AGENDA

BOARD MEETING

DAY/DATE: MONDAY 27 FEBRUARY 2017
TIME: 12.30pm [light lunch @ 12.00pm]
VENUE: COFFIN BAY SPORTING CLUB
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**EPLGA DELEGATES: 2016/17**

(As notified by Councils)

<table>
<thead>
<tr>
<th>MEMBER COUNCIL</th>
<th>BOARD MEMBER</th>
<th>DEPUTY BOARD MEMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ceduna</td>
<td>Allan Suter (Mayor)</td>
<td>Lynton Brown (D/Mayor)</td>
</tr>
<tr>
<td>Cleve</td>
<td>Roger Nield (Mayor)</td>
<td>Bryan Trigg (D/Mayor)</td>
</tr>
<tr>
<td>Elliston</td>
<td>Kym Callaghan (Chair)</td>
<td>Dave Allchurch (D/Chair)</td>
</tr>
<tr>
<td>Franklin Harbour</td>
<td>Robert Starr (Mayor)</td>
<td>Michael Williams (D/Mayor)</td>
</tr>
<tr>
<td>Kimba</td>
<td>Dean Johnson (Mayor)</td>
<td>Graeme Baldock (D/Mayor)</td>
</tr>
<tr>
<td>Lower Eyre Peninsula</td>
<td>Julie Low (Mayor)</td>
<td>Don Millard (D/Mayor)</td>
</tr>
<tr>
<td>Port Lincoln</td>
<td>Neville Starke (D/Mayor)</td>
<td>Andrea Broadfoot (Councillor)</td>
</tr>
<tr>
<td>Streaky Bay</td>
<td>Travis Barber (Mayor)</td>
<td>Philip Wheaton (D/Mayor)</td>
</tr>
<tr>
<td>Tumby Bay</td>
<td>Sam Telfer (Mayor)</td>
<td>Geoff Stewart (D/Mayor)</td>
</tr>
<tr>
<td>Whyalla</td>
<td>Lyn Breuer (Mayor)</td>
<td>Clare McLaughlin (Councillor)</td>
</tr>
<tr>
<td>Wudinna</td>
<td>Eleanor Scholz (Mayor)</td>
<td>Ned Luscombe (D/Mayor)</td>
</tr>
</tbody>
</table>
1 INTRODUCTION

1.1 Welcome/Apologies

Apologies to date have been received from:

1.2 Minutes of Previous Meetings

Minutes included below recommendation.

RECOMMENDATION/S
That the minutes of the Board meeting of the Eyre Peninsula Local Government Association held on Friday 2 December 2016, be adopted as a true and correct record of proceedings.
1. **INTRODUCTION**

1.1 **Welcome/Apologies**

President, Mayor Bruce Green welcomed Board Members, Council representatives and guests.

Apologies received from:
Mayor Lyn Breuer
Mayor Robert Stephens
Eddie Hughes MP
Dave Allchurch

President Bruce Green sought approval from the Board to bring forward the delegations/presenters in the agenda to accommodate presenters’ travel requirements/other commitments.

1. **DEPUTATIONS AND PRESENTATIONS**

1.1 **Deputations/Presentations**

1.1.1 Local Government Association Review (Ted Byrt/ Kathy Jarrett)

As presented.
1.1.1 Glyn Ashman, Manager Water Security Planning, SA Water: Water Supply and Demand Status

As presented.

1.1.2 Wayne Lines, Ombudsman South Australia

As presented.

1.1.3 Darren Niejalke Sustainability Manager, Archer Exploration

As presented.

1.2 Minutes of Previous Meeting

531/16: Letter to Sherron MacKenzie

Moved: Chairman Callaghan  Seconded: Mayor Low

That the Eyre Peninsula Local Government Association write a letter of thanks to Sherron MacKenzie for her contribution to the Board and the region during her tenure as Mayor of Streaky Bay.

CARRIED

532/16: Confirmation of Minutes

Moved: Chair Callaghan  Seconded: Deputy Mayor Starke

That the minutes of the Board meeting of the Eyre Peninsula Local Government Association held in Wudinna on Friday 2 September 2016, be adopted as a true and correct record of proceedings.

CARRIED

533/16: Confirmation of Minutes

Moved: Mayor Suter  Seconded: Mayor Johnson

That the minutes of the Special meeting of the Board of the Eyre Peninsula Local Government Association held on Monday 26 September 2016, be adopted as a true and correct record of proceedings.

CARRIED

2. BUSINESS ARISING FROM THE MINUTES

Nil.

Meeting adjourned for lunch at 12.35pm and reconvened at 1.05pm.

Mayor Scholz did not return to the meeting.

3. GENERAL REPORTS

3.1 President’s Report – Mayor Bruce Green

› Exploration by Chevron in the Great Australian Bight.

3.2 Individual Council Activity Reports [2 minute summary]

› As presented.

3.3 Executive Officer’s Reports

3.3.1 Report No 1-1216: General Update

534/16: Executive Officer’s General Update Report

Moved: Mayor Suter  Seconded: Chairperson Callaghan

1. That the Executive Officer’s General Update report be received.

2. That in relation to GML and HML permit vehicles on Council roads, individual Councils are to advise the Executive Officer of the EPLGA whether they have adopted the EPLGA Board conditions, which were recommended to Councils as per resolution no. 524/16.

3. That the Eyre Peninsula Local Government Association Board endorses the actions of the Executive Officer in relation to the power and communications outages that were recently experienced by the region.

CARRIED
3.3.2 Report No. 02-1216: Meeting Actions Report

535/16:  Meeting Actions Report
Moved: Deputy Mayor Starke  Seconded: Mayor Telfer
That the Eyre Peninsula Local Government Association Board notes the Meeting Actions Report.
CARRIED

3.4 Local Government Association of SA (Kathy Jarrett)
As presented.

3.5 Office of State/ Local Government Relations (OLG) (Alex Hart)
As presented.

3.6 Regional Development Australia Whyalla & Eyre Peninsula (Dion Dorward/Peter Scott/Brad Riddle)
As presented.

536/16:  Eyre Peninsula Caravan and Camping Options Strategy
Moved: Mayor Low  Seconded: Mayor Suter
That the Eyre Peninsula Local Government Association Board endorses the Eyre Peninsula Caravan and Camping Options Strategy and seek funding of the amount of $40,000 from member councils with an additional $10,000 sought from external partners including the South Australian Tourism Commission, the Outback Communities Authority, and the Department of Water and Natural Resources.
CARRIED

537/16:  Eyre Peninsula Coastal Access and Offroad Vehicle Strategy
Moved: Mayor Johnson  Seconded: Mayor Nield
That the Eyre Peninsula Local Government Association Board endorses the Eyre Peninsula Coastal Access and Offroad Vehicle Strategy and that members present the strategy and seek formal adoption from their individual councils at the next available opportunity.
CARRIED

3.7 Eyre Peninsula Natural Resources Management Board [Diana Laube, Presiding Member/Jonathan Clarke, Regional Manager]
As presented.

3.8 Other Reports/Minutes

3.8.1 South Australian Regional Organisation of Councils – Minutes/Key Outcomes Summary of the Committee meetings held on 28 September 2016
As tabled.

4 COMMITTEES

4.1 CEO’s Committee
Actions/notes for the CEO’s Committee to be sent out by Tony Irvine and the Mayors/Chairs copied into the email.

4.2 Engineering & Works Committee
Minutes for the Engineering & Works Committee to be sent out by Tony Irvine and the Mayors/Chairs copied into the email.

4.3 Eyre Peninsula Mineral and Energy Resources Community Development Taskforce Minutes dated 5 August 2016

538/16:  EP Mineral and Energy Resources Community Development Taskforce Minutes
Moved: Chairperson Callaghan  Seconded: Deputy Mayor Starke
That the EP Mineral and Energy Resources Community Development Taskforce minutes dated 7 October 2016 be noted.
CARRIED

5. FINANCE REPORTS

539/16: Outreach Program
Moved: Mayor Suter  Seconded: Deputy Mayor Starke
That the Eyre Peninsula Local Government Association Board investigates the future of the Outreach Program as a matter of urgency.
CARRIED

Receipt of Finance Reports

540/16: EPLGA Income & Expense Statement
Moved: Mayor Low  Seconded: Mayor Telfer
CARRIED

6 PETITIONS
Nil.

7. GENERAL BUSINESS – Motions on Notice & Without and Questions

7.1 From the floor – Motions on Notice and Without and Questions

541/16: Centralisation of Government Organisations – TAFE SA Campus Closures in Rural SA
Moved: Mayor Johnson  Seconded: Deputy Mayor Luscombe
That the Eyre Peninsula Local Government Association Board seeks support through the South Australian Regional Organisation of Councils and the Local Government association of South Australia to lobby against the centralisation of Government Organisations and in particular TAFE SA campus closures in Rural SA.
CARRIED UNANIMOUSLY

542/16: Code of Conduct Breaches
Moved: Mayor Telfer  Seconded: Chairperson Callaghan
That the Eyre Peninsula Local Government Association Board investigates options for escalation of the consequences of ongoing code of conduct breaches through the Local Government Association of South Australia and Office of Local Government.
CARRIED

8. CORRESPONDENCE

8.1 Correspondence for Decision

1-1216: Alan McGuire, CEO, Wudinna District Council: Request for the issue of the power outage on Eyre Peninsula be raised as an agenda item.

2-1216: Jack Snelling MP, Minister for Health: Response to EPLGA's query on open tender for supply of pharmaceutical service on the Eyre Peninsula.

3-1216: Hon Stephen Mullighan MP: Response to Peter Treloar MP, Member for Flinders regarding funding for shoulder sealing on the Tod Highway.

8.2 Incoming & Outgoing Correspondence

543/16: Incoming/Outgoing Correspondence
Moved: Mayor Johnson  Seconded: Mayor Telfer
That all incoming and outgoing correspondence listed in the agenda be noted.
CARRIED

9 FUTURE MEETINGS

544/16: Next Meeting
Moved: Mayor Telfer  Seconded: Mayor Suter
That the next meeting of the Eyre Peninsula Local Government Association Board will be held on Monday 27 February 2017 at the Coffin Bay Sporting Club, starting with light lunch at 12.00pm and the meeting to commence at 12.30pm.
CARRIED
<table>
<thead>
<tr>
<th>Year</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017</td>
<td>Lower EP</td>
</tr>
<tr>
<td>2019</td>
<td>Kimba</td>
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<tr>
<td>2022</td>
<td>Cleve</td>
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<tr>
<td>2018</td>
<td>Port Lincoln</td>
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<tr>
<td>2020</td>
<td>Wudinna</td>
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<td>2023</td>
<td>Streaky Bay</td>
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<td>2019</td>
<td>Kimba</td>
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<td>2022</td>
<td>Cleve</td>
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<td>2023</td>
<td>Streaky Bay</td>
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<tr>
<td>2024</td>
<td>Elliston</td>
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</tbody>
</table>

Meeting closed at 3.18pm.
2 BUSINESS ARISING FROM MINUTES

From the floor.

3 GENERAL REPORTS

3.1 President’s Report [verbal]

3.2 Individual Council Activity Reports [2 minute summary]
3.3 Executive Officer's Report
3.3.1 Report No. 01-0217: General Update

To: President and EPLGA Board Members
Date: 27 February 2017
Topic: General Update
Report No: 01-0217

PROPOSAL:
That the EPLGA Board notes the information provided on various topics.

BACKGROUND:
The Executive Officer will from time to time provide a report on matters he considers necessary for the attention of the EPLGA Board.

DETAIL:

1. DPTI/EPLGA Councils Pilot Shared Services

The working group and RDAWEP staff met with representatives from DPTI on 9 February 2016 to further the shared services project. It was a tangible, positive and open discussion on possible opportunities for collaboration on road maintenance activities on the Eyre Peninsula. DPTI is keen to work together to develop positive outcomes for the Eyre Peninsula and for DPTI and their clients.

The following questions/issues were discussed at the meeting and DPTI appreciated having some of the data from the Councils shared with them. However, DPTI requested a consolidated response from all Councils on the following to assist the project in going forward:

- What Road and Marine assets are maintained by EPLGA/Local Councils and who provides the maintenance?
- What is the EPLGA/Local Councils maintenance spend by asset class?
- Current local resourcing provided by Local Councils.
- What plant and equipment is used for maintenance?
- Maintenance specifications that are used in provision of maintenance by EPLGA Councils.
- What is the Safety performance of the EPLGA/Local Councils in delivery of maintenance?
- What is the capability of the EPLGA with respect to Asset Management Systems?
- What is the capability of the EPLGA with respect to Asset Management Planning?

Further to what was discussed at the meeting there was a consensus that Councils would need to consider the types of maintenance and scope of possible activities that could be undertaken in a collaborative manner with DPTI and a head contractor. This would allow us to consider possible procurement models and develop a way forward through an MOU.

DPTI is seeking your views on the following:

- the maintenance types you are interested in providing to DPTI or a head contractor;
- the maintenance types you are interested in purchasing from DPTI or a head contractor;
- the responses to 1 and 2 impacted by whether the services are provided on the unsealed or sealed networks;
- risk profile of EPLGA/Councils in provision of services;
- interest in providing services in Outback areas;
- how the Association will work as an entity in regard to the provision of services and possible governance models; and
- will the Association be able to sign a Memorandum of Understanding (MOU) with DPTI on behalf of its all its members.
DPTI is seeking to move ahead with this project and would appreciate it if Councils could provide an update following the Engineering & Works Committee meeting being held today parallel to the EPLGA Board meeting. DPTI is happy to discuss any aspects further or provide additional information that would assist in advancing this project.

2. Roadside Native Vegetation Management Plan

Dr Kerri Muller has been appointed to assist with this project.

Kerri has been working in NRM since 1992 as a consultant and as an employee of the (former) River Murray Catchment Water Management Board. Kerri’s education culminated with a PhD in Botany from the University of Adelaide in 1999, looking at greenhouse gas dynamics in constructed and natural wetlands. Kerri is also qualified as an ISO14001 Associate Auditor and has developed risk assessment tools for wetlands, consumptive water use and other NRM issues.

Over the last few years Kerri has been working more closely with Local Government, including the provision of ecological advice to Alexandrina Council and District Council of Mount Barker. She is also currently working with 8 Local Governments in and around Adelaide on green infrastructure case studies for DEWNR Climate and Water and 6 Local Governments on a sediment transport model for the River Torrens. In 2015, Kerri also commenced working on the Statewide Roadside Vegetation Management Plan guidelines and template and was subsequently appointed as Minister Hunter’s Deputy Expert on the Native Vegetation Council (proxy to Joe Keynes, dry land farmer from Keyneton, Adelaide Hills).

Background on the EPRVMP project:

Outcome:
To provide Local Government on Eyre Peninsula with an elementary mechanism to manage roadside vegetation.

This is the first regional RVMP and the first RVMP using the new simplified template.

Methods and timeline:
1. Find out what the EP RVMP needs to cover in terms of specific works planned for the next 2-5 years – in progress using maps and tables sent to Works Managers [due 13 February], with targeted community consultation.
3. Ground-truth ‘hot spots’ or specific locations/issues.
4. Prioritise EP RVMP issues with respect to the new Native Vegetation Management Guidelines being developed by the Native Vegetation Council.
5. Prepare draft EP RVMP [by 30 June 2017].
7. Finalise draft EP RVMP and circulate to participants [August 2017].
8. Submit final EP RVMP to the Native Vegetation Council for approval [September 2017].

3. Responses to the ombudsman recommendations in Right to Review report

The Ombudsman is requesting responses from Councils by 31 March 2017 to 2 of his recommendations – numbers 1 and 5 from the above report. Recommendation 1 requires Councils to confirm that their internal review procedures are fully compliant with the requirement in s270(2)(ca) that applies to review of decisions relating to the impact that the declaration of rates and service charges may have had on ratepayers.

Recommendation 5 requires Councils to respond, through the auspices of regional LGAs, to the Ombudsman’s proposal relating to the development of regional panels of independent reviewers to assist Member Councils.

During his visit to the region in December, the Ombudsman assured us this recommendation was not intended to be burdensome on Councils. The intention is for a helpful option for regional Councils to identify a number of people from neighbouring Councils who would be prepared to carry out internal reviews for other councils, on a needs only basis.
The responses received so far are:

**DC Elliston:**
Preference: A regional panel be established to have individuals or several individuals to undertake the review of decisions when requested by the Council concerned

**DC Lower EP:**
Position: Resolution passed:
HOLMAN/ LAUBE
That the Ombudsman be advised: That in relation to Recommendation 5 of the report, Council advise that the establishment of a number of regional panels is a control that would appear disproportionate to the number of requests received by Council and the risks involved in reviewing a decision. The establishment of a panel in Adelaide under the auspice of the LGA SA would allow regional Councils to access these services on an as needs basis, with a ‘fee for service’ approach as opposed to Councils needing to establish, maintain and fund a number of separate regional panels; that in relation to Recommendation 6 of the report, Council acknowledges that the Governance & Policy Officer Network is a valuable resource for Council staff, particularly regional staff who are not often dedicated ‘Governance’ officers and undertake a variety of duties, and consider that the sharing of learning outcomes from review of s270 data amongst the GPON members will only assist in providing members with ‘best practice’ examples and an increase in commonality amongst Councils.

**SAROC Discussion – response from the President:**
This issue was broached briefly at SAROC. The comment was made that it is not intended to form formal bodies or expensive or extensive mechanisms to address this.

My view is that we (EPLGA) could have a limited number of people from within LG prepared to form a panel of say 2 to hear code of conduct complaints. A Council requesting panel intervention would be up for costs, travel, but another charge could be negotiated depending on the circumstances. If we were able to have 4 panel members spread across EP, then we should be able to cover the region.

My suggestion would be 2 staff nominees, 2 Elected Members to form a panel, one of each.

4. **Thank You**

On behalf of my family I wish to record our heartfelt thanks to the numerous people in Local Government, RDAWEP and State Government who supported us through the very difficult and stressful journey we endured with our son’s illness. Your kindness and generosity has been truly appreciated.

**RECOMMENDATION(S):**

1. That the Executive Officer’s report be received.

2. That EPLGA constituent Councils authorises the EPLGA President and/or Executive Officer signing a Memorandum of Understanding (MOU) with DPTI on behalf of its all its members to advance the shared services project.

3. That the EPLGA tasks the Engineering and Works Committee plus the Shared Services Working Group with providing all the consolidated information and data to DPTI to assist in advancing the shared service project.

4. That the EPLGA responds to the Ombudsman’s Review of Decisions report as follows:-
   a. That the EPLGA will establish a panel of two Elected Members and two staff members to assist Councils in review of decisions when they request such assistance.
   b. That the LGA of SA be requested to provide training and development of panel members should it be required.
   c. That prior to engaging a panel member(s) the requesting Council is to negotiate with the panel member(s) any costs such as travel, etc.
   d. That engagement of the panel member(s) is a decision of the Chief Executive Officer of the requesting Council as and when needed.
3.3 Executive Officer's Report cont.

3.3.2 Report No. 02-0217: Meeting Actions Report

To: President and EPLGA Board Members

Date: 2 December 2016

Topic: Meeting Actions Report

Report No: 02-0217

PROPOSAL:
That the EPLGA Board notes the Meeting Actions Report and outstanding matters.

BACKGROUND:
As good governance practice a meeting action report will be maintained and presented at each EPLGA Board Meeting to allow the status tracking of all action based resolutions made by the EPLGA Board. Once completed the resolution/task will be deleted from the report, but will be maintained in the file for any future reference.

DETAIL:
The report is relatively self explanatory.

REVIEW PERIOD:
Each EPLGA Board Meeting on a quarterly basis.

RECOMMENDATION(S):
That the EPLGA Board notes the Meeting Actions Report.

Enclosures:
Meeting Actions Report
<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Motion No.</th>
<th>Task</th>
<th>Responsibility</th>
<th>Comment</th>
<th>EPLGA Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>5-Sep-14</td>
<td>381/14</td>
<td>Raise DPTI Operating Instruction 20.1 issues to SAROC around ability of Commissioner of Highways to direct Councils to undertake work within road vested with Commissioner</td>
<td>EO</td>
<td>Tabled at SAROC, LGA working party including EO, LGA, DCLEP &amp; DC Tumby Bay &amp; DPTI) meeting on this. Discussed with CEO DPTI for further feedback.</td>
<td>In progress - discussion being entered into with DPTI around sharing resources etc.</td>
</tr>
<tr>
<td>5-Dec-14</td>
<td>396/14</td>
<td>EO directed to work with RDAWEP on developing Regional Economic &amp; Strategic Plans</td>
<td>EO/RDAWEP</td>
<td>SACE engaged - waiting for Whyalla work to be signed off for draft to be open for consultation with member Councils.</td>
<td>In progress</td>
</tr>
<tr>
<td>2-Sep-16</td>
<td>516/16 &amp; 522/16</td>
<td>Rubble Royalties projects to be EP Transport Strategy $15000 &amp; Regional Roadside native Veg Plan $50000</td>
<td>EO</td>
<td>Native Veg Council, EPNRM &amp; EPLGA joint project to maximise the funding available &amp; to use expertise available in region. Project commenced.</td>
<td>In progress</td>
</tr>
<tr>
<td>2-Sep-16</td>
<td>521/16</td>
<td>DPTI / EPLGA Shared Services project for DPTI roads</td>
<td>EO &amp; Engineering &amp; Works committee</td>
<td>EO met with CEO of DPTI. A draft scoping paper has been developed for DPTI &amp; Eng &amp; Works Committee negotiations</td>
<td>In progress</td>
</tr>
<tr>
<td>2-Sep-16</td>
<td>523/16</td>
<td>Night Time travel for Agricultural Machinery Pilot for EP.</td>
<td>EO &amp; Engineering &amp; Works committee</td>
<td>Rob Kerin approached &amp; survey undertaken &amp; delivered to Councils. 6m wide seems to be best option.</td>
<td>In progress - waiting for confirmation or otherwise on an EP Pilot</td>
</tr>
<tr>
<td>2-Dec-16</td>
<td>539/16</td>
<td>Outreach Program Continuation</td>
<td>EO</td>
<td>Is a part of the LGA organisational review.</td>
<td>In progress</td>
</tr>
<tr>
<td>2-Dec-16</td>
<td>541/16</td>
<td>Decentralisation of Services of State Govt</td>
<td>EO/SAROC Reps</td>
<td>Raised at SAROC. Aust Govt has Senate Inquriy on this. LGA submitting a submission. SAROC EO's assisting with submission.</td>
<td>In progress</td>
</tr>
<tr>
<td>2 Dec 2016</td>
<td>542/16</td>
<td>Code of Conduct Breaches Escalations</td>
<td>EO</td>
<td>Raised with LGA of SA. Review of LGA Act will give opportunity to strengthen penalties etc.</td>
<td>In progress</td>
</tr>
</tbody>
</table>
3.4 Local Government Association of SA
3.5 Office of State/Local Government Relations

3.6 Regional Development Australia Whyalla and Eyre Peninsula Inc [RDAWEP]

The Regional Development Australia Whyalla and Eyre Peninsula [RDAWEP] Outcomes and Key Performance Indicators Reports for November and December 2016 are available on the RDAWEP website.


The report is in the table format required by the Department for Infrastructure and Regional Development (DIRD) for annual performance and business plan reporting.

RDAWEP activities have been reviewed and restructured to minimise reporting repetition and simplify the reporting document. This substantially reduced the reporting format which is hopefully easier to read. The August report is the first in the new format.
3.7 Eyre Peninsula Natural Resources Management Board (EPNRM)

- Diana Laube, Presiding Member/Jonathan Clarke, Regional Manager:
3.8 Other Reports/Minutes

3.8.1 South Australian Regional Organisation of Councils – Minutes/Key Outcomes Summary of the Committee meeting held on 25 January 2017

To: President and EPLGA Board Members
Date: 27 February 2017
Topic: SAROC – Minutes/Key Outcomes Summary of the Committee meeting held on 25 January 2017
Report No: SAROC 01-0217

Minutes/Key Outcomes Summary forwarded to all Member Council Chief Executive Officers and Mayors and can be accessed at: https://www.lga.sa.gov.au/sarocdocuments
4 COMMITTEES

4.1 CEOs’ Committee: Actions/Notes from the meeting dated 1 December 2016

RECOMMENDATION(S):
That the Actions/Notes from the Chief Executive Officers’ Committee meeting dated 1 December 2016 be noted.

Present:
Alan McGuire, Rod Pearson, Joy Hentschke, Peter Arnold, Chris Smith, Andre Stuyt(Proxy), Trevor Smith, Rob Donaldson, Geoffrey Moffatt, Phil Cameron and Deb Larwood

Others:
Tony Irvine (EPLGA), Dion Dorward, Peter Scott, Brad Riddle, Bob Ramsay (RDAWEP), Jo Calliss (RRC), Arthur Johnstone, (DC Elliston), Robyn Nottle (DC Streaky Bay), Alex Douglass (DC Lower Eyre Peninsula), Wayne Lines (Ombudsman), Robert Starr (Mayor DC franklin Harbour), Laurie Collins (Observer) Liz camp, Andrew Haste & Di Harris (LG Procurement), Tony Gray, Steve Sanders (LG MLS)

Apologies:
Migelle Hiscock

Agenda Items:
1. Engineering & Works Committee – Update from their meeting (Damian Windsor - Chairperson)

Waste Strategy Review

Action:

Quarry & Borrow Pit Rehabilitation

Action:
Tony to send out Guidance: Quarry and borrow pit rehabilitation in South Australia November 2016 (see below the minutes)

2. Presentation – Tony Gray – MLS – Skytrust Intelligence System - a management tool to assist with risk management, safety, quality, environment, inductions, assets & plant management
   • Not mandatory for Councils to roll out the software (but encouraged to look seriously at it)
   • Involves incident & hazard reporting that is consistent with return to work demands
   • Has HR component as well as many other components plus other components will be developed
   • Can upload spreadsheets etc. used by Council now into the new software
   • Software has push functions – email reminders etc.
   • Can log & report in the field via smart phone or IPad etc.
   • Councils can select what modules they wish to use
   • Scheme is funding the training & subsidizing the implementation
   • Councils are able to have a look and play prior to joining up for the software

3. Presentation - Volunteerism in Councils – the legalities – Stevie Sanders – MLS
   • Community Groups mV Community Volunteers – definitions spelt out
   • If working direct for Councils – treat as employee
   • Ask question is the work undertaken a Council activity or not?

4. Presentation – LG Procurement – Andrew Haste
   • Andrew spelt out the benefits of using the LG procurement contracts, supplier panels etc.
   • If Councils are not using these then possibly wasting significant dollars
5. Presentation by Ombudsman – Wayne Lines - review of decisions, informal gatherings & confidentiality at meetings. He spoke on
   - Ombudsman’s Annual Report and statistics about local government in his report
   - Code of conduct breaches – vexatious complaints – Councils need to consider a policy in managing these.
   - ICAC & the ombudsman’s roles
   - Review of decisions – council process to be on website, informal resolution the best if possible
   - Regional LGA’s – consider independent regional panels to manage independent reviews for fairness and equity (Could be 3 neighbouring CEO’s, EPLGA EO plus other CEO’s etc.)
   - SECTION 270 AUDIT – Ombudsman FINAL REPORT
   In June 2015 the Ombudsman wrote to all councils to advise them that he considers it in the public interest to conduct a review of council compliance with section 270 requirements for internal review of council decisions. Since that time, he has also conducted an audit of 12 councils’ practices and procedures concerning internal review of council decisions. A hardcopy of the Ombudsman’s audit final report, titled Right of Review was sent out to your Council CEO by email on 24/11/16. The Ombudsman draws attention to the seven recommendations made in the report. In particular, Recommendations 2 and 5 include a report back date of 31 March 2017. He requested that councils consider all recommendations and respond to him in writing. He expects to finalise an implementation report on council responses to his recommendations to be forwarded to the Minister for Local Government by 30 June 2017.

   **Action:**
   Councils & EPLGA need to respond to the Ombudsman’s S270 Audit Report by 31 March 2017

   - Laurie spoke of the administration involved with Building Fire safety Committees.

   **Action:**
   Council CEO’s to consider regional administration to be established to support the committees.

   **Action:**
   Councils need to also consider the advancements in technology to assist the work of the committees.

7. Business arising from last meeting.
   7.1 Sept 2016 Meeting Notes & Actions – nil

8. RDAWEP – Dion Dorward or RDA Rep - update on projects & regional planning.
   - Project Tracker spreadsheet distributed to all Councils.

   **Action:**
   All Councils to regularly update their RDAWEP project tracker spreadsheet (Bob Ramsay to send out electronic versions).
   - Power and Communications (Dion) outage discussed at length & emergency management planning to assist such events. The community survey was also discussed along with future strategies for continuity of supply. Cost of power is an inhibitor to business and making it difficult for new and existing businesses.
   - Grant Funding – Bob Ramsay ran through the scenario around new grants and existing grants eligibility criteria etc.
   - Tourism – Brad Riddle updated the meeting on his work and future needs – note the recommendations to be tabled at the EPLGA Board meeting.
   - Cape Hardy – Peter Scott spoke on the potential uses and opportunities.

9. EPLGA Board Agenda – nil discussion.

10. Any other business from the floor raised by Councils.
    - Shared Services Model RRC’s & Admin assistance going forward – risk management, WHS, Skytrust etc. (Trevor Smith - DC Tumby Bay). The EO & CEO Trevor met with Tony Gray on this matter prior to bringing the idea to the regional CEO’s table. General agreement the admin assistance is required.
Action:
Trevor Smith & Tony to prepare a regional risk coordination administration support business case for further discussion by Council CEO’s prior to further discussion with the LGA & MLS. City of Whyalla although resourced in this area is keen to keep in the discussions as it may be able to assist with staffing/ resources etc.

- CEO Committee Agenda Setting
  Resolved that Trevor Smith & Geoff Moffatt assist the Executive Officer with this process

Meeting closed 5:10pm.

RECOMMENDATION(S):
That the Actions/Notes from the Chief Executive Officers’ Committee meeting dated 1 December 2016 be noted.
4.2 Engineering & Works Committee: - Draft minutes dated 1 December 2016

RECOMMENDATION(S):
That the draft minutes pertaining to the Engineering & Works Committee dated 1 December 2016 be noted.
Rail Interface Agreements

Action: All Councils to amend their agreements to designate the Maintenance boundary at 3m from the nearest rail line to coincide with the designated Safe working boundary/Protection boundary and return to GWA.
COMPLETED

Road Closure Advertisement Templates

Action: District Council of Kimba sought assistance with Road Closure advertisement templates. Councils with such to circularise other Councils.
COMPLETED

Grave Sites – Lifting of Slabs

Action: District Council of Kimba has a procedure and will circularise to all Councils
COMPLETED

Mapinfo Training

Action: District Council of Ceduna will circularise training information to other councils.

Delayed due to software upgrade. G Drummond to monitor & re-organise when appropriate

Rubble Royalties to Land Owners & relevant Forms

Action: District Council of Ceduna to circularise
1. Consent form for opening/operating a rubble pit that is to be signed off by the land owner.
Grant to re-send

Emergency Management

Action: EPLGA Exec Officer to investigate whether an Emergency Management Exercise could be held on EP plus iResponda training.

LGA organized for Friday 9th December 2016 at Cummins (TBC)
COMPLETED

Joint Committee Meeting

Action: EPLGA Exec Officer to seek the CEO’s Committee position in relation to the request for a joint luncheon and joint sitting of the committees as the first agenda item on the CEO Committee agenda.
COMPLETE

3. Presentations:

3.1 Office of Green Industries SA – re: review and update of Regional Waste Strategy

Action: Seeking comments from individual Councils on draft strategy
Action: Tony to send individual Council contact details (Completed 1 Dec 2016)
3.2 Regional Roadside Native Vegetation Management Plan – J Clarke

Scoping document tabled for discussion

- Steering Committee to oversee development of draft plan as per scoping document.
- Community Consultation important – Action: Consultation Plan to be developed by Steering Group, including consideration of whether consultation should be regional or conducted by individual Councils’ Draft Plan to Individual Councils for adoption then to EPLGA board for adoption prior to sending to Native Vegetation Council for approval and final adoption.

Action: Steering Group Meeting to commence project – plus develop consultation plan etc.

3.3 Local Government Procurement

Liz Camp and DI Harris delivered a presentation on the benefits of utilising the LG Procurement

4. General Business:

4.1 DPTI Shared Services Pilot

Steering Group to meet with DPTI asap (Tony to organise)

Meeting gave general direction to steering group for negotiations

4.2 Other topics considered in general discussion:-

- Night time movement of agricultural machinery – waiting for Rob Kerin to get back after surveys & discussion with DPTI
- RAV Commodity Route Standard Conditions – only few Councils have sought inclusion of conditions onto gazetted commodity routes.
- NHVR – lack of real support after presentation at last meeting
- Recycling/ mulching – No plans for mulching and scrap steel collection – individual Councils to contact him
- CWMS Meeting in Adelaide – Grant Drummond & Damian Windsor to report back to Councils.
- Rubble Raising Levy – Tony to advise of second round amounts to be returned to region when known - then another allocation will be needed from a budget perspective. Opportunity to provide feedback on draft guidelines for rubble pit management/rehabilitation – comments to Tony for collation and response.

Meeting Closed: 12:25pm
RECOMMENDATION(S):
That the draft minutes pertaining to the Engineering & Works Committee dated 1 December 2016 be noted.
FINANCE REPORTS

5.1 Balance Sheet as at 15 February 2017
5.2 Budget as at 15 February 2017
5.3 Budget Comparisons
5.4 Travel Breakdowns

RECOMMENDATION(S):
That the Eyre Peninsula Local Government Association Board receives the Balance Sheet as at 15 February 2017 and Budget Comparison Report as at 15 February 2017.
### ASSETS

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<th>Description</th>
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**TOTAL ASSETS**  468,740

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<td>Salary Sacrifice T.Irvin</td>
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<td><strong>Total Payroll Liabilities</strong></td>
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**TOTAL LIABILITIES**  71,338
# EPLGA Balance Sheet

As of February 15, 2017

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## BUDGET 2016 - 17

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<th>2016/17 Balance</th>
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<td><strong>INCOME</strong></td>
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<td>LGA of SA</td>
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<td>Project Income - EP Councils</td>
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<td>Projects Income - Other</td>
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<td>Project Income Sub-Total</td>
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<td>Reimbursed Income LGA Asset Management Advisory Centre</td>
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<td>$-</td>
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<td>Interest Received</td>
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<td>Membership Sub See subscriptions spreadsheet</td>
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<td>Admin Sub - Total</td>
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<td>$219,999</td>
<td>$2,901</td>
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<td>Transfers from Reserves Unspent Project Funds</td>
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<td>$33,266</td>
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<td><strong>TOTAL INCOME</strong></td>
<td>$432,516</td>
<td>$420,762</td>
<td>$2,754</td>
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### EXPENSES

#### Exec Officer Employment Costs

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<th>2016/17 Actual</th>
<th>2016/17 Balance</th>
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<tr>
<td>Salary (including $5k for own Vehicle)</td>
<td>$120,000</td>
<td>$78,626</td>
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<td>Workcover</td>
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<td><strong>Admin &amp; Office Expenses</strong></td>
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<tr>
<td>Reimbursable Expenses</td>
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<td>President's Allowance</td>
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<td>Travel other than Private Vehicle President &amp; EO</td>
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### Projects

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**TOTAL EXPENSES** | $378,154 | $186,453 | $191,699

**TOTAL INCOME** | $432,516 | $404,762 | $2,754

**BALANCE** | $54,164 | $218,304 | $189,144
## Project Funding Break Downs

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<tr>
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<td>Regional Capacity - R &amp; D Projects</td>
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<td>Mining Taskforce</td>
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<td>Regional Capacity - Rumble Royalties</td>
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<tr>
<td>Joint Project Income - EP Councils</td>
<td>Tourism Levy - transferred to RDA/WRP 16/17</td>
<td>$-</td>
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<td></td>
<td>CWMS Users Group</td>
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<tr>
<td></td>
<td>Emergency Management Plan Licence</td>
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<tr>
<td></td>
<td>Total</td>
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<tr>
<td></td>
<td>Grants/ Projects - Other</td>
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<td>Climate Change - EPICCA</td>
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<td></td>
<td>Total</td>
<td>$33,226</td>
<td>$33,226</td>
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<td>From Reserves</td>
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### Expenses

| EPILGA - Project Funds | Tourism | $- | $- | 0 |
| CWMS Users Group | $23,565 | $- | $23,565 |
| EPICCA | $12,500 | $- | $12,500 |
| Emergency Management Planning - Licences & Review | $5,000 | $- | $5,000 |
| Total | $41,065 | $- | $41,065 |
| LGA of SA | Regional Capacity Funded | Regional Transport Strategy - Update & extension | $15,000 | $- | $15,000 |
| | Regional Roadside Native Vegetation Plan | $50,000 | $- | $50,000 |
| | Governance Reform | $5,000 | $- | $5,000 |
| | NRM - Pilot Project | $5,000 | $- | $5,000 |
| | Mining Taskforce | $25,000 | $20,996 | $4,004 |
| | EPILGA Committees & Groups Mtgs | $- | $- | 0 |
| | Total | $100,000 | $20,996 | $79,004 |
| Projects - Others | EPICCA - Climate Change | $24,701 | $24,701 | 0 |
| Total Project Expenses | $166,666 | $45,697 | $120,969 |
| Balance | $44,810 | $139,625 | $133,813 |
### BUDGET COMPARISONS

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<th>2016/17 Estimate</th>
<th>2016/17 Actual</th>
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### BUDGET COMPARISONS - FUNCTIONS

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<td>Administration Income</td>
<td>222300</td>
<td>219399</td>
</tr>
<tr>
<td>Administration Expenses</td>
<td>211790</td>
<td>140760</td>
</tr>
<tr>
<td>Balance</td>
<td>10510</td>
<td>78639</td>
</tr>
<tr>
<td>Projects Income</td>
<td>176950</td>
<td>152097</td>
</tr>
<tr>
<td>Projects Expenses</td>
<td>166566</td>
<td>45697</td>
</tr>
<tr>
<td>Balance</td>
<td>10384</td>
<td>106399</td>
</tr>
<tr>
<td>Overall balance</td>
<td>20894</td>
<td>185038</td>
</tr>
</tbody>
</table>
### Travel Breakdowns

<table>
<thead>
<tr>
<th></th>
<th>Budget</th>
<th>Expense</th>
</tr>
</thead>
<tbody>
<tr>
<td>LGA - President</td>
<td>$ 4,000</td>
<td>$ 2,493</td>
</tr>
<tr>
<td>SAROC - President &amp; EO</td>
<td>$ 4,500</td>
<td>$ 2,382</td>
</tr>
<tr>
<td>Regional - President &amp; EO</td>
<td>$ 3,000</td>
<td>$ 1,562</td>
</tr>
<tr>
<td>Other - President &amp; EO</td>
<td>$ 2,500</td>
<td>$ 2,863</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$ 14,000</strong></td>
<td><strong>$ 9,300</strong></td>
</tr>
</tbody>
</table>

Other - Intrastate etc.
6 DEPUTATIONS AND PETITIONS

6.1 Deputations/Presentations

6.1.1 Adam Wilson from ESCOSA. Adam is keen to meet with as many Mayors and CEOs while he is in Port Lincoln/Cummins to provide an update on the Reliability Supply Project resulting from the Treasurer’s meeting which was held in Port Lincoln on Tuesday, 24 January 2017. He has been allocated 20 minutes to present to the Board.

Adam will be accompanied by Nathan Petrus, Director Consumer Protection and Pricing.

6.2 Petitions – Nil

7 GENERAL BUSINESS – Motions on Notice and Without and Questions

7.1 Motion on Notice

COUNCIL NOTICE OF MOTION

Council Name: District Council of Kimba


EPLGA Strategic/ Corporate Plan Reference: Goal Area 1.1: Advocacy and Representation
Core Activity 1.1.3: Provide a lobbying platform to promote the interests and issues of member councils to other levels of government.

Subject/ Title of Issue: Councils Contribution to the SA Planning Portal.

Proposed Motion: That the member Councils of the Eyre Peninsula Local Government Association totally object to the proposed schedule of FEES for the development and operation of the SA Planning Portal. Furthermore that the EPLGA bring the financial imposition to the attention of the Local Government Association of South Australia and seek to have a system introduced which operates in the same way as the Electronic Development Application Lodgement and Assessment (EDALA) system where users contribute by way of the standard fees charged for each and every application.

Background/ Intended Purpose of proposed motion:

As part of the implementation of the Planning, Development and Infrastructure Act 2016 a South Australian Planning Portal has been developed for the purpose of containing information, documents and materials required to be published and updated under this Act. This system is scheduled to commence on the 1st July 2017.

Whilst there is no objection to the system itself members’ are concerned with the schedule of fees to apply requiring a minimum $4,000 contribution from each individual Council. It is suggested that this system should operate in the same way as the Electronic Development Application Lodgement and Assessment System (EDALA) where users of EDALA contribute through standard fees charged for each application.

The EDALA system was introduced around 2004 with no cost to council and once persons became familiar with its operation has proved to be an asset and makes the land division process more efficient.

Council’s Manager Development Services, Laurie Collins, is available to provide a short verbal report to the meeting.
Notice of Motion cont’d.


Council Contact: Officer submitting form.
Name: Debra Larwood
Telephone: 0427 102 535
Email: deb@kimba.sa.gov.au

7.1 Motion on Without Notice/ Questions from the floor
8 CORRESPONDENCE

8.1 Correspondence for Decision

1-0217: Jonathan Clark, Regional Director-Natural Resources Eyre Peninsula, EPNRM Board:
Request for feedback on the draft Terms of Reference pertaining to the Eyre Peninsula Water Taskforce, which is proposed to replace the Eyre Peninsula Water Security Reference Group, of which the EPLGA is a member.

RECOMMENDATION(S):
That the Eyre Peninsula Local Government Association Board adopts the Terms of Reference associated with the Eyre Peninsula Water Taskforce.
Ref. N06 11 026 005

Government of South Australia
Eyre Peninsula Natural Resources Management Board

PO Box 22
Port Lincoln SA 5608
86 Tasman Tce
Port Lincoln SA 5608
Tel: 08 8688 3111
Fax: 08 8688 3110


Tony Irvine
Chief Executive Officer
Eyre Peninsula Local Government Assoc
89 Liverpool St
PORT LINCOLN 5606

Dear Tony,

Please find attached the terms of reference for the Eyre Peninsula Water Taskforce (EPWT), proposed to replace the Eyre Peninsula Water Security Reference Group (EPWSRG) of which your organisation is a member.

The EPWSRG was established in 2009 to inform the development of SA Waters Long Term Plan (LTP) for Water Security on Eyre Peninsula. Following the completion of this plan the group was maintained as a sub-committee of the Eyre Peninsula Natural Resources Management Board (EPNRM) primarily as a community engagement mechanism to inform councils, Eyre Peninsula Local Government Association (EPLGA) and Regional Development Australia Whyalla & Eyre Peninsula (RDAWEPS) of groundwater resources condition and provide updates for the LTP and Eyre Peninsula Supply and Demand Statements.

At the 2015 meeting of the EPWSRG it was agreed that the CEOs of EPLGA, RDA WEP and EPNRM would undertake a joint review of the terms of reference (TOR) with a view to creating a new group with the same membership and a renewed focus to identify and assess sustainable water supplies to support economic development.

The TOR for the proposed new group were presented at the November EPLGA meeting with general support for the new focus. Following this they were ratified by the EPNRM Board at their December meeting and the EPWSRG was formally closed down as a sub-committee of the Board. Apart from the modified ‘role of the taskforce’ to align with the renewed focus and that the group becomes a taskforce of the three partner organisations (as opposed to a sub-committee of the Board), the membership of the group and the mechanisms for reporting to and from the group remain unchanged.

We would appreciate any feedback on the draft TOR and nomination or member[s] for the group.

For any questions please do not hesitate to contact me on jonathan.clark@sa.gov.au or (08) 8688 3108.

Yours sincerely,

Jonathan Clark
Regional Director – Natural Resources Eyre Peninsula
31 January 2017
EYRE PENINSULA WATER TASKFORCE – TERMS OF REFERENCE

ROLE AND PURPOSE

The Eyre Peninsula Water Taskforce has been established to identify and assess sustainable water supplies to support economic development on Eyre Peninsula.

The taskforce will meet annually or as otherwise required, to:

1. Encourage future regional planning based on fit-for-purpose and sustainable water supplies that support regional economic development including maximizing capture and reuse of storm water and wastewater, water sensitive urban design and innovative and alternative water supply solutions.
2. Inform and receive annual report on the Supply and Demand Statement for Eyre Peninsula (including SA waters long term Plan) including:
   a. Receive the Department of Environment, Water & Natural Resources (DEWNR) report on the state and condition of the priority water resources on Eyre Peninsula.
   b. Receive information from, and provide feedback to councils and RDA with updated information regarding projected demands and opportunities relating to development
3. Understanding the current or future threats to water availability and quality.
4. Report back to their respective organisations and communities Information presented to the group by member agencies

MEMBERSHIP

The membership will consist of:

1. Chairs and CEOs or equivalents of the EPNRM, RDAWEP, EPLGA and constituent councils
2. Representative of the Department of Environment, Water & Natural Resources (DEWNR)
3. Representative of SA Water
4. Representative of Environment Protection Authority.

The responsibility for chairing and provision of executive support will be shared on a rotational basis between EPNRM, EPLGA and RDA.

Each organisation may nominate a proxy. Government Agency staff will be invited to attend as required.

AGENDA AND MEETING SUMMARY

The agenda for meetings will include:

- EPLGA – Information update
- RDAWEP – Information Update
- DEWNR – priority water resource condition update and Demand and Supply Statement Annual Review
- SA Water – Long Term Plan demand assumption and strategy update.
- Priority actions for further assessment

A meeting summary will be prepared and distributed to all members within 30 working days of the meeting.
COMMUNICATION PROTOCOLS

All members of the Taskforce must agree about what goes into the public domain. Once agreed, members will determine their own approach to engagement methodologies with the media and broader community.

Draft or working format documents are to be clearly identified as such and will be treated as confidential until relevant inputs from members have been received and the document finalised and recirculated to members.
8.2 Precis of Incoming and Outgoing Correspondence for noting only - no recommendations/actions required, with full copies available on request:

**INWARDS 69**

01. **Draft Regional Natural Resources Management Plan - Consultation** 13/12/16 [TI]
Notification from Diana Laube, Presiding Member, EPNRM Board, of the release a draft Regional Natural Resources Management Plan for public consultation, with a close off date on 5pm Tuesday 7 February 2017.

02. **2016 South Australian Regional Awards** 15/12/16 [TI]
Thank you from Karen Raffen, CEO and Ruby Hannam, Program Coordinator, Brand South Australia for support from the EPLGA of the 2016 South Australian Regional Awards.

03. **Eyre Peninsula Water Taskforce TOR** 6/2/17 [TI]
Terms of Reference from Jonathan Clark, Regional Director, EPNRM Board, pertaining to the Eyre Peninsula Water Taskforce, which has been proposed to replace the Eyre Peninsula Water Security Reference Group.
OUTWARDS 69

01. Mobile Roaming Enquiry
Joint submission by the EPLGA and RDAWEP to the Australian Competition and Consumer Commission (ACCC) Mobile Roaming Enquiry currently being undertaken by the ACCC.

02. Resignation: Mayor of Streaky Bay
Letter of thanks to Sherron MacKenzie for her valuable contribution during her time as Mayor of Streaky Bay. Sherron was also informed of the resolution by the EPLGA Board to direct ED Tony Irvine to investigate options for escalation of the consequences of ongoing code of conduct breaches through the LGA of SA and the OLG to prevent reoccurrences into the future.
9 FUTURE MEETINGS

RECOMMENDATION(S):
That the next meeting of the Eyre Peninsula Local Government Association Board be held on Friday 30 June 2017 at the Wudinna Community Club, commencing at 10.00am.

Future meeting scheduled for 2017:

Friday 1 September: Tumby Bay
Friday 1 December: Wudinna

MEETING CLOSE