1968 when the former Police Station and Courthouse was given to the community by the state Government. At the time a call for donations of objects resulted in a large collection of local history being assembled. In 1975 the former Royal Exchange hotel and bakery premises were purchased as a collections storage and research centre by the Melrose National Trust.</p> <p>In 1998 the Melrose National Trust achieved full accreditation with History Trust of SA and with grants were able to construct new building to house collections and displays. In 2002 the Melrose National Trust disbanded and became an incorporated body known as the Melrose District History Society Inc. The Archives building has been converted into a Collections storage and research centre where family research is conducted for anyone wanting to research family / history.</p> <p>The Museum proudly boasts many items of State, National and Local significance.</p> <p>The Society was granted Custodianship by the State Government of the site in 2020.</p> <p>Every single one of the Society's members are volunteers.</p> <p>There is a caretaker living on site who receives a small honorarium for his tireless services of keeping the Museum open 6 days a week from 10am to 4pm for visitors to access.</p> <p>-volunteers work at the Museum for the caretaker to have a day off each week and allow the Museum to be open 7 days per week.</p> <p>-volunteers work at the Archives building each week as necessary doing family research enquiries, accepting donations of items for history purposes and cataloging / packaging them appropriately to meet conservation standards. Attending training courses to enable them to be able to achieve this service.</p> <p>-Have an information bay at the front of the Museum for the public to access</p> <p>-the Museum has a regular bookings for school tours for students from both Metropolitan and Regional Schools alike which add this Museum to their curriculum for the students learning.</p> <p>-being able to pass onto the community the history of the Police Station and Courthouse and the judiciary system at the time, which was the most northern one in the state and serviced all this area down to Clare in the early days. Court trials from these early days are available for the public to see. The Federation building covers details of Goyler's line and its significance, World Wars memorabilia, &amp; hardships endured by our early pioneers. The workingman's shed covers all aspects of farming in the early day. The Nukuna building tells the story of the aboriginals in the district. Many displays of machinery etc. are a valuable must see to appreciate our early history.</p> <p>-Ghost Tours, Town Walks, Cemetery Walks, guided School Tours with courtroom trials, are all offered to the community and thoroughly enjoyed by locals and visitors alike.</p> <p>This valuable history which is situated on Crown Land must be maintained for future generations to be able to access and view and believe that the volunteers of the Society provide this service extremely well.</p> | Australian Charities & Not-for-profit Commission certificate, list of services available |
| A18427, A18431 & A31968 | Wilmington Progress Society Inc.            | Visitor Centre, Wilmington Billiards Club & Shop | 28 & 30 Horrocks Highway, Wilmington SA 5485 | 100%   | 100% | j & l             | <p>Wilmington Progress Society is an incorporated non-profit organisation run solely by volunteers. Evidence of our incorporated status is attached to this application. All funds raised by Progress result from community members volunteering their time. All monies raised by Wilmington Progress are intended for the benefit of the local community. Any reduction in outgoings helps to utilise funds raised by Progress for the purpose for which they were intended such as holding community events e.g., Anzac Day, Christmas show, Australia Day events, Family Fun days, Clean Up Australia Day, tree planting, maintenance of local parks etc.</p> <p>Wilmington Progress also source and pay for the production of tourist flyers that are available from the Visitor Centre.</p> <p>The ownership of the premises for which we are seeking rebates incurs many operational costs to maintain the facilities in a usable and presentable condition which benefits the Wilmington Community and the greater council area through its presentation to local and visiting users. These substantial costs include insurance, electricity, water, desludging, general maintenance, and upkeep.</p> <p>Two of the premises are partially rented out for commercial purposes, namely for Massage Therapy and a Jewellery shop. All rent monies received by Wilmington Progress are used towards maintenance of buildings and providing community services and events as described herein.</p> <p>The Visitor Centre premise provides tourist information and advice, provides a location for local producers and artisans to display and sell their wares. The rear area of facility is also used for local events such as the Christmas Shows and stall markets and provides a children's play area.</p> <p>The Wilmington Visitor Centre is also used by the local Playgroup where parents of young children can provide social and educational opportunities. This is very important in a small community such as ours which has limited options available for new and young parents or caregivers to come together and meet new people which contributes to their overall mental health and wellbeing.</p> <p>Wilmington Progress Society actively applies for grants when they are available and are suitable for the project. As council is aware grant funds can only be used for the purpose of the grant and not for the general maintenance and operational costs relating to the facilities.</p>  | photo's showing facilities, ABN details (other incorporated entity)                      |
| A10728                  | Booleeroo Centre & District Lions Club Inc. | Meeting room                                     | 38A Stephens Street, Booleeroo Centre        | 75%  | 75%  | j                 | <p>The Booleeroo Centre &amp; Districts Lions Club hold events to raise funds, if those events are for specific Lions Club fund raising all funds raised go to the Lions Club, therefore, the Booleeroo Lions Club must raise funds separately for any maintenance on the building, donut van, administration costs/bills, plus purchase items (stock) to sell to raise funds.</p>   | photo's showing facilities.  |
| A12196 (New)            | Booleeroo Centre & District Kindy           | Booleeroo Kindergarten                           | 26 Campbell Street, Booleeroo Centre         | 25   | 25   | d                 | <p>We are a not for profit educational service providing care and Kindergarten to children across a large area of the District Council of Mt Remarkable.</p>   | Nil  |
| A93                     | NBN Co Ltd                                  | NBN Tower - Wirrabara Sporting Grounds           | 41 Crow Road, Wirrabara SA 5481              | <b>Application not needed - rebate granted as part of lease clause 4.1</b>   |      |                   |  |  |
| A12790                  | Melrose Districts History Society Inc.      | Archives building                                | 14 Moorhouse Street, Melrose SA 5483         | <b>Application not needed - rebate granted as part of lease clause 4.1</b>   |      |                   |  |  |
| A42200                  | Melrose Districts History Society Inc.      | Museum   | 14 Moorhouse Street, Melrose SA 5483         | <b>Application not needed - rebate granted as part of lease clause 3.2.1</b> |      |                   |  |  |

| Rates Exemptions granted through Recreation Grounds Rates & Taxes Act 1981<br>Attachment 4 |  |  |  |                  |
|--|--|--|--|------------------|
| Assessment   | Lessee/Owner   | Address  | Land Description                                       | Leased           |
| A12394 & A252  | The Booleroo Centre Golf Club Inc  | 1201 Nukunu Yarta Way, BOOLEROO<br>Pt. 132 DP64268, BOOLEROO   | Golf Clubrooms, Golf Course & Facilities               | Y                |
| A12542   | Melrose Tennis Club  | Pt. 1-7 Joes Road, MELROSE   | Melrose Tennis Courts & Facilities                     | Y                |
| A12556   | The Melrose Memorial Bowling Club Inc  | Pt. 1-7 Joes Road, MELROSE   | Melrose Bowling Green & Facilities                     | Y                |
| A19055   | Wilmington Bowling Club Incorporated   | 49 Horrocks Highway, WILMINGTON  | Wilmington Bowling Green & Facilities                  | Y                |
| A25662   | Wilmington Oval Management Committee   | 51-55 Horrocks Highway, WILMINGTON   | The Wilmington memorial Recreation & Show Reserve      | Y                |
| A19087, A19091 & A19104  | The Wilmington Golf Club Inc   | 1-5 Horrocks Highway, WILMINGTON<br>9-15 Maria Terrace, WILMINGTON<br>538 & 539, WILLOCHRA                           | Wilmington Golf Course & Clubrooms                     | Y                |
| A21385 & A24804  | Wirrabara Golf Club  | 12-40 East Terrace, WIRABARA<br>638, APPILA  | Wirrabara Golf Club                                    | Y                |
| A24854   | The Rocky River Pistol Club  | 10 Willow Dam Road, APPILA   | Rocky River Pistol Club & Facilities                   | Y                |
| A43329, A34211 & A33534  | Port Germein Golf Club Inc   | 520 & 521, TELOWIE<br>13781 Augusta Highway, TELOWIE<br>8 FP137664 2 FP137658 PCS 1&2 FP137687<br>399 & 402, TELOWIE | Section 520 & 521 Hd Telowie                           | A43329<br>Leased |
| A15615   | Port Germein Bowling Club  | 11-13 Ponape Street, PORT GERMEIN  | Bowling Clubrooms & Facilities                         | Y                |
| Portion A21911   | Wirrabara Sporting Reserve Committee   | 41 Crew Road, WIRABARA   | Wirrabara Sporting Reserve                             | Y                |
| A19073   | Wilmington Rodeo Club  | 46-50 Horrocks Highway, WILMINGTON   | Wilmington Rodeo Club grounds & Facilities             | Y                |
| A10520   | Booleroo Centre Memorial Swimming Pool Committee   | 8-10 Arthur Street, BOOLEROO CENTRE  | Booleroo Swimming Pool                                 | Y                |
| A11798   | Booleroo Centre Community Development and Tourism Association Inc & Booleroo Centre Gym Committee Incorporated | 23A Stephens Street, BOOLEROO CENTRE   | Booleroo Community Gym                                 | Y                |
| Portion A21911   | Wirrabara Progress Association Inc   | 41 Crew Road, WIRABARA   | Wirrabara Markets                                      | Y                |
| A15485   | Port Germein Tennis Club   | 28-30 High Street, PORT GERMEIN  | Tennis courts and clubrooms                            | N                |
| A21731   | Wirrabara Bowling Club   | 13-17 Redgum Street, WIRABARA  | Lawn Bowls courts and clubrooms                        | N                |
| A22620   | Stacey Park Trustees   | 66 Stacey Park Avenue, APPILA  | Outdoor arenas (parks and public facilities)           | N                |
| A11455   | Booleroo Centre Athletic Club Inc  | 46-54 Arthur Street, BOOLEROO CENTRE   | Outdoor arenas (oval, clubrooms, courts and amenities) | N                |
| A10895   | Booleroo Centre Bowling Club   | 55-57 Stephens Street, BOOLEROO CENTRE   | Lawn Bowls courts and clubrooms                        | N                |

### 1. Introduction

This policy outlines the District Council of Mount Remarkable (“the Council”) and its position in relation to its obligations with regard to whether a rebate has to be granted by way of legislation, or at the Council’s discretion. The granting of rebates redistributes the rate burden to other ratepayers.

The contents of and the commitments that the Council makes in this policy are not intended to be and should not be interpreted to be any more than a statement of the Council’s general position in relation to those matters and to facilitate its aspirations wherever it is reasonable to do so.

### 2. Policy Objectives

The objective of this policy is to assist the Council in deciding an application for and to provide guidance to the community as to the grounds upon which they may be entitled to a rebate of rates in accordance with the requirements of the Local Government Act 1999 (“the Act”).

In accordance with the Act this policy sets out the type of use in respect of land which the Council must grant a rebate of rates and the amount that this rebate must be and those types of land uses where the Council has discretion to grant a rebate of rates.

### 3. Policy

#### 3.1 Overview

The Council recognises that adverse economic condition may from time to time impact on the economic base(s) within the District Council of Mount Remarkable and will consider requests for rebates based on individual merit.

Chapter 10 of the Act empowers local government to levy rates and charges on land and provides some general principles for consideration when developing rating policies. Our Rates Policy is the lead document in respect of the application of rates within the Council and provides detailed explanations of our principles and objectives.

In developing this policy the Council has given consideration to the five main principles of taxation being:

- Equity;
- Benefit;
- Capacity to pay;
- Efficiency; and
- Simplicity.

The Act is the principal legislative document that directs the Council on the rebate of rates. The Act recognises that some particular land uses are likely to provide local community benefit and face financial challenges provides rate relief concessions to support their financial sustainability. Further discretionary provision allows for the Council to determine whether other desirable land uses may be offered rate relief. In determining discretionary rebates primary consideration would be directed towards Council's strategic directions, budget consideration, the current economic climate and likely impacts on our communities.

The Act provides:

- For a mandatory rebate of rates in specified cases and the amount of that mandatory rebate (see the mandatory rebates section 4 below)
- That where the Council must grant a rebate of rates under the Act, and the amount of that rebate is fixed by the Act at less than 100 per cent, the Council may increase the amount of the rebate
- In Section 166, for the Council to provide a discretionary rebate of rates in the cases set out in that Section (see the discretionary rebates section 5 below).

#### 4. Mandatory Rebates

The Council must grant a rebate in the amount specified in respect of those land uses which the Act provides will be granted a rebate.

Rates on the following land will be rebated at 100 percent:

- **Section 160 – Rebate of Rates – health services**

The rates on land being predominately used for service delivery or administration by a hospital or health centre incorporated under the South Australian Health Commission Act 1976.

- **Section 162 – Rebate of Rates – religious purposes**

The rates on land containing a church or other building used for public worship (and any grounds), or land solely used for religious purposes.

- **Section 163 – Rebate of rate – public cemeteries**

The rates on land being used for the purposes of a public cemetery.

- **Section 164 – Rebate of rates – Royal Zoological Society of SA**

The rates on land (other than land used as domestic premises) owned by, or under the care, control and management of, the Royal Zoological Society of South Australia Incorporated.



Rates on the following land will be rebated at 75 per cent:

- **Section 161 – Rebate of rates – community services**

(1) The rates on land being predominantly used for service delivery or administration (or both) by a community service organisation will be rebated at 75 per cent (or, at the discretion of the council, at a higher rate).\*

(2) If—

1. a community service organisation is entitled to a rebate of rates under subsection (1); and
2. the council has declared differential rates according to the use of land and thus provided for a distinct residential rate,

then that residential rate must be applied to the land to which the rebate relates.

(3) For the purposes of this section, a community services organisation is a body that—

1. is incorporated on a not-for-profit basis for the benefit of the public; and
2. provides community services without charge or for a charge that is below the cost to the body of providing the services; and
3. does not restrict its services to persons who are members of the body.

(4) For the purposes of subsection (3)—

1. a body will not be regarded as incorporated on a not-for-profit basis—
  - (i) if a principal or subsidiary object of the body is—
    - (A) to secure a pecuniary profit for the members of the body or any of them; or
    - (B) to engage in trade or commerce; or
  - (ii) if the constitution or rules of the body provide that the surplus assets of the body on a winding-up are to be distributed to its members or to another body that does not have identical or similar aims or objects;
2. subject to the operation of paragraph (a), a body that receives funds from the State or Commonwealth Governments in order to subsidise its costs or charges will be taken to satisfy the requirements of subsection (3)(b);
3. any of the following are community services:
  - (i) the provision of emergency accommodation;
  - (ii) the provision of food or clothing for disadvantaged persons;
  - (iii) the provision of supported accommodation;

- (iv) the provision of essential services, or employment support, for persons with mental health disabilities, or with intellectual or physical disabilities;
  - (v) the provision of legal services for disadvantaged persons;
  - (vi) the provision of drug or alcohol rehabilitation services;
  - (vii) the conduct of research into, or the provision of community education about, diseases or illnesses, or the provision of palliative care to persons who suffer from diseases or illnesses;
4. who are disadvantaged by reason of poverty, illness, frailty, or mental, intellectual or physical disability.

It is necessary for a community service organisation to satisfy all of the criteria contained in the Act to be entitled to the mandatory 75% rebate.

- **Section 165 – Rebate of rates – educational purposes**

- (1) The rates on land—
  - (a) occupied by a government school under a lease or licence and being used for educational purposes; or
  - (b) occupied by a non-government school registered under the Education and Early Childhood Services (Registration and Standards) Act 2011 and being used for educational purposes, will be rebated at 75 per cent (or, at the discretion of the council, at a higher rate). \*
- (2) The rates on land being used by a university or university college to provide accommodation and other forms of support for students on a not-for-profit basis will be rebated at 75 per cent (or, at the discretion of the council, at a higher rate).

\* subject to submission of a discretionary rate rebate application.

Where a person or body is entitled to a rebate of 75% the Council may, pursuant to Section 159(4) of the Act, increase the rebate by up to a further 25%. The Council may grant the further 25% rebate upon application or on its own initiative. Where an application is made to the Council for a rebate of up to a further 25 per cent the application will be made in accordance with the discretionary rebate section of this policy and the Council will provide written notice to the applicant of its determination of that application. Please refer to the Discretionary Rebates section.

Where the Council is satisfied from its own records or from other sources that a person or body meets the necessary criteria for a mandatory 100% or 75% rebate, the Council will grant the rebate at the meeting of the Council in which rates are adopted.

## 5. Discretionary Rebates

The Council may in its absolute discretion grant a rebate of rates or service charges in any of the following cases pursuant to Section 166(1) of the Act:

1. where the rebate is desirable for the purpose of securing the proper development of the area (or a part of the area);
2. where the rebate is desirable for the purpose of assisting or supporting a business in its area;
3. where the rebate will conduce to the preservation of buildings or places of historic significance;
4. where the land is being used for educational purposes;
5. where the land is being used for agricultural, horticultural or floricultural exhibitions;
6. where the land is being used for a hospital or health centre;
7. where the land is being used to provide facilities or services for children or young persons;
8. where the land is being used to provide accommodation for the aged or disabled;
9. where the land is being used for a residential aged care facility that is approved for Commonwealth funding under the Aged Care Act 1997 (Cwlth) or a day therapy centre;
10. where the land is being used by an organisation which, in the opinion of the council, provides a benefit or service to the local community;
11. where the rebate relates to common property or land vested in a community corporation under the Community Titles Act 1996 over which the public has a free and unrestricted right of access and enjoyment;
12. where the rebate is considered by the council to be appropriate to provide relief against what would otherwise amount to a substantial change in rates payable by a ratepayer due to:
  - a redistribution of the rates burden within the community arising from a change to the basis or structure of the council's rates; or
  - a change to the basis on which land is valued for the purpose of rating, rapid changes in valuations, or anomalies in valuations;
13. where the rebate is considered by the council to be appropriate to provide relief against what would otherwise constitute:
  - a liability to pay a rate or charge that is inconsistent with the liabilities that were anticipated by the Council in its Annual Business Plan
  - a liability that is unfair or unreasonable
14. where the rebate to give effect to a review of a decision of the Council under Chapter 13 Part 2 of the Act (Internal review of Council actions)
15. where the rebate is contemplated under another provision of this Act  
Council may grant a rebate of rates up to and including 100% of the relevant rates or service charges. Council may grant a rebate for a period exceeding one year, but not exceeding 10 years in respect of those cases identified at 5 (1), 5(2) or 5(11) above.  
Council has an absolute discretion:
  - to grant a rebate of rates or service charges in the above cases

- to determine the amount of any such rebate, to a maximum of 100% of the relevant rate or service rate.

The Council may take into account, but are not limited to, the following:

1. why there is a need for financial assistance through a rebate;
2. the level of rebate (percentage and dollar amount) being sought and why it is appropriate;
3. the extent of financial assistance, if any, being provided to the applicant and/or in respect of the land by Commonwealth or State agencies;
4. whether the applicant has made/intends to make application to another Council(s);
5. whether, and if so to what extent, the applicant is or will be providing a service within the Council area;
6. whether the applicant is a public sector body, a private not for profit body or a private for profit body;
7. whether there are any relevant historical considerations that may be relevant for all or any part of the current Council term;
8. the desirability of granting a rebate for more than one year in those circumstances identified at Clause 4.2 of this policy;
9. consideration of the full financial consequences of the rebate for the Council;
10. the time the application is received;
11. the availability of any community grant to the person or body making the application;
12. whether the applicant is in receipt of a community grant; and
13. any other matters, and policies of the Council, which the Council considers relevant.

Persons or bodies who seek a discretionary rebate will be required to submit an application form to the Council and provide such information as stipulated on the application form and any other information that the Council may reasonably require.

## 6. Recreation Grounds Rates & Taxes Exemption

The Recreation Grounds Rates and Taxes Exemption Act 1981 exempts certain land used for sport or recreation in South Australia from rates and taxes. Such land is, therefore, not rateable pursuant to section 147(d) of the Recreation Grounds Rates and Taxes Exemption Act 1981.

To be eligible for exemption conferred by the Recreation Grounds Rates and Taxes Exemption Act 1981, the land in question must satisfy the criteria in Section 4(a)(b) or (c) and in respect of Section 4 (a)and(b) all of the income that is derived from the land (if any) by a Council, trustees or an association must be applied towards the maintenance, repair or improvement of the land.

To assist with determining whether or not the land is used for sport or recreation, the Council will have regard to the land use codes utilised by the Office of the Valuer-General. Specifically, land to which the land use codes 7100 to 7900 (excluding 7510 and 7520) apply will be assessed by Council, unless there is evidence to the contrary, as land used for sport and recreation.

Apply to Council in writing for an exemption setting out the reasons you consider eligibility arises in the circumstances. Applications should be accompanied by supporting documentation and should include the following information

- details of the applicant including name and contact details;
- details of the owner of the land including
  - a copy of the certificate of title; and
  - where the land vests in a trust, a copy of the trust deed; or
  - where the land vests in an association, a copy of the constitution or rules of the association;
- the use to which the land is put;
- whether the public is entitled to access the land and if so, whether access is restricted any any way, and details of any instrument conferring public access rights;
- details of income derived from the land and supporting certified financial statements that evidence income and expenditure over the last 12 months and a statutory declaration from the treasurer or other persons responsible for managing funds of the organisation addressing how income has been expended.

Please note that even if your organisation/club does not qualify for an exemption under the Recreation Grounds Rates and Taxes Exemption Act 1981 it may still apply for a discretionary rate rebate. Please refer to the Rates Fact Sheet 01 Recreation Grounds Rates & Taxes Exemption available on the Council's website ([www.mtr.sa.gov.au](http://www.mtr.sa.gov.au)) or at the Council office for further information.

## 7. Rebate Applications

Persons or bodies who seek a rebate of rates must make a written application. Applicants should first make contact with the Council's Rates Officer to discuss the application process. Applications must be received before 30 April each year in order to be considered for the following financial year.

The Council will notify the applicant if their request is not granted, otherwise the rebate will appear on their rate notice.

## 8. Penalties

There are penalties for making false statements and for failing to advise Council of changes in circumstances which would remove the entitlement to a rebate. See Section 159 of the Act.

Section 159 of the Act also allows Council to recover the rates if it determines that the rebate no longer applies. If the rebate ceases to apply for the whole of

the financial year, Council will reverse the whole of the rebate and send a rate notice as soon as possible, giving the ratepayer 30 days to pay. If the rebate ceases to apply for part of the financial year, the rebate will be reversed for that portion of the year and a rate notice will be sent to the ratepayer as soon as possible giving 30 days to pay. Council will, in writing, as soon as possible after the decision is made terminated the rebate, advise the applicant of this determination.

### 9. Review

A person or body that is aggrieved by a determination of Council in respect of an application for a rebate may seek a review of that by written application to Council within 21 days of the date of which the notice of determination is given pursuant to clause 5 of this policy.

### 10. Records Management

All records should be treated in accordance with the Local Government Act 1999 and the State Records Act 1991.

### 11. Legislation

- Local Government Act 1999
- Health Care Act 2008
- Community Housing Providers National Law Act 2013
- Aged Care Act 1987 (Commonwealth)
- Community Titles Act 1996
- Recreation Grounds Rates and Taxes Exemption Act 1981

### 12. Relevant Documents

- Rates Fact Sheet 01 Recreation Grounds Rates & Taxes Exemption
- Rate Rebate Application



# Rate Rebate Policy

## No 04.77 – Ver 1.00

Agenda Ordinary Meeting of Council Tuesday 16 May 2023

### 13. Document administration and control


|  |   |
|--|---|
| Policy title:                              | Rate Rebate Policy  |
| Policy number:                             | 04.77   |
| Policy type:                               | Council / Governance  |
| Responsible officer:                       | Manager Corporate Services  |
| First issued / adopted:                    | May 2021, reference 101-2021  |
| Review period:                             | Two year period   |
| Last reviewed:                             | N/A – new policy  |
| Next review date:                          | May 2023  |
| Version:                                   | Ver 1.00  |
| Date revoked:                              | N/A   |
| Applicable legislation:                    | Refer Section 11 of Policy  |
| Related documents:                         | Refer Section 12 of Policy  |
| Public consultation required / undertaken: | Yes   |
| Availability                               | <p>This Policy is available for inspection at the Council office and any person may obtain a copy of this Policy upon payment of the fee fixed by Council in accordance with Council's Fees and Charges adopted each financial year. It is also available on Council's website <a href="http://www.mtr.sa.gov.au">www.mtr.sa.gov.au</a>.</p> <p>Any grievance in relation to this policy or its application should be forwarded in writing to the Chief Executive Officer of the Council.</p> |
| File reference:                            | 4. Policy Manuals / Current Policy Manual / Sec 04 – Council Policies / 04.77 – Rate Rebate Policy  |

SIGNED:



Chief Executive Officer

Date: 18 May 2021

|   |   |                |            |
|---|---|----------------|------------|
|  | <b>Rate Rebate<br/>Application Form</b> | Version No:    | V 01.02    |
|   |   | Reviewed Date: | 05/04/2023 |
|   |   | Next Review:   | 05/04/2024 |

**Details of Applicant**

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Daytime phone number: \_\_\_\_\_  
 Email: \_\_\_\_\_

If the applicant is not a natural person, please provide a contact person for the applicant:

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Daytime phone number: \_\_\_\_\_  
 Email: \_\_\_\_\_

**Details of land**

Council Assessment Number: \_\_\_\_\_  
 Valuer General Number: \_\_\_\_\_  
 Certificate of Title Reference: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Owner of land (if not above): \_\_\_\_\_

**Please note:** If the application for a rate rebate is for multiple properties, each assessment must be separately identified (a separate listing can be attached if necessary).


**Please note:** A person who makes a false or misleading statement or representation in an application or provides false or misleading information or evidence in support of an application for a rebate is guilty of an offence under Section 159(2) of the *Local Government Act 1999*.

**Maximum Penalty: \$5,000**

**Please note:** Persons or bodies who seek a rebate of rates must make a written application. Council will notify the applicant if their request is not granted, otherwise the rebate will appear on their rates notice.

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|---|---|----------------|------------|
|  | <b>Rate Rebate<br/>Application Form</b> | Version No:    | V 01.02    |
|   |   | Reviewed Date: | 05/04/2023 |
|   |   | Next Review:   | 05/04/2024 |

## Categories of rebate

Please tick the category of rebate under which you are seeking a rebate (Section numbers quoted, refer to the Local Government Act, 1999).

### 1.1 Mandatory 100%

- 1.1.1 **Health Service** – land being predominately used for service delivery or administration by a hospital or health centre incorporated under the South Australia Heath Commission Act 1976 (**Section 160**)
- 1.1.2 **Religious purposes** – land containing a church or other building used for public worship (and any grounds) or land solely used for religious purposes (**Section 162**)
- 1.1.3 **Public cemeteries** – land being used for the purposes of a public cemetery (**Section 163**)
- 1.1.4 **Royal Zoological Society of SA** – land (other than land used as domestic premises) owned by, or under the care, control and management of, the Royal Zoological Society of South Australia Incorporated (**Section 164**)

### 1.2 Mandatory 75% - Section 161


- 1.2.1 **Community Service** – land being predominately used for service delivery or administration by a community services organisation

To qualify as a Community Service Organisation under the rebate provisions of the Local Government Act 1999 and organization MUST MEET ALL THREE of the following criteria. (See section 'Additional Information' at the end of this form.)

- (a) is incorporated on a not for profit basis for the benefit of the public, **AND**
- (b) Provides community services without charge or for a charge that is below the cost to the body of providing the services, **AND**
- (c) does not restrict its services to persons who are members of the body

If you have ticked (a), (b) and (c) above, which of the following services does your organisation provide from the property specified in this application:

- emergency accommodation
- food or clothing for disadvantaged persons (ie persons who are disadvantaged by reason of poverty, illness, frailty, or mental, intellectual or physical disability)
- Supported accommodation (ie residential care facilities in receipt of Commonwealth funding or accommodation for persons with mental health, intellectual, physical or other difficulties who require support in order to live an independent life)
- Housing Association Properties – 75% Rebate**  
supported accommodation (ie accommodation for persons with mental health, intellectual, physical or other difficulties who require support in order to live an independent life)

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|---|---|----------------|------------|
|  | <b>Rate Rebate<br/>Application Form</b> | Version No:    | V 01.02    |
|   |   | Reviewed Date: | 05/04/2023 |
|   |   | Next Review:   | 05/04/2024 |

- essential services, or employment support, for persons with mental health disabilities, or with intellectual or physical disabilities
- legal services for disadvantaged persons
- drug or alcohol rehabilitation services, and/or
- Research into, or community education about, diseases or illnesses, or palliative care to persons who suffer from diseases or illnesses

**1.3 Mandatory 75% (continued) - Section 165**

- 1.3.1 **Educational purposes** – which of the following criteria apply;
- land occupied by a government school under a lease or licence and being used for educational purposes, or
- land occupied by a non-government school registered under part 5 of the Education Act 1972 and being used for educational purposes, or
- Land being used by a university or university college to provide accommodation and other forms of support for students on a not for profit basis

**Amount of rebate**

If you are seeking a mandatory rebate under clause 1.2.1 or 1.3.1 of this application for which you are entitled to a 75% rebate, are you also applying to the Council to increase that rebate?

- Yes
- No

Please specify the amount of rebate that you are applying for and reasons to justify this request:

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|  | <b>Rate Rebate<br/>Application Form</b> | Version No:    | V 01.02    |
|   |   | Reviewed Date: | 05/04/2023 |
|   |   | Next Review:   | 05/04/2024 |

## 2.1 Discretionary rebates – Section 166.1

The council may in its discretion grant a rebate of rates or service charges in any of the following cases (Section 166). Please indicate which of the following cases is applicable to your application:

*(Also please refer to section ‘Additional Information’ at end of this form)*

- (a) the rebate is desirable for the purpose of securing the proper development of the area (or a part of the area)
- (b) the rebate is desirable for the purpose of assisting or supporting a business in its area
- (c) the rebate will be conducive to the preservation of buildings or places of historic significance
- (d) the land is being used for educational purposes
- (e) the land is being used for agricultural, horticultural or floricultural exhibitions
- (f) the land is being used for a hospital or health centre
- (g) the land is being used to provide facilities or services for children or young persons
- (h) the land is being used to provide accommodation for the aged or disabled
- (i) the land is being used for a residential aged care facility that is approved for Commonwealth funding under the Aged Care Act 1987 (Commonwealth) or a day therapy centre
- (j) the land is being used by an organisation which provides a benefit or service to the local community
- (k) the rebate relates to common property or land vested in a community corporation under the Community Titles Act 1996 over which the public has a free and unrestricted right of access and enjoyment
- (l) the rebate is appropriate to provide relief against what would otherwise amount to a substantial change in rates payable due to:
  - a redistribution of the rates burden within the community arising from a change to the basis or structure of the council’s rates, or
  - a change to the basis on which land is valued for the purpose of rating, rapid changes in valuations, or anomalies in valuations
- (m) where the rebate is considered by the council to be appropriate to provide relief in order to avoid what would otherwise constitute:
  - a liability to pay a rate or charge that is inconsistent with the liabilities that were anticipated by the council in its annual business plan; or
  - a liability that is unfair or unreasonable
- (n) where the rebate is to give effect to a review of a decision of the council under chapter 13 part 2 of the Act (Internal Review of Council actions)
- (o) where the rebate is contemplated under another provision of this Act

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|---|---|----------------|------------|
|  | <b>Rate Rebate<br/>Application Form</b> | Version No:    | V 01.02    |
|   |   | Reviewed Date: | 05/04/2023 |
|   |   | Next Review:   | 05/04/2024 |

**Amount of rebate**

If you are applying for a discretionary rebate under clause 2.1 of this application, please specify the rebate amount you are applying for.

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Please specify why you (or your organisation) need financial assistance through a rebate and why the amount of the rebate you have applied for is appropriate. Please also address the issues listed in the 'Additional Information required' section at the end of this application form.

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**Additional information required**

The Council requires you to attach the following additional information to this application:


**Where you are seeking a mandatory rebate under clause 1.2.1 of this application – Community Services**

- evidence that the land is being used for service delivery and/or administration
- a copy of the organisation’s Constitution and/or other documentation establishing that it is incorporated on a not-for-profit basis
- a copy of the organisation’s latest Annual Report
- evidence that the organisation provides services free of charge or below cost
- evidence that the organisation provides services to person other than members

**Where you are seeking a rebate in ANY OTHER CASE**

- evidence that the land is being used for the purpose for which the rebate is being sought
- information as to whether, and if so to what extent, you (or your organisation) will be providing a service within the Council area
- whether you have made or intend to make an application to another council
- the extent of financial assistance (if any) being provided by Commonwealth or State agencies
- whether you are in receipt of a community grant
- any other information that you believe is relevant in support of this application

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|--|---|---------------------------|

|   |   |                |            |
|---|---|----------------|------------|
|  | <b>Rate Rebate<br/>Application Form</b> | Version No:    | V 01.02    |
|   |   | Reviewed Date: | 05/04/2023 |
|   |   | Next Review:   | 05/04/2024 |

**Application forms**

Application forms and all additional information must be submitted to Council **by 30<sup>th</sup> April 2023**.

A failure to submit application forms or to provide the additional information required by the Council to assess the application within the specified period may result in the Council refusing to consider the application for the current financial year.

Please note: It is the responsibility of the applicant to establish their claim for entitlement to a rebate and supply all the information required to substantiate this claim. Where insufficient information or evidence is supplied, applications may be denied for the current financial year. Under the *Local Government Act 1999*, generally rebates can only be granted on an annual basis and therefore must be applied for annually. Discretionary rebates granted in any one year may not be granted in subsequent years.

**Important information**

It is an offence for a person or body to make a false or misleading statement or representation in an application or to provide false or misleading information or evidence in support of an application made (or purporting to be made) under the Act. The maximum penalty for this offence is \$5,000.00, (Section 159(2) of the *Local Government Act 1999*).

The Council may grant a rebate of rates or charges on such conditions as the Council thinks fit.

If a person or body has the benefit of a rebate of rates and the grounds on which the rebate has been granted cease to exist, the person or body must immediately inform the Council of that fact and (whether or not the Council is so informed) the entitlement to a rebate ceases. If a person or body fails to notify the Council that person or body is guilty of an offence and liable to a maximum penalty of \$5,000.00, (Section 159(7) and (8) of the *Local Government Act 1999*).

The Council may, for proper cause, determine that an entitlement to a rebate of rates under the Act no longer applies.

Where an entitlement to a rebate of rates ceases or no longer applies during the course of a financial year, the Council is entitled to recover rates, or rates at the increased level (as the case may be), proportionate to the remaining part of the financial year.

I declare that the information I have provided on and attached to this application form is true.

Dated the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

Signed \_\_\_\_\_

Title of Office held \_\_\_\_\_

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|--|--|--------------------|

## REPORTS OF OFFICERS

|                         |   |
|-------------------------|---|
| <b>Report Title:</b>    | <b>Policy Reviews April 2023 – Draft Road Name and Numbering and Public Place Names 04.19, Draft Community Wastewater Management Scheme (CWMS) Policy 04.33, Draft CWMS &amp; Water Supply Hardship Policy 04.44, Draft Tree Policy 04.64, Draft Memorial Policy 04.80</b>                        |
| <b>Item No:</b>         | <b>4.6</b>  |
| <b>Date of Meeting:</b> | <b>16 May 2023</b>  |
| <b>Author:</b>          | <b>Lee Heron, Administrative Officer - Governance</b>   |
| <b>Attachments:</b>     | <b>1. Draft Road Name and Numbering and Public Place Names Policy 04.19</b><br><b>2. Draft Community Wastewater Management Scheme Policy 04.33</b><br><b>3. Draft CWMS &amp; Water Supply Hardship Policy 04.44</b><br><b>4. Draft Tree Policy 04.64</b><br><b>5. Draft Memorial Policy 04.80</b> |

### 1. EXECUTIVE SUMMARY

A standard process for the review of Council Policies, following the conclusion of a periodic election every 4 years, is undertaken to ensure that Council has the opportunity to review all policy directions to be considered and if appropriate, adopted by Council.

Council reviews all policies within 12 months following the conclusion of a periodic election, in line with legislative changes or by resolution of Council.

This ensures that Council policies are maintained to a high standard and are accurate and up to date.

### 2. RECOMMENDATION

That Council:

1. receives and notes the report;
2. adopts the Draft Road Names and Numbering and Public Place Names Policy 04.19, as amended;
3. adopts the Draft Community Wastewater Management Scheme Policy 04.33, as amended;
4. adopts the Draft CWMS & Water Supply Hardship Policy 04.44, as amended;
5. adopts the Draft Trees Policy 04.64, as amended;
6. adopts the Draft Memorial Policy 04.80, as amended and presented at Attachment 1-5 to the Report.

### **3. RELEVANT CORE STRATEGIES/POLICIES**

DCMR Community Plan 2021-2031 – Goal 6.3 Enact Strong Governance with the following Actions:

- Ensure council has effective mechanisms for good governance, policy control and legislative compliance;
- In accordance with Council policy, ensure transparency in Council's decision making.

### **4. BACKGROUND**

Policies provide staff and the community with clear and concise information relating to various matters as determined by Council. Policies are a vital tool utilised by staff when implementing the policy direction adopted by the Council and are used as a tool to monitor the implementation and performance of Council activities.

- 4.1 The Road Names and Numbering and Public Place Names Policy aims to:  
provide clear and concise process for the naming and numbering of public and private roads as well as naming of public places.
- 4.2 The Community Wastewater Management Scheme (CWMS) Policy aims to:  
achieve risk mitigation through appropriate management and monitoring of CWMS in-line with the Council's statutory requirements.  
ensure continued undertaking and recording of all CWMS plant and infrastructure maintenance, repairs, renewals and water quality outcomes.  
provide for annual reporting to SA Health and others so as to ensure Council meets all consented conditions for the safe operation of a CWMS.
- 4.3 The CWMS & Water Supply Hardship Policy aims to:  
identify residential customers who are experiencing payment difficulties due to hardship, and assist those customers to better manage their bills on an ongoing basis.
- 4.4 The Trees Policy aims to:  
provide a whole of life approach to the management of Street, Parks and Roadside trees within the Council area.
- 4.5 The Memorial Policy aims to:  
provide guidance for the management and placement of all existing and proposed plaques and memorials within the townships, excluding the Cemeteries, whether they are in or on buildings or other community facilities, pavements or roadsides, parks, gardens, streets, or any other area of council owned or managed public open space.

## 5. DISCUSSION

The five policies listed below have been circulated to Elected Members and Staff to seek feedback on the content of the policies to ensure their accuracy. All feedback will be considered by the Leadership Team to ascertain the relevance of the information provided and whether it should be incorporated within the Policy for consideration by Council.

Policies were forwarded to Elected Members and staff on Monday 3<sup>rd</sup> April 2023 and feedback was due by Friday 14<sup>th</sup> April 2023. As a result of the review process, the following information is provided in relation to each Policy:

- 5.1 Road Names and Numbering and Public Places Names Policy 04.19
- a) Only minor amendments, as highlighted, are recommended in regard to the Road names and Numbering and Public Places Names Policy to ensure the policy content is accurate and up to date.
- 5.2 Community Wastewater Management Scheme (CWMS) Policy 04.33
- a) Only minor amendments, as highlighted, are recommended in regard to the Community Wastewater Management Scheme Policy to ensure the policy content is accurate and up to date.
- 5.3 CWMS & Water Supply Hardship Policy 04.44
- a) It is recommended to insert Clause 2.2 which provides clarification, for the reader, as to the current Ministerial position titles that this Policy is relevant to.
  - b) Only other minor amendments, as highlighted, are recommended in regard to the CWMS & Water Supply Hardship Policy to ensure the policy content is accurate and up to date.
- 5.4 Trees Policy 04.64
- As part of the review process feedback has been received that the Policy needs to be slightly amend to ensure it reflects that Council has limited ability to maintain tree plantings due to workforce levels not permitting this activity. Therefore amendments and/or deletions to the policy are recommended as follows:
- a) Minor amendment to the following clauses – 5.2.2, 5.2.3, 5.2.4, 5.2.5, 5.2.6, 9.2, 13.2, 14.3.2.
  - b) Deletion of some text within the following clauses – 5.2.8 and 5.3.1.
  - c) Deletion of complete clauses 5.2.7, 9.4 and all sub-clauses and Clause 10 be removed as this information was already listed within Clause 3 of the Policy.
  - d) Only other minor amendments, as highlighted, are recommended in regard to the Trees Policy to ensure the policy content is accurate and up to date.



## 5.5 Memorial Policy 04.80

- a) Only minor amendments, as highlighted, are recommended in regard to the Memorial Policy to ensure the policy content is accurate and up to date.

As part of the review process the recommended changes to policies for consideration by Council are identified as follows:

- any amendments/additions to the policy have been highlighted using **red text with a yellow background**; and
- ~~struckthrough text~~ for any recommended deletions.

## 6. ANALYSIS OF OPTIONS

### Option 1:

That Council:

1. receives and notes the report;
  2. adopts the Draft Road Names and Numbering and Public Places Names Policy 04.19, as amended;
  3. adopts the Draft Community Wastewater Management Scheme (CWMS) 04.33, as amended;
  4. adopts the Draft CWMS & Water Supply Hardship Policy 04.44, as amended;
  5. adopts the Draft Trees Policy 04.64, as amended;
  6. adopts the Draft Memorial Policy 04.80, as amended;
- and presented at Attachment 1-5 to this Report

This option ensures that an updated draft policies, as listed above are developed, reviewed and adopted in line with the legislative provisions in the *Local Government Act 1999*, and Council's adopted review period being within 12 months following the conclusion of a periodic election, inline with legislative changes or by resolution of Council.

### Option 2:

That Council receives and notes the report.

This option provides Council an opportunity to consider the draft policies as listed above only, but does not ensure that the policies have been amended to ensure they are accurate and up to date.

## 7. RECOMMENDED OPTION

Option 1 is the recommended option.

## 8. POLICY IMPLICATIONS

### 8.1 Financial/Budget

## 8.2 Risk Assessment

|                          |   |                    |               |
|--------------------------|---|--------------------|---------------|
| <b>Primary Risk Type</b> | Reputation Policy   |                    |               |
| <b>Inherent Risk</b>     | <b>Likelihood</b>   | <b>Consequence</b> | <b>Rating</b> |
|                          | Medium  | Medium             | Medium        |
| <b>Controls</b>          | Reviews of the Policy will be undertaken within 12 months after the conclusion of the periodic election, in line with legislative changes or by resolution of Council |                    |               |
| <b>Residual Risk</b>     | Low   | Low                | Low           |

## 8.3 Staffing/Work Plans

Council adopts policies to provide staff and community appropriate policy direction on matters dealt with by Council. The Chief Executive Officer is responsible for ensuring that all Council policies are implemented and managed to a high standard. Therefore accurate and up to date policies are an important tool for staff to refer to and use when undertaking their roles and responsibilities.

## 8.4 Environmental / Social / Economic

Not applicable.

## 8.5 Stakeholder Engagement

Elected Members and staff have been consulted and provided an opportunity to submit comment/feedback on the provisions of the policy to ensure it is up to date and accurate as part of the review process.

## 9. REPORT CONSULTATION

Elected Members and staff were provided an opportunity to consider the content of the five policies under review to ensure their accuracy as part of the review process. As a result 2 comments were received from staff members.

## 10. REPORT AUTHORISERS

|                 |                                |
|-----------------|--------------------------------|
| Jacqui Kelleher | Director Community & Corporate |
| Sam Johnson     | Chief Executive Officer        |

## 1. Introduction

- 1.1 A Council has the power under section 219 of the *Local Government Act 1999* to assign a name to, or change the name of:
  - 1.1.1 a public road;
  - 1.1.2 a private road; and
  - 1.1.3 a public place.
- 1.2 Council also provides a numbering system for properties on urban roads in a manner that will assist motorists, emergency services, and providers to locate properties easily within the District Council of Mount Remarkable in accordance with section 220 of the *Local Government Act 1999*.
- 1.3 Council must assign a name to each public road created by land division.
- 1.4 It is Council's policy that all sealed public roads and all formed public roads within the Council area that are regularly accessed will be assigned a name. This does not include 'unmade' road reserves.
- 1.5 All formed private roads that are accessible to the public (with the exception below) will also be assigned a name. This includes roads within complexes such as universities, hospitals, retirement villages, and roads in forests or parks etc. Private roads with five or less property addresses do not need to be named. In these cases address numbers will be assigned off the road that the private road exits on to.
- 1.6 All roads that can be used as part of an address for an address site will be assigned a name.
- 1.7 Road name signs that identify each public road will, as far as practicable, be placed at every road intersection and will clearly indicate the road to which it applies.

## 2. Initiating the Road and Public Place Naming Process

- 2.1 A road or public place naming process may be initiated if:
  - 2.1.1 a request is received by the Council from an affected land owner or their agent;
  - 2.1.2 Council resolves that a name change be investigated;
  - 2.1.3 Council staff determine it is in the public interest to investigate a change in road name;
  - 2.1.4 Council opens or forms a road; or
  - 2.1.5 Council receives an application for a land division.

## 3. Names of Roads and Public Places

- 3.1 In the naming and renaming of public roads and places the following

principles will be observed.

## 3.2 Uniqueness

3.2.1 A road will have only one name.

3.2.2 A road name will be unique within an official suburb or rural locality. Duplicate road names within a suburb/locality will be resolved in order to avoid confusion (eg emergency services response).

3.2.3 Roads that are maintained by the Department for Infrastructure and Transport (DIT) will be named by DIT. Council will consult with DIT in relation to naming these roads.

3.2.4 Duplicate names and similar sounding names (e.g. Paice, Payce or Pace Roads) within a suburb or locality will be avoided where possible.

3.2.5 If possible, duplication of names in proximity to adjacent suburb or locality will also be avoided. However, roads crossing Council boundaries should have a single and unique name.

3.2.6 Wherever practicable, road names will be continuous from the logical start of the road to the logical end of the road, irrespective of Council boundaries, landforms and intersecting roads.

## 3.3 Name Sources

3.3.1 Sources for road names may include:

- Aboriginal names taken from the local Aboriginal language;
- early explorers, pioneers, and settlers;
- eminent persons;
- local history;
- thematic names such as flora, fauna, ships etc;
- war/casualty lists; and
- commemorative names.

3.3.2 Names will be selected so as to be appropriate to the physical, historical or cultural character of the area concerned.

3.3.3 The origin of each name will be clearly stated and recorded as part of the Council's historical records.

3.3.4 The local Aboriginal community will be consulted when choosing Aboriginal names or using words from relevant Aboriginal languages.

## 3.4 Propriety

3.4.1 Names of living persons will be avoided.

3.4.2 Names, which are characterised as follows, will not be used:

- Offensive or likely to give offence;

- Incongruous - out of place; or
- Commercial or company.

## 3.5 Communication

3.5.1 Names will be reasonably easy to read, spell and pronounce in order to assist service providers, emergency services and the travelling public.

3.5.2 Unduly long names and names composed of two or more words should be avoided:

- a given name will only be included with a family name where it is essential to identify an individual or where it is necessary to avoid ambiguity. The use of given names will generally be avoided;
- whilst street and cul-de-sac names should have only one word, it is recognised that some roads require a two word name because of their geographic relationship e.g. Proof Range Road;
- roads with double destination names will be avoided.

## 3.6 Spelling

3.6.1 Where it is intended that a road have the same name as a place or feature with an approved geographical name, particular care will be taken to ensure that the correct spelling of the official place name is adopted as shown in the State **Government** Gazetteer.

3.6.2 Where the spelling of names has been changed by long established local usage, unless there is a particular request by the local community to retain the original name, the spelling that is sanctioned by general usage will be adopted.

3.6.3 Generally road names proposed or approved will not contain abbreviations e.g. the "Creek" in "Wallaby Creek Road" must not be abbreviated. There are, however, two exceptions, "St" will always be used in place of "Saint" and it is acceptable to use "Mt" for "Mount".

## 3.7 Form

3.7.1 The apostrophe mark ' will be omitted in the possessive case e.g. "Smith's Road" will be "Smiths Road".

3.7.2 Names will avoid the use of the possessive "s" unless the euphony becomes harsh e.g. "Devil Elbow".

3.7.3 The use of hyphens will be avoided. However, hyphens may be used when naming a road after a person with a hyphenated name.

## 3.8 Type of Road or Public Place

# Road Name and Numbering and Public Place Name Policy

Agenda Ordinary Meeting of Council Tuesday 16 May 2023

3.8.1 Road names will include an appropriate road type suffix conforming with the following guidelines:

- The suffix chosen will be compatible with the class and type of road. Assistance to both the motorists and pedestrians is a major consideration in choosing the suffix.
- When a suffix with a geometric or geographic connotation is chosen it will generally reflect the form of the road, eg,
  - Crescent - a crescent or half moon, rejoining the road from which it starts;
  - Esplanade - open, level and often along the seaside or a river.
- For a cul-de-sac use Place, Close, Court or a suffix of similar connotation.
- Highway (HWY) will be specifically reserved for roads associated with the state arterial road network. Its use will be restricted to roads of strategic importance constructed to a high standard.

3.8.2 The following list of suitable road type suffixes is included as examples. [The list has been sourced from Australian Standards AS 1742.5 - 1997 and AS 4212 – 1994. An expanded road type list and acceptable abbreviations can be sourced from AS 4590:2006. In most instances the connotations are clear but where necessary a definition can be checked in a dictionary.] Only road types shown in the standards documents will be used.

|         |          |           |           |
|---------|----------|-----------|-----------|
| Alley   | Avenue   | Boulevard | Bypass    |
| Circle  | Circuit  | Circus    | Close     |
| Court   | Crescent | Drive     | Arcade    |
| Grove   | Lane     | Mews      | Parade    |
| Parkway | Place    | Plaza     | Promenade |
| Road    | Row      | Square    | Street    |
| Terrace | Walk     | Way       |           |

3.9 No Prefix or Additional Suffix

3.9.1 The use of a compass point prefix/suffix or an additional suffix such as “north” or “extension” will be avoided, particularly where new roads are to be named. Where an existing road is subsequently bisected as a result of traffic management planning or some other reason, it may be appropriate to delineate each half of the road by the addition of a compass point suffix for the purposes of assisting the community and the emergency services to locate the appropriate part of the road.

## 4. Naming of Private Roads

- 4.1 This policy covers all formed roads that are regularly accessed and therefore includes private roads. Private land owners are not obliged to seek Council approval for naming their roads. However, there is a public interest in encouraging private land owners and developers to select suitable names, preferably in accordance with this policy, and to obtain Council endorsement for the name. Where Council proposes to assign a name to a private road it will consult with the owner of the land over the proposed name and the signage requirements for the road.

## 5. Consultation with Adjoining Councils

- 5.1 If a Council decides to change the name of a public road that runs into the area of an adjoining Council, the Council will give the adjoining Council at least two months' notice of the proposed change and consider any representations made by the adjoining Council in response to the notice. [see s.219(2) of the LG Act]

## 6. Public Notice of Name Assignment or Change

- 6.1 Council will give public notice of the assigning or changing of a road name. This will be by publication in the Government Gazette and by notice in a newspaper circulating generally throughout the State, as required under the LG Act. Public notice will include the date that the new name takes effect (see below) and notice will also be published on the Council's website [www.mtr.sa.gov.au](http://www.mtr.sa.gov.au).

## 7. Date of Effect for New Names of Name Changes

- 7.1 The date of effect of the new or changed road name will be determined at the time the decision to assign the name so as to allow sufficient time for all stakeholders to make arrangements to ensure a smooth transition.
- 7.2 The date of effect will be determined after considering:
- 7.2.1 In respect of renaming an existing road, the impact on existing property owners, residents, tenants and occupiers. For example the time required to advise relevant parties to change letterhead stationary and advertising references;
  - 7.2.2 Potential confusion for people using maps and street directories that effectively become out of date; and
  - 7.2.3 The desire of some developers to sell property 'off the plan' and the opportunity for new owners to know their future address at an early stage.
- 7.3 Council will update the Register of Public Roads as required by s.231 of the LG Act.

## 8. Road Name Signage

- 8.1 Council will ensure road naming signage in accordance with the relevant Australian Standard (AS 1742.5 – 1997) is erected.



## 9. Urban Road Numbering Guidelines and Display

### 9.1 Guidelines

9.1.1 Urban Road Numbers will be allocated by Council in accordance with the Australian & New Zealand Standard 4819:2011 and number allocated will be the lowest number if having multiples.

### 9.2 Display and location of House Numbering Signage

9.2.1 Urban road numbers will be supplied and installed on each property boundary, which is predominantly a residence, within an urban zone, positioned practically on the most far left hand side front of the property, by Council. The signage will be in accordance with this policy and installed as soon as practicable, when a residence is built.

9.2.2 Council will be responsible for the replacement of the signs if damage or removed, but reserves the right to charge the property owner, or offender, if signage is deliberately tampered with.

## 10. Type of Urban Road Numbering Signage

10.1 The Urban Road Signage will be as follows, as per 'Image 1':

10.1.1 Reflective signage with red on white background;

10.1.2 180mm x 125mm rectangle;

10.1.3 The numbers are 80mm in height

10.2 The sign will be erected on the footpath/property boundary at ground level height.

10.3 Please note that the official Urban Road Numbering signage is in addition to any house number being displayed by the owner on the façade or letterbox. Owner initiated numbers cannot be used as an alternative means of property numbering.

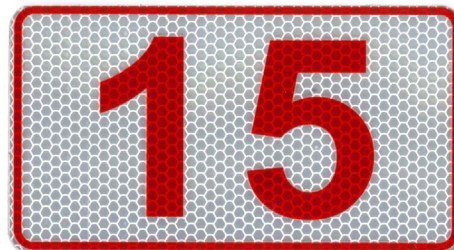


Image 1 - Urban Street  
Numbering Sign Design



# Road Name and Numbering and Public Place Name Policy

Agenda Ordinary Meeting of Council Tuesday 16 May 2023

## 11. Document administration and control

|  |   |
|--|---|
| Policy title:                              | Road Name and Numbering and Public Place Name Policy  |
| Policy number:                             | 04.19   |
| Policy type:                               | Council / Statutory   |
| Responsible officer:                       | <b>Director Infrastructure &amp; Regulatory</b><br>Manager Infrastructure & Regulatory Services   |
| First issued / adopted:                    | 12 June 2012, reference 100-2012  |
| Review period:                             | <b>Reviewed within 12 months following the conclusion of a periodic election , inline with legislative changes or by resolution of Council.</b><br><br>Once in every term of Council and within 12 months after the conclusion of a periodic election   |
| Last reviewed:                             | 18 May 2021, reference [103-2021], <b>16 May 2023 [...-2023]</b>  |
| Next review date:                          | By November <b>2027</b> 2023  |
| Version:                                   | Version 4   |
| Date revoked:                              | n/a   |
| Applicable legislation:                    | Local Government Act 1999   |
| Related documents:                         | Nil   |
| Public consultation required / undertaken: | No  |
| Availability                               | This Policy is available for inspection at the Council office and any person may obtain a copy of this Policy upon payment of the fee fixed by Council in accordance with Council's Fees and Charges adopted each financial year. It is also available on Council's website <a href="http://mtr.sa.gov.au">mtr.sa.gov.au</a> .<br><br>Any grievance in relation to this policy or its application should be forwarded in writing to the Chief Executive Officer of the Council. |
| File reference:                            | W:\4. Policy Manuals\2024 <b>Current</b> Policy Manual  |

## 1. Introduction

- 1.1 The District Council of Mount Remarkable is committed to providing safe and suitable Community Wastewater Management Scheme (CWMS) collections and the disposal of wastewater.
- 1.2 This is achieved through continuous maintenance, operation and community engagement and the appropriate use of the CWMS.

## 2. Objectives

- 2.1 The objectives of this Policy are to:
  - 2.1.1 Achieve risk mitigation through appropriate management and monitoring of CWMS in-line with the Council's statutory requirements.
  - 2.1.2 To ensure continued undertaking and recording of all CWMS plant and infrastructure maintenance, repairs, renewals and water quality outcomes.
  - 2.1.3 Provide for annual reporting to SA Health and others so as to ensure Council meets all consented conditions for the safe operation of a CWMS.

## 3. Requirements

- 3.1 To ensure the continuous safe operations of Council managed CWMS, this Policy requires:
  - 3.1.1 all wastewater connections made to the CWMS are approved by Council prior to those connections becoming operative;
  - 3.1.2 all alterations, additions and renewals to any residential or commercial on-site wastewater systems are approved prior to continued connection to a CWMS;
  - 3.1.3 no prohibited or restricted substances are allowed to enter the CWMS unless approved by Council;
  - 3.1.4 any approved connections for commercial use or the discharging of prohibited and restricted substances including connections to a swimming pool or spa bath back-flush system may be revoked at any time should Council consider that there is a risk to the integrity of the CWMS;
  - 3.1.5 should a property owner be found to be allowing stormwater to enter the CWMS then that connection approval maybe revoked by Council and compliance action taken to resolve the issue;

- 3.1.6 commercial food businesses continue to ensure that prior to CWMS connection that a suitably sized and maintained grease arrester is installed;
- 3.1.7 no connection of a swimming pool and/or spa bath will be approved for discharge into a CWMS where full wastewater treatment works are operating (currently applies to Wilmington Township). In these circumstances then Council may require (subject to conditions) that on-site wastewater disposal system for back-flush relating to a swimming pool or spa bath be installed as per the On-site Wastewater Code of South Australia.

## 4. Scope

- 4.1 This Policy applies to the following system elements:
  - 4.1.1 Conforming and relating to current Acts, Regulations, Guidelines, standards and policies;
  - 4.1.2 Ensuring appropriate CWMS connection approvals are met;
  - 4.1.3 Complying to all conditions that may be imposed as part of any wastewater approvals;
  - 4.1.4 Ensuring that all properties are connected to any available CWMS within five years of commissioning a CWMS.
- 4.2 These elements are designed to assist to identify, quantify, mitigate and manage the safe and suitable operation on all Council managed CWMS activities in accordance with the Council's commitment under all Acts, Regulatory requirements, standards, guidelines MOU's, strategic plans and policies.
- 4.3 Other elements may be added, amended or removed under this Policy as identified over time.

## 5. Responsibilities

- 5.1 The **Leadership** Senior Management Team and Environmental Health Officer are accountable for checking that adequate resources are identified and provided to enact this Policy and supporting procedures effectively.
- 5.2 **Directors** Managers are accountable for bringing this Policy and supporting procedures to the attention of affected workers in their area and monitor through their supervisory activities that the policies and procedures are adhered to.
- 5.3 **Directors** Managers are accountable for checking that workers have had appropriate training to undertake the activities identified within this Policy and supporting procedures.

# Community Wastewater Management Scheme (CWMS) Policy

Agenda Ordinary Meeting of Council Tuesday 16 May 2023

- 5.4 Affected workers are accountable for adhering to the requirements of this Policy and supporting procedures or report any inability to do so to **their respective Director Management** at the earliest opportunity.

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# Community Wastewater Management Scheme (CWMS) Policy

Agenda Ordinary Meeting of Council Tuesday 16 May 2023

## 6. Document administration and control

|                         |   |
|-------------------------|---|
| Policy title:           | Community Wastewater Management Scheme (CWMS) Policy  |
| Policy number:          | 04.33   |
| Policy type:            | Council / Governance  |
| Responsible officer:    | <b>Director Infrastructure &amp; Regulatory</b><br>Manager Infrastructure & Regulatory Services   |
| First adopted:          | 12 August 2014, reference 8382-2014   |
| Review period:          | <b>Reviewed within 12 months following the conclusion of a period election, inline with legislative changes or by resolution of Council.</b><br><br><del>Once in every term of Council and within 12 months after the conclusion of a periodic election</del>   |
| Last reviewed:          | 17 August 2021, reference [211-2021] .... May 2023 [....-2023]  |
| Next review:            | By November <b>2027</b> <del>2023</del>   |
| Version:                | Version <b>5</b> <del>4</del>   |
| Date revoked:           | n/a   |
| Applicable legislation: | <ul style="list-style-type: none"> <li>• South Australian Public Health Act 2011</li> <li>• South Australian Public Health (Wastewater) Regulations 2013</li> <li>• South Australian On-site Wastewater Systems Code</li> <li>• Community Wastewater Management Code</li> <li>• Australian Standards 3500.2:2018</li> <li>• Local Government Act 1999.</li> <li>• Guidelines for Non-drinking Water in South Australia, Office of the Technical Regulator (OTR)</li> <li>• Standard Form for Technical Specifications in the Construction of Septic Tank Effluent Drainage Schemes</li> <li>• South Australian CWMS Design Criteria (July 2019) (as/if applicable)</li> <li>• Water Services Association of Australia (WSAA) Codes (as/if applicable)</li> </ul>                          |
| Related documents:      | <ul style="list-style-type: none"> <li>• CWMS and Water Supply Hardship Policy</li> <li>• Refer to SA Health and LGA SA websites for more information on Standard Operating Procedures and guidelines documented across Public Health and Safety</li> <li>• Fact Sheet - Best practice guidance for reducing health risk for workers handling sewage, biosolids or recycled water (Government of Western Australia Department of Health and Department of Mines, Industry Regulation and Safety<br/>- <a href="https://ww2.health.wa.gov.au/~/_media/Files/Corporate/general-documents/water/Recycling/Guidance_Workers_Handling_Sewage.pdf">https://ww2.health.wa.gov.au/~/_media/Files/Corporate/general-documents/water/Recycling/Guidance_Workers_Handling_Sewage.pdf</a>)</li> </ul> |
| Consultation required:  | No  |

# Community Wastewater Management Scheme (CWMS) Policy

Agenda Ordinary Meeting of Council Tuesday 16 May 2023



|                 |  |
|-----------------|--|
| Availability    | This Policy is available for inspection at the Council office and any person may obtain a copy of this Policy upon payment of the fee fixed by Council in accordance with Council's Fees and Charges adopted each financial year. It is also available on Council's website <a href="http://mtr.sa.gov.au">mtr.sa.gov.au</a> . Any grievance in relation to this policy or its application should be forwarded in writing to the Chief Executive Officer of the Council. |
| File reference: | W:\4. Policy Manuals\2024 <b>Current</b> Policy Manual   |

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## 1. Purpose

- 1.1 The District Council of Mount Remarkable is committed to assisting residential customers of water and sewerage services, who are experiencing financial hardship, to manage their payments in a manner that best suits the customer, and ensuring they remain connected to a retail service.
- 1.2 The purpose of this policy is to identify residential customers who are experiencing payment difficulties due to hardship, and assist those customers to better manage their bills on an ongoing basis.
- 1.3 This policy sets out:
  - 1.3.1 processes to identify residential customers experiencing payment difficulties due to hardship, including identification by us, self-identification by a residential customer, identification by an accredited financial counsellor, or welfare agency, and
  - 1.3.2 an outline of a range of processes or programs that we will use, or apply, to assist our customers who have been identified as experiencing payment difficulties.

## 2. Background

- 2.1 This Policy is based on the customer hardship policy for minor and intermediate water retailers, **originally** made by the Minister for Communities and Social Inclusion, pursuant to section 37 of the Water Industry Act 2012, under a delegation by the Minister for Water and the River Murray, without modification.
- 2.2 **Note: The Minister responsible for the Water Industry Act 2012, is currently the Minister for Energy & Mining and the Minister for Communities and Social Inclusion has been replaced by the Minister for Human Services (this is a result of ministerial position titles changes made by legislation on 24.3.2022)**

## 3. Definitions and Interpretations

- 3.1 In this Policy:
  - 3.1.1 in South Australia, **accredited financial counsellor** means a person who holds a Diploma of Community Services (Financial Counselling), and who has worked at least 12 months as a financial counsellor under the supervision of the South Australian Financial Counsellors Association
  - 3.1.2 **Connection** means an agreed point of supply at which a customer receives a retail service from a supplier

- 3.1.3 **Consumer** means a person supplied with retail services as a consumer or user of those services (as defined in the Water Industry Act 2012) (Note: you may be a consumer by virtue of being a Council ratepayer)
- 3.1.4 **Council** means District Council of Mount Remarkable
- 3.1.5 **Customer** means a person who owns land in relation to which a retail service is provided and includes:
- where the context requires, a person seeking the provision of a retail service, and
  - in prescribed circumstances, a person supplied with retail services as a consumer or user of those services (without limiting the application of this definition to owners of land), and
  - a person of a class declared by the regulations to be customers
- (as defined in the Water Industry Act 2012) (Note: you may be a customer by virtue of being a Council ratepayer)
- 3.1.6 **Customer hardship policy** means this policy for minor and intermediate retailers, that has been adopted by the District Council of Mount Remarkable, in accordance with section 37 of the Water Industry Act 2012
- 3.1.7 **Financial counsellor** means accredited financial counsellor
- 3.1.8 **Financial hardship** means a circumstance of experiencing a lack of financial means, that may be either ongoing or temporary, but does not include circumstances where a person chooses not to meet a liability for an unpaid debt
- 3.1.9 **Hardship** means financial hardship
- 3.1.10 **Hardship customer** means a residential customer who has been identified under, accepted into, or is eligible for assistance under our hardship program
- 3.1.11 **Hardship program** means an agreement between us and a hardship customer for payment of outstanding sums due for retail services
- 3.1.12 **Intermediate retailer** means a retailer that provides retail services to more than 500 but less than 50000 connections
- 3.1.13 **Minor retailer** means a retailer that provides retail services to less than 500 connections
- 3.1.14 **Our, us, we** means District Council of Mount Remarkable



- 3.1.15 **Policy** means this customer hardship policy
- 3.1.16 **Regulations** means regulations under the *Water Industry Act 2012*
- 3.1.17 **Residential customer** means a customer or consumer who is supplied with retail services for use at residential premises (as defined in the *Water Industry Act 2012*) (Note: you may be a residential customer by virtue of being a Council ratepayer)
- 3.1.18 **Retail service** means a service constituted by the sale and supply of water to a person for use (and not for resale other than in prescribed circumstances (if any)) where the water is to be conveyed by a reticulated system, or
- the sale and supply of sewerage services for the removal of sewage (including but not limited to community wastewater management systems)
- (even if the service is not actually used) but does not include any service, or any service of a class, excluded from the ambit of this definition by the regulations (as defined in the *Water Industry Act 2012*).
- 3.1.19 **Retailer** means the holder of a licence issued by the Essential Services Commission of South Australia under the *Water Industry Act 2012*
- 3.1.20 **Sewage** includes any form of waste that may be appropriately removed or dealt with through the use of a sewerage service (as defined in the *Water Industry Act 2012*)
- 3.1.21 **Sewerage service** means:
- a service constituted by the collection, storage, treatment or conveyance of sewage through the use of a reticulated system, or
  - any other service, or any service of a class, brought within the ambit of this definition by the regulations
- (as defined in the *Water Industry Act 2012*) (Note: sewerage service includes but not limited to community wastewater management systems)
- 3.1.22 **Water** includes rainwater, stormwater, desalinated water, ground water and water that may include any material or impurities, but does not include sewage (as defined in the *Water Industry Act 2012*)
- 3.1.23 **Water service** means:

- a service constituted by the collection, storage, production, treatment, conveyance, reticulation or supply of water, or
- any other service, or any service of a class, brought within the ambit of this definition by the regulations.

(as defined in the Water Industry Act 2012)

## 4. Identifying Residential Customers Experiencing Financial Hardship

- 4.1 A residential customer experiencing financial hardship is someone who is identified by themselves, by us, by an accredited financial counsellor, or by a welfare agency as having the intention, but not the financial capacity, to make required payments in accordance with our payment terms.
- 4.2 There are two types of financial hardship: ongoing and temporary. Depending on the type of hardship being experienced, hardship customers will have different needs and will require different solutions.
- 4.3 Residential customers that are identified as experiencing ongoing hardship are generally those on low or fixed incomes. These customers may require ongoing assistance.
- 4.4 Residential customers that may be identified as experiencing temporary hardship are those who have experienced a short-term change in circumstances, such as serious illness, disability or death in the family, loss or change in income, separation, divorce or other family crisis, a loss arising from an accident, or some other temporary financial difficulty. These customers generally require flexibility and temporary assistance, such as an extension of time to pay or an alternative payment arrangement.
- 4.5 The extent of hardship will be determined by either our assessment process or by an external body, such as an accredited financial counsellor.
- 4.6 Where we assess a residential customer's eligibility for hardship assistance, we will consider indicators including (but not limited to) whether:
- 4.6.1 the customer is on a Centrelink income and holds a Pensioner Concession Card or holds a Centrelink Low Income Health Care Card
  - 4.6.2 the customer is eligible for a South Australian Government concession
  - 4.6.3 the customer has been referred by an accredited financial counsellor or welfare agency
  - 4.6.4 the customer advises they have previously applied for emergency relief (irrespective of whether or not their application was successful)

- 4.6.5 the customer's payment history indicates that they have had difficulty meeting their retail services bills in the past
- 4.6.6 the customer, through self-assessment, has identified their position regarding their ability to pay.

## 5. Assisting Residential Customers Who Are Experiencing Financial Hardship

- 5.1 We will inform a residential customer of this customer hardship policy where:
  - 5.1.1 it appears to us that non-payment of a bill for retail services is due to the customer experiencing payment difficulties due to hardship, or
  - 5.1.2 we are proposing to install a flow restriction device.
- 5.2 Where a residential customer has been identified as experiencing financial hardship, we will offer the customer, as soon as is reasonably practicable, flexible and frequent payment options that have regard to the hardship customer's usage, capacity to pay and current financial situation. These options will include the following:
  - 5.2.1 an interest and fee free payment plan that complies with clauses 7.1 to 7.5,
  - 5.2.2 Centrelink's Centrepay service (only where available), or
  - 5.2.3 other arrangement, under which the customer is given more time to pay a bill or to pay in arrears (including any disconnection or restriction charges), recognising that some residential customers have a short-term financial hardship issue that may be resolved in the near to medium-term, where others may require a different type of assistance for ongoing financial issues.
- 5.3 We will not charge a residential customer a reconnection charge where that customer is experiencing financial hardship and should have been identified as eligible for this customer hardship policy, so long as the customer agrees to participate in our hardship program, upon reconnection.
- 5.4 We will engage in discussion with the hardship customer to determine a realistic payment option in line with the customer's capacity to pay.
- 5.5 We will work with a hardship customer's financial counsellor to determine the payment arrangement and instalment amount that best suits the customer and their individual circumstances.
- 5.6 Where a hardship customer's circumstances change, we will work with the customer, and their financial counsellor, to re-negotiate their payment arrangement.

- 5.7 We will not require a hardship customer to provide a security deposit.
- 5.8 We will not restrict a hardship customer's retail services if:
  - 5.8.1 the customer has agreed to a payment arrangement and continues to adhere to the terms of that arrangement, or
  - 5.8.2 we have failed to comply with the requirements of this customer hardship policy, or
  - 5.8.3 the customer's retail service is a community wastewater management system or other sewerage service.
- 5.9 We will also offer the hardship customer:
  - 5.9.1 where appropriate, information about the right to have a bill redirected to a third person, as long as that third person consents in writing to that redirection
  - 5.9.2 information about, and referral to, Commonwealth and South Australian Government concessions, rebates, grants and assistance programs
  - 5.9.3 information about, and referral to, accredited financial and other relevant counselling and support services, particularly where a customer is experiencing ongoing financial hardship.
- 5.10 Where a hardship customer requests information or a redirection of their bills, we will provide that information or redirection free of charge.
- 5.11 We will provide information to the hardship customer on how to reduce usage and improve water efficiency, which may include referral to relevant government water efficiency programs. This will be provided at no charge to the customer.
- 5.12 We will explain to the hardship customer how and when the customer will be returned to regular billing cycles (and collection), after they have successfully completed the hardship program.
- 5.13 We will also explain to the hardship customer that they will be removed from our hardship program, and be returned to our standard collection cycles, including debt recovery, should they cease to make payments according to the agreed payment arrangement or fail to contact us for a period of greater than 90 days.
- 5.14 We will not take any action to remove a customer from our hardship program until we have sent the customer a written notice, allowing them 10 working days from the date of the notice to contact us to re-negotiate their re-entry into the program.

## 6. Retail Services Provided by Council

- 6.1 Council rates are made up of retail services (as defined in this policy) and non-retail services, for example refuse collection.
- 6.2 If you are a residential customer in receipt of a retail service provided by a Council and you are experiencing financial hardship, then only the retail service element of the Council rates will be subject to the terms of this hardship policy. All or any other sums that are due to the Council for non-retail services may be dealt with under the Council's existing hardship policies. The Council may exercise its discretion to apply this hardship policy to other sums due.

## 7. Payment Plans

- 7.1 Our payment plan for a hardship customer will be established having regard to:
  - 7.1.1 the customer's capacity to pay and current financial situation
  - 7.1.2 any arrears owing by the customer, and
  - 7.1.3 the customer's expected usage needs over the following 12 month period.
- 7.2 The payment plan will also include an offer for the hardship customer to pay for their retail services in advance or in arrears by instalment payments at a frequency agreed with the customer (e.g. weekly, fortnightly, monthly or as otherwise agreed with the customer).
- 7.3 Where a payment plan is offered to a hardship customer, we will inform the customer in writing, within 10 business days of an agreement being reached, of:
  - 7.3.1 the duration of the plan
  - 7.3.2 the amount of each instalment payable under the plan, the frequency of instalments and the date by which each instalment must be paid
  - 7.3.3 if the customer is in arrears - the number of instalments to pay the arrears, and
  - 7.3.4 if the customer is to pay in advance - the basis on which instalments are calculated.
- 7.4 We will waive any fees for late payment of a bill for a hardship customer.
- 7.5 Where a hardship customer is seeking assistance in accordance with this policy, but has failed to fulfil their obligations under an existing hardship arrangement, we will require them to sign up for direct debit deductions or Centrepay (where available).

## 8. Debt Recovery

- 8.1 We will suspend debt recovery processes while negotiating a suitable payment arrangement with a hardship customer.
- 8.2 We will not engage in legal action or commence proceedings for the recovery of a debt relating to a retail service for a hardship customer if:
  - 8.2.1 the customer has agreed to a payment arrangement and continues to adhere to the terms of that arrangement, or
  - 8.2.2 we have failed to comply with the requirements of this customer hardship policy.

## 9. Rights of Residential Customers Experiencing Financial Hardship

- 9.1 Every residential customer experiencing financial hardship has the right to:
  - 9.1.1 Be treated respectfully on a case-by-case basis, and have their circumstances kept confidential.
  - 9.1.2 Receive information about alternative payment arrangements, this customer hardship policy, and government concessions, rebates, grants and assistance programs.
  - 9.1.3 Negotiate an amount they can afford to pay on a payment plan or other payment arrangement.
  - 9.1.4 Consider various payment methods, and receive written confirmation of the agreed payment arrangement within 10 business days.
  - 9.1.5 Renegotiate their payment arrangement if there is a change in their circumstances.
  - 9.1.6 Receive information about free and independent, accredited financial counselling services.
  - 9.1.7 Receive a language interpreter service at no cost to the customer.
  - 9.1.8 Be shielded from legal action and additional debt recovery costs, whilst they continue to make payments according to an agreed payment arrangement.
  - 9.1.9 Not have retail services restricted or disconnected as long as they have agreed to a payment arrangement and continue to make payments according to an agreed plan.



## 10. General Provisions

- 10.1 We will ensure residential customers have equitable access to this customer hardship policy, and that this policy is applied consistently.
- 10.2 We will ensure appropriate training of staff dealing with residential customers in hardship to enable them to treat customers with respect and without making value judgements. Training will also assist staff in the early identification of hardship customers, with establishing payment plans based on a hardship customer's
- 10.3 capacity to pay, and include processes for referral to an accredited financial counsellor or welfare agency for assistance.
- 10.4 This customer hardship policy is available on our website: [www.mtr.sa.gov.au](http://www.mtr.sa.gov.au)
- 10.5 We will also make a copy of this policy available to a customer, upon request, and at no charge to the customer, as soon as practicable following a request to do so.
- 10.6 This customer hardship policy does not limit or prevent us from waiving any fee, charge or amount of arrears for the provision of retail services to customers who are experiencing financial hardship.

## 11. Confidentiality

- 11.1 Any information disclosed by a customer is confidential and will not be used for any purpose other than the assessment of an application for assistance.

## 12. Complaints Handling

- 12.1 Details of our customer Complaints Handling Policy and Procedure and dispute resolution process are available at our website: [www.mtr.sa.gov.au](http://www.mtr.sa.gov.au). We will also make a copy of this process available to a residential customer, upon request, and at no charge to the customer.
- 12.2 A residential customer experiencing hardship has a right to have any complaint heard and addressed by us, and in the event that their complaint cannot be resolved, the right to escalate their complaint to the external dispute resolution body approved by the Essential Services Commission of South Australia.

## 13. Document administration and control

|                         |   |
|-------------------------|---|
| Policy title:           | CWMS and Water Supply Hardship Policy   |
| Policy number:          | 04.44   |
| Policy type:            | Council / Governance  |
| Responsible officer:    | <b>Director Infrastructure &amp; Regulatory</b><br><del>Manager Infrastructure &amp; Regulatory Services</del>  |
| First adopted:          | 19 May 2015, reference 80-8338  |
| Review period:          | <b>Reviewed within 12 months following the conclusion of a periodic general, inline with legislative changes or by resolution of Council.</b><br><br>Once in every term of Council and within 12 months after the conclusion of a periodic election   |
| Last reviewed:          | 17 August 2021 [211-2021] <b>... May 2023 [...-2023]</b>  |
| Next review:            | By November <b>2027</b> 2023  |
| Version:                | Version <b>5</b> 4  |
| Date revoked:           | n/a   |
| Applicable legislation: | Water Industry Act <b>2012</b> 2013   |
| Related documents:      | Complaint Handling Policy and Procedure<br>Rates Policy<br>Rates Rebate Policy  |
| Consultation required:  | No  |
| Availability            | This Policy is available for inspection at the Council office and any person may obtain a copy of this Policy upon payment of the fee fixed by Council in accordance with Council's Fees and Charges adopted each financial year. It is also available on Council's website <a href="http://mtr.sa.gov.au">mtr.sa.gov.au</a> .<br>Any grievance in relation to this policy or its application should be forwarded in writing to the Chief Executive Officer of the Council. |
| File reference:         | W:\4. Policy Manuals\2024 <b>Current</b> Policy Manual  |



## 1. Introduction

- 1.1 This policy is intended to provide a whole of life approach to the management of Street, Parks and Roadside trees within the Council area.
- 1.2 Council has adopted the approach that where there is a conflict between essential services and trees the following priorities will apply:
  - 1.2.1 Streets - Management of the road surface, pavement and underground services will take priority on roads and footpaths ahead of a street trees maintenance need where it is not possible to accommodate both needs.
  - 1.2.2 Parks and Roadside - Trees in parks and open spaces will have priority over service requirements such as overhead powerlines and underground services where it is not possible to accommodate both needs.

## 2. Definition

- 2.1 **Act** refers to the Local Government Act, 1999.
- 2.2 **Tree** means any tree or shrub and excludes vines, groundcover, annual plants grown to produce flowers and indoor plants.
- 2.3 **Street** means any highway, street, road, grove, place, avenue, drive, terrace, parade, crescent, court, lane, walk or walkway which has been declared or is a public road pursuant to the Act.
- 2.4 **Other Property** includes all land which is under the care, control or management of the Council except streets and parks.
- 2.5 **Replanting** means the planting of a tree in place of a tree which has been removed or where a tree has previously been growing.
- 2.6 **A tree in poor health** means a tree deleteriously affected by insects, parasites, stress or disease.
- 2.7 **Parks** includes parks, gardens, reserves, playgrounds, ovals, sporting grounds and the like.

## 3. Pruning

- 3.1 The corrective pruning of trees shall be undertaken to address community concerns, improve the long term health and amenity that the tree provides and to manage trees in constrained locations where services are being impacted upon.
- 3.2 Corrective pruning during establishment, correct choice of tree species and attentive care of young trees will reduce the long-term maintenance and pruning requirements.

3.3 Council schedules tree pruning maintenance where street or park trees are inspected and pruned as necessary.

## 4. Heritage Trees

4.1 Trees of historic significance will be maintained accordingly.

## 5. Street Trees

5.1 Streets in urban areas shall be planted in accordance with this policy. Streetscaping and beautification shall be directed towards the street as a whole rather than individual or discrete properties.

### 5.2 Tree Locations and Planting

- 5.2.1 Generally the planting distance between street trees will be a minimum of 10 metres apart.
- 5.2.2 Distance from intersections – trees will be planted at a minimum distance of 10 metres from **kerblines** intersection point.
- 5.2.3 Trees will be planted at a point of **minimum** 1 metre from the back of the kerb on nature strips of 3 metres width.
- 5.2.4 Trees will be planted at a point of **minimum** 0.8 metre from the back of the kerb on nature strips of 2.5 metres width.
- 5.2.5 Trees will be planted at a point of ~~0.6~~ **minimum 0.8** metre from the back of the kerb on nature strips of 2.0 metres width.
- 5.2.6 Trees will be planted at a minimum distance of 5 metres from **either** the left hand side of **a** crossovers.
- 5.2.7 ~~Council will focus its efforts on utilising existing tree planting plots ahead of creating a new planting plot.~~
- 5.2.8 As a general rule Council will no longer actively plant trees under overhead powerlines. ~~unless replacing an existing tree where a tree pit exists. In these situations a small growing tree will be selected.~~

### 5.3 Requests for Tree Planting

- 5.3.1 ~~Council will undertake all street tree planting unless approved otherwise in writing by Council following the submission of a 'Tree Planting Request Form' (see Appendix 1) by a District Council of Mount Remarkable community member.~~
- 5.3.2 Preference will be given to those applications which:
  - Form part of a streetscape plan.
  - Are to plant a tree in an empty existing tree pit.

- Will have the least impact long term on underground services.
- That are not located under powerlines.
- Provide a commitment to care for the tree during establishment through summer watering and monitoring general health.

## 6. Park Trees

6.1 Parks provide opportunities for larger growing species of trees to be established.

6.2 “Parks are vibrant, colourful and enhanced with trees. Trees provide partial shade and cooling to the park users while creating ecological islands and linkages throughout the area. Trees will be planted that provide scale and perspective” and “Parks provide an opportunity for Council to establish large growing trees of mixed species in the urban environment.”

6.3 Replanting Trees

- 6.3.1 Council will focus its efforts on infill planting in parks where tree assets have diminished with approved species.
- 6.3.2 Priority for replanting will be where there are spaces in mulched beds or where trees have been removed.
- 6.3.3 Council will strive to focus on establishing more trees through good drought management and after planting care with the assistance of the community.
- 6.3.4 Residents will be encouraged to water park trees where possible to compliment Council after planting care.

## 7. Memorial Trees

7.1 Memorial tree(s) requested to be planted in any street, park or reserve within the District Council of Mount Remarkable will be considered by Council on a case by case basis depending on location, tree species, environmental, aesthetic, use and construction of the location/surrounding area, safety and other relevant factors.

## 8. Selection of Species

- 8.1 Replacement trees are required to be selected from the current Botanic Gardens of South Australia - Plant Selector List located at <http://plantselector.botanicgardens.sa.gov.au> with consideration to the ‘SA Power Network Tree List’, when near powerlines, with a focus being on the provision of colour, amenity, summer shade and overall long term tree form.
- 8.2 Council is conscious of both avoiding long term services issues both in relation to overhead powerlines and underground services and also of selecting a tree species that is suitable for the location in terms of mature size and form.
- 8.3 Council will strive to avoid having a mono culture selection of trees in any

suburb of the district to reduce the risk of sudden disease loss of all of one species of tree.

## 9. Care and Maintenance Program

- 9.1 Council strives to be successful in its street tree planting by ensuring that trees planted are well maintained during establishing years.
- 9.2 The general approach will be to plant street trees that can be maintained through summer watering **by the community**.
- 9.3 In some years this may mean planting less trees than in the past but focusing more resources on establishment.
- ~~9.4 Council will maintain all establishing trees and will provide for:~~
- ~~9.4.1 Summer watering~~
  - ~~9.4.2 Feeding, mulching of tree pit, stake and tie adjustment/removal and formative pruning~~
  - ~~9.4.3 Community assistance for summer watering.~~

## 10. Pruning

- ~~10.1 Corrective pruning during establishment, correct choice of tree species and attentive care of young trees will reduce the long term maintenance and pruning requirements.~~
- ~~10.2 Council schedules tree pruning maintenance where street or park trees are inspected and pruned as necessary.~~

## 11. Overhanging Foliage

- 11.1 There may be a circumstance where a neighbour to a Council tree requests that overhanging tree limbs be pruned. Requests are entered into the 'Request for Service' system and carried out based on need following inspection.

## 12. Tree Removal

- 12.1 Trees of an appropriate species for the location which are in good health and likely to provide a long-term amenity for the street/park will be retained.
- 12.2 Trees may be inspected and considered for removal and replacement where:
- 12.2.1 The tree is in poor health and unlikely to recover or is dead.
  - 12.2.2 The tree has such poor form that if retained will not reach its full potential and become a maintenance concern or likely become dangerous.

12.2.3 The tree is going to outgrow its location and require ongoing maintenance where significant pruning will impact negatively on the amenity that the tree provides.

12.2.4 Essential services work is required which will result in significant root loss of the tree impacting on the tree's stability.

12.2.5 A new vehicle crossing is approved having taken into consideration all opportunities to locate the crossing away from the existing tree as a first option.

12.3 In the event that a resident wishes consideration for a healthy tree to be removed a formal request may be made in writing outlining the reasons for the request.

12.4 The request will be considered against the criteria in this Policy.

12.5 In some circumstances where a significant impact on the community through a possible tree loss is anticipated, the issue may be referred to community consultation and Council for feedback, consideration and a decision.

## 13. Consultation

13.1 Council is aware that tree removal is an issue where community opinion can be varied.

13.2 Consultation will be undertaken in accordance with the Council's Public Consultation Policy of any **significant** mature tree being considered for removal ahead of a final decision having been made.

13.3 Where a tree has been the subject of sudden damage and has been assessed as imminently dangerous, the tree may be removed/made safe with immediate removal/pruning without consultation.

13.4 In accordance with Section 232 of the Act, should new tree plantings of a substantial nature be proposed, consultation with residents and nearby businesses or advertisers on the road will be undertaken ahead of confirmation of the tree planting being implemented.

## 14. Rural Areas

### 14.1 Rural Properties

14.1.1 Should a resident or landowner wish to plant trees on a roadside, than the appropriate 'Tree Planting Request Form' is required to be completed and approved prior to works being carried out.

### 14.2 Species Selection

14.2.1 Tree species will be indigenous to the District Council of Mount Remarkable area as per guidelines set down in the Roadside Vegetation Management Plan.

14.2.2 All tree species selected must conform to service authority requirements including SA Power Networks and SA Water.

#### 14.3 Roadside Planting Restrictions

14.3.1 Planting of trees or shrubs with a mature height exceeding 1 metre is not permissible within 100 metres of the centre of the intersection at all rural road intersections.

14.3.2 All plantings will be at a point no closer than 2 metres from the edge of 10 metre carriageway **or 6 metres from the road centreline** and no closer than 1 metre to adjoining property fencelines.

14.3.3 All plantings must conform to prescribed distances and requirements of service authorities including SA Power Networks, SA Water and Telstra.

#### 14.4 Roadside Tree Removals

14.4.1 Any removal or interference with roadside vegetation is to comply with the District Council of Mount Remarkable Roadside Vegetation Management Plan.

## 15. Property Damage

15.1 Council will not be establishing trees that are likely to create damage to adjoining resident's property.

15.2 However in the event that damage is experienced Section 245 of the Local Government Act 1999 provides:

### **245—Liability for injury, damage or loss caused by certain trees**

- (1) *A council is not liable for any damage to property which results from—*
- (a) *the planting of a tree in a road; or*
  - (b) *the existence of a tree growing in a road (whether planted by the council or not).*
- (2) *However, if—*
- (a) *the owner or occupier of property adjacent to the road has made a written request to the council to take reasonable action to avert a risk of damage to property of the owner or occupier from the tree; and*
  - (b) *the council has failed to take reasonable action in response to the request,*

*the council may be liable for any damage to property that would have been averted if the council had taken reasonable action in response to the request.*

- 15.3 As outlined in this Policy, Council has in place a tree maintenance program and will respond to Requests for Service relating to trees, taking reasonable action to avert risk of damage to property from trees.

## 16. Illegal Tree Removal

- 16.1 Council retains sole authority over tree removal.
- 16.2 Residents, Contractors or Service Authorities who remove trees without Council authorisation may be undertaking a criminal act of vandalism. Penalties may be applied.
- 16.3 Penalties may also be applied for any pruning/lopping or destruction of a tree to a state deemed by Council to necessitate removal to cover costs associated with inspection and removal of the remainder of the tree and the stump.
- 16.4 Incidents of vandalism of trees maybe referred to **SAPOL** the Police and will incur costs associated to replace the tree/s by Council.

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## 17. Document administration and control

|  |   |
|--|---|
| Policy title:                              | 04.64   |
| Policy number:                             | Trees Policy  |
| Policy type:                               | Council / Governance  |
| Responsible officer:                       | <b>Director Infrastructure &amp; Regulatory</b><br><del>Manager Infrastructure &amp; Regulatory Services</del>  |
| First issued / adopted:                    | 19 September 2017, reference 245-2017   |
| Review period:                             | <b>Reviewed within 12 months following the conclusion of a period election, inline with legislative changes or by resolution of Council.</b><br><br><del>Once in every term of Council and within 12 months after the conclusion of a periodic election</del>   |
| Last reviewed:                             | 17 August 2021, reference [211-2021] <b>.... May 2023 [...-2023]</b>  |
| Next review date:                          | By November <b>2027</b> 2023  |
| Version:                                   | Version <b>4</b> 3  |
| Date revoked:                              | n/a   |
| Applicable legislation:                    | Local Government Act 1999   |
| Related documents:                         | Tree Planting Request Form<br>District Council of Mount Remarkable's Roadside Vegetation Management Plan  |
| Public consultation required / undertaken: | No  |
| Availability                               | This Policy is available for inspection at the Council office and any person may obtain a copy of this Policy upon payment of the fee fixed by Council in accordance with Council's Fees and Charges adopted each financial year. It is also available on Council's website <a href="http://mtr.sa.gov.au">mtr.sa.gov.au</a> .<br><br>Any grievance in relation to this policy or its application should be forwarded in writing to the Chief Executive Officer of the Council. |
| File reference:                            | W:\4. Policy Manuals\2024 <b>Current</b> Policy Manual  |



# Trees Policy – Appendix 1

## Tree Planting Request Form

Agenda Ordinary Meeting of Council Tuesday 16 May 2023



### TREE PLANTING REQUEST FORM

|   |   |
|---|---|
| <b>Applicant Name:</b>  |   |
| <b>Postal Address:</b>  |   |
| <b>Phone No:</b>  | <b>Email:</b>   |
| <b>Location of Land/Road &amp; Diagram</b> (attach map and/or photos if necessary):   |   |
| <b>Type of Proposed Planting:</b><br><input type="checkbox"/> Urban New (street tree)<br><input type="checkbox"/> Urban Replacement (street tree)<br><input type="checkbox"/> Rural New<br><input type="checkbox"/> Rural Replacement<br><i>Refer to Tree Policy for conditions</i>   | <b>Adjacent Sections/Allotments:</b><br><hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <b>Street/Road Name:</b><br><hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <b>Hundred/Town:</b><br><hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> |
| <b>Please provide the following information:</b><br><b>Are you requesting to plant the trees? Yes / No</b><br>If 'Yes' please provide the following;<br><b>Distance from road/street verge to first row:</b><br><hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> (please ensure it is in accordance to the District Council of Mount Remarkable Tree Policy)<br><b>Length of rows:</b> _____ <b>Number of rows:</b> _____<br><b>Species of bush/tree to be planted:</b> _____<br>(if proposing a large area, please provide a detailed plan and list of proposed plants)<br><b>Is temporary fencing to be erected: Yes / No</b><br>If yes, specify the length of time the fence is to remain on the road/street: _____ |   |

# Trees Policy – Appendix 1

## Tree Planting Request Form

Agenda Ordinary Meeting of Council Tuesday 16 May 2023



### Signed for and on behalf of the permit holder

*I acknowledge that I have read and understand the permit conditions and agree to abide by and be bound by the said conditions*

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Extract from Local Government Act 1999 Sections 232 & 233

#### 232—Trees

*Before a council plants vegetation, or authorises or permits the planting of vegetation, on a road, the council must (in addition to complying with any other statutory requirement)—*

- (a) *give consideration to whether the vegetation is, on balance, appropriate to the proposed site taking into account—*
  - (i) *environmental and aesthetic issues; and*
  - (ii) *the use and construction of the road (including the potential for interference with the construction of the road or with structures (including pipes, wires, cables, fixtures, fittings or other objects) in the road); and*
  - (iii) *road safety matters; and*
  - (iv) *other matters (if any) considered relevant by the council; and*
- (b) *if the vegetation may have a significant impact on residents, the proprietors of nearby businesses or advertisers in the area, follow the relevant steps set out in its public consultation policy.*

#### 233—Damage

- (1) *A person who, without the council's permission, intentionally or negligently damages a road or a structure (including pipes, wires, cables, fixtures, fittings and other objects) belonging to the council associated with a road is liable to the council in damages.*
- (2) *The council may recover damages under this section in the same way as damages for a tort.*



## 1. Introduction

- 1.1 The District Council Mount Remarkable Memorial Policy provides guidance for the management and placement of all existing and proposed plaques and memorials within the townships, excluding the Cemeteries, whether they are in or on buildings or other community facilities, pavements or roadsides, parks, gardens, streets, or any other area of council owned or managed public open space.

## 2. Objectives

- 2.1 This policy aims to ensure that applications for memorial plaques are managed on a consistent basis.

## 3. Scope and Responsibilities

- 3.1 The District Council Mount Remarkable recognises that community members may wish to install memorials at various locations within the townships and supports this installation where application is made through the appropriate process and the memorial meets the following;
- 3.1.1 The proposed memorial will not commemorate a person, event, or place that is already memorialised within the city.
  - 3.1.2 The proposed memorial demonstrates cultural sensitivity and will not cause offence.
  - 3.1.3 The proposed memorial is in keeping with any existing master plan or strategy.
  - 3.1.4 The proposed memorial will not adversely impact any existing site.
  - 3.1.5 The proposed memorial will not compromise the aesthetic or cultural integrity of the site.
  - 3.1.6 The proposed memorial will not compromise either public or personal safety.
  - 3.1.7 The long-term viability and maintenance does not significantly impact Council's maintenance resources.
- 3.2 General conditions for the approval of memorials within the District:
- 3.2.1 Prior to a new memorial being considered, the Memorial Application Form must be completed by the applicant.

- 3.2.2 The type, content and location of any park infrastructure and all wording on plaques is subject to the approval from the Director Infrastructure & Regulatory Services or nominee
- 3.2.3 No special care or guarantee of replacement is given
- 3.2.4 Consideration will be given to the number of existing trees, plaques, and memorials in the vicinity of the proposed new memorial as part of the assessment process
- 3.2.5 The District Council Mount Remarkable will manage the planting of any trees, and the design, manufacture, and installation of any memorial/commemorative plaque.

## 4. Types of Memorials

- 4.1 Memorial/Commemorative plaque on a seat or bench
  - 4.1.1 A small commemorative metal plaque for groups or individuals, may be attached to a seat or bench as installed/designed by Council. There may be more than one plaque on any piece of furniture.
- 4.2 Memorial/Commemorative plaque on a tree and plantings
  - 4.2.1 Memorial/Commemorative tree(s) for planting in any appropriate street, park or reserve within the District townships are available based on the following:
    - Memorial/Commemorative trees can be planted in any appropriate reserve or street provided they comply with any existing master plan or planting design or street tree in accordance with Council's policy and framework.
    - Memorial plaques may be approved for this type of memorial.
- 4.3 Commemorative/memorial plaques
  - 4.3.1 Commemorative and Memorial plaques are used to signify or commemorate an historic or significant occasion, or feature and will be considered on an individual basis.
- 4.4 Commemorative/memorial feature
  - 4.4.1 A Commemorative/Memorial feature such as a fountain, ornamental feature, sculpture or other significant or unique artwork will be considered on an individual basis.

4.4.2 Any significant commemorative or memorial feature will be referred to Council for their consideration/approval.

#### 4.5 War Memorials

4.5.1 A war memorial commemorates the people who served in and died because of war. They vary widely in form, but all have the same Information, that is to remind us of those we have lost to war.

4.5.2 All war memorial requests will be referred to Council for their consideration and approval in line with the following guidelines:

4.5.3 Wherever possible any war memorial and the remembrance of any future conflict should be made at an existing war memorial site (in consultation with the relevant ex-services organisation(s)).

4.5.4 Any proposal to move or significantly change an existing memorial shall be considered under this Policy.

## 5. Fees & Charges

All costs are to be borne by the applicant. Any additional costs specific to the memorial must also be borne by the applicant.

## 6. Ownership and Life of the Memorial

All memorials placed on Council owned or managed land are deemed to be assets of the District Council Mount Remarkable and will be recorded in the Memorials Register and will be managed in accordance with Council's policies and procedures.

The Council will manage and maintain a memorial for the life of the asset in accordance with the relevant Asset Management Plan, after which time, determination of the future of the memorial will be at Council's discretion, which may include the relocation, removal, and/or decommissioning as required.

Where the condition of the memorial is poor or the site is no longer appropriate, Council officers will take all reasonable measures to contact the person who initiated the memorial prior to its removal or relocation.

## 7. Definitions

### 7.1 Plaque

A flat tablet of metal or other durable material and which includes text and/or images that commemorate a person, group, association, event, or occasion. Such plaque is to be affixed to a building, object, or pavement.

### 7.2 Memorial or Monument

An object such as statue, sculpture, or plaque (but not including a plaque that is affixed to a memorial seat or bench that is designed to preserve the memory of a person, group, association, physical object (such as a bridge), event or occasion.

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## 8. Document administration and control

|   |   |
|---|---|
| Policy title:                             | Memorial Policy   |
| Policy number:                            | 04.80   |
| Policy type:                              | Council/Governance  |
| Responsible officer:                      | <b>Director</b> Manager Infrastructure & Regulatory Services  |
| First issued / adopted:                   | April 2022  |
| Review period:                            | <b>Reviewed within 12 months following the conclusion of a periodic election, inline with legislative changes or by resolution of Council</b><br><br>2 years  |
| Last reviewed:                            | March 2022, ... <b>May 2023 [...-2023]</b>  |
| Next review date:                         | November 2027 April 2024  |
| Version:                                  | Version <b>2.4</b>  |
| Date revoked:                             | N/A   |
| Applicable legislation:                   | N/A   |
| Related documents:                        | Memorials Application Form  |
| Public consultation required/ undertaken: | No  |
| Availability                              | This Policy is available for inspection at the Council office and any person may obtain a copy of this Policy upon payment of the fee fixed by Council in accordance with Council's Fees and Charges adopted each financial year. It is also available on Council's website <a href="http://mtr.sa.gov.au">mtr.sa.gov.au</a> .<br><br>Any grievance in relation to this policy or its application should be forwarded in writing to the Chief Executive Officer of the Council. |
| File reference:                           | W:\4. Policy Manuals\2024 <b>Current</b> Policy Manual  |

## REPORTS OF OFFICERS

**Report Title:** 2022-2023 Project Plan Monthly Update  
**Item No:** 4.7  
**Date of Meeting:** 16 May 2023  
**Author:** Brenton Daw, Director Infrastructure & Regulatory  
**Attachments:** Nil

**Officer Direct or Indirect Conflict of Interest:**  
*In accordance with Section 120 of the Local Government Act*

Yes      No

**Status:**  
*Information classified confidential under Section 90(2) of the Local Government Act*

Yes      No

### 1. EXECUTIVE SUMMARY

This report provides Elected Members with an update on projects for the 2022/2023 financial year.

### 2. RECOMMENDATION

That Council receives and notes the report

### 3. RELEVANT CORE STRATEGIES/POLICIES

#### DCMR Community Plan 2021-2031

- 1.3 Provide, maintain & enhance community facilities
- 2.3 Maintain & enhance town presentation & amenity
- 4.3 Develop our tourism Infrastructure
- 5.1 Maintain & enhance roads, stormwater, footpaths & associated infrastructure
- 5.2 Conduct sound asset management
- 5.4 Improve the effectiveness of Council services

### 4. BACKGROUND

Council has a significant amount of works to undertake as part of the 2022/2023 Annual Business Plan. The basis on the projects have been developed through the draft Asset Management Plan, Community Feedback and known major maintenance requirements to best manage our Infrastructure Assets.



## **5. DISCUSSION**

A report will be provided to Council on a monthly basis so that Elected Members can track progress of projects through the 2022/2023 financial year.

The report is meant to be fluid as in our current climate utilising contractors, purchasing equipment and items can have major delays. This report will have the ability to report further on such matters when or if they arise.

Reference to project status can be made via the reporting of the Annual Business Plan & Project Performance Report (May 2023) and the subsequent attachment 1. 2022-23 Budget Projects

The below list identifies major works that are currently occurring with updates and important information;

### **1. Rail Trail & Rail Trail Bridges**

Rail Trail Bridges 3 and 4 have been ordered and are currently in the construction Engineering stage.

It is anticipated that the works will be completed by 30 June 2023.

### **2. Asset Management Plan**

Building data pickup has started and we have engaged the services of Tonkin Consulting to assist with this data pickup. It is planned to present draft Asset Management Plans to Council soon.

### **3. Bridges**

## Forest Road Bridge

| MRC – Upgrade Forrest Rd Bridge – Status Update  |  |   | FYFE                                 |
|--|--|---|--------------------------------------|
| Monday, 8 May 2023   |  |   |                                      |
| Works Undertaken   | Works for Next Period  | Potential Issues  | Client Input                         |
| <ul style="list-style-type: none"> <li>- Structural as found engineering and drafting.</li> <li>- Civil design works.</li> <li>- Pavement, concrete, steel scanning onsite works</li> <li>- Environmental assessment continuing</li> </ul> | <ul style="list-style-type: none"> <li>- Civil design works continuing</li> <li>- Structural design works continuing</li> <li>- Pavement, concrete, steel scanning data processing and modelling</li> <li>- Environmental assessment continuing</li> </ul> | <ul style="list-style-type: none"> <li>- N/A</li> </ul> |                                      |
| Project Progress   |  |   |                                      |
| TASK/MILESTONE   | COMPLETION DATE  | % COMPLETE  | NOTES/COMMENTS                       |
| Survey – Data collection (3D scan, Topographical, Drone)   |  | 100%  |                                      |
| Creation of Engineering drawings (condition as found)  |  | 100%  |                                      |
| Flood assessment (Flows, catchment)  |  | 95%   | Report to feed into design documents |
| Environmental assessment   |  | 90%   | Report to feed into design documents |
| Pavement, concrete, steel scanning   |  | 50%   |                                      |
| Engineering design (Civil, Structural)   |  | 40%   | Review of survey data                |
|  |  |   |                                      |

## Appila Bridge

| MRC – Upgrade Appila Bridge – Status Update  |   |   | FYFE  |
|--|---|---|---|
| Monday, 8 May 2023   |   |   |   |
| Works Undertaken   | Works for Next Period   | Potential Issues  | Client Input  |
| <ul style="list-style-type: none"> <li>- Structural as found engineering and drafting.</li> <li>- Civil design works.</li> <li>- flood modelling complete.</li> <li>- Pavement, concrete, steel scanning onsite works complete.</li> <li>- Environmental assessment</li> </ul> | <ul style="list-style-type: none"> <li>- Civil design works continuing.</li> <li>- Structural design Works continuing</li> <li>- Pavement, concrete, steel scanning data processing and modelling</li> <li>- Finalise environmental assessment</li> </ul> | <ul style="list-style-type: none"> <li>- N/A</li> </ul> | <ul style="list-style-type: none"> <li>- N/A</li> </ul> |
| Project Progress   |   |   |   |
| TASK/MILESTONE   | COMPLETION DATE   | % COMPLETE  | NOTES/COMMENTS  |
| Survey – Data collection (3D scan, Topographical, Drone)   |   | 100%  |   |
| Creation of Engineering drawings (condition as found)  |   | 100%  |   |
| Flood assessment (Flows, catchment)  |   | 100%  |   |
| Environmental evaluation   |   | 80%   | Report to feed into design documents                    |
| Pavement, concrete, steel scanning   |   | 50%   |   |
| Engineering design (Civil, Structural)   |   | 40%   | Review of survey data                                   |
|  |   |   |   |

## Port Germein Bridge

| MRC – Upgrade Pt Germein Bridge – Status Update  |  |   | FYFC  |
|--|--|---|---|
| Monday, 8 May 2023   |  |   |   |
| Works Undertaken   | Works for Next Period  | Potential Issues  | Client Input  |
| <ul style="list-style-type: none"> <li>- Structural as found engineering and drafting.</li> <li>- Civil design works.</li> <li>- Pavement, concrete, steel scanning onsite works</li> <li>- Environmental assessment continuing</li> </ul> | <ul style="list-style-type: none"> <li>- Civil design works continuing</li> <li>- Structural design works continuing</li> <li>- Pavement, concrete, steel scanning data processing and modelling</li> <li>- Environmental assessment continuing</li> </ul> | <ul style="list-style-type: none"> <li>- N/A</li> </ul> | <ul style="list-style-type: none"> <li>- N/A</li> </ul> |
| Project Progress   |  |   |   |
| TASK/MILESTONE   | COMPLETION DATE  | % COMPLETE  | NOTES/COMMENTS  |
| Survey – Data collection (3D scan, Topographical, Drone)   |  | 100%  |   |
| Creation of Engineering drawings (condition as found)  |  | 100%  |   |
| Flood assessment (Flows, catchment)  |  | 95%   | Report to feed into design documents                    |
| Environmental evaluation   |  | 90%   | Report to feed into design documents                    |
| Pavement, concrete, steel scanning   |  | 50%   |   |
| Engineering design (Civil, Structural)   |  | 40%   | Review of survey data                                   |

#### 4. Painting Town Halls & Toilet Blocks

Works are continuing with the contractor with these projects and estimated end June completion.

#### 5. Booleroo Centre Footpaths

This project has been completed

#### 6. Road Re-Sheeting

Forrest road has been completed

Mahood Road has been completed except for a 300 metre section in which we require more material to be crushed.

Collins Road material is being carted to site

Wilmington Road material is being crushed

#### 7. Concrete Floodways

Tenders awaiting assessment with works programed for 23/24

#### 8. Booleroo Centre Airstrip Fencing Upgrade

Council have been successful in gaining funding to undertake this work.

Fencing product has been ordered and fencing contractor engaged with works to be completed by end June 2023.

**9. Booleroo Centre Airstrip Lighting Upgrade**

Council have been successful in gaining funding to undertake this work.

Designs have been completed and products have been ordered for placement in 23/24

**6. ANALYSIS OF OPTIONS**

**Option 1:**

That Council:

1. Receives and notes the report; and

**7. RECOMMENDED OPTION**

Option 1 is the recommended option.

**8. POLICY IMPLICATIONS**

**8.1 Financial/Budget**

Nil.

**8.2 Risk Assessment**

Not applicable.

**8.3 Staffing/Work Plans**

Not applicable.

**8.4 Environmental / Social / Economic**

Not applicable.

**8.5 Stakeholder Engagement**

Not applicable.

**9. REPORT CONSULTATION**

Discussions were held with the Chief Executive Officer.

**10. REPORT AUTHORISERS**

|             |                         |
|-------------|-------------------------|
| Sam Johnson | Chief Executive Officer |
|-------------|-------------------------|

## REPORTS OF OFFICERS

**Report Title:** 2022/2023 Infrastructure Operational Monthly Update – April 2023

**Item No:** 4.8

**Date of Meeting:** 16 May 2023

**Author:** Nigel Crisp, Operations Manager

**Attachments:** Nil

**Officer Direct or Indirect Conflict of Interest:**  
*In accordance with Section 120 of the Local Government Act*

Yes

No

**Status:**  
*Information classified confidential under Section 90(2) of the Local Government Act*

Yes

No

### 1. EXECUTIVE SUMMARY

This report provides Elected Members with an update on operational activities for the 2022/2023 financial year.

### 2. RECOMMENDATION

That Council receives and notes the report.

### 3. RELEVANT CORE STRATEGIES/POLICIES

#### DCMR Community Plan 2021-2031

1.3 Provide, maintain & enhance community facilities

2.3 Maintain & enhance town presentation & amenity

4.3 Develop our tourism Infrastructure

5.1 Maintain & enhance roads, stormwater, footpaths & associated infrastructure

5.2 Conduct sound asset management

5.4 Improve the effectiveness of Council services

### 4. BACKGROUND

The Operational Department of Council has programmed works to manage assets and meet the requirements of the Local Government Act 1999, Section 122. The works undertaken are structured to meet the operational requirements of Council.

The Operation budget allows the department to meet required levels of services in the most cost effective manner.

## 5. DISCUSSION

This report is provided to Council on a monthly basis so that Elected Members may see what works are being undertaken through the 2022/2023 financial year. The report is meant to be fluid as in our current climate utilising contractors, purchasing equipment and items can cause delays. This report will have the ability to report further on such matters when or if they arise.

During the last month operation it should be noted that there was a total of 80% staff in attendance (due to annual leave) and Council is currently recruiting for a Grader Operator. It is noted, that even with such shortages, existing Council staff have been contributing extra where possible to ensure increased workloads and demands can be met. This includes a significant increase to the Council slashing and spraying program, as a result of increased rain events, and proactive fire prevention management.

### Road Grading

Council is currently utilising two patrol graders.

| Road Name      | From            | To              | Distance     |
|----------------|-----------------|-----------------|--------------|
| Foster Road    |                 |                 | 3.5km        |
| Scott Road     | Orroroo Road    | Wilmington Road | 6.7km        |
| Gloede Road    | Amyton Road     | Hampel Road     | .70km        |
| Willochra Road | Reichstein Road | Dickson Road    | 2.7km        |
| Willochra Road | Girdham Road    | Reichstein Road | 3.2km        |
| Crossman Road  | Arwakurra Road  | End of rubble   | 2.5km        |
| Willochra Road | White Well road | Cowin Road      | 2.3km        |
|                |                 |                 |              |
|                |                 |                 |              |
|                |                 |                 | Total 21.6km |

### Town Maintenance

General slashing and mowing works have been undertaken in the following townships;

1. Booleroo Centre
2. Melrose
3. Wilmington
4. Weed control was performed on Weeroona Island Port Germein and Wilmington

- Engaged street sweeper to service all towns
- DM Roads undertook sealed street maintenance
- Capping of the Willowie landfill has been completed

### **Customer Service Requests (CSR's)**

General customer requests were received and included works on Roads, signage, footpaths trees etc. In total 31 requests were received for the reporting period and we have a total of 189 CSR's awaiting completion.

### **Re-Sheet Program**

The Re-sheet program Forrest Road was completed in March and works commenced on Mahood Road. Mahood Rd is 90% complete as of end of April

Carting of Material has begun on Collins Road and more rubble is to be raised and crushed so we can complete works on Collins Road.

Crushing plant has crushed all raised material in McCallum's pit on Collins Road and has relocated to Wilmington, and is crushing material for the re-sheeting works on Wilmington Road.

### **CWMS**

Wirrabara plant and pump stations have had extra maintenance works completed due to failures in level sensors, water quality has dropped due to these failures

### **Remarkable Rail Trail**

Maintenance works have been completed from Melrose to Booleroo to bring the trail back to a usable standard, Weed control has commenced from Wilmington and heading south along the trail targeting new weed growth.

### **Tree Trimming**

Council have undertaken a total of 25km of tree trimming during the month of April. It is envisaged that this type of activity will be continued in conjunction with grading works within the district.



Page 1  
April 23



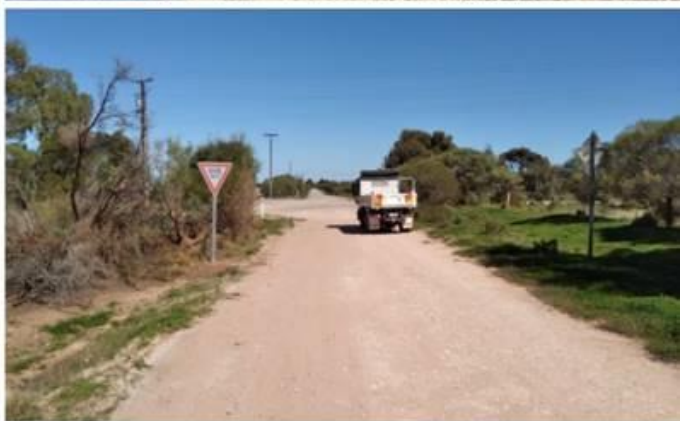
# OPERATIONS UPDATE







# OPERATIONS UPDATE



**6. RECOMMENDED OPTION**

Option 1 is the recommended option.

**7. POLICY IMPLICATIONS**

**7.1 Financial/Budget**

Nil.

**7.2 Risk Assessment**

Not applicable.

**7.3 Staffing/Work Plans**

Not applicable.

**7.4 Environmental / Social / Economic**

Not applicable.

**7.5 Stakeholder Engagement**

Not applicable.

**9. REPORT CONSULTATION**

Discussions were held with the Director Infrastructure & Regulatory.

**10. REPORT AUTHORISERS**

|             |                         |
|-------------|-------------------------|
| Sam Johnson | Chief Executive Officer |
|-------------|-------------------------|

## MOTIONS AND QUESTIONS

**ITEM NUMBER: 5**

**DATE OF MEETING: 16 May 2023**

The Local Government (Procedures at Meetings) Regulations 2013 provide the following in respect of:

### **Regulation 12 – Motions**

- (1) *A member may bring forward any business in the form of a written notice of motion.*
- (2) *The notice of motion must be given to the chief executive officer at least 5 clear days before the date of the meeting at which the motion is to be moved.*
- (3) *A motion the effect of which, if carried, would be to revoke or amend a resolution passed since the last general election of the Council must be brought by written notice of motion.*
- (4) *If a motion under sub-regulation (3) is lost, a motion to the same effect cannot be brought –*
  - (a) *until after the expiration of 12 months; or*
  - (b) *until after the next general election,**whichever is the sooner.*

### **Regulation 9 – Questions**

- (1) *A member may ask a question on notice by giving the chief executive officer written notice of the question at least 5 clear days before the date of the meeting at which the question is to be asked.*
- (2) *If notice of a question is given under sub-regulation (1) –*
  - (a) *the chief executive officer must ensure that the question is placed on the agenda for the meeting at which the question is to be asked; and*
  - (b) *the question and the reply must be entered in the minutes of the relevant meeting.*
- (6) *The presiding member may rule that a question with or without notice not be answered if the presiding member considers that the question is vague, irrelevant, insulting or improper.*

LGA Meeting Procedures Handbook for Council Members (November 2016 Version 12):

*When a question is asked at a meeting the normal process is that the presiding member will reply to the question. This procedure enables Councillors to obtain information that is relevant to their role as a member of the governing body and the function of that body. The question should relate to functional, strategic or policy issues of the Council. Questions of an operational nature are the domain of the CEO and should be directed to the CEO outside of a meeting and during business hours.*

### **5.1 Motions of which Notice has been given**

Nil.

### **5.2 Motions without Notice**

*The Mayor is to ask the Members if there are any motions without notice.*

### **5.3 Questions with Notice**

Nil.

### **5.4 Questions without Notice**

*The Mayor is to ask the Members if there are any questions without notice.*

## MAYOR'S REPORT

**REPORT TITLE:** Mayor's Report for Month of April 2023  
**ITEM NUMBER:** 6.1  
**DATE OF MEETING:** 16 May 2023  
**ATTACHMENTS:** Nil

### RECOMMENDATION

That Council receives and notes the report.

### Meetings, media interviews and functions attended in April 2023:

|    |  |
|----|--|
| 5  | CEO/EM Quarterly Catch Up  |
| 12 | Rural Care meeting with Wilmington Primary School Principal<br>Rural Care meeting with Melrose Primary School Principal, Director Rural Care and Booleroo School Principal |
| 14 | LGA OGM in Adelaide  |
| 18 | Briefing Session, Community Question Time & Ordinary Meeting of Council held in Melrose  |
| 20 | Meeting with Booleroo Hospital Director & Doctors regarding mental health services in the district   |
| 21 | Masterclass - Meeting Procedures for Presiding Members with Kelledy Jones in Adelaide  |
| 25 | Anzac Day service held at Port Germein   |
| 27 | Booleroo / Port Germein Men's Shed Meeting   |

## ELECTED MEMBERS' REPORTS

**REPORT TITLE:** Elected Members Activities Reports

**ITEM NUMBER:** 6.2

**DATE OF MEETING:** 16 May 2023

**ATTACHMENTS:** Nil

### RECOMMENDATION

That Council notes the activities reports for the month of April 2023 from Cr P Heaslip, Cr I Keller, Cr C Nottle, Cr S Tate and Cr D van Holst Pellekaan

*No report was received from Cr Till*

### CR P HEASLIP

|    |   |
|----|---|
| 16 | Wirrabara Markets   |
| 18 | Briefing Session, Community Question Time & Ordinary Meeting of Council held in Melrose |
| 19 | CEO/EM Quarterly Catch Up   |
| 25 | Anzac Day service held at Wirrabara   |

### CR I KELLER

|    |   |
|----|---|
| 18 | Community Question Time & Ordinary Meeting of Council held in Melrose |
| 25 | Anzac Day service held at Appila                                      |

### CR C NOTTLE

|    |   |
|----|---|
| 4  | CEO/EM Quarterly Catch Up   |
| 12 | BCCDTA 150 year planning meeting  |
| 16 | Wirrabara Markets   |
| 18 | Briefing Session, Community Question Time & Ordinary Meeting of Council held in Melrose |
| 25 | Anzac Day service held at Booleroo Centre   |
| 27 | Combined Men's Shed with Port Germein   |

### CR S TATE

|    |   |
|----|---|
| 4  | CEO/EM Quarterly Catch Up   |
| 12 | Port Germein HATS Village General Meeting   |
| 13 | Budget Submission meeting with CEO in Adelaide  |
| 14 | LGA OGM in Adelaide   |
| 18 | Briefing Session, Community Question Time & Ordinary Meeting of Council held in Melrose |
| 19 | MCDA General Meeting  |
| 25 | Anzac Day service held at Port Germein  |
| 30 | Final service Port Germein Community Church   |

**CR D VAN HOLST PELLEKAAN**

|    |   |
|----|---|
| 16 | Wirrabara Market  |
| 18 | Briefing Session, Community Question Time & Ordinary Meeting of Council held in Melrose |
| 19 | CEO/EM Quarterly Catch Up   |
| 20 | Booleroo Men's Shed   |
| 22 | BMW Football/Netball at Wilmington  |
| 25 | Anzac Day service held at Wilmington  |

Elected Member Allowances & Benefits Register is listed on Council's website:

<https://www.mtr.sa.gov.au/documents/public-register/elected-members-register>

## CORRESPONDENCE

ITEM NUMBER: 7

DATE OF MEETING: 16 May 2023

## DISCUSSION

Items of correspondence are provided for information / noting.

## RECOMMENDATION

That Council receives and notes the correspondence as listed:

|  |
|--|
| 7.1 – From Local Government Association of South Australia regarding Regional LGAs – Ways of working with the LGA  |
| 7.2 – From Booleroo Centre Community Development & Tourism Association regarding Main Street footpaths – thank you   |
| 7.3 – From Government of South Australia SA Health regarding Introduction of Standard 3.2.2A Food Safety Management Tools for Local Government                             |
| 7.4 – From Office for Recreation Sport and Racing regarding 2022-23 Community Recreation and Sport Facilities Program for Port Germein Active Play Precinct - unsuccessful |
| 7.5 – From State Planning Commission regarding Residential Driveway Crossovers Code Amendment  |
| 7.6 – From Minister for Local Government regarding not able to attend Council Meeting on 15 August 2023 as previously advised  |
| 7.7 – From Minister for Tourism regarding outcomes to date against the priorities identified in the <i>2025 South Australian Regional Visitor Strategy (RVS)</i>           |
| 7.8 – To Member for Stuart regarding update on Wirrabara Police Station building   |
| 7.9 – From Landscape South Australia Northern and Yorke regarding landscape levy arrangements for the 2023-24 year   |
| 7.10 – From Landscape SA Northern & Yorke regarding district report for Rangelands October 2022 – March 2023   |
| 7.11 – From Member for Stuart regarding Wirrabara Police Station building  |

In reply please quote our reference: ECM 790346 JM / MW

12 April 2023

Carron McLeod, Murraylands and Riverlands Local Government Association  
Graeme Martin, Southern & Hills Local Government Association  
Peter Scott, Eyre Peninsula Local Government Association  
Simon Millcock, Legatus Group  
Tony Wright, Limestone Coast Local Government Association  
Wendy Campana, Spencer Gulf Cities Local Government Association

### **Via email**

Dear Executive Officers

### **Regional LGAs – Ways of working with the LGA**

The recent strategic and annual planning sessions with our SAROC committee members and the Local Government Association (LGA) Board of Directors, and general feedback from member councils, reaffirmed the need to ensure the LGA consistently maintains a high level of service to our members.

In discussing the strategic objectives and priorities, we also looked at challenges and opportunities for prioritising and resourcing the work of the LGA Secretariat.

The value of interactions between the LGA and Regional LGAs (RLGAs) on key projects and initiatives should not be understated. In the past the LGA has leaned on the RLGAs to participate in certain administrative activities outside of their remit and we are aware that this is not in keeping with the LGAs or the RLGAs governance frameworks. In addition, as the distinction between the LGA and RLGAs became less defined, interactions have led to the RLGAs directly seeking LGA Secretariat action on matters that have not had the opportunity to be considered through existing governance structures or prioritisation processes.

The LGA Secretariat is reviewing a range of processes to ensure the LGA continues to manage the competing needs of its members consistently. This in turn supports good governance outcomes.

The following provides some key points to clarify interactions moving forward to ensure good governance, consistency and to support the LGA to deliver on outcomes for our members:

- Difference between SAROC committee and RLGAs:
  - The SAROC committee (like GAROC) is a committee of the LGA, and while regional groupings of LGA members are used to elect SAROC and GAROC committee members, these groupings are not formed to undertake any other function. The SAROC and GAROC committees represent the councils from a whole of region perspective i.e. SAROC from a broad regional perspective and GAROC from a metropolitan perspective, providing an important lens for the LGA Board.



- The RLGAs are formed under their own distinct charters/constitutions as determined by their constituent councils pursuant to section 43 (and related schedules) of the *Local Government Act 1999*. Their roles and purpose vary and may involve collaboration with the LGA.
- notwithstanding the RLGAs have the same names as the regional groupings of members set out in the SAROC TOR and their constituent councils are the same as the councils comprising the regional groupings of members of the same name, they are not the same or interchangeable.
- While both SAROC and the RLGAs undertake advocacy, the RLGAs advocate for their constituent councils. In contrast, the LGA advocates for the whole sector, with SAROC providing a regional lens on sector-wide issues. Naturally on some issues there is alignment, and this is key to effectively working together to achieve good outcomes.
- The RLGAs have previously been invited to present an 'Update Report' as well as an 'EO communique' as standing items at each SAROC committee meeting for noting.

The Update Report is an opportunity for SAROC committee members to be kept informed of issues across other regions. The respective SAROC committee member can be a spokesperson for their RLGA should the need arise.

The LGA Secretariat will send a reminder ahead of the SAROC meetings requesting the RLGA update report, if it cannot be provided in time to be included in the agenda, it will be added to the next SAROC meeting.

The RLGA EO communique will no longer be added to the SAROC committee agenda.

Note the standing item update report is separate from an update to SAROC that may be requested by the LGA Secretariat on a project being undertaken by a RLGA and funded by SAROC.

- Regional Topical communications (prepared by the LGA) which are currently only provided to the RLGAs will now be distributed to all council CEOs and Mayors and uploaded to the LGA Member portal on a bi-monthly basis to ensure all LGA members have access.
- For Items of Business (IoB), as per the LGA Constitution, only an LGA member can propose an IoB for a General Meeting which must be submitted via SAROC, GAROC or the LGA Board. This shouldn't prevent potential IoB being discussed at a RLGA if that is what a constituent council representative wishes. Indeed, it can be a useful forum to test ideas, develop supporting evidence, and refine proposed IoB prior to resolution by a member council (and then submission to the LGA). It should of course be noted that a decision of the RLGA Board does not equate to a consensus from each of the constituent councils.

The [Guidelines for Considering Proposed Items of Business for LGA Meetings](#) provides the full information a member council should consider when considering whether to submit an IoB.

- Finally, a reminder that RLGA Executive Officers may attend SAROC meetings in an observing capacity but are not participants. On occasions due to seating constraints (for example at regional meetings) it is not possible to attend. Electronic attendance is not appropriate, only meeting participants and meeting support staff may be in attendance electronically.



We trust the above provides clarity to support consistency moving forward.

Should you have any queries, please contact Jenny McFeat, Executive Officer of Board Committees in the first instance via email to [jenny.mcfeat@lga.sa.gov.au](mailto:jenny.mcfeat@lga.sa.gov.au) or by phoning 8224 2026.

Yours sincerely

Mayor Dean Johnson  
**President**

Telephone: (08) 8224 2039

Email: [lgapresident@lga.sa.gov.au](mailto:lgapresident@lga.sa.gov.au)

Mayor Leon Stephens  
**Chairperson - South Australian Regional  
Organisation of Councils (SAROC)**

Telephone: (08) 8224 2000

Email: [lqasa@lga.sa.gov.au](mailto:lqasa@lga.sa.gov.au)

CC

South Australian regional Mayors and CEOs – via email



## **Booleroo Centre Community Development & Tourism Association Inc**

PO BOX 201, BOOLEROO CENTRE SA 5482  
ABN: 85347952819



Sam Johnson  
CEO  
DCMR

18<sup>th</sup> April 2023



Dear Sam,

The monthly Meeting Agenda for the BCCD&TA, has had “Main Street footpaths” as the first item for over 12 months.

At our most recent meeting held on the 12<sup>th</sup> April, it was pleasing to find out the work on new footpaths in sections of Stephen and Arthur Streets has now been completed.

Our group would like to pass on our thanks to all involved, both DCMR employees and contractors, for their work and commitment in getting the job finished.

We are well aware there were some issues with the standard of the early laid footpaths, followed by delays before work commenced again early this year.

Are the new footpaths faultless? Probably not, but it is a major improvement to what we had in the past and for our aging residents it is now a much safer environment for walking in Booleroo Centre.

Another positive note advised to our members, was that the cycle trail from Melrose to Booleroo Centre has been tidied up at long last, and credit must be given to the grader operator for the standard of work done.

Kind regards,

Peter McCallum – for on and behalf of the BCCD&TA

## INTRODUCTION OF STANDARD 3.2.2A – FOOD SAFETY MANAGEMENT TOOLS FOR LOCAL GOVERNMENT

The introduction of [Food Safety Standard 3.2.2A – Food Safety Management Tools](#) aims to strengthen food safety in food service and related retail sectors whilst also standardising food safety requirements nationally. The Standard was gazetted on 08 December 2022 and has a 12-month transition period for businesses to comply.

### Background

Research undertaken by the Australia and New Zealand Ministerial Forum on Food Regulation<sup>1</sup> in 2018, noted that the highest proportion of foodborne illness outbreaks in Australia were attributed to food service and closely related retail businesses. They agreed that there was a need to review food safety management in these sectors, as well as bring all States and Territories in line with the same requirements. Data also showed that outbreaks in these sectors were due to a lack of food safety skills and knowledge and failures to implement adequate process controls for high-risk food handling activities. Nationally and locally dedicated consultation with Local Government Environmental Health Officers (EHOs), their leadership teams, food businesses and relevant food industry associations was conducted in 2017. These meetings helped to inform the review and development of the new Standard.

The Standard has been introduced to improve the skills and knowledge of all food handlers and thereby improving the management of controls that are critical to food safety. The requirements of the new Standard will also bring SA in line with other jurisdictions, who have had these tools in place for some years.

### What are the changes?

Food service, catering, and retail businesses that handle unpackaged ready-to-eat potentially hazardous foods are required to implement either two or three new food safety management tools, depending on the risk posed by their food handling activities. Namely:

1. mandatory food handler training,
2. requirement to have a 'food safety supervisor', and
3. requirement to have evidence to 'substantiate' key food handling activities.

Non-regulatory tools such as food safety culture and targeted education mechanisms to support the regulatory changes may also be utilised. Combined, these new regulatory and non-regulatory tools aim to address factors contributing to foodborne illness outbreaks in these sectors.

### What does this mean for council?

Council EHOs are authorised under the *Food Act 2001 (SA)* and play a pivotal role in monitoring compliance of food businesses in South Australia through routine food safety inspections, as well as through the investigation of complaints relating to the sale of

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<sup>1</sup> The Forum is comprised of Ministers from Australia and New Zealand, with portfolios in Health and/or Agriculture from the Commonwealth, Australian States and Territories with the Australian Local Government Association as an observer.



## INTRODUCTION OF STANDARD 3.2.2A – FOOD SAFETY MANAGEMENT TOOLS FOR LOCAL GOVERNMENT

unsafe and unsuitable food. The Code is adopted automatically into South Australian law by the *Food Regulations 2017 (SA)* and compliance with the new Standard will primarily be monitored by EHOs during their routine food safety inspections.

Initially resource implications for councils may be related to additional time needed for education during routine food safety inspections, or if undertaking specific education for stakeholders, however it is envisaged that in the long term, by improving business' food safety practices, this will be offset by decreased foodborne illness outbreaks and more compliant businesses. The introduction of the Standard should not result in any additional inspections.

Additionally, SA Health are requesting the support of councils to send out introductory letters, either via email or post, to food businesses captured under the new Standard. A package of resources has been specifically developed to assist EHOs and councils with this task and will be communicated accordingly.

### What does this mean for food businesses?

Captured businesses will need to ensure they have implemented the new tools by 08 December 2023. For some business these changes will be easily incorporated however, for others they will require additional education and support from nationally developed resources, SA Health or your staff. Businesses will need to invest additional time and energy to ensure they meet the new requirements to improve food safety practices.

### Stakeholder engagement

A dedicated working group represented by 10 EHOs from regional and metropolitan local councils (as the primary food safety regulators for this Standard), as well as a Senior Policy Officer from the LGA has been established under the SA Health and Local Government Association (LGA) MOU Work Plan to guide the implementation process. The working group members include representatives from:

- City of Adelaide
- City of Charles Sturt
- The Regional Council of Goyder
- City of Mitcham
- City of Mount Gambier
- City of Onkaparinga
- City of Playford
- City of Port Adelaide Enfield
- Renmark Paringa Council
- City of Salisbury

SA Health along with the working group have planned targeted communications for EHOs, food businesses and industry associations including hosting face to face and virtual information sessions and communicating the changes via written resources, social media, infographics and animations.

### For more information:

Food Safety & Regulation Branch  
SA Health  
11 Hindmarsh Square, Adelaide SA 5000  
Telephone 8226 7100 or email [healthfood@sa.gov.au](mailto:healthfood@sa.gov.au)  
[www.sahealth.sa.gov.au/foodsafetymanagement](http://www.sahealth.sa.gov.au/foodsafetymanagement)



# FOOD SAFETY STANDARD 3.2.2A WHAT DO YOU NEED TO KNOW?

## FOOD HANDLER TRAINING

Food handlers must do a food safety training course in OR show that they understand:

- safe handling of food
- food contamination
- cleaning and sanitising equipment
- personal hygiene

Applies to **CATEGORY 1** and **CATEGORY 2** businesses

## FOOD SAFETY SUPERVISOR

A food business must have a food safety supervisor who:

- is qualified
- has a supervisor's certificate
- can give advice to people who make food
- is reasonably available

Applies to **CATEGORY 1** and **CATEGORY 2** businesses

## SHOWING THAT YOUR FOOD IS SAFE

A food business must show that they are making safe food by:

- keeping a record of important food safety controls/activities/processes
- demonstrating safe food handling practices

Applies to **CATEGORY 1** businesses **ONLY**

## BUSINESS CATEGORY TYPES

### CATEGORY 1

Businesses that make and serve food that is unpackaged.  
Examples may include:

- restaurants
- bakeries
- fast food outlets
- caterers

### CATEGORY 2

Businesses that sell ready-to-eat food that is unpackaged and not made by the business.  
Examples may include:

- delis
- service stations
- supermarkets
- seafood and meat retailers

|                                   | CATEGORY 1 | CATEGORY 2 |
|-----------------------------------|------------|------------|
| Food Handler Training             | ✓          | ✓          |
| Food Safety Supervisor            | ✓          | ✓          |
| Keeping or demonstrating evidence | ✓          | X          |





**From:** Office for Recreation Sport and Racing [<mailto:noreply@smartygrants.com.au>]  
**Sent:** Monday, 24 April 2023 4:09 PM  
**To:** Brenton Daw <[brenton@mtr.sa.gov.au](mailto:brenton@mtr.sa.gov.au)>  
**Cc:** Sam Johnson <[sam.johnson@mtr.sa.gov.au](mailto:sam.johnson@mtr.sa.gov.au)>  
**Subject:** 2022-23 Community Recreation and Sport Facilities Program - Notification of outcome

Item 7.4

Good Afternoon,

Thank you for applying on behalf of The District Council of Mount Remarkable for financial assistance through the 2022-23 Community Recreation and Sport Facilities Program for the following project:

**Project Title:** Port Germein Active Play Precinct

**Amount Requested:** \$299,886.00

This application has been considered, but we regret to advise that on this occasion it has not been recommended for funding.

With the number of applications received far outweighing the available funds, not all projects were able to receive funding.

The Government appreciates and values the efforts being made by organisations such as yours to submit grant applications to improve sport and active recreation in South Australia.

The next round of the Community Recreation and Sport Facilities Program is anticipated to open in the second half of 2023. If your organisation intends on reapplying for funding, we would encourage you to contact Funding Services on 1300 714 990 (press 1) to arrange a time to receive assistance and advice in relation to the application.

Kind regards,

Funding Services

Office for Recreation, Sport and Racing

T 1300 714 990 (option 1) • E [ORSR.Grants@sa.gov.au](mailto:ORSR.Grants@sa.gov.au)

27 Valetta Road, Kidman Park SA 5025 • PO BOX 219, Brooklyn Park SA 5032



20012918

28 April 2023

Mayor Stephen McCarthy  
District Council of Mount Remarkable

By email: [srmccarthy@mtr.sa.gov.au](mailto:srmccarthy@mtr.sa.gov.au)

Level 10  
83 Pirie Street  
Adelaide SA 5000

GPO Box 1815  
Adelaide SA 5001

1800 752 664  
[saplanningcommission@sa.gov.au](mailto:saplanningcommission@sa.gov.au)

Item 7.5

Dear Mayor

### **Residential Driveway Crossovers Code Amendment**

Design standards are a new planning instrument that will complement the Planning and Design Code, with a focus on the public realm and infrastructure. Design standards will promote good design in our streets, parks and other public places, assist to manage the interface between the public and private realm and contribute to efficiencies in the delivery of high-quality infrastructure in conjunction with development.

The State Planning Commission (the Commission) recently initiated the preparation of a design standard for residential driveway crossovers pursuant to sections 69(1) and 73(1)(a) of the *Planning, Development and Infrastructure Act 2016* (the Act). Alongside this, the Commission has also initiated the Residential Driveway Crossovers Code Amendment pursuant to section 73(2)(a) of the Act to ensure proper integration of the design standard in the planning system. The Commission will be the Designated Entity responsible for undertaking this Code Amendment.

The design standard for residential driveway crossovers will apply across the State and will ensure that new driveway crossovers better contribute to the amenity and safety of the public realm. It will drive an integrated approach to the design, assessment and approval of driveway crossovers proposed in conjunction with residential development, providing certainty and consistency within the development application process, thereby securing superior design outcomes to benefit the community, as well as faster approvals for home builders.

A new house that is assessed against the design standard will have a driveway located that ensures there is space for a tree at the front of the property, sufficient space for garbage bins to be put out and avoids costly relocation of roadside infrastructure. The design standard will also make sure home builders are considering the impacts of driveway design on car parking along the street, maintaining a safe and clear footpath and aligning the design of their driveway with the prevailing character of the surrounding streetscape. In doing so, this design standard will respond to some of the challenges posed by infill development.



Section 73(13) enables the processes outlined in section 73 of the Act to be undertaken as a joint process that relates to two or more instruments. Accordingly, the public and stakeholder engagements for the preparation of the design standard for residential driveway crossovers and the associated Code Amendment (this Initiation) will be undertaken as a single process.

The Proposal to Initiate the Residential Driveway Crossovers Code Amendment is available on the PlanSA Portal via the following link:

[https://plan.sa.gov.au/our\\_planning\\_system/instruments/planning\\_instruments/design\\_standards](https://plan.sa.gov.au/our_planning_system/instruments/planning_instruments/design_standards).

The Commission is committed to working collaboratively with key stakeholders and Local Government throughout the implementation of design standards to refine the details, drafting of policy (where appropriate), and instructions for implementation of design standards and this associated Code Amendment.

Should you require further information, please contact Mr Jason Bailey, Manager – Planning and Design Code, Planning and Land Use Services, on 08 7133 2299 or via email at: [Jason.Bailey@sa.gov.au](mailto:Jason.Bailey@sa.gov.au).

Yours sincerely

A handwritten signature in black ink, appearing to be 'Craig Holden', with a long horizontal flourish extending to the right.

**Craig Holden**  
Chair

Cc Mr Sam Johnson, Chief Executive Officer, District Council of Mount Remarkable

**From:** Halacas, Luisa (DIT) [<mailto:Luisa.Halacas@sa.gov.au>]  
**Sent:** Tuesday, 2 May 2023 3:05 PM  
**To:** Kathryn Crisp <[kathryn@mtr.sa.gov.au](mailto:kathryn@mtr.sa.gov.au)>  
**Subject:** EM2023-35171 - DCMR0502 - 22MINV-0214 | Minister Brock - Invitation to Council Meeting

**OFFICIAL**

Dear Kathryn

I refer to the email trail below and regret to advise Minister Brock is no longer able to attend the Mt Remarkable Council meeting on Tuesday 15 August due to the GMUSG Conference and Trade Expo being held in Port Augusta.

I sincerely apologise for any inconvenience this may cause.

Should you have any further queries please do not hesitate to contact me.

Kind regards

Luisa

**Luisa Halacas**  
Executive Assistant

**Office of the Hon Geoff Brock MP**  
Minister for Local Government | Minister for Regional Roads | Minister for Veterans Affairs

T +61 (08) 7133 1200 | DL (08) 7133 3942  
E [Luisa.Halacas@sa.gov.au](mailto:Luisa.Halacas@sa.gov.au)

Level 10, 81-95 Waymouth Street, Adelaide, South Australia 5000  
GPO Box 1533, Adelaide SA 5000 | DX 171



**Government of  
South Australia**



18 April 2023

Item 7.7

Dear Mayor and CEO

I am writing in my capacity as the Minister for Tourism to update you on the outcomes to-date against the priorities identified in the **2025 South Australian Regional Visitor Strategy (RVS)**.

On behalf of the South Australian Regional Visitor Strategy Steering Committee, the South Australian Tourism Commission (SATC) is managing the implementation of the 2025 RVS.

Together with RVS Steering Committee Chairperson, Helen Edwards, I am pleased to provide you with a **RVS Progress Snapshot** which identifies success to date on your region's 2025 RVS target.

In collaboration with the SATC, the **RVS Progress Snapshot** has been developed to capture data from 1 January 2022 to 31 December 2022 which demonstrates the importance of regional contribution to the state's overall visitor economy.

There has been a range of initiatives over the past year which have proven to successfully support our sector as it continues to recover from the impacts of the pandemic. These include the \$2 million Experience Nature Tourism Fund which is supporting businesses to maintain and grow their tourism offerings to attract more visitors, and the almost \$500,000 distributed across the state's 11 tourism regions in the 2022/23 State Budget to help the sector return to its pre-COVID record high.

The information for each 11 regions can be found at <https://tourism.sa.gov.au/regions>

The next **RVS Progress Snapshot** will be available in early 2024 to capture the 12 months of results for 2023.

Thank you for your continued support of our sector as we recover and rebuild this fantastic economic contributor to our state.

Handwritten signature of Zoe Bettison in blue ink.

Hon Zoe Bettison, MP  
Minister for Tourism

Handwritten signature of Helen Edwards in blue ink.

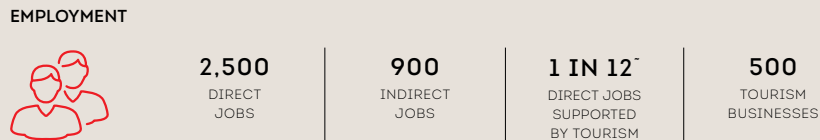
Ms Helen Germein Edwards,  
Chairperson, RVS Steering Committee

# RVS PROGRESS SNAPSHOT

JAN 1 - DEC 31 2022 | FLINDERS RANGES & OUTBACK

## FLINDERS RANGES & OUTBACK

The focus for the Flinders Ranges and Outback is to increase overnight visitation via greater regional and cross regional collaboration around touring routes and events. New products, infrastructure and capability building will be critical for success. For more details refer to 2025 RVS at [tourism.sa.gov.au](http://tourism.sa.gov.au).



## 2022 ACTUAL

# \$576M\*

## 2025 TARGET

 **\$638M**

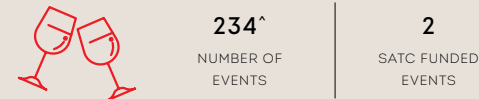
## PERCENTAGE OF 2025 TARGET MET

 **90%**

## SATC EXPERIENCE NATURE TOURISM FUND



## REGIONAL EVENTS



## ACCOMMODATION



## REGIONAL HIGHLIGHT



Provided product development advice to support the Department for Environment and Water with the development of the Ediacara fossil site at Nilpena.

SOURCES: INTERNATIONAL AND NATIONAL VISITOR SURVEY, TOURISM RESEARCH AUSTRALIA YEAR END DECEMBER 2022, STR GLOBAL YEAR END DECEMBER 2022, AUSTRALIAN TOURISM DATA WAREHOUSE YEAR END DECEMBER 2022, AUSTRALIAN BUREAU OF STATISTICS. \*DATA CAPTURED FOR VISITS, NIGHTS AND EXPENDITURE IS YOY DEC 2022. †INCLUDES PROJECTS WHICH ENTER MULTIPLE REGIONS, INCLUDING EXPEDITIONS. \*EVENTS ON AVERAGE OVER 12 MONTH PERIOD. †AVERAGE \*PROVIDED.

# RVS PROGRESS SNAPSHOT

JAN 1 - DEC 31 2022 | REGIONAL SOUTH AUSTRALIA



## STATE PRIORITY

Regional tourism is critical to South Australia's visitor economy. To reach the 2025 potential, the eleven regions have collectively supported key priorities that will contribute to jobs and expenditure. Raising awareness of the South Australia's regional tourism value and its contribution to the State's visitor economy is vital. Through working better together we will continue to achieve positive outcomes across the regions.



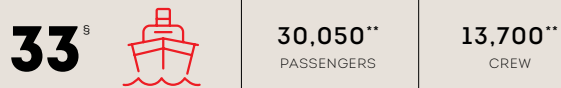
## NEW PRODUCTS / EXPERIENCES



## ATDW LEADS TO BUSINESSES



## CRUISE SHIP ARRIVALS



## EMPLOYMENT



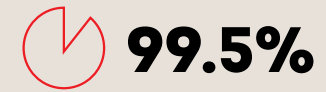
## 2022 ACTUAL

# \$3.98B\*

## 2025 TARGET



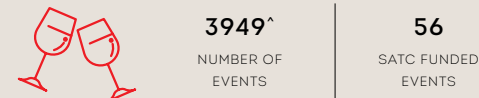
## PERCENTAGE OF 2025 TARGET MET



## SATC EXPERIENCE NATURE TOURISM FUND



## REGIONAL EVENTS



## ACCOMMODATION



## REGIONAL HIGHLIGHT



SA Road Trips featured as an all-year round marketing feature in the SATC campaign For Those Who Want a Little More.

SOURCES: INTERNATIONAL AND NATIONAL VISITOR SURVEY, TOURISM RESEARCH AUSTRALIA YEAR END DECEMBER 2022, STR GLOBAL YEAR END DECEMBER 2022, AUSTRALIAN TOURISM DATA WAREHOUSE YEAR END DECEMBER 2022, AUSTRALIAN BUREAU OF STATISTICS. \*DATA CAPTURED FOR VISITS, NIGHTS AND EXPENDITURE IS YOY DEC 2022. †INCLUDES PROJECTS WHICH ENTER MULTIPLE REGIONS, SINCE JANUARY 2022. ~AVERAGE OF 12 MONTH PERIOD. ^ON AVERAGE. \*\*UNFUNDED.



File: DCMR0509

3 Stuart Street  
Melrose SA 5483

Postal Address: PO Box 94  
Melrose SA 5483

Telephone (08) 8666 2014  
Facsimile (08) 8666 2169

[postmaster@mtr.sa.gov.au](mailto:postmaster@mtr.sa.gov.au)  
[www.mtr.sa.gov.au](http://www.mtr.sa.gov.au)



Item 7.8

3 May 2023

Hon Geoff Brock MP  
Member for Stuart  
Via Email: [Stuart@parliament.sa.gov.au](mailto:Stuart@parliament.sa.gov.au)

Dear Geoff

### **Wirrabara Police Station**

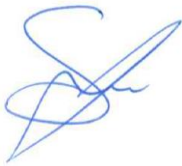
On 7 July 2021 Council wrote to Member for Stuart Hon Dan van Holst Pellekaan requesting information about the future of this asset, including the potential to have this asset transferred to Council allowing for greater community use (copy of letter attached).

Council received a response to the initial enquiry, of which I have also attached to this letter.

As Council has not to date received a conclusive response on this matter, we seek from you a follow up on the initial enquiry as made by Council.

We look forward to your response.

Yours sincerely



**Sam Johnson OAM**  
**Chief Executive Officer**

Attach: original letter to Member for Stuart dated 7 July 2021 & response from Minister for Stuart dated 12 October 2021 with 2 attachments

31 March 2023

Item 7.9

**Northern and Yorke**  
**Landscape Board**

Mr. Sam Johnson  
Chief Executive Officer  
District Council of Mt. Remarkable  
PO Box 94  
Melrose SA 5554

151 Main North Road  
Clare SA 5453  
Tel 08 8841 3444

ABN 83 450 552 896  
ny.landscapeboard@sa.gov.au  
www.landscape.sa.gov.au/ny

Via email: sam.johnson@mtr.sa.gov.au

Dear Sam,

In accordance with the *Landscape South Australia Act 2019* (the Act) the Northern and Yorke Landscape Board (the Board) write to advise the details of the landscape levy arrangements for the 2023-24 year, including the landscape levy equalisation process.

The Act outlines that the Board must publish in their annual business plans the amounts to be collected by Councils on behalf of the Board, through the regional landscape levy. The landscape levy supports the delivery of the programs and projects in the annual business plan, within the priorities of Communities, Biodiversity, Water, Sustainable Agriculture and Pest Plants and Animals.

For the 2023-24 year, the basis of the levy remains unchanged (capital value basis), however equalisation has been applied. The Levy Transition Scheme and *Landscape South Australia Act 2019* requires that the Board apply a common rate across the region from the 2023-24 financial year and beyond. The 2022-23 levy has been redistributed across all councils in the region, using the basis of total capital value of rateable properties per council, resulting in a common rate throughout the region.

The total levy income to be received by the Board has been increased by 8.4% in accordance with the September CPI movement (All groups index, Adelaide, September 2022). Individual council contributions, including the percentage of total region capital value per council is outlined in Attachment A.

Landscape levy income has not increased as a result of levy equalisation. The equalisation process maintains the 2022-23 levy plus CPI only.

Councils may also collect a fee from the Landscape Board for the administrative costs of collecting the regional landscape levy. For 2023-24, the fee has been calculated using a fixed fee of \$2,836 plus \$0.28 per rateable assessment. Each Northern & Yorke region council estimated collection fee is also shown in Attachment A.

It is acknowledged that in equalising to a common rate, some ratepayers will experience an increase in their levy contributions, whilst others may see a small reduction. To assist ratepayers understanding of the equalisation process a levy flyer with frequently asked questions can be provided for inclusion in the first quarter rates notices. Information on the equalisation is currently available on the Northern and Yorke Landscape Board website, with additional information to be provided to council Customer Service Officers prior to 30 June 2023.

In considering the levy equalisation impact on ratepayers, the Board commissioned BDO Econsearch to undertake an economic analysis. The results of the economic analysis indicate that the impact of equalisation will introduce a common rate across the region that will continue to be lower than the rate currently paid in several other landscape regions.

We thank you and your staff for the work undertaken in collecting the landscape levy, and we look forward to continued partnerships between the Board and Council in delivering the objectives of the Regional Landscape Plan. The 2023-24 Annual Business Plan has been approved by the Minister for Climate, Environment and Water and will shortly be published on the Board website.

I also take this opportunity to update you on the Ministers appointments to the Northern and Yorke Landscape Board, and extend an invitation to hear more from the Board at an upcoming council meeting.

#### *Board Appointments*

As you are likely aware, a statewide recruitment process for board membership was undertaken in late 2022. The Minister, through engagement with stakeholders and regions, announced the new board memberships in late January. The board is pleased to announce that existing board member, Mr Geoff White (Kapunda) has been reappointed to the Board, and has accepted the position of Presiding Member. Mr Peter Angus (Mallala) and Mr Sam Germein (Rogues Point) have also been reappointed to the Board, along with six new members, who were officially welcomed in early February and have held their first Board meeting earlier this month.

Erika Lawley – Alma

Suzanne Scarman – Beetaloo Valley

Jenny Loftes – Burra

Adrian Shackley – Gawler

Bruce Michael – Snowtown

Russell Johnstone - Williamstown

Although exciting to introduce new board members, it is with regret that we bid farewell to our long time Presiding Member, Caroline Schaefer and previous board members, Sarah Barrett, Phil Heaslip and Maree Wauchope. They have all provided outstanding representation for our communities and their contributions to the board cannot be underestimated. Our sincere thank you to each of them, and we wish them the best in their new endeavours.

#### *Meetings with Councils*

Since the establishment of the Landscape Boards in 2020, I have sought regular meetings with the regions council CE's and Mayors, often attended by our Presiding Member or a board member. From my perspective, these meetings have helped immensely to establish a better understanding of the work of both our organisations, help to identify and prioritise areas of common interest and build our relationships. I have greatly valued the opportunity to get to know our council partners, and for the willingness to meet and have open dialogue. These meetings, along with the quarterly Legatus meetings have been very beneficial for our organisations, and I seek your support to continue.

In addition, some council CE's and Mayors have expressed a desire for Board representatives to attend a council meeting, providing information about the landscape boards work to the elected members directly. The board has previously presented to council meetings and found the opportunity invaluable. I encourage you to consider adding the landscape board to a future council meeting or workshop agenda, and invite you to contact Rosemary McDowell, Executive Assistant on 8841 3444 or [rosemary.mcdowell@sa.gov.au](mailto:rosemary.mcdowell@sa.gov.au) to coordinate a suitable date.



I look forward to continuing to meet with councils, either through personal meetings or through invitations to council meetings, and to build on the collaborative relationship that is already established.

If you have any queries regarding the landscape levy or collection fees, please contact Mr Chris Martin on 8841 3444 or at [Chris.Martin3@sa.gov.au](mailto:Chris.Martin3@sa.gov.au).

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Tony Fox'.

**Tony Fox**

**General Manager**

**Northern and Yorke Landscape Board**

Attachment A - **Regional Landscape Levy to be collected by Councils on behalf of the Northern and Yorke Landscape Board for 2023-24, including collection fees claimable by Councils.**

| <b>COUNCIL</b>          | <b>% OF TOTAL CAPITAL VALUE</b> | <b>NO. OF RATEABLE PROPERTIES</b> | <b>COUNCIL CONTRIBUTION</b> | <b>COUNCIL COLLECTION FEE</b> |
|-------------------------|---------------------------------|-----------------------------------|-----------------------------|-------------------------------|
| ADELAIDE PLAINS         | 5.15                            | 5,867                             | 319,213                     | 4,479                         |
| BAROSSA                 | 13.26                           | 13,675                            | 821,926                     | 6,665                         |
| BARUNGA WEST            | 4.07                            | 2,812                             | 252,447                     | 3,623                         |
| CLARE & GILBERT VALLEYS | 7.26                            | 7,567                             | 449,773                     | 4,955                         |
| COPPER COAST            | 9.17                            | 12,717                            | 568,319                     | 6,397                         |
| GAWLER                  | 10.00                           | 12,718                            | 619,649                     | 6,397                         |
| GOYDER                  | 3.78                            | 5,111                             | 234,302                     | 4,267                         |
| LIGHT                   | 8.82                            | 8,654                             | 546,729                     | 5,259                         |
| MOUNT REMARKABLE        | 2.31                            | 3,710                             | 143,379                     | 3,875                         |
| NORTHERN AREAS          | 4.39                            | 4,803                             | 272,312                     | 4,181                         |
| ORROROO CARRIETON       | 0.69                            | 1,671                             | 42,687                      | 3,304                         |
| PETERBOROUGH            | 0.48                            | 1,930                             | 29,931                      | 3,376                         |
| PORT PIRIE              | 5.68                            | 11,330                            | 352,124                     | 6,008                         |
| WAKEFIELD               | 6.37                            | 6,070                             | 394,553                     | 4,536                         |
| YORKE PENINSULA         | 18.56                           | 15,368                            | 1,150,628                   | 7,139                         |
| <b>TOTAL</b>            | <b>100</b>                      | <b>108,136</b>                    | <b>6,197,973</b>            | <b>74,461</b>                 |

155 Main North Road  
Clare SA 5453  
Ph: 08 8841 3444

ABN 83 450 552 896  
ny.landscapeboard@sa.gov.au  
www.landscape.sa.gov.au/ny

Dear Councillors, Mayors and Chief Executives

**RE: NORTHERN AND YORKE LANDSCAPE BOARD DISTRICT REPORTS**

**Rangelands**

I am pleased to be able to present to you the latest district report.

This report is aimed at providing the District Council of Mount Remarkable with a better understanding as to the range of landscape levy funded work that is being carried out by staff from the Northern and Yorke Landscape Board in your local government area on behalf of your ratepayers.

As you can see this work runs across a number of important programs including pest animal and plant control, water management, community engagement and sustainable agriculture. This report also contains work that is being conducted as a result of federally funded projects as well as through the parks system, all of which are important in applying a landscape scale approach to managing environmental issues.

Importantly the report also captures the significant amount of work we do in partnership with local landholders and the community as well as collaborative work with many stakeholder groups.

If you require further information regarding the works undertaken, please contact our A/Regional Operations and Compliance Manager, Paul O'Leary on 0407 978 163.

Sincerely








**Tony Fox**  
**General Manager**  
**Northern and Yorke Landscape Board**


## Northern and Yorke Landscape Board Regional Operations

District: Rangelands

Time Period: 1 October 2022 – 31 March 2023




| Project Title and Funding Source  | Progress Report   | Photo  |
|---|---|--|
| <b>Board Priority: Pest Plant &amp; Animal</b>  |   |  |
| <p><b>1. Strategic Roadside Weed Control Project:</b><br/> <i>NY Landscape Board Funded</i></p> | <p>Works have continued with cooperation from adjoining landholders and Councils. All summer weed control works completed and funding (per council) all allocated and on track.</p> <p>Works include:</p> <p><u>Northern Areas Council</u>: Dog Rose, Artichoke, Gorse, Khaki Weed and Horehound<br/> <u>District Council of Orroroo Carrieton</u>: Khaki Weed, African Rue and Gazania<br/> <u>District Council of Mount Remarkable</u>: Buffell Grass, Silverleaf Nightshade, Noogorra Burr, Cape Tulip and Artichoke<br/> <u>Regional Council of Goyder</u>: Khaki, Opuntia and Horehound<br/> <u>District Council of Peterborough</u>: Khaki Weed and Silverleaf Nightshade<br/> <u>Port Pirie Regional Council</u>: Buffell Grass and Opuntia,</p> <p><b>Department of Infrastructure and Transport (DIT) funding</b><br/> Works for the DIT funding high priority weeds on State Highways completed. Infestations treated include: Boneseed, Silverleaf Nightshade, Khaki Weed, Buffel Grass, African Lovegrass and Lincoln Weed.</p> |   |
| <p><b>2. Animal Control:</b><br/> <i>NY Landscape Board Funded</i></p>                          | <p><b>Co-ordinated 1080 Fox Baits Distribution Days, March 2023:</b></p> <ul style="list-style-type: none"> <li>• Eight locations across Rangelands Districts; Mambray Creek, Crystal Brook, Jamestown, Melrose, Booleroo, Wilmington, Napperby and Orroroo. Locations offered at Peterborough and Laura with no uptake this time.</li> <li>• 41 landholders participated with 3,760 baits distributed.</li> </ul> <p><b>1080 Wild Dog and Fox Injection Days:</b></p> <ul style="list-style-type: none"> <li>• Free service offered to landholders at three locations; Carrieton, Dawson and Wilmington.</li> <li>• 10 landholders participated   1517 Fox baits injected   263 Wild Dog Baits</li> </ul>  |  <p style="text-align: center;">1080 Injection Days</p> |


|   |   |  |
|---|---|--|
|   | <p><b>1080 Distribution:</b><br/>         Ad-hoc bait supply to landholders between January and March 2023 with five landholders collecting fox baits outside of distribution days for various reasons.</p>   |  |
| <p><b>3. Pest Plant Control:</b><br/> <i>NY Landscape Board<br/>         Funded</i></p> | <p><b>Noogoora Burr Project:</b><br/>         Drone technology is tackling a plague infestation of the pest plant Noogoora Burr that has travelled 19km along Amyton Creek near Willowie.<br/>         The process involves eight landholders, mapping a 100 metre-wide stretch of the 19km terrain with a specialised mapping drone taking high resolution video that distinguishes the Noogoora Burr from native vegetation based on colour identification. Due to some dense infestations, manually marking waypoints was also required. With the data processed, a spray drone carrying appropriate chemical was then used to treat the Noogoora Burr plants. Landholders have entered in to an agreement to take responsibility for follow-up with the overall aim to be eradication in the district.</p>  |   |
| <p><b>4. Biocontrol:</b><br/> <i>NY Landscape Board<br/>         Funded</i></p>         | <p><b>Rangelands Cochineal Nursery :</b><br/>         A greenhouse has been erected in Orroroo to act as a <i>Cochineal Biocontrol Nursery</i>. This infrastructure has various different strands of Cochineal that are best suited to different types of opuntia.<br/>         Staff will continue to try to harvest more strains. This will allow landholders to have year round access to biocontrol for all types of opuntias.</p> <p><b>Opuntia Species Cochineal control:</b><br/>         Ongoing release of cochineal beetle species to various types of opuntia across the district.</p> <p><b>African Boxthorn Biocontrol (CSIRO):</b><br/>         Rangelands has three identified trial sites for the release of the African boxthorn biological control agent (rust) in partnership with CSIRO. Sites monitored and reporting finalised.</p> |  <p>Biocontrol Nursery</p>  |

|   |  |                      |                         |                    |             |                                  |           |  |     |            |    |                         |    |                    |     |  |
|---|--|----------------------|-------------------------|--------------------|-------------|----------------------------------|-----------|--|-----|------------|----|-------------------------|----|--------------------|-----|--|
| <p><b>5. Landholder Advice</b><br/>(Technical advice of control methods)</p>  | <p><b>Landholder Enquiries</b></p> <p>A total of 116 enquiries for technical and other advice were logged by staff across the Rangelands district. The main categories for advice included: Invasive Species reports (increases in grasshoppers/locusts), declared animals (foxes and rabbits) and weeds or request for control options.</p> <p>Pest plant, pest animal and biodiversity enquiries and advice tend to be the main topic of landholder enquiries. Trend of enquiries links to season and recent media (e.g. social media posts)</p> <table border="0"> <tr> <td>Pest (feral) animals</td> <td>7%</td> </tr> <tr> <td>Pest Plant (weeds)</td> <td>41%</td> </tr> <tr> <td>Biodiversity &amp; Native Vegetation</td> <td>3%</td> </tr> <tr> <td>Foxes</td> <td>17%</td> </tr> <tr> <td>Compliance</td> <td>3%</td> </tr> <tr> <td>Sustainable Agriculture</td> <td>4%</td> </tr> <tr> <td>Projects and Other</td> <td>25%</td> </tr> </table> | Pest (feral) animals | 7%                      | Pest Plant (weeds) | 41%         | Biodiversity & Native Vegetation | 3%        | Foxes  | 17% | Compliance | 3% | Sustainable Agriculture | 4% | Projects and Other | 25% |  |
| Pest (feral) animals  | 7%   |                      |                         |                    |             |                                  |           |  |     |            |    |                         |    |                    |     |  |
| Pest Plant (weeds)  | 41%  |                      |                         |                    |             |                                  |           |  |     |            |    |                         |    |                    |     |  |
| Biodiversity & Native Vegetation  | 3%   |                      |                         |                    |             |                                  |           |  |     |            |    |                         |    |                    |     |  |
| Foxes   | 17%  |                      |                         |                    |             |                                  |           |  |     |            |    |                         |    |                    |     |  |
| Compliance  | 3%   |                      |                         |                    |             |                                  |           |  |     |            |    |                         |    |                    |     |  |
| Sustainable Agriculture   | 4%   |                      |                         |                    |             |                                  |           |  |     |            |    |                         |    |                    |     |  |
| Projects and Other  | 25%  |                      |                         |                    |             |                                  |           |  |     |            |    |                         |    |                    |     |  |
| <p><b>6. Declared Plant Management</b><br/><b>(linked to District Weed Action Plans)</b><br/><i>NY Landscape Board Funded</i></p> | <p><b>Weed Control Planning</b></p> <ul style="list-style-type: none"> <li>Weed prioritisation and planning has been undertaken in the Rangelands District for delivery in Autumn / Winter</li> </ul> <p><b>Weed Control:</b></p> <ul style="list-style-type: none"> <li>Weed mapping, control measures and follow up treatments have been conducted on the below weeds and areas (prioritised by the District Weed Plans). Focus weeds controlled in Jan/March 2023.</li> <li> <table border="0"> <tr> <td>- Khaki Weed</td> <td>- Silverleaf Nightshade</td> <td>- Buffell Grass</td> </tr> <tr> <td>- Artichoke</td> <td>- African Rue</td> <td>- Opuntia</td> </tr> </table> </li> </ul>   | - Khaki Weed         | - Silverleaf Nightshade | - Buffell Grass    | - Artichoke | - African Rue                    | - Opuntia |  |     |            |    |                         |    |                    |     |  |
| - Khaki Weed  | - Silverleaf Nightshade  | - Buffell Grass      |                         |                    |             |                                  |           |  |     |            |    |                         |    |                    |     |  |
| - Artichoke   | - African Rue  | - Opuntia            |                         |                    |             |                                  |           |  |     |            |    |                         |    |                    |     |  |






**Board Priority: Sustainable Agriculture**

|  |  |  |
|--|--|--|
| <p><b>1. Living Flinders Projects</b><br/> <i>RLP Funded</i></p> | <p>The project is achieving all the deliverables as anticipated in the first quarter of the final year of project;</p> <ul style="list-style-type: none"> <li>Completed eight individual <i>Property Management Plans</i> for 165,000ha and placed each property under 10 year Land Management Agreements. The “Plans” will support the landowners to recognise and understand landscape processes, condition and trends and understand the ecological and edaphic processes that underpin productivity. Each plan will lead to improved land management actions, to reduce erosion, capture moisture and improve vegetation cover, shelterbelts, stock containment areas, fence re-alignment, water point relocation, and weed management.</li> <li>Executed grant agreements and commencing the \$222,000 funded on-ground works with Landowners derived from their “plans” outlined actions. The works include fencing, water infrastructure, feed storage, revegetation, soil analysis and earthworks for erosion control.</li> <li>Delivering two intensive workshop with 20 Landowners over a 12 month period that will increase producers’ understanding of the influence of stock and grazing management and pastoral soil testing to understand the soil profile and explore soil management for pastures.</li> <li>Engaged with 40+ participates in the delivery of a field day on paddock revegetation, with the engaging of landowners to plant over 3,000 native trees in grazing properties. Also a field day on implementing electronic identification on farm and improving reproduction success and feeding testing to improve landscape management.</li> </ul> |  <p>Property Management Plans soil testing</p>  <p>Lotsa Lambs Workshop; Melrose</p> |
| <p><b>2. Arid Seeding Project</b></p>                            | <p>Finalising of the seed collection component for the “Arid zone direct seeding to establish perennial vegetation cover on marginal land”. Contracted with Greening Australian and more than 20 days of seed collecting completed. The target of 100kg with the support of the Nukunu Wapma Thura Aboriginal Corporation almost completed.</p> <p>Landholders are secured and will complete the direct seeding by the end of the financial year.</p>  |  <p>Nukunu workers seed collecting</p>  |

| Board Priority: Water  |   |  |
|--|---|--|
| 1. <b>Water Affecting Activity Permit/Investigations</b>     | <ul style="list-style-type: none"> <li>Four investigations currently ongoing</li> </ul> <p><u>Council locations:</u> District Council of Mount Remarkable, Pt Pirie Regional Council and Northern Areas Council</p>   |  |
| 2. <b>Baroota Water Allocation Planning</b>                  | <p>Baroota Water Allocation Planning (WAP)</p> <ul style="list-style-type: none"> <li>Continued progress on the development of the content for the draft WAP, with formal consultation currently planned for later in 2023</li> <li>Report received to complete the establishment of tree condition index monitoring of river red gums along Baroota Creek undertaken by <i>Riverwater Life Consultancy</i></li> <li>Continued engagement with the Nukunu people to develop the content for the First Nations Water chapter of the draft WAP</li> <li>Meeting of the Baroota WAP Advisory Group held in Pt Pirie on 17 February 2023 as part of progressing the draft WAP.</li> </ul> |  <p style="text-align: center;">Baroota Reservoir</p> |
| 3. <b>Other Water activities</b>                             | <ul style="list-style-type: none"> <li>Confirmation of Landscape Priorities Funding of the '<i>Delivering Environmental and Cultural Flows</i>' project that will target the Baroota and Crystal Brook Creek areas. A thank you to the councils that supported the application process</li> <li>Follow up groundwater surveys post the managed environmental water release from Baroota Reservoir in September 2022 undertaken by Flinders University</li> <li>Follow up groundwater surveys post the high natural flows and managed environmental water release from Beetaloo Reservoir in October-November 2022, undertaken by Flinders University.</li> </ul>                      |  |
| Board Priority: Biodiversity                                 |   |  |
| 1. <b>Pygmy Blue Tongue Project</b><br><i>Project funded</i> | <p>The project builds on a previous program. This project is assisting landholders to design and install rotational grazing systems on five properties with known Pygmy Bluetongue Lizard populations. Landholders are being provided with intensive training in the</p>  |  |



|  |  |  |
|--|--|--|
| <p><i>Environment Restoration Fund – Threatened Species Strategy Action Plan – Priority Species Grants</i></p> | <p>management of rotational grazing systems, including the development of individual property management plans. Participating landholders will be required to contribute 25% of the cost for the on-ground works (water points and fencing) and enter into a 10 year land management agreement with the Northern and Yorke Landscape Board.</p> <ul style="list-style-type: none"> <li>To further expand the understanding of the broader farming community on the cross-sector benefits of rotational grazing, an additional three workshops ‘Grazing Naturally’ were held in Peterborough, Burra and Hummocks, reaching 35 additional landholders</li> <li>Nature Discovery Day - Grasslands, Burra. 55 attendees.</li> </ul>  |  <p>Nature Discovery Day- Grass Lands walk</p>  |
| <p><b>Board Priority: Community</b></p>  |  |  |
| <p><b>1. Partnerships and Community</b><br/><i>NY Landscape Board Funded</i></p>                               | <p><b>LGA Partnerships:</b></p> <ul style="list-style-type: none"> <li>Finalisation of council roadside weeds on-ground works for all councils within district</li> <li><i>PPRC Worlds Wetlands Day</i> event facilitation and provision of presenters.</li> </ul> <p><b>Community Support:</b></p> <ul style="list-style-type: none"> <li>Northern and Yorke Landscape Board district staff have been assigned community groups to attend meetings and continue to assist as their Landscape Board liaison. 18 community groups within the district have received staff supports / interactions and support this quarter. Specific events include;             <ul style="list-style-type: none"> <li><i>Green Platypus Design Garden Workshops</i> - Jamestown Community School, Hallett and Orroroo</li> <li><i>Bowman Park Master Plan Info Session</i></li> <li><i>Cactus injection demonstration days</i></li> <li><i>Burra merino stud day</i></li> <li><i>Wattle seed forum, Cradock</i></li> <li><i>Improving water security on farm, Eudunda</i>: half-day session hosted by district staff to support farmers in making water security, monitoring and management decisions for livestock and farm water supplies</li> </ul> </li> <li><i>Bite-sized Grants</i> and <i>Grassroots Grants</i> support, project planning and advice provided to community groups in recent rounds of <i>Grassroots Grants</i>.</li> </ul> |   <p>Burra Merino Stud Expo</p> |

- The Northern and Yorke Landscape Board is working with the SA Drought Hub to facilitate a state wide trial for 'Improving climate resilience of the Australian Sheep Industry (managing heat stress)'. The idea of the project is to demonstrate the practical and easily adoptable management strategies which improve thermoregulations of sheep, increase efficiency of feed utilisation during periods of extreme heat, and reduce the impacts of heat events on reproduction. Staff are involved in recruitment of participating properties as local contacts.



Worm Farm Workshop, Orroroo

**FIELD DAY:**  
**Improving water security on farm**

Register for a FREE half-day water security and planning field day at Cudbank.

The Northern and Yorke Landscape Board is hosting a half-day session to support farmers in making water security monitoring and management decisions for livestock and farm water supplies. Presenter Brian Hughes from PIRSA/GARDI will help participants create a water budget. You'll learn how to:

- work out your water storage capacity and service needs;
- create water supply arrangements for livestock and farm use;
- work through supply options;
- compare various water supply options;
- increase the water available on farm.

The day will also include information on managing waterways, water affecting Activities and how to apply for a permit. We will also have displays with fencing and wireless water monitoring.

**Subsides**  
Friday, 24 February 2023, 9am - 1pm  
(Lunch and refreshments provided on registration)

The session will commence with a visit to a local catchment, where you'll see how this water capturing system has benefited a local farm business.

**PLUS:** Bring a water sample along in a clean, labelled bottle and we'll test the salinity levels of your water on site. Lunch will be provided.

The event is supported by the Northern and Yorke Landscape Board, DDC and Agricultural Bureau of SA through funding from the Australian Government's Smart Growth Fund.

**For more information or to register:**  
Phone: 08 8554 1100  
Email: [nylandscape@nylba.com.au](mailto:nylandscape@nylba.com.au)  
Web: [nylba.com.au](http://nylba.com.au)

**Compliance**

**1. Compliance Activities**

*NY Landscape Board Funded*

- Deer fence inspections completed on all existing deer farms in Rangelands District to ensure compliance with the *Landscape South Australia Act*.
- Ongoing monitoring of a Board approved goat permit.
- Currently 15 active compliance cases within the Rangelands District.



# Stuart Electorate Office

Hon Geoff Brock MP, Member for Stuart



Item 7.11

OUR REF: GB/EL

9 May 2023

Hon Joe Szakacs MP  
Minister for Police, Emergency Services and Correctional Services  
Email: [MinisterSzakacs@sa.gov.au](mailto:MinisterSzakacs@sa.gov.au)

**RE: Wirrabara Police Station**

Dear Minister Szakacs

*JOE*

On 7 July 2021, the District Council of Mount Remarkable wrote to the former Member for Stuart, Hon Dan van Holst Pellekaan MP, requesting information about the future of the asset "Wirrabara Police Station", including the potential to have this asset transferred to Council allowing for greater community use.

The Council received several responses, the latest being a copy of a letter dated 7 October 2021 from Hon Vincent Tarzia MP to Hon Dan van Holst Pellekaan MP, advising after community consultation, The Commissioner of Police had authorised the temporary placement of the Wirrabara police officer to the Gladstone Police Station. It is understood the police officer has not been returned to Wirrabara and the Council understands this property continues to have been unused for some time, perhaps surplus to State Government Assets.

The District Council of Mount Remarkable would like to re-commence discussions about the future of the Police Station being utilised for better community/tax-payer use, or even the option of regional housing.

The council completely understands the process that the State Government must take when assets are declared surplus, this correspondence is just to re-commence discussion.

I look forward to a response in due course.

Yours sincerely

Hon Geoff Brock MP  
Member for Stuart

Enc: letter DCRM 3/5/23 & 7/7/21

letter from former member of Stuart Hon Dan Holst Van Pellekaan MP 9/8/21

Response from Hon Vincent Tarzia MP, Minister for Police, Emergency Services and Correctional Services 7/10/21

**PORT PIRIE**

Shop C, Ellen Centre Port Pirie SA 5540  
PO Box 519, Port Pirie SA 5540  
Phone: 08 8633 1210

**PORT AUGUSTA**

Port Augusta Business Centre  
2a Stirling Road Port Augusta SA 5700  
Phone: 08 8642 3633

[www.geoffbrock.com.au](http://www.geoffbrock.com.au)

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File: DCMR0509

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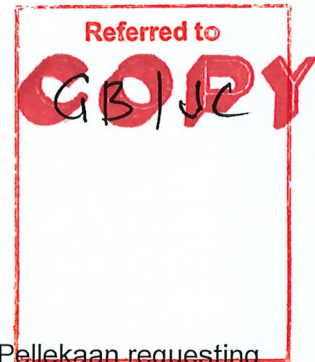
[postmaster@mtr.sa.gov.au](mailto:postmaster@mtr.sa.gov.au)  
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Stuart Electorate Office  
Received  
Mail / OTC / Email  
- 3 MAY 2023

3 May 2023

Hon Geoff Brock MP  
Member for Stuart  
Via Email: [Stuart@parliament.sa.gov.au](mailto:Stuart@parliament.sa.gov.au)



Dear Geoff

### Wirrabara Police Station

On 7 July 2021 Council wrote to Member for Stuart Hon Dan van Holst Pellekaan requesting information about the future of this asset, including the potential to have this asset transferred to Council allowing for greater community use (copy of letter attached).

Council received a response to the initial enquiry, of which I have also attached to this letter.

As Council has not to date received a conclusive response on this matter, we seek from you a follow up on the initial enquiry as made by Council.

We look forward to your response.

Yours sincerely

Sam Johnson OAM  
Chief Executive Officer

Attach: original letter to Member for Stuart dated 7 July 2021 & response from Minister for Stuart dated 12 October 2021 with 2 attachments

EM2021-  
DCMR0509



7 July 2021

3 Stuart Street  
Melrose SA 5483

Telephone (08) 8666 2014  
Facsimile (08) 8666 2169

Hon Dan van Holst Pellekaan MP  
Member for Stuart  
Via email: [Stuart@parliament.sa.gov.au](mailto:Stuart@parliament.sa.gov.au)

PO Box 94  
Melrose SA 5483

[postmaster@mtr.sa.gov.au](mailto:postmaster@mtr.sa.gov.au)  
[www.mtr.sa.gov.au](http://www.mtr.sa.gov.au)

Dear Dan

**COPY**

**Re Former Police Station Wirrabara**

I write in relation to the former Police Station located at Wirrabara. It is my general understanding that this site has been vacant now for some time, and not likely to be re-occupied by SAPOL.

You may already be aware that regional housing accommodation is becoming a challenge. This is something Council is currently experiencing when recruiting staff, particularly those from outside of the Council district.

Council acknowledges the former police station as a key asset, and importantly how such a current underutilised public asset could be put to better community and tax payer use.

Council would like to initiate a discussion with the State Government in relation to the future of this asset, including the potential to have this asset transferred to Council allowing for greater community use.

This letter forms as an initial enquiry only, and should negotiations progress, a formal resolution of Council would be required before accepting of any offer that the State Government may choose to put before Council.

Thank you again for your genuine advocacy and consideration on this matter.

Yours sincerely

Sam Johnson  
Chief Executive Officer



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**Dan**  
**VAN HOLST PELLEKAAN MP**  
MEMBER FOR STUART

**KAPUNDA**  
44 Main Street  
(PO Box 345)  
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TOLL FREE: 1800 182 097  
stuart.parliamenthouse@parliament.sa.gov.au

*Please respond to Port Augusta*

9 August 2021

Hon Vincent Tarzia MP  
Minister for Police  
GPO Box 6446  
ADELAIDE SA 5001

**COPY**

Dear Minister

*Vincent*

The District Council of Mt Remarkable have written to me about the future of the Wirrabara Police Station in which they have expressed an interest in engaging with the State Government on how to better utilise this public asset (DCMR letter attached).

I don't envisage that SAPOL using the Wirrabara Police Station and the attached accommodation in the future, so I ask that you engage directly with the DCMR on this matter to see if a resolution can be found on how to better use this public asset.

Yours sincerely

*[Signature]*

Hon Dan van Holst Pellekaan MP  
MEMBER FOR STUART

Encl  
Ref: Ministers/21-075/PAS



**Hon Vincent Tarzia MP**



**Government  
of South Australia**

Minister for Police,  
Emergency Services and  
Correctional Services

PO Box 6446, Halifax Street  
ADELAIDE SA 5000

T: (08) 8303 0670

E: [MinisterTarzia@sa.gov.au](mailto:MinisterTarzia@sa.gov.au)

21POL0928

Hon Dan van Holst Pellekaan MP  
Member for Stuart

By email: [stuart.portaugusta@parliament.sa.gov.au](mailto:stuart.portaugusta@parliament.sa.gov.au)

*Dan,*  
Dear Minister

**COPY**

Thank you for your recent correspondence, on behalf of the District Council of Mount Remarkable, regarding the Wirrabara Police Station.

After receiving your correspondence, I asked South Australia Police (SAPOL) for advice about this matter.

I understand that in March 2019, following community consultation, the Commissioner of Police authorised the temporary placement of the Wirrabara police officer to the Gladstone Police Station.

Should the property be formally declared surplus to SAPOL's needs in the future, SAPOL will be required to follow government protocols relating to the disposal of assets. Expressions of Interest would be invited from government & local government prior to listing the asset on the open market and the District Council of Mount Remarkable would have an opportunity to express an offer at that time.

I trust this information is of assistance.

Yours sincerely

A handwritten signature in blue ink, appearing to be 'V. Tarzia'.

**Hon Vincent Tarzia MP**

Minister for Police, Emergency Services and Correctional Services

*7 / 10 / 2021*

## **8. CONFIDENTIAL ITEMS**

Pursuant to section 83(5) of the Local Government Act 1999 the Chief Executive Officer has indicated that, if Council so determines, Reports under this section of the agenda may be considered in confidence under Part 3 of the Local Government Act 1999 on the grounds set out in each individual report.

### **8.1 CEO Performance Review Process - Appointment of Panel Members**

That pursuant to Section 90(2) and (3)(k) of the Local Government Act 1999, the Council orders that all persons present, with the exception of Jacqui Kelleher, Director Community & Corporate and Deputy Returning Officer, Brenton Daw, Director Infrastructure & Regulatory, Stephen Staines, Corporate Services Manager and Kathryn Crisp (Executive Assistant/Records Officer) be excluded from the meeting as Council considers that the requirement for the meeting to be conducted in a place open to the public has been outweighed in circumstances where the Council will receive and consider information relating to tenders for the provision of services.



## **NEXT MEETING**

The next Ordinary Meeting – Tuesday 20 June 2023 at 6.00pm in the Wilmington Bowling Club, 49 Horrocks Highway, Wilmington

## **CLOSE**