



NOTICE OF MEETING

Legatus Group Regional Management Group (RMG)

Friday 25 February 2022 12.30pm

Clare and Gilbert Valleys Council 4 Gleeson St Clare

AGENDA

Light lunch available from 12 noon

1. Welcome:

1.1 Apologies – Sam Johnson

1.2 Chair – To be appointed

2. Previous Meeting

Sam Johnson provided a report to the 10 December 2021 Legatus Group meeting which contained the minutes of the RMG meeting held 21 November 2021 (attached). The Legatus Group noted the report.

3. Guest Speaker – Julian Marchant Edge Environment (10 minutes) Regional Drought Resilience Planning Project

4. Terms of Reference

The current terms of reference for the Legatus RMG are found in the Legatus Group Charter. At the 21 November 2021 RMG meeting the charter was discussed with specific reference to the RMG and the following motion was moved:

That clause 7.11.1 reads The Regional Management Group shall comprise the Chief Executive Officers or their nominee of the Constituent Councils and they will include the Legatus Group Chief Executive Officer for attendance at their meetings who will in turn provide the secretariat services on behalf of the Regional Management Group.

This will be presented at the 11 March 2022 legatus Group meeting where they will workshop the Charter.

Sam Johnson has since then suggested that the RMG recommends the Legatus Board resolve to develop a term of reference for the RMG.

The current ToR for the Regional Management Group are:

- The Regional Management Group shall comprise the Chief Executive Officers of the Constituent Councils and they will include the Chief Executive Officer for attendance at their meetings who will in turn provide the secretariat services on behalf of the Regional Management Group.

- The Regional Management Group will support and work collaboratively with the Chief Executive Officer to implement and deliver the strategic objectives of the Legatus Group.
- The Regional Management Group will meet at such times and at places determined by the Regional Management Group except that there must be at least one meeting every three (3) months.
- The members of the Regional Management Group may attend Board meetings and provide such advice and support to the Board as required from time to time.
- The proceedings of meetings of the Regional Management Group will be determined by the Regional Management Group.

5. **Customer Service Requests - Port Pirie Regional Council** (5 minutes) Peter Ackland to provide an update

6. **Legatus Group 2021/2022 Business Plan Update** (5 minutes) Simon Millcock update if required and questions

I. Water / Climate Change / Drought	
Project	Status
Drought	<p>Regional Drought Resilience Planning Project (refer agenda item 3) Local Government Workshop held with the consultants on 4 Feb and follow ups occurring with those councils who were not able to attend. Key outcomes being sought:</p> <ul style="list-style-type: none"> • Improved working knowledge of the implications of climate change for communities • Consistency between various planning and strategic documents with respect to climate change, drought resilience initiatives • Clear and consistent understanding of the priorities for improving drought resilience going forwards <p>Key messages:</p> <ul style="list-style-type: none"> • Councils have undertaken considerable work in supporting and preparing their communities for drought. • Communities will change because of drought; local government needs to prepare for this change. • The RDR Plan provides a pathway to securing funding for resilience measures if the right priorities can be identified. • There will be a financial implication to councils including opportunity costs and to assets.
Climate Change Sector Agreement	The update has been distributed to DEW and admin now being managed by Landscape Board.
Sustainability Hub Concept Plan	Meeting still to be arranged between the tenants and Dept for 155 Main North Road Clare site.
Smart Irrigation System	On track
Storm Water Harvesting	On track
Northern and Yorke Coastal Management Action Plan	Brian Hales was contracted to complete the application titled Resilient Coastal Ecosystems in Northern and Yorke Caring for our Coastal Way – Sustainable ways to showcase and protect our coast which has now been submitted by Northern and Yorke Landscape Board.
2. Community Capacity	
Brighter Futures / Community Development	On track – Fliers distributed across the Flinders Ranges, Orroroo, Northern Areas, Mount Remarkable and Port Pirie Regional Councils and registrations received. Storytowns contracted to deliver the podcast component and Steve Whelan to assist with the local media training.

Volunteering	Ongoing – current discussions with Volunteering NT & SA and with SA Ambulance Service and linked with workforce development and support for health sector.
Disability Inclusion Yorke Peninsula (YP) Tourism	<p>Legatus Group CEOs report was provided to the Yorke Peninsula, Copper Coast and Barunga West Councils on the “Accessible Tourism on the Yorke Peninsula” report YPC approved (1) the release of the report and (2) the recommendations drawn from the project towards creating an inclusive tourism sector on the Yorke Peninsula. CCC considered the report and has written to Yorke Peninsula Tourism (YPT) to consider whether they wish to coordinate a meeting of the three Councils, regarding the complement of a Reference Group, so that there are coordinated recommendations for the implementation of the recommendations from the report. YPT have advised that once we have a new manager on board, they will arrange to have a catch up to develop actions that need to be included in the handover to the new Manager. The Legatus Group CEO offered assistance re the Opening our Great Outdoors funding application by the Regional Growth Fund to support economic generating regional tourism initiatives.</p> <p>Due to Covid-19 there was a delay in the accessible e-trikes for the Yorke Peninsula.</p> <p>Discussion have been held to support a Disability, Ageing & Lifestyle Expo in partnership with the Catalyst Foundation that would include an Accessible Tourism Forum.</p>
Reconciliation	<p>The Northern and Yorke Landscape Board Aboriginal Engagement Committee (AEC) have been advised that Mayor Bill O’Brien is the Legatus Group representative and that Legatus Group CEO will continue to attend meetings.</p> <p>Current projects being progressed by Legatus Group CEO are:</p> <ol style="list-style-type: none"> 1. Discussions on the Repatriation of Ancestral Remains and Cultural Artefacts 2. Building Better Regions Fund Grant Application for a Cultural Awareness project that will focus on native plants / seeds for a bread making story telling project. Support from Light Regional, Clare and Gilbert Valleys and Flinders Ranges Councils along with UniSA, RDA YMN, RDA BGLAP and Landscape Board.
Attraction and retention	<p>Torrens University Australia have commenced Developing a Regional Workforce Attraction, Development & Retention Action Plan for the Legatus Group Councils and desk top research completed and initial workshop held on 11 Feb 2022.</p> <p>The Legatus Group CEO has been progressing the issues around workforce in the health sector including through the SA Regional Organisation of Councils has been working with Regional Development SA ‘Growing Our Regional Workforce’</p> <p>The health sector is of significant interest to the Legatus Group and the LGA. The current election platform is <i>Local Voices for a Resilient South Australia</i> and highlights how the next State Government can support councils to implement local solutions that address shortages in housing across the state, provide essential medical staff and improve digital connectivity in our regions.</p> <p>Progress is being made around the support at the local / regional level that can be provide through member councils or Legatus Group including:</p> <ul style="list-style-type: none"> • Medical Rural Generalist Pathway – Mentoring Program • Allied and Scientific Health Yorke & Mid North Workforce Project
3. Regional Capacity	
Regional Conference / forums	<ul style="list-style-type: none"> • Legatus Group Climate Ready Conference - TBC • SA CWMS Conference – 19-20 April 2022 • Legatus Group Waste Forum – in discussions with KESAB for May and to be held in Port Pirie tbc • YMN Alliance Forum – held 11 Feb 2022

	<ul style="list-style-type: none"> • Legatus Group Regional Roads – 24 March 2022 Hewitt • SA Creative Industries - TBC • Legatus Group Visitor Information Services – in discussions for Copper Coast as part of Accessible Tourism Forum
Mixed Realities Tourism / Tourism Accessibility	Linked with the Brighter Futures project.
SA Regional Road Priority	HDS have been contracted a have commenced the project.
Legatus Socio-Economic Impacts Road Deficiency	Yet to progress – EOI called for councils who may wish to partner and non-received and recommendation to the Legatus Group Road Transport and Infrastructure Advisory Group to not progress any further.
SLRP and Roads Database updates	HDS attending the Legatus Group Road Transport and Infrastructure Advisory Group Feb meeting to provide update.
Bridge Deficiency Report	Mace Engineering have been contracted and they will be attending the Legatus Group Road Transport and Infrastructure Advisory Group Feb meeting to provide update.
Public Transport	Reference Group have met to scope out the project brief and the Legatus Group CEO will now progress in February 2022.
Southern Flinders Ranges Tourism Alliance	The proposed tour and workshop on the Adelaide University report was delayed due to Covid-19. An on-line workshop was held on 3 February 2022 and the Legatus Group CEO has provided a report to the Mt Remarkable, Northern Areas and Port Pirie Regional Council for their consideration.
IT data gathering and digital research project	<ol style="list-style-type: none"> 1. Customer Service Requests - Port Pirie Regional Council have taken the lead on this and have confirmed 8 councils who use the Synergy systems have expressed interested in further developing the Customer Requests solutions and this project is progressing. 2. Liveable Regions – Regional Urban Greening progress is occurring after a series of workshops and meetings with a series of organisations undertaking projects in the region to look at developing a possible project around data gathering associated with waste (refer to full report on waste in agenda)
Legatus Group Website	Honeycomb Design have completed the draft update of the Legatus Group website and this is now live.
4. CWMS / Waste	
Legatus Group Waste Management Action Plan	<ul style="list-style-type: none"> • Refer to item 6 of the agenda.
CWMS	<ol style="list-style-type: none"> 1. Report to SAROC and LGA CWMS Management Committee has been developed following the 10 December 2021 Legatus Group recommendations. 2. The 9 online scripts have been developed for LGA Training and report provided.
Research	<p>The Smarter Regions CRC bid re-submitted by University of Adelaide with Legatus Group as a partner was not successful in their stage 1 application.</p> <p>The Plastic Waste CRC bid submitted by Griffiths University through the MoU with Legatus Group and UniSA was requested to submit their stage 2 of the application.</p>

7. Legatus Group Waste Management Update (5 minutes) Simon Millcock update if required and questions

In 2021 the Legatus Group:

1. Delivered on behalf of the SA Regional Organisation of Councils the Waste Management Infrastructure for South Australian Regional Local Government Report and the Regional SA Waste and Resource Recovery Background Report.
2. Received the 2021-2026 Legatus Group WRRS and Action Plan at their 10 December 2021 meeting and endorsed its distribution for consideration and feedback from the Constituent Councils by 28 February 2022.
3. Requested the Legatus Group CEO to develop a draft Terms of Reference for a Legatus Group Waste Management Advisory Committee for consideration at the 11 March 2022 Legatus Group meeting.

Included in these reports are recommendations for:

1. The establishment by the Legatus Group of a committee and to confirm key activities.
2. Investigate the potential to establishing Regional Materials Recovery Facility in South Australia.

As outlined in the Legatus Group 10 December 2021:

- A reference group has been looking into a trial Compost Project initially identified at Peterborough.
- Legatus Group has taken the lead in partnership with other Regional LGAs to investigate the potential to establish Regional Materials Recovery Facility (MRF) in SA.

The following responses were received from member councils:

District Council of Peterborough endorsed the Legatus Group Waste & Resources Recovery Strategy 2021 – 2026 and Associated Action Plan. They advised they have submitted an application to the recent Green Industries SA funding round for the establishment and operation of a small pilot composting facility to be located at the Peterborough Waste Transfer Station. The purpose of the pilot trial is to establish a small-scale facility while effectively measuring the diversion of waste from landfill against the agreed target of 35% in the Regional Strategy. By endorsing the Regional Strategy and Action Plan, Council considers this will provide an effective mechanism for the council and the Peterborough community to improve its environmental credentials and enhance the services provided and trusts that other Legatus members view the strategy in a similar view.

Adelaide Plains Council advised that they support the draft Waste and Resource Recovery Strategy and Action Plan 2021-2026 and that they look forward to working with the Legatus Group to achieve items outlined within the Action Plan.

The Barossa Council is supportive of the Waste and Resource Recovery Strategy and Action Plan 2021-2026. Council's feedback attached. In 2018, The Barossa Council adopted a Regional Waste Management Strategy in association with Adelaide Plains, Light Regional and Mid Murray Councils. Some of their feedback references this strategy, particularly where we see alignments and to compare diversion targets.

Confirmation of support also received from: Yorke Peninsula Council, District Council of Mount Remarkable and Port Pirie Regional Council.

Compost Trial Site

Support was provided for a Peterborough District Council Organics Processing Facility. This work builds on previous analysis from the Regional Waste Management Strategy of 2020 which suggested small regional composting plants might be viable. The subsequent Legatus Group WRRS and Action Plan has identified separating green waste as the central ingredient in achieving diversion targets.

Both streams came together in the proposal to investigate building the facility at Peterborough. A Reference Group has been formed, sources of organics have been identified and a supply chain analysis has been undertaken.

The concept was boosted with funding being made available through Green Industries SA (GISA) and the Australian Government. The Legatus Group Project Manager worked closely with the CEO of Peterborough

District Council to prepare the funding application which was delivered to GISA seeking funding of two-thirds of the \$200K+ proposal. We await the response from GISA.

Regional Materials Recovery Facility (MRF)

This work arises from insights gained in preparing the Regional Waste Management Strategy that the costs of dealing with comingled recyclables are higher per tonne than for any material. Waste is transported to Adelaide MRF for processing.

The Legatus Group Project Manager has had preliminary discussions with specialist consultants, Rawtec and with staff at UniSA to devise the concept of a micro-MRF, very much smaller than Adelaide-based and much smaller than the mini-MRFs already operating in the regions.

The project remains in its preliminary stages as it continues to evolve.

Legatus Group Regional Waste Forum

The Legatus Group Business Plan 2021/2022 includes the delivery of a regional waste management forum. Following discussions with KESAB they have indicated a desire to partner with the Legatus Group to deliver a Waste / Resource / Recycling Conference - to be held in May 2022 venue and date to be confirmed but suggested to be in Port Pirie.

Initiative 4 of the WRRS and Action Plan includes: "Developing regional partnerships and supporting community initiatives" and the forum will focus on this aspect including showcasing current initiatives by member councils, the WRRS, actions by community groups and relevant research projects.

Further details will be provided.

Investigate Waste Management Authorities

Initiative 3 of the WRRS and Action Plan is: "Increase regional collaboration to achieve financial and service improvements". There are a number of examples in South Australia and across the local government sector in Australia. Dr Paul Chapman is contracted until 24 June 2022 as Project Manager including to assist with supporting the progress of the WRRS and Action Plan.

Paul can investigate and provide a report on current structures and roles of Local Government led Waste Management Authorities for discussion with the Legatus Group Waste Management Advisory Committee before presenting to the Legatus Group.

Research Projects

The Legatus Group are Project Partners with the Plastic Waste Cooperative Research Centre bid submitted by the School of Environment and Sciences Griffith University through the MoU with UniSA. They have submitted the Stage 2 bid successfully and are now prepare for their panel interview on the 28th or 29th of March 2022.

The Legatus Group CEO has conducted a workshop inviting a number of businesses currently undertaking projects with member Councils including Peats Soil, IPACS, SA Water, Four and Space Down Under and UniSA on the topic of use of data associated with waste and water. This has led to the development of scoping a project that would seek to identify a better application of Peats Soils BiobiNs by use of sensors and data gathering that could link to a Healthy Soils project. This aligns with the work being undertaken through the partnership with the Drought Innovation Hub.

UniSA will also be presenting at the Legatus Group Regional Roads Forum on 24 March 2022 on their research and application of "the Use of Road-grade Recycled Plastics or other Materials for Sustainable Asphalt Pavements"

8. **Legatus Group Strategic Plan – workshop** (90 minutes) Maree Wauchope

Maree Wauchope on 15 February 2022 distributed an email seeking CEOs to assist with planning for this session by undertaking a survey and recommending reading the following documents prior to answering the questions:

- Draft Strategic Plan 2021 – 2031
- Legatus Group Strategic Plan Review
- Value Legatus Group to members

9. **Other Business**

10. **Close / next meeting**

Note the Regional Management Group Forum in the Barossa on 31 March and 1 April 2022

Attachment A

DRAFT Notes of Legatus Management Group meeting

Friday 12 November 2021 12.30pm

Clare and Gilbert Valleys Council 4 Gleeson Street Clare

1. Attendance

Present: Colin Byles (Northern Areas), Helen Macdonald (Clare and Gilbert Valleys), David Stevenson (Goyder), Andrew MacDonald (Wakefield), Stephen Rufus (Peterborough), Maree Wauchope (Barunga West), Sam Johnson OAM (Mt Remarkable), Russell Peate (Copper Coast), Peter Ackland (Port Pirie) and Simon Millcock (Legatus Group).

Apologies: Brian Carr (Light), Andrew Cameron (Yorke Peninsula), Eric Brown (Flinders Ranges), James Miller (Adelaide Plains), Martin McCarthy (Barossa) and Dylan Strong (Orroroo Carrieton).

Guest: Clinton Jury CEO LGA SA

2 Welcome

Welcome - Chair Colin Byles welcomed everyone to the meeting.

3 Chair

A brief report had been distributed with the agenda and an email had been distributed to all CEOs on 11 October 2021 regarding the position of the Legatus Regional Management Group (RMG) Chair.

Colin Byles advised the meeting he was stepping down as the Chair after just over 4 years and the committee thanked Colin for his contribution. The meeting noted that there was merit in having the Chair of the RMG from the same council as the Chair of the Legatus Group.

Motion: That Sam Johnson is appointed as the Chair of the Legatus Regional Management Group.

Moved David Stevenson Seconded Russell Peate

CARRIED

4 Guest speaker

Clinton Jury LGA CEO outlined he has been engaging as much as possible during his first 5 weeks in the role.

He noted the following items with direct relevance to the Legatus Group:

- SLRP issues are being discussed at LGA Board
- Waste Management is the upcoming SAROC meeting to further progress
- Consultation re Container Deposit Review
- CWMS – thanked the Legatus Group for their leadership on this and the review is being progressed with recommendations to go to the board with a focus on the mid-term review
- Fair rates – thanked the Legatus Group for their leadership on this matter and a report is being presented at the upcoming SAROC meeting
- Regional Roads Project – Decision will be made at the upcoming SAROC meeting on the offer by the Legatus Group to lead this on behalf of SAROC

He outlined the election campaign being developed by the LGA is being designed to allow councils to plug in to the campaign through their social media and marketing.

5 Charter

The meeting discussed the Charter with reference to section 7.11 the RMG. Noted that the focus should be for the RMG to support and help drive the strategies of the Legatus Group and this is to be further discussed at item 7 and 13 of the agenda.

Motion: That clause 7.11.1 reads *The Regional Management Group shall comprise the Chief Executive Officers or their nominee of the Constituent Councils and they will include the Legatus Group Chief Executive Officer for attendance at their meetings who will in turn provide the secretariat services on behalf of the Regional Management Group.*

Moved Stephen Rufus Seconded Maree Wauchope

CARRIED

6 Actions from previous meeting - The meeting noted the report with the agenda.

7 Legatus Group Strategic Plan

The meeting noted that there was a need for the RMG to be more active in the development of the Legatus Group Strategic Plan and noted that a review has been undertaken in 2021, that a draft was presented to the 3 September 2021 Legatus Group meeting and to be further workshopped at the 10 December 2021 Legatus Group meeting.

Motion: That the Regional Management Group recommends that the Legatus Group delay its Strategic Plan workshop on 10 December 2021 and that the Regional Management Group will further develop the draft Legatus Group Strategic Plan and provide an updated draft for the March 2022 Legatus Group meeting.

Moved Russell Peate Seconded Stephen Rufus

CARRIED

8 SLRP 21/22

A report was provided with the agenda and Simon Millcock advised the meeting that the Legatus Group Road and Transport Infrastructure Advisory Committee (RTIAC) 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.

The meeting discussed these matters and the consensus from the RMG is that they are supportive of the RTIAC recommendation.

9 Waste and Resources Recovery Strategy and Action Plan

Simon Millcock provided a report with the agenda including the draft plans. Paul Chapman Legatus Group Project Manager attended the meeting and provided an update on the progress of the research into regional compost opportunities within the Legatus Group region and the investigation of the viability of regional MRFs in SA. The meeting provided feedback and noted the value along with the clear and precise nature of the Waste and Resources Recovery Strategy and Action Plan. The meeting supported these being presented to the Legatus Group for distribution to member councils for their consideration. The meeting provided feedback on the current research by Paul Chapman and supported the continued investigations noting that the plans and reports on Composting and MRFs will assist in grants and lobbying efforts for further investment in the regions to deal with waste.

10 CWMS

Andrew Macdonald as Chair of the Legatus Group CWMS Advisory Committee led the discussions on the progress being made and Paul Chapman joined the meeting to provide further input on the discussion paper developed earlier that year and the reform agenda. This includes the need for the LGA to increase resources to support the review and for councils who may wish to remain operating and those who may wish to exit from CWMS. The meeting noted that the Legatus Group through Simon Millcock and Paul Chapman have been and continue to have input to the reform process and this had been acknowledged by the LGA CWMS Committee.

The meeting noted the work of the Legatus Group CWMS Advisory Committee has assisted councils in having a greater awareness and increased interest on CWMS and that some councils are willing to look at pathways forward including the options of remaining or exiting.

Action - Paul Chapman and Simon Millcock to liaise with Sam Johnson to identify the type of information that could be gathered across the Legatus Group Councils that could be used to assist in these pathways and to then collate this information for further consideration.

11 Legatus Group Business Plan

Simon Millcock provided a report with the agenda which was noted.

12 Legatus Group Administration

Simon Millcock provided a report with the agenda which was noted.

13 Other Business

- a) Legatus Group CEO day - Sam Johnson provided information with the agenda on a proposed Legatus Group CEO day which would include relevant presentations. The meeting resolved that there was good value in having this event. Action – Sam Johnson to liaise with Simon Millcock.
- b) Legatus Group Strategic Plan - Extensive discussions held during items 5 and 7 of the minutes and the need for greater involvement by the RMG to assist in providing guidance and support.
- c) Covid-19 Mandatory Vaccination – Question raised on the LGAs position and Clinton Jury advised that a position is being updated and that the LGA is taking a leadership role on this with updates to be provided within the next week.
- d) Housing – SAROC are working on this through consultant Leonie Boothby and workshops are occurring within the region in November. The meeting discussed the opportunity for Councils to identify Crown Land and issues around occupancy rates at Caravan Parks. Action Helen Macdonald will send email to Simon Millcock for distribution and collation of responses.

14 CLOSE - The meeting was closed at 3.10pm