



## **Agenda Legatus Group Road and Transport Infrastructure Advisory Committee**

**Friday 25 February 2022 10am**

**Clare and Gilbert Valleys Council Chamber  
4 Gleeson Street Clare**

Note: people will need to complete an entry form and wear a mask at all times.

- 1. Welcome** Chair Dr Helen Macdonald
- 2. Apologies**
- 3. Minutes of the committee meeting held 12 November 2021**

Dr Helen Macdonald the Chair of the committee provided a report to the 10 December 2021 Legatus Group which contained the notes of the meeting held 12 November 2021 (attachment A). The Legatus Group received the report and provided the following response as per the request from Legatus Group RTIAC to the Local Government Association with regards the Special Local Roads Program funding:

- a. That any gaps identified in the data / applications and prioritising by the regions needs to be articulated to each Regional LGA to assist them in ensuring they have the most rigorous process that aligns with funding assessment obligations; and
- b. there needs to be a review of the criteria to ensure equity occurs for all councils and that this should include identifying a standard format for assessment.

**Recommendation: That the Legatus Group Road and Transport Infrastructure Advisory Committee minutes of the 12 November 2021 be taken as read and confirmed.**

#### **4. Matters arising**

**4.1 SLRP letter to LGA** - on 13 December 2021 the Legatus Group CEO wrote to the LGA CEO outlining the feedback from the Legatus Group which included seeking a response on the matters raised.

The LGA CEO provided the attached response (Attachment B)

The Special Local Roads Program: Future Directions, Discussion Paper, was considered by the LGA Board at its meeting on 10 January 2022.

At its meeting on 10 February, LGTAP met to discuss improvements to be delivered in 2022. LGTAP is progressing a number of the governance, grant management and procedural improvements before the 2022/23 grant round opens. Two of these actions, namely adopting new Terms of Reference for LGTAP and undertaking a comprehensive update of the SLRP Guidelines and Policies have already commenced to ensure that the refreshed documentation is ready before the next grant round.

The LGTAP agenda and draft minutes from the meeting are available on the LGA website: [Special Local Roads Program | LGA South Australia](#)

The revised Terms of Reference for LGTAP (Item 3.1) and SLRP Policy Manual (Item 3.2) documents are in draft form and will be updated based on the feedback provided by LGTAP. Given timelines to meet the 2022 round, it is expected that LGTAP will finalise the documents out of session with a view to being considered by the LGA Board at a Special Meeting in the next few weeks.

Some specific points to note from the draft SLRP Policy Manual (page 40 of LGTAP 's agenda) for the Regional LGAs are:

- There is a clear overview of SLRP application, assessment and approval process.
- To avoid any confusion about LGTAP's core role in evaluating applications and making recommendations to the LGA Board, the role of the regional LGAs has been re-framed as providing advice based on regional transport plans, where available, or other local knowledge.
- Regional LGAs are proposed to act as a referral body that provides input into the assessment process, with LGTAP retaining responsibility for evaluating applications against the SLRP criteria, preparing priority lists and making recommendations to the LGA Board.
  - Within this reframed role, it is not expected there will be any significant changes to the planning processes currently undertake in preparation for SLRP funding rounds.
- The SLRP Guiding Principles seek to provide clarity on the scheme, and make reference to:
  - Equitable across regions: the SLRP seeks a degree of equity across South Australia's regions, so that strategic and significant roads are developed across the state.
  - Equal access: all South Australian local government bodies should have access to the SLRP regardless of their membership to any local government association and/or regional grouping of councils.
- The SLRP Assessment Criteria that LGTAP will use to assess applications have been reshaped and includes transparency on weighting for well-defined criteria. (A change from the previous 'database score' approach used by LGTAP)
- During 2022, the LGA will seek to progress the MOU with the Commonwealth Government, which will seek to in-part address feedback from Regional LGAs on the timeliness of announcements/confirmation for successful applications.

The LGA have acknowledged the input the Regional LGA Executive Officers collectively provided to this process since the reviews commenced with the Hudson Howell's report in 2020 and subsequent sessions in 2021. The feedback and insights have made a significant contribution to improvements we are seeking to make.

At the request of the Board, the LGA will include the provision for a part-time Special Local Roads Program Coordinator as part of the draft Annual Business Plan and Budget for 2022/23. Given the important nature of this role, they intend to progress this quickly and will seek to advertise in the coming weeks.

**4.2 "The Assessment of the bridges and culverts on LGA Roads for the Legatus Group"** Mace Engineering were contracted to undertake this work.

On the 14 January 2022 they contacted each member council seeking information and outlining they were undertaking a desktop assessment of bridges and culverts on LGA roads. The aim of the assessment is to identify bridges and culverts along these roads that may be suitable for grant funding under the Bridges Renewal Funding Program. The focus will be on the Priority 1 roads (and some Priority 2 roads) identified under the Regional Transport Plan, Road Deficiency Action Plan. Mace Engineering Services aims to provide an assessment of what information is available, what is missing and what would be required for the structure upgrade to be 'grant funding ready' under the Bridges Renewal Funding program.

Mace Engineering are waiting on some of the Councils to provide the requested information and Michelle Verco will attend the meeting to provide an update.

**4.3 SA Regional Road Priority Report** – The SA Regional Organisation of Councils approved funding from their 2021/2022 Business Plan and Budget for the Legatus Group to deliver this report.

A reference group was formed including the Regional LGA Executive Officers, Chair of LG Transport Advisory Panel and the LGA Secretariat. HDS have been contracted and they are undertaking the following:

Stage 1 – Project Initialisation - online meeting of Regional LGA EOs and LGA Secretariat. To discuss project methodology and expected outcomes, with a focus on agreement on the road hierarchy framework and software platform for the mapping system.

Stage 2 – SA Regional Road Priority Mapping and Report to include all regions providing existing mapping information. Establishing the base document using the Department for Infrastructure and Transport state-wide mapping information and incorporating all regionally significant local roads data. Providing draft maps to the regions for feedback before producing a final set of maps.

The SA Regional Road Priority Map will have the potential to add further attributes to regional road segments, such as strategic level condition reflected in current regional action plans, plus consideration of road responsibility, surface type, environment and purpose. Whilst demonstrating this additional capability using data already available from previous work. A report will be produced to support the mapping task. This will detail the regional road hierarchy approach, identify continuity gaps within and across the regions, as well as highlight cross regional routes which require funding support due to complexities associated with working across several regions.

The work is to be completed by 30 April 2022.

4.4 Socio-Economic Impacts Road Deficiencies – The Legatus Group CEO distributed an email seeking expression of interest from any member council who may like to partner on progressing this matter further. There has not been any take up.

**Recommendation: That this topic continues to be monitored but not included in the forthcoming Legatus Group Budget.**

4.5 Transit Tool - Kelly-Anne Saffin advised that the full TranSIT product is only available by subscription and is through State Government or at that scale. The following has been made available, using the Transit information as a Proto-type Website and the link is as follows: [Truck movements by Local Government Areas | National Freight Data Hub - prototype website \(freightaustralia.gov.au\)](https://freightaustralia.gov.au/truck-movements-by-local-government-areas)

## 5. Membership

The current Legatus Group Road and Transport Infrastructure Advisory Committee commenced from 14 March 2020 for a period of 2 years and is Dylan Strong (CEO Orroroo Carrieton), Michael McCauley (Yorke Peninsula), Steve Kaesler (Barossa), Tom Jones (Adelaide Plains), Stuart Roberts (Wakefield), Lee Wallis (Goyder), Mike Burger (Flinders Ranges), Kelly-Anne Saffin (CEO RDA YMN) and Mike Wilde (DPTI). Plus, CEO Dr Helen Macdonald is Chair and her position expires in 2023.

The primary function of the Legatus Group RTIAC is to coordinate and progress regional road and transportation issues and activities, and particularly to:

- Oversee the implementation of the Region's regional transport strategy.
- Coordinate the review and update of the Region's regional transport strategy as needed.

- Assess and prioritise regional transport projects as necessary.
- Coordinate and support submissions for funding on all transport issues but in particular for regional road funding in conjunction with Councils.
- Encourage greater cross-Council and stakeholder liaison and collaboration.
- Foster road network planning throughout the Region consistent with state and national transport planning.
- Raise and discuss road and transport issues of common interest or concern and develop appropriate courses of action for recommendation to the Legatus Board.
- Facilitate greater awareness and understanding across member councils of topical road and transportation issues and funding opportunities and processes.
- Ensure formal project reporting and requirements of any project funding agreements are met.
- Undertake actions or tasks as directed by the Legatus Board.

#### Committee Support

Executive Support is provided by the Legatus Group CEO. The committee may seek representation or advice from the freight, tourism or other industry or group specialist on an adhoc basis as required.

Delegated Authority - None. This committee will operate in an advisory capacity only, under direction from the Legatus Group Board.

It is noted that Dylan Strong is leaving the region and that due to a restructure Mike Wilde from DIT looks like he will need to be replaced.

**Recommendation: That the Legatus Group approves the continuation of the Legatus Group Road and Transport Infrastructure Advisory Committee under the current terms of reference for a further two years and calls for expressions of interest from members councils, Regional Development Australia and Department Infrastructure Transport.**

#### **6. Legatus Group Business Plan 21/22**

##### **a. 2030 Regional Transport Plan (for discussion)**

Tim Viner-Smith from HDS will attend the meeting and provide an update on the following matters:

1. Minor Updates to Regionally Significant Routes – no route changes this year
2. Minor Updates to Action Plans – Councils with changes have provided them and they will do a quick overview and approve
3. Roads Database – review database, Councils to confirm projects ready for this year, some still need stage 2 scoring

A couple of Councils have requested additional projects be added to the roads database for this year. There is likely to be a need to include them to ensure we have sufficient high quality projects.

##### **b. Public / Community Transport (for noting)**

Limited progress to date.

##### **c. Legatus Roads Forum 2022 (for discussion)**

Registrations are open and the current program is.

# PROGRAM

**10:00am-10:10am**

**Welcome**

**SIMON MILLCOCK**

**10:10am-10:40am**

**ANDREW EXCELL - DIT**

*Regional Roads Update*

**10:40am – 11:00am**

**MICHAEL ARMAN - SLRP**

**BREAK AND  
NETWORKING**

**11:20am-11:40am**

**TONI CLARKE**

*Heavy Vehicles*

**11:40am – 12 noon**

**DR RAJIBUL KARIM**

*Use of Road Grade Recycled  
Plastics or other materials for  
Sustainable Asphalt Pavements*

**LUNCH BREAK**

**12.40pm- 1:00pm**

**MICHELLE VERCO- MACE  
ENGINEERING**

*Bridges and Culverts on LGA*

*Roads for the Legatus Group*

**1:00 pm – 1:20pm**

**KELLY-ANNE SAFFIN**

*Working in collaboration*

**1:20pm – 2:50pm**

**JOHN OLSON**

*Workshop: 2030 Legatus Group*

*Roads Transport Plan*

**2:50pm – 3:00pm**

**DR HELEN MACDONALD**

*Wrap up close*

**7. Other Business**

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

## Attachment A



### Unconfirmed Minutes

Legatus Group Road and Transport Infrastructure Advisory Committee

Friday 12 November 2021

10am Clare and Gilbert Valleys Council Chamber 4 Gleeson Street Clare

#### 1 Welcome and attendance

The Chair of the committee Dr Helen Macdonald opened the meeting at 10am.

Attendance: Dr Helen Macdonald (Clare and Gilbert Valley), Kelly-Anne Saffin (RDAYMN), Tom Jones (Adelaide Plains), Mike Wilde (DIT), Michael McCauley (Yorke Peninsula), Lee Wallis (Goyder), Stuart Roberts (Wakefield), Mitchell Foote (Flinders Ranges) and Steve Kaesler (Barossa Valley).

Others: Toni Clarke (LGA) and Simon Millcock (Legatus),

Apologies: Dylan Strong (Orroroo-Carrieton)

#### 2 Minutes of the committee meeting held 20 August 2021.

The meeting noted that the minutes of the meeting held on 20 August 2021 were presented to the Legatus Group.

Motion: That the minutes were a true and accurate record of the meeting.

Moved: Steve Kaesler Second: Stuart Roberts CARRIED

#### 3 SLRP 21/22 Outcomes

The meeting noted Mike Wilde is a member of the LGTAP Committee and resolved that there was no conflict of interest as the meeting was not discussing the specifics of the complaint raised by the Yorke Peninsula Council. The Legatus Group CEO provided a report with the agenda which included the outcomes of meeting held by Helen Macdonald and Simon Millcock with LGTAP and feed back from HDS. This related to recommendations by LGTAP to not support the Legatus Group priority rating of the Yorke Peninsula North Coast Road for funding. General discussion was held and noted that there is a review of the SLRP underway and that the feedback from the Legatus Group has been valuable. The meeting resolved (1) that proportional funding should be addressed and (2) Simon Millcock to follow up with Lea Bacon at the LGA on the review process.

Motion: That the Legatus Group Road and Transport Infrastructure Advisory Committee recommends the Legatus Group provides the following response to the Local Government Association with regards SLRP:

- a) That any gaps identified in the data / applications and prioritising by the regions needs to be articulated to each Regional LGA to assist them in ensuring they have the most rigorous process that aligns with funding assessment obligations; and

- b) there needs to be a review of the criteria to ensure equity occurs for all councils and that this should include identifying a standard format for assessment.

Moved: Michael McCauley Seconded: Steve Kaesler CARRIED

#### 4 Heavy Vehicle Access

Toni Clarke the Heavy Vehicle Access Liaison Officer attended the meeting and provided an update on the following:

- 7 months left on her contract – The meeting resolved to write a letter to the LGA of support and acknowledgement for the value of Toni’s work.
- Risk Liability Webinar available on LGA intranet – Feedback provided from those who attended. Discussed the development of toolkit and guidelines and how it could align with some of the current working being developed by Legatus Group re training for CWMS.
- National Notices from Regulator – Trying to allow appropriate time in notices coming to Councils. Agriculture notices for SA looking at coming after harvest.
- Emergency Management Notices – Notice is coming re new vehicles with SES, CFS, Low Loaders, Unimog and ADF.
- Regulator is trialling special system in Victoria with route able data set.

#### 5 Legatus Group Business Plan 21/22

##### a. 2030 Regional Transport Plan

The meeting noted the update provided by the Legatus Group CEO with the agenda. Action Simon Millcock to follow up with HDS on their engagement with member councils re minor upgrades by exemption.

##### b. Bridge Deficiencies Report

The Legatus Group CEO provided a report along with a proposal by Mace Engineering. This follows the outcome of the meeting he held with Steve Kaesler and Ken Dolan (Clare and Gilbert Valleys Council) and Mace Engineering to investigate further options.

Motion: That the Legatus Group Road and Transport Infrastructure Advisory Committee endorses the contracting of Mace Engineering to undertake “*The Assessment of the bridges and culverts on LGA Roads for the Legatus Group*”.

Moved: Tom Jones Seconded Stuart Roberts CARRIED

The meeting discussed that applications for the Bridges Renewal Program and Heavy Vehicle Safety and Productivity Program are now open.

##### c. Public Transport

The meeting noted the updated report in the agenda by the Legatus Group CEO.

##### d. SA Regional Road Priority Report

The meeting noted the updated report in the agenda by the Legatus Group CEO and that this is an agenda item for the SA Regional Organisation of Councils meeting 17 November 2021.

##### e. Socio-Economic Impact Road Deficiencies

The meeting noted the updated report in the agenda by the Legatus Group CEO.

Motion: That the Legatus Group Road and Transport Infrastructure Advisory Committee recommends that there is a call for an expression of interest from member councils on who would like to identify specific road/s within their council for individual analysis and be willing to consider jointly fund this information for further consideration by the Legatus Group.

Moved: Lee Wallis Seconded: Tom Jones CARRIED

f. Legatus Roads Forum

The meeting discussed topics to include:

- Case studies – Heavy Vehicles (Toni Clarke to assist)
- Update from DIT on current and future projects in the region
- LGTAP Review
- SA Regional Priority Roads Project
- Legatus Regional Roads Plan update
- Benefits of collaborative approach to grants (Kelly-Anne Saffin)

Simon Millcock to send notice to councils seeking to co-host

6 Other Business

a. Transit Tool

Kelly-Anne Saffin to provide further information and investigating the ability for Councils to access.

b. DIT Restructure

Mike Wilde advised that the restructure may result in another representative from DIT on the committee.

7 Close and date of next meeting

The meeting was closed at 11.40 am and next meeting date to be confirmed.

## **Attachment B**

14 February 2022

Mr Simon Millcock  
Legatus Group  
PO Box 419



CLARE SA 5453

**Emailed:** [ceo@legatus.sa.gov.au](mailto:ceo@legatus.sa.gov.au)

Dear Mr Millcock

### **Special Local Roads Program Funding**

Thank you for your correspondence dated 13 December 2021 regarding the Special Local Roads Program (SLRP). Please accept my apologies for the slight delay in my reply, which has afforded the opportunity for the LGA Board of Directors to reflect on the outcomes of the 2021 grant round and consider the future direction of the program. The LGA also used the opportunity of a special Local Government Transport Advisory Panel (LGTAP) meeting on 10 February 2022 to table and discuss your letter.

At its meeting on 20 January 2022<sup>1</sup>, the LGA Board noted the Special Local Roads Program Discussion Paper (as attached), including an Action Plan for improvements to be delivered in 2022. The Board has also requested that the LGA Secretariat includes the provision for a part-time Special Local Roads Program Coordinator as part of the draft Annual Business Plan and Budget for 2022/23.

While the LGA has confidence in the integrity of LGTAP which has a long history of providing rigorous and evidence-based assessment of all applications in accordance with adopted policy, it is envisaged that these steps will support the LGA to enhance SLRP governance, operations, and communications with our member councils and the Regional LGAs.

At its meeting on 10 February 2022<sup>2</sup>, the LGTAP noted your correspondence and requested that the LGA prepare a response that explains how the matters are being addressed through a number of the governance, grant management and procedural improvements before the 2022/23 grant round opens.

Of particular relevance, LGTAP is proposing to adopt new Terms of Reference and update the SLRP Guidelines and Policies by developing a new SLRP Policy Manual. This work is well progressed and responds to feedback that the LGTAP has received over a number of years, including through the Hudson Howell review of 2020, direct feedback from stakeholders such as the Legatus Group and the learnings from the complaint lodged by Yorke Peninsula Council associated with the 2021 grant round. LGTAP is confident that the refreshed documentation will be ready before the next grant round opens in April 2022.

I can confirm that the LGA has taken the issues you have raised into consideration and will continue to engage with the Regional LGAs, as well as our member councils, as this work progresses.

In response to the specific feedback provided within the motion from the Legatus Group:

*“that any gaps identified in the data / applications and prioritising by the regions needs to be articulated to each Regional LGA to assist them in ensuring they have the most rigorous process that aligns with funding assessment obligations”*

The revised guidelines and policies for the SLRP funding round in 2022 will establish a process that continues to draw on advice from the Regional LGAs and the regional transport planning undertaken within your regions to support LGTAP in their assessment and evaluation of applications against the SLRP criteria. Moreover, it is expected that greater detail will be provided on the Application Forms regarding the specific information and evidence required to support applications for SLRP funding.

LGTAP will continue to work closely with Regional LGAs during and after each funding round to support a rigorous process and as part of a commitment to continuous improvement.

*“there needs to be a review of the criteria to ensure equity occurs for all councils and that this should include identifying a standard format for assessment.”*

This question goes to the heart of the SLRP, which exists to support the development of strategic and significant roads across the state, while at the same time ensuring a degree of equity amongst councils and region.

Reflecting these tensions, the draft SLRP Policy Manual includes the following guiding principles:

<sup>1</sup> LGA-Board-of-Directors-Public-Agenda-20-January-2022.pdf

<sup>2</sup> ECM\_771850\_v6\_LGTA\_P-Meeting-Agenda-10-02-2022.pdf (lga.sa.gov.au )



**Strategic and significant**

The SLRP exists to facilitate the construction and maintenance of strategic and significant roads whose benefits exceed the boundary of the council and its community. **Equitable across regions**

The SLRP seeks a degree of equity across South Australia's regions, so that strategic and significant roads are developed across the state.

**Equal access**

All South Australian local government bodies should have access to the SLRP regardless of their membership to any local government association and/or regional grouping of councils.

Thank you for raising these issues with the LGA and we look forward to working closely with you during future rounds of the SLRP.

Yours sincerely

Clinton Jury

**Chief Executive Officer**

Telephone: (08) 8224 2039

Email: [cjury@lga.sa.gov.au](mailto:cjury@lga.sa.gov.au)

Attach: ECM 770060 - Special Local Roads Program: Future Directions, Discussion Paper, January 2022