



**AGENDA ORDINARY MEETING**

**Friday 1 December 2023 10.30am**

**Hosted by Wakefield Regional Council**

**Venue: Balaklava Bowling Club May Terrace Balaklava**

A handwritten signature in blue ink, appearing to read "S. Millcock", is enclosed in a thin black rectangular border.

Simon Millcock  
**Chief Executive Officer**

## **VISION**

The Central Local Government Region of SA (Legatus Group) is recognized, respected and supported as a strong and successful region.

## **OUR VALUES**

The Legatus Group:

- Speaks with one voice on what matters most to our communities.
- Works together efficiently making the best use of available resources for delivery of services.
- Builds partnerships with those who can contribute to stronger and more sustainable communities.

## **OPENING OF MEETING**

The Legatus Group Chairman Mayor Rodney Reid will open the meeting.

## **ACKNOWLEDGEMENT OF COUNTRY**

The hosting Council will provide an acknowledgement of Country.

## **WELCOME BY HOST COUNCIL**

The hosting Council will provide a welcome (10 minute maximum)

## ORDER OF BUSINESS

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### ATTACHMENTS

- A – Draft minutes Audit and Risk Management Committee (pages 39-40 )
- B – Draft notes Regional Management Group (page 41 )
- C – Draft minutes Road Transport and Infrastructure Advisory Committee (pages 42-43 )
- D – Draft minutes Waste Management Committee (pages 44-45)
- E – Draft minutes CWMS Advisory Committee (pages 46-47)
- F - Audited Financial Statement
- G - Balance Date Management Letter
- H – Budget Review 2 2023/2024
- I – Finance Management Report
- J – Bank Reconciliation
- K- Community Disaster Handbook
- L – Phase 3 report Carbon Offset report
- M- Regional LG Careers Toolkit
- O – LGA Topical Update

## I. ADMINISTRATIVE MATTERS

Meeting attendance sheet to be distributed.

### I.1 Apologies

Members: Mayor Mark Wasley.

Non members: Martin McCarthy, Sam Johnson and James Miller.

### I.2 Leave of Absence:

Adelaide Plains Council have advised that Mayor Mark Wasley is on leave and as such the principal member for their council is Deputy Mayor Marcus Strudwicke.

### I.3 Conflict of Interest – Legatus Group CEO re item 4.4

### I.4 Previous meeting minutes

Legatus Group Ordinary meeting held 25 August 2023

**Recommendation: That the minutes of the Legatus Group Ordinary Meeting held on 25 August 2023 be confirmed as a true and correct record.**

## DISCUSSION

The minutes of the Legatus Group Ordinary Meeting held on 25 August 2023 were distributed to all Mayors and CEOs of the Constituent Council and can be found at:

<https://legatus.sa.gov.au/wp-content/uploads/2023/05/Draft-Public-MinutesLegatusOM19.5.23.pdf>

### I.5 Legatus Group Action List

Author: Simon Millcock Legatus Group CEO

Update on resolutions of the Legatus Group requiring action relating to meetings are provided for noting. Once an action has been noted as completed by the board, it is removed from the list.

**Recommendation: That the Legatus Group receives and notes the report.**

Legatus Group Ordinary Meeting – 9 September 2022

Item	Topic	Action	Status	Comment
4.6	Mental Health	Report to SAROC seeking their support in advocating to the Minister for Health for increased support to Regional SA regarding mental health services not progressed by LGA Secretariat.	On going	Legatus Group CEO letter of support recently provided to Lifeline.

Legatus Group Ordinary meeting - 16 December 2022

Item	Topic	Action	Status	Comment
4.8	Rating Equity – need for LGA to advocate to SA Govt matter of priority	Letter forwarded 20 Dec 2022 to LGA President and CEO	On-going	Topic of discussion by Minister and Shadow Minister at LGA AGM.
5.1.1	Appointments to LGA Board and SAROC and timing of the AGM	Letter forwarded 24 Dec 2022 to LGA President and CEO	On-going	Review being undertaken by LGA.

Legatus Group Ordinary meeting – 19 May 2023

Item	Topic	Action	Status	Comment
4.16	Review of CEO Position	Expressions of interest submitted for consultant	Report due for next Legatus Group meeting	Refer agenda item 4.4

Legatus Group AGM – 25 August 2023

Item	Topic	Action	Status	Comment
2.2	Annual Financial Report	<ul style="list-style-type: none"> <li>Distribute to member councils.</li> <li>Advise Auditors no transactions that are required to be disclosed.</li> <li>Group Chair and Audit Committee Chair certify via their signature acceptance of the 2022/2023 Legatus Group independence of the audited annual financial statement.</li> <li>Appoints Dean Newbery as the auditors for the coming year.</li> </ul>	Completed	Refer agenda item 4.2
3.1	Legatus Group Committees	EOI for any current vacancies	Completed	Refer agenda item 4.5

Legatus Group Ordinary meeting – 25 August 2023

Item	Topic	Action	Status	Comment
4.1	Climate Change Sector Agreement	Report to be released on website	Completed	Placed on website

4.3	Reviews Strategic Plan and Charter	Appoints BRM to undertake the review of the Legatus Group Strategic Plan and Charter Review.	BRM appointed	Refer agenda item 4.4
4.6	Increased funding for SLRP	Legatus Group Chair writes to LGA Board	To be finalised	Refer agenda item 4.6

**Report Title:** Deferred / Adjourned Items CWMS Conference

**Item No:** 1.6

**Date of Meeting:** 1 December 2023

**Author:** Legatus Group CEO Simon Millcock

### 1. REPORT PURPOSE

To gain decision on applying for grant.

### 2. RECOMMENDATION

**That the Legatus Group submits an application for funding to the Community Wastewater Management Scheme Research and Development Scheme for the Legatus Group to deliver regional workshops and the annual conference.**

### 3. BACKGROUND

Item 4.7 from the 25 August 2023 Legatus Group Meeting Motion was: That the Legatus Group defers the agenda item Community Wastewater Management Schemes Alliance until after the strategic plan review.

The LGA have advised that they are opening funding for the Community Wastewater Management Schemes (CWMS) Research and Development Scheme. The Legatus Group CWMS Advisory Committee have previously recommended the Legatus Group submits an application for funding to the CWMS Research and Development scheme for the Legatus Group to deliver regional workshops and the annual conference.

The Legatus Group have been the instigators of the annual SA CWMS conference since 2019 and have been undertaking Legatus Group regional workshops for member councils since then also. As per previous reports these have been of value to the member councils and the local government sector.

The 2023/2024 Legatus Group Business Plan and Budget have an allocation to deliver forums and workshops.

### 4. RELEVANT CORE STRATEGIES/POLICIES

This matter has direct relevance to several of the Legatus Group Objects and Purpose as outlined in the Legatus Group Charter and includes:

- Undertake co-ordinating, advocacy and representational roles on behalf of the Constituent Councils at a regional level.
- Facilitate and co-ordinate activities of local government at a regional level related to community and economic development with the object of achieving improvement for the benefit of the communities of the Constituent Councils.

- Develop further co-operation between the Constituent Councils for the benefit of the communities of the Region.

The Legatus Group has established a CWMS Advisory Committee and both the Legatus Group Strategic Plan and Business Plan refer to support for members councils associated with CWMS to progress the areas identified in reports and research for CWMS.

## **5. FINANCIAL IMPLICATIONS**

Nil for Legatus Group regional workshops contained in the budget.

Nil for State-wide conference as it would not be undertaken by Legatus Group without funding.

## **6. RISK ASSESSMENT**

The impact on the Legatus Group is low as they don't manage any CWMS assets but in some cases the risk of not supporting is high for member councils.

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

- 2.1 Prof Ros Cameron Torrens University – Regional SA Local Government Workforce**
- 2.2 Kristine Peters KPPM – Community / Council Disaster Emergency**
- 2.3 Daniel Willson – CEO RDA Yorke Mid North**
- 2.4 Andrew Johnson – CEO LGASA Mutual**

### 3 REPORTS FOR INFORMATION

<b>Report title:</b>	<b>Committee minutes</b>
<b>Item No:</b>	<b>3.1</b>
<b>Date of Meeting:</b>	<b>1 December 2023</b>
<b>Author:</b>	<b>Legatus Group CEO Simon Millcock</b>

#### 1. REPORT PURPOSE

To provide the board with a copy of the minutes from the Legatus Group Committees.

#### 2. RECOMMENDATION

**That the Legatus Group receives and notes the Legatus Group Audit and Risk Management Committee, Regional Management Group Committee, Road Transport and Infrastructure Advisory Committee, Waste Management Advisory Committee and the Community Wastewater Management Schemes Advisory Committee minutes.**

#### 3. BACKGROUND

Section 6.5, 7.10 and 7.11 of the Legatus Group Charter provides for the establishment of committees. The Legatus Group currently has 5 committees whose terms or reference are provided in the Charter or in the case of the advisory committees are set by the Legatus Group.

The Chairs of the following Committees have provided the minutes / communique of their meeting for the information of the Legatus Group.

1. Audit & Risk Management Committee 10 November 2023 (Attachment A)
2. Regional Management Group 23 November 2023 (Attachment B)
3. Road Transport and Infrastructure Advisory Committee 31 October 2023 (Attachment C)
4. Waste Management Advisory Committee 19 October 2023 (Attachment D)
5. Community Wastewater Management Schemes Advisory Committee 10 November 23 (Attachment E)



## 4 REPORTS FOR DECISIONS

**Report Title:** Business Plan Update  
**Item No:** 4.1  
**Date of Meeting:** 1 December 2023  
**Author:** Legatus Group CEO Simon Millcock

### 1. REPORT PURPOSE

This report provides a brief update on the 2023/2024 Legatus Group Business Plan.

### 2. RECOMMENDATION

**That the Legatus Group notes the report.**

### 3. BACKGROUND

The Legatus Group 2023/2024 Business Plan was approved and adopted by the Legatus Group at their 2 June 2023 Special Meeting. The Legatus Group CEO is available to meet with member council to discuss and provides a quarterly update with the board agenda and distributes bi-monthly newsletters.

Support is being provided by the Legatus Group CEO to the LGA and LGA Procurement with the Workforce Skills and Building Sector Capability Project.

The Legatus CEO has been providing assistance since the last meeting to the following:

- Accidental Counsellor training grant application via letter of support for Lifeline
- Catalyst Foundation workshops / forums via promotion and assistance with speakers
- Regional LGA Executive Officers Forum
- Local Government Climate Risk Community of Practice Forum
- DEW Climate projections web viewer user testing
- Drought Hubs (Roseworthy and Orroroo)
- EPA State of the Environment Report
- SA Regional Road Priority Working Group
- Northern and Yorke Alliance
- UniSA C-Edge Committee
- YP Art Competition – Judge

The following project updates are provided as a snapshot with colour coding used for each project  
Green – on track Yellow – some delay Red – potential concern.

Project	Status
Roads / Transport	<ol style="list-style-type: none"><li>1. 2023 SLRP applications submitted and announcements made refer agenda item 4.6</li><li>2. HDS have commenced:<ul style="list-style-type: none"><li>• Regional Route and Road Action Plan – Update</li><li>• 2024 Regional Roads Database</li><li>• Presentation at Roads Forum</li><li>• 2023 – 2024 SLRP Regional Priorities List</li><li>• QGIS refer to agenda item 4.6</li></ul></li><li>3. Workshop held with AusRoads 29 Sept regarding road classifications</li><li>4. Regional Forum date and venue to be confirmed.</li></ol>
Waste	<ol style="list-style-type: none"><li>1. Coordination of 2 Household Hazardous Waste Collections to be funded by GISA in the Legatus Group Region for early 2024.</li><li>2. Regional Forum date and venue to be confirmed.</li></ol>

<b>Disaster Risk Reduction</b>	Refer agenda item 4.7
<b>Climate Change</b>	The annual Northern and Yorke Climate Change Sector Agreement update has been completed. Carbon Offsetting refer agenda item 4.8
<b>Storm Water</b>	Projects from 22/23 continue.
<b>Coastal</b>	Report from Landscape Board at August 2023 meeting.
<b>Volunteering</b>	<ol style="list-style-type: none"> <li>1. The regional forum was held in Kadina.</li> <li>2. iPad's from Volunteer SA NT arrived and initial meeting held with Copper Coast Council who have the iPads – waiting on the outcomes.</li> <li>3. Catalyst Foundation have commenced a State-wide project that is designed for Women45+ upskilling in leadership and Legatus Group are partnering by supporting the promotion of their workshops. September, November and December workshops are being held. This included the recent Ageing and Disability Lifestyle Expo in Kadina and the Wellbeing and Volunteering Forum held on the following day.</li> </ol>
<b>Reconciliation</b>	<ul style="list-style-type: none"> <li>• Continued membership of the Northern and Yorke Aboriginal Engagement Committee</li> <li>• Waiting on final report from UniSA</li> </ul>
<b>Attraction and retention Workforce</b>	Refer agenda item 4.9
<b>Wellbeing</b>	Forum held and Legatus Group CEO cosigned new letter to Minister Picton for support of the Lifeline Connect Centre and meeting held with Nadia Clancy MP the Premiers Advocate for Suicide Prevention. Lifeline opened a connect centre in Port Pirie.
<b>Regional Conference / forums</b>	<p>The following three are to be progressed by the Legatus Group with likely timing of March – June 2024</p> <ul style="list-style-type: none"> <li>• SA Regional Waste Forum (LGA and GISA approached)</li> <li>• SA CWMS Conference (refer item 1.6)</li> <li>• Legatus Roads Forum</li> </ul> <p>The Northern and Yorke Regional Forum is delivered by the Northern and Yorke Alliance and planning has commenced with the theme Regional Resilience.</p>
<b>Rating Equity</b>	Informal discussions have continued with Hon Geoff Brock MP in his role as Local Member for Schubert and report provided 16 Dec 2022 Legatus Group meeting. Letter sent to LGA President Dec 2022 to gain support from LGA to encourage State Govt to make a priority. The LGA AGM heard from the Opposition Spokesperson who is supporting this matter.
<b>CWMS Project</b>	The trial with the York Peninsular Council and UniSA did not progress and approaches being made to other member councils.

**Report Title: Auditors Balance Date Management Letter 2022/2023**

**Item No: 4.2**

**Date of Meeting: 1 December 2023**

**Author: Legatus Group CEO Simon Millcock**

## **1. REPORT PURPOSE**

This report seeks a decision of the Legatus Group in relation to the finding and recommendations of the 2022/2023 Legatus Group Auditors Report.

## **2. RECOMMENDATION**

**That the Legatus Group certifies the annual financial statement for the year ending 30 June 2023 and notes the letter from the auditors.**

## **3. BACKGROUND**

The audited annual financial report was undertaken by Dean Newbery and Partners which included the financial report prepared by Mr Colin Davies. The Legatus Group AGM of 25 August 2023 approved the following:

1. That the Legatus Group annual financial statement for the year ending 30 June 2023 presents a fair view of the state of the financial affairs of the Legatus Group and that the board certifies the annual financial report.
2. That the Legatus Group writes to the Auditors Dean Newbery advising that the board discussed the requirements of the Related Party Disclosures and confirms that there are no transactions that are required to be disclosed.
3. That the Legatus Group Chair and Audit Committee Chair certify via their signature acceptance of the 2022/2023 Legatus Group independence of the audited annual financial statement.
4. That the Legatus Group appoints Dean Newbery as the auditors for the coming year.

On 20 September 2023 along with the Audited Financial Statement (Attachment F) the Legatus Group received the Balance Date Management Letter (Attachment G) – Financial Year Ended 30 June 2023 from Dean Newbery and Partners. They issued an unqualified Auditor's Report on the annual Financial Statements for the financial year ended 30 June 2023. This letter noted the Legatus Group has sustained a loss for the third financial year in a row and do not expect to achieve a profit for the foreseeable future as projected in the long-term financial plan. They understand that the Legatus Group has put in place steps to improve sustainability as can be seen by the improved financial position compared to recent years. They recommend that the Authority continues to assess the sustainability of operations and steps be put into place to improve sustainability into the future.

They advised that they have received appropriate explanations for all material variations as between 2021/2022 actual and 2022/23 actual. Plus, there were no misstatements that had not been adjusted by the Administration that have been identified during the course of our audit or that in our assessment, required to be reported to the Board of Management.

They recommend the Administration regularly undertakes a review and update of the effectiveness of internal controls operating throughout the Authority. From their experience, particular focus should be placed on the internal control framework surrounding the banking security procedures, level of

insurance cover of assets and procurement practices. They recommend that any review of controls be conducted in consultation with the Authority's Board.

The Legatus Group Audit and Risk Management committee meeting held on 10 November 2023 discussed this matter and made the following recommendations:

That the committee notes the report and:

1. That the preparation of the statements has been made under the Financial Management Regulations and the Charter.
2. Satisfied with the preparation of statements and the auditor independence.
3. Receives and notes the auditor management letter.
4. Recommends that the board certifies the annual financial statement.

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

Section 5 Legatus Group Charter includes. 5.1.5 Reports summarising the financial position and performance of the Legatus Group against the Budget must be prepared and presented to the Board at each ordinary meeting of the Board and copies provided to the Constituent Councils.

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

5.1.7 The Legatus Group must submit to each Constituent Council for approval, any proposed amendment to the Budget that provides for an additional financial contribution by the Constituent Councils.

Local Govt (Financial Management) Regulations 2011 Schedule 9—Review of budgets says:

(1) A council, council subsidiary or regional subsidiary must prepare and consider the following reports:

(a) at least twice, between 30 September and 31 May (both dates inclusive) in the relevant financial year (where at least 1 report must be considered before the consideration of the report under sub regulation (1)(b), and at least 1 report must be considered after consideration of the report under sub regulation (1)(b) —a report showing a revised forecast of its operating and capital investment activities for the relevant financial year compared with the estimates for those activities set out in the budget presented in a manner consistent with the note in the Model Financial Statements entitled *Uniform Presentation of Finances*;

(b) between 30 November and 15 March (both dates inclusive) in the relevant financial year—a report showing a revised forecast of each item shown in its budgeted financial statements for the relevant financial year compared with estimates set out in the budget presented in a manner consistent with the Model Financial Statements.

(2) A council must also include in a report under sub regulation (1)(b) revised forecasts for the relevant financial year of the council's operating surplus ratio, net financial liabilities ratio and asset renewal funding ratio compared with estimates set out in the budget presented in a manner consistent with the note in the Model Financial Statements entitled *Financial Indicators*.

#### **5. FINANCIAL IMPLICATIONS Nil**

#### **6. RISK ASSESSMENT Low**

**Report Title:** Financial Reports 2023/2024  
**Item No:** 4.3  
**Date of Meeting:** 1 December 2023  
**Author:** Legatus Group CEO Simon Millcock

## **1 REPORT PURPOSE**

This report seeks a decision of the Legatus Group re the 2023/2024 Legatus Group Budget and CEOs Credit Card purchases.

## **2 RECOMMENDATIONS**

**That the Legatus Group:**

- 1. Receives the report and that pursuant to Section 123(13) of the Local Government Act 1999 and Section 7 of the Local Government (Financial Management) Regulations 2011 the Legatus Group notes the contents of the Statutory Finance Reports for the period ending 31 October 2023.**
- 2. Receives and adopts the revised 2023/2024 Budget Review 2.**
- 3. Notes the CEOs credit card expenditure report.**

## **3 BACKGROUND**

Refer item 3.1 of this agenda includes the Legatus Group Audit and Risk Management Committee minutes (Attachment A). The Legatus Group adopted the 2023/2024 Budget Review 1 at the 25 August 2023 Legatus Group Meeting. The Legatus Group CEO and Finance Officer have developed (Attachment H) the 2023/2024 Budget Review 2 and this shows a decreased deficit of \$1,000 via:

- Conference Income reduced to \$5,000 – conferences / forums still to be confirmed.
- Conference Expenditure reduced to \$12,000 – conferences / forums still to be confirmed.
- Catering increase to \$4,000 – due to the costs associated with delivering the 10-community resilience and strategic plan workshops (venue hire and catering)
- Collecting the SA Coastal Council Alliance fee and paying the \$13,300 for the 6-member councils
- Reduction of \$1,700 in accounting services.

The deficit is likely to be less than what is shown in the revised budget as the Legatus CEO is waiting for the current reviews to be finalised before new project work commences. This will be reflected in Budget Review 3. It would be anticipated that new projects / forums will occur sometime after February 2024 as this is the anticipated date that councils will have responded to any changes to the Charter / Strategic Plan. Note that there has been no progress on the delivery of the new vehicle and this has been over 12 months.

The Legatus Group Finance Officer has prepared the attached Legatus Group Management Report (Attachment I) and the Bank Reconciliation (Attachment J) for the 2023/2024 Financial Year until 31 October 2023.

The Legatus Group Audit and Risk Management Committee meeting held on 10 November 2023 noted a report on the 2023/2024 budget and passed the following motion: “That the committee notes the report and recommends that the Legatus Group adopts the revised budget.”

The Legatus Group CEO credit card expenditure August - October 2023

Date	Item	Amount
August 2023		
1	City of Adelaide - Parking	5.10
2	Secure Parking – Adelaide	17.00
4	Copy King – Kadina printing	30.20
4	Adobe Subscription	69.98
4	Copper Coast Sport Centre – meal	19.30
5	Xero – subscription	76.00
6	Rjj Investments – Wallaroo – meal	43.00
8	X Convenience - fuel	78.13
11	United Petroleum - fuel	54.97
11	Appleton Group Warooka - meal	34.00
14	United Petroleum - fuel	79.41
17	Foodland Jamestown – catering	24.15
17	KS & CA Hunt - fuel	63.13
17	Perrys – fuel	60.82
23	Mills Freight – storage	20.00
30	Bendigo bank fees	4.00
31	United - Fuel	36.52
Sept 2023		
2	AMPM - fuel	46.45
3	Adobe – subscription	69.98
5	Xero – subscription	76.00
7	Aadya Marvin Pty – Burra - meal	17.50
8	Liberty - Fuel	62.96
12	Lucias - meal	15.00
12	UPark – Parking	20.00
13	Mills Freight – storage	20.00
13	Liberty - fuel	47.06
14	OTR - Fuel	34.68
14	OTR – Car wash	12.00
15	Roper St - Parking	21.51
16	Liberty - fuel	40.80
16	Telstra – phone / internet	69.18

29	OTR - fuel	97.54
30	Bendigo Bank – bank fees	4.00
October 2023		
3	Adobe – subscription	69.98
3	United - fuel	51.69
3	United – carwash	9.30
3	Airport – Parking	22.00
5	Xero – subscription	85.00
6	United - Fuel	47.34
7	United - fuel	53.74
12	OTR - fuel	44.04
17	Roseworthy Roadhouse - fuel	65.92
20	Woolworths – catering	24.10
26	U-Park – parking	20.00
28	Little Bang – meal	36.00
28	Board Botanic Gdns – parking	15.00
30	Bendigo Bank – bank fees	4.00
31	Ampol - fuel	76.29
31	OTR - fuel	44.34

#### 4. RELEVANT CORE STRATEGIES/POLICIES

Section 5 Legatus Group Charter includes.

- 5.1.5 Reports summarising the financial position and performance of the Legatus Group against the Budget must be prepared and presented to the Board at each ordinary meeting of the Board and copies provided to the Constituent Councils.
- 5.1.6 The Legatus Group must reconsider its Budget in accordance with the Act and in a manner consistent with the Act and may amend its Budget for a Financial Year at any time before the year ends.
- 5.1.7 The Legatus Group must submit to each Constituent Council for approval, any proposed amendment to the Budget that provides for an additional financial contribution by the Constituent Councils.

#### 5. FINANCIAL IMPLICATIONS Nil

#### 6. RISK ASSESSMENT

These matters were discussed at the Legatus Group Audit and Risk Management Committee meeting held on 10 November 2023 and all matters are within the current budget.

The Legatus Group CEOs Credit Card payments are provided for scrutiny by the Board.

**Report Title:** Legatus Group Strategic Plan, Charter and CEO Review

**Item No:** 4.4

**Date of Meeting:** 1 December 2024

**Author:** Mayor Rodney Reid Chairman

### **1. REPORT PURPOSE**

This report provides an update on the status of the current reviews and seeks a decision re the CEO's contract.

### **2. RECOMMENDATION**

**That the Legatus Group receives the report and approves and extension of the CEO's position until 31 December 2024.**

### **3. BACKGROUND**

The Legatus Group contracted BRM Advisory to undertake a review of the Legatus Group CEO position to commence on 1 August 2023 and to be concluded by 30 September 2023. At the 25 August 2023 Legatus Group meeting the board approved and appointed of BRM Advisory to undertake the review of the Legatus Group Strategic Plan and Charter Review.

As such both agreements were decided to run concurrent with a completion date for the reviews to occur in time for the next Legatus Group Ordinary meeting. This meeting was due at the end of November but was subsequently changed to 1 December 2023. Feedback received from members has highlighted different views about the Legatus CEO position in relation to whether the role should be a Chief Executive Officer or an Executive Officer, full time or part time or an employee or contractor. These matters are yet to be settled.

A survey was undertaken by BRM Advisory with an invite to all Legatus Group Mayors and CEOs to participate and they were then invited to a workshop. Lisa Teburea from BRM Advisory attended the Road Transport Infrastructure, CWMS and Waste Advisory Committee meetings to gain their input.

A 'working group' was set up which is the Chair and Deputy Chairs and Lisa and along with input from the Legatus Group CEO the following documents were distributed to Mayors and CEOs on Tuesday 21 November 2023 and will be the subject of a workshop directly following the 1 December 2023 Legatus Group meeting.

1. Nov 2023 Report – Draft Strategic Plan and Charter Report
2. Draft new charter
3. Draft Strategic Framework

The first workshop in their project plan was substituted for a survey and interviews, which required additional time to gather input and reduced the time available in the project scope to prepare a comprehensive options analysis report. The process and timelines are being discussed and changes made by the working group.

**Note:** The reviews being undertaken are whilst the Legatus Group operates under its current Charter and as such the following are required for any changes:

- Charter may be amended by a resolution passed by a simple majority of the Constituent Councils but before the Constituent Councils vote on a proposal to alter this Charter, they must take into account any recommendation of the Board.



- The Legatus Group must submit the Strategic Plan to the Constituent Councils for their approval.

It is anticipated that a special online meeting will be held (date to be confirmed) following the 1 December 2023 workshop for any recommendation by the Board on the draft Charter and Strategic Framework. This will mean councils are likely to review and provide comments in their January – February 2024 meetings. As such timelines are likely that the Legatus Group February 2024 Ordinary Meeting would confirm the outcomes and then allow if needed the legal requirements for notice to Minister / Govt Gazette to occur in March 2024 re the Charter.

Following the results of the council responses it will allow the Board to have a better understanding of what requirements there may be for any changes to the Legatus Group CEO position.

The current contract between the Legatus Group and the CEO expires in June 2024 and the requirements are for the Legatus Group CEO to be advised in December 2023 of any extension.

The Chair and Deputy Chairs have discussed with the CEO his interest in continuing and the need for continuity for the Board during the 2024 calendar year which includes:

- Outcome / actions of the current reviews
- Development of the 2024/2025 Business Plan
- Annual Report
- Audits
- Current Advocacy / Projects associated with the current Business Plan

The CEO has indicated that he would like to gain a 2 year extension from June 2024 but recognises that as the reviews have yet to be finalised the Board may not be in a position until March 2024 to consider any longer term contact extensions. The CEO has indicated he would be willing to accept a short term extension of 6 months under his current terms of employment and that there could be further consideration of any other extensions by 30 June 2024.

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

The Legatus Group Charter requires that the Board appoints a Chief Executive Officer of the Legatus Group to manage the affairs of the Legatus Group on terms agreed between the Chief Executive Officer and the Board.

#### **5. FINANCIAL IMPLICATIONS**

2023/2024 Nil

2024/2025 Budget yet to be considered.

#### **6. RISK ASSESSMENT**

This recommendation reduces the risk of disruption to the Legatus Group of potentially being without a CEO during both a period of being busy and uncertainty and not having to recruit during these times.

**Report Title:** Committees  
**Item No:** 4.5  
**Date of Meeting:** 1 December 2023  
**Author:** Legatus Group CEO Simon Millcock

## **1. REPORT PURPOSE**

This report provides information on the current status of membership for Legatus Group Committees and for decision re their membership.

## **2. RECOMMENDATION**

**That the Legatus Group notes the report and approves the following:**

- **Robyn Ridsdale and Megan Renzella to the Legatus Group Waste Management Advisory Committee**
- **Megan Renzella to the Legatus Group Community Wastewater Schemes Management Advisory Committee**

## **3. BACKGROUND**

Following the 25 August 2023 AGM where the Legatus Group confirmed the continuation of Advisory Committees the Legatus Group called for expressions of interest for vacancies. There were some expressions received and also some changes to current committees that occurred.

Audit and Risk Management Committee – Due to Stephen Rufus moving from District Council of Peterborough to Port Pirie Regional Council it meant that the two (2) professionally qualified officers, one of each from the staff of the Constituent Councils were from the same council. As such Peter Ackland and Stephen Rufus advised that Stephen Rufus would continue. The Legatus Group CEO called for expressions of interest and this was discussed at the Legatus Regional Management Group meeting and the result was that a further call is made.

Legatus Group Waste Management Advisory Committee - Expressions of interest were called for current vacancies and Robyn Ridsdale (Barossa) and Megan Renzella (Light) submitted responses and attended the October Advisory Committee meeting and this committee supports their appointments.

Legatus Group CWMS Advisory Committee - Expressions of interest were called for current vacancies and Megan Renzella (Light) submitted a response and attended the November Advisory Committee meeting and this committee supports her appointment as a member.

## **4 RELEVANT CORE STRATEGIES/POLICIES**

Section 6.5, 7.10 and 7.11 of the Legatus Group Charter provides for the establishment of committees. The Legatus Group currently has 5 committees whose terms or reference are provided in the Charter or in the case of the advisory committees are set by the Legatus Group.

## **5 FINANCIAL IMPLICATIONS Nil**

**6 RISK ASSESSMENT** The impact on the Legatus Group is low and input has been received from the Advisory Committee

**Report Title:** Roads Plan / SLRP  
**Item No:** 4.6  
**Date of Meeting:** 1 December 2023  
**Author:** Legatus Group CEO Simon Millcock

### 1. REPORT PURPOSE

This report provides information on the outcome of this year’s SLRP grants for the Legatus Group Region and seeks a decision endorsed by the Legatus Group Road Transport and Infrastructure Advisory Committee to allocate funds towards the Statewide roads dataset.

### 2. RECOMMENDATION

**That the Legatus Group notes the report and confirms the allocation of \$1,900 towards annual support for the Legatus Group data being stored within the main SAROC State-wide roads dataset.**

### 3. BACKGROUND

Refer agenda item 3.1 (Attachment C) minutes of the Legatus Group Road Transport and Infrastructure Advisory Group. HDS have been contracted to undertake the work on the Legatus Group Roads Data Base for 2023/2024 and this includes:

- Regional Route and Road Action Plan – Update
- 2024 Regional Roads Database
- Presentation at Roads Forum
- 2023 – 2024 SLRP Regional Priorities List

Following the application process for SLRP and recommendations by the Legatus Group the region has secured \$4,597,000 for 5 projects this year. This makes up 34.5% of all SLRP funding for Regional Roads and 25.7% if you include the metropolitan roads.

### Legatus Group

Council	Road	SLRP Grant Funding
Light Regional Council	Seppeltsfield Road, Seppeltsfield	\$1,400,000
Yorke Peninsula Council	North Coast Road Stage 2, Point Turton	\$1,157,000
Copper Coast Council	Magazine Road, Wallaroo	\$899,000
Wakefield Regional Council	Koolunga Road, Brinkworth	\$750,000
Copper Coast Council	Sharples Road, Wallaroo	\$391,000

In keeping with the 2023/2024 approved Business Plan and Budget there will be \$33,000 raised from a levy which will come from member councils who receive SLRP funding in that year to assist with covering the costs associated with the Regional Transport Plan. For this year that will equate to around 0.7178%.

Following previous advisory committee recommendations and with support from the Legatus Board there is an advocacy position of the Legatus Group to lobby for increased funding for the SLRP Program which is to be undertaken through the SA Regional Road Priority Working Group.

The Legatus Group CEO approached HDS to consider a series of points listed below to support this approach and the responses are provided.

1. SAROC budget for and implement an ongoing annual support arrangement to ensure that the base graphical roads database, SAROC Regional Road Hierarchy classification data and structure for holding additional road attributes is maintained and periodically updated, along with provision of continued access to the SAROC state-wide dataset and six regional datasets for all users through QGIS Cloud.

*Response: We propose a SAROC budget of \$1,900 (excl GST). This comprises a \$ 1,600 (excl GST) charge for 12 months of help desk support and minor updates to the underlying SAROC Regional Road Hierarchy classification data and structure for holding additional road attributes, and a \$300 (excl GST) annual contribution towards the software cost charged to HDS Australia to maintain a licence for the QGIS Pro database development platform that feeds into QGIS Cloud.*

2. Individual Regional LGAs budget for and implement separate annual support arrangements to ensure that additional regional data stored within the main SAROC dataset (potentially including road differentiators and road action plans) is maintained and periodically updated, along with provision of continued access to and help-desk support for authorised council users of their regional dataset through QGIS Cloud.

*Response: S&HLGA is already undertaking this at a cost of \$1,900 (excl GST) per year, a figure which would also apply to any other Regional LGA seeking this support. Once again, the fee comprises a \$ 1,600 (excl GST) charge for 12 months of help desk support and updates to any specific attribute data developed and added to the underlying SAROC Regional Road Hierarchy classification data by individual Regional LGAs. Such data could include maintaining "Purpose" differentiator information (i.e. Freight, Tourism and/or Community Access) in the QGIS spatial database, to allow for regional transport maps to be published by road purpose. It could also include maintenance of key industry centres, tourism sites and community access details in the QGIS database, based upon data available on the latest hard copy regional route drawings. The addition of Class 4B routes, and subsequent maintenance of this information, could be achieved by using DIT's RAVnet database to ensure that all gazetted B-Double commodity routes which are not already included in the QGIS database as Class 4A or higher, would be added as Class 4B. Any locally important tourism routes shown on existing hard copy regional route maps could also be included as Class 4B roads in the QGIS database. Finally, a Regional LGA might choose to link spatial records to their regional road action plan spreadsheet records, then upload to QGIS Cloud, allowing for spatial definition of identified strategic level road deficiencies. It is strongly recommended that some or all of these data options be adopted by all Regional LGAs to help manage data associated with their regional road network. Should all Regional LGAs adopt this approach across the board, and if this was supported by SAROC as an overall project, a 20% discount could be provided on the total cost. Based upon SAROC, five Regional LGAs and the Spencer Gulf Cities (SGC) Group all participating on a single project basis, the normal total annual cost of  $\$ 1,900 \times 7 = \$ 13,300$  (excl GST) would reduce to  $\$ 10,640$  (excl GST).*

3. The Limestone Coast LGA, Legatus Group, Eyre Peninsula LGA and Spencer Gulf Cities identify any Class 2 Key Freight Routes within their respective regions, using the SAROC Regional Road Hierarchy Framework.

*Response: As noted in HDS Australia's final report for the original SAROC project, some initial work has been done here by the regions, specifically the South Coast Freight Corridor (S&HLGA) and Kulde Rd (MRLGA). However further investigation would be required across the state. This is a minor task and would be expected to be one to two days of work in liaison with Regional LGA CEOs/IEOs and review of freight*

volumes on routes identified by the regions. For this item, allow an upper limit fee of \$ 3,000 (excl GST) spread across the three Regional LGAs plus SGC Group which you have mentioned above.

4. The Eyre Peninsula LGA and Spencer Gulf Cities re-examine the regional road networks defined within their respective regional transport plans, with a view to expanding the Class 3 and Class 4A road network consistent with the SAROC Regional Road Hierarchy Framework.

Response: HDS Australia has recently prepared the SGC 2030 Regional Transport Infrastructure Plan using our standard methodology. EPLGA have also engaged HDS Australia to review/refine road hierarchy definitions within their existing Regional Transport Plan along the same lines as other Regional LGAs. Over the next twelve months or so, both entities will have addressed the issue identified in this item, with no need to separately budget for this beyond commitments already made by both SGC and EPLGA.

5. One full revision of the SAROC Regional Road Hierarchy digital maps be budgeted for (either by SAROC or by individual Regional LGAs), allowing for anticipated updates mainly by the EPLGA and SGC, but with consideration of DIT road classification changes and other Class 2 road classification upgrades by Regional LGAs.

Response: The majority of work has been done on this but some review and combining of updates would be required. This is expected to be a maximum two to three day exercise for our QGIS operator to review and update accordingly, based upon information developed (and paid for) through the current Regional Transport Plan minor updates which all Regional LGAs are working through. Most of these changes would likely be absorbed at no extra cost as it will fall under the annual support arrangement covered by Items 1 and 2 above. It is only the DIT road classification changes which, if substantial, would need to be separately charged for, along with the time associated with any review meetings to specifically discuss any major updates to the SAROC Regional Road Hierarchy digital maps. Allow an upper limit fee of \$ 3,000 (excl GST) for this task.

Indicative cost summary:

Item 1: \$ 1,900 (excl GST) per annum.

Item 2: \$ 1,900 (excl GST) per annum per Regional LGA or \$ 10,640 (excl GST) in total for all seven entities to participate under a single project arrangement.

Item 3: \$ 3,000 (excl GST) once off upper limit fee.

Item 4: No separate charge as SGC and EPLGA have both committed funds to make these changes.

Item 5: \$ 3,000 (excl GST) once off upper limit fee, plus funds already committed by individual Regional LGAs as part of this year's regional transport planning minor updates.

Two significant reports were released in early to mid-November 2023 relating to local government road and infrastructure funding, which will impact South Australian communities. The Federal Government's Independent Infrastructure Program review was released, and it was announced funding would be pulled from several projects including in the Truro bypass project.

The review recommends the Federal Government adopt a policy of 50:50 as the standard funding split for all new projects, with the option to amend this if supported by evidence. This model has the potential to hamper the scope of projects across South Australia if not supported by other funding avenues for councils.

There are several potentially positive recommendations in the review, including recommendations to significantly increase funding availability to local councils through the Roads to Recovery and Black Spot funding program. The Commonwealth is due to release details of these programs for local government.

The Grattan Institute's Potholes and Pitfalls: How to Fix Local Roads paper highlighted a massive annual \$1 billion shortfall when it comes to federal funding for local roads.

Recommendations to the Federal Government included increasing untied funding to councils by \$600 million per year through Financial Assistance Grants and \$400 million per year through the Roads to Recovery Program. This extra funding would make a significant difference for our communities.

#### **4 RELEVANT CORE STRATEGIES/POLICIES**

This matter sits at the core of the Legatus Group Objects and Purpose for which the Legatus Group is established including items outlined in the Legatus Group Charter including (1) undertake co-ordinating, advocacy and representational roles on behalf of the Constituent Councils at a regional level; (2) facilitate and co-ordinate activities of local government at a regional level related to community and (3) associate, collaborate and work in conjunction with other regional local government bodies for the advancement of matters of common interest.

**5 FINANCIAL IMPLICATIONS** Nil as it is contained within the budget

**6 RISK ASSESSMENT** The impact on the Legatus Group is low and input has been received from the Advisory Committee

**Report Title:           Preparing your community for disasters and emergencies – Northern and Yorke Region of SA**

**Item No:                 4.7**

**Date of Meeting:       1 December 2023**

**Author:                 Legatus Group CEO Simon Millcock**

## **1. REPORT PURPOSE**

To provide an update on the project and seek approval for the release of the website and handbook.

## **2. RECOMMENDATION**

**That the Legatus Group notes the report and approves the release of the “Preparing your Community for Disasters Handbook” on the Legatus Group hosted Community Disaster Preparedness website.**

## **3. BACKGROUND**

Kristine Peters will attend the meeting and provide a presentation.

This project is funded under the Disaster Risk Reduction Grants Program funded by the Australian Government and the South Australian Government

When a tragic event happens in our communities who do they turn to in the first instance for reassurance / guidance. It will be the Mayor the CEO or the President of the Progress Association or the local Sporting or Service Club the go to person in the community. How skilled are people as individuals or their community to deal with this and to provide a level of wellbeing for themselves and to support others.

Community Capacity associated with Wellbeing has been of great interest to the Legatus Group and following the securing of a grant a reference group was developed and, the Legatus Group employed a Project Officer and contracted Kristine Peters.

The project aligns with the Northern and Yorke Drought Resilience Plan and the MoU between Lifeline and the Legatus Group. The region has faced significant disasters in recent times including the Pinery and Yorke Peninsula Fires, Storm Damage to Horticulture and Coastline, Floods, Covid-19 and the Drought. Whilst there has been a decline in volunteers across a myriad of sectors including service groups and emergency services. Councils play an important role in both the prevention and preparedness for emergencies.

The Legatus Group in July 2021 released a Wellbeing Gap Analysis report which identified the gaps in knowledge in the region to better understand what the future and current wellbeing needs and issues are. Wellbeing as an issue has been identified throughout Regional South Australia and the Legatus Group raised this as a matter of high significance in 2019 because relevant communities continued to be affected by disasters.

The increasing need for mental health support has further deteriorated and currently overwhelming mental health systems in rural SA and this was outlined in a report released by the Legatus Group in 2022.

The Preparing your community for disasters and emergencies – Northern and Yorke Region of SA project was designed to align with the 2019 Local Government Emergency Management Framework that reflects the breadth of councils’ roles in emergency. The focus of the alignment re the project was on the Community.

The Local Government Emergency Management Framework includes:

*Communities are disaster resilient because emergency risks are understood across the community, mitigated wherever possible, and there are effective systems to ensure community safety and wellbeing when emergencies occur.*

The Elected Member Guidelines include to Communicate with the community – establish clear communication pathways with the community to help communities prepare for emergencies, engender confidence in emergency services, and provide honest information in potentially difficult situations.

Its alignment with the Council Ready Program was via a focus on community and included:

- Support councils to increase community awareness of risk and build community resilience.
- Increased ability for councils to engage with their communities about emergency management, contributing to community resilience.

As such the preparing your communities for disaster and emergencies project was designed to drill down into the current drought resilience plan and others emergency plans and focus on the community and wellbeing and the need for empowering and equipping local continuity planning and action associated with impacts to communities via disasters.

This project is to be designed so it can be replicated across all of Regional SA. It has direct relevance to elected members, staff and financial & risk Implications including to assets and the wellbeing for whole of the local government sector.

There were 10 workshops held across the Legatus Group region with Councils, emergency response agencies and community. The first 3 were to test the workshop approach, which was modified. Then there were 6 developmental workshops and 1 community planning workshop. The materials developed include

- Community Disaster Prep website [www.communitydisasterprep.com.au](http://www.communitydisasterprep.com.au)
- Handbook (Attachment K)
- 12+ new resources
- Information and links

#### **4 RELEVANT CORE STRATEGIES/POLICIES**

The Legatus Group Strategic Plan includes - to Support the Constituent Councils with Emergency Management Planning.

#### **5 FINANCIAL IMPLICATIONS**

Nil

#### **6 RISK ASSESSMENT**

The impact on the Legatus Group is low.



**Report Title: Carbon Offsetting Pre-feasibility report for Local Government**

**Item No: 4.8**

**Date of Meeting: 1 December 2023**

**Author: Legatus Group CEO Simon Millcock**

## **1. REPORT PURPOSE**

To provide an update on the project and seek to undertake further progress.

## **2. RECOMMENDATION**

**That the Legatus Group notes the report and requests the Legatus Group CEO to provide a report to the next Board meeting on interest from Constituent Council in progressing with possible options identified from the reports.**

## **4. BACKGROUND**

The Legatus Group were the lead organisation via an LGA R&D Grant application for a Pre-feasibility study re Carbon Offsetting for Local Government. Following advice that the grant application was not successful the following councils combined with the Legatus Group as funding partners Light Regional, Adelaide Hills, Burnside, Port Adelaide Enfield, Onkaparinga and City of Adelaide to undertake this report. The City of Adelaide took the lead on the project.

Transitioning to a low carbon economy is a key challenge facing governments all around the world. Local government plays a pivotal role in this transition within both their own operations and communities in assisting and mitigating transitional, economic and reputational risks.

There are an increasing number of councils committing to carbon neutrality (or net zero emissions), with some already achieving this, or hoping to achieve this in the short-term. It's inevitable, as an industry sector, that local government will continue to move in this direction as more councils commit to emission reduction targets and assisting the community in reducing emissions.

In order to become carbon neutral, councils need to reduce their operational emissions as much as possible and offset the remainder until, or unless, they can achieve absolute zero emissions.

Therefore, to meet carbon neutral commitments, the sector will have an increasing need to offset carbon emissions by purchasing carbon credits or undertaking work that creates carbon offsets themselves.

Consequently, there may be substantial investment made available for carbon offsetting by the sector in the short to medium term. Rather than contributing to new green assets and economic growth interstate or internationally, there could be opportunity to use these funds locally or regionally. Developing projects in South Australia would allow greater oversight and limit councils' exposure to reputational risk.

An LGA R&D funding project in 2015 found that "*Biodiverse revegetation may represent an opportunity for some Councils to receive ongoing revenue for rehabilitating natural landscapes. Such programs may not be able to necessarily operate on a cost recovery basis (i.e., carbon credit revenue over time may be less than cost of planting), at the scale of a single Council. However, there may be some economies of scale for rehabilitation plantings to participate in "aggregations" of smaller projects to bring them to market*". See Appendix for project considerations. The voluntary market has evolved significantly in the last seven years, including significant changes in the price and demand for carbon offsets, however a partnership approach to aggregate the potential is fundamental.

Carbon offsetting is complex, and increasingly volatile in price and availability. Many Councils, and especially regional councils, think they have opportunities within their community to create carbon offsets, and are wanting to better understand carbon accounting and offsetting mechanisms and risks, and what Council's role might be for managing their own land for the creation of carbon offsets.

The project has answered the following broad questions:

1. How can local government (as an industry sector) contribute to the production of Australian Carbon Credit Units (ACCU)?
2. How can Regional Councils and Metropolitan Councils partner to offset carbon emissions?  
That is:
  - a. What capacity do regional councils have to generate carbon credits? i.e., what potential assets are available to these councils singularly or collaboratively (e.g., revegetation, soil carbon, waste management etc)
  - b. What are the potential frameworks for an equitable offsetting partnership between regional councils (generating credits) and metro councils (purchasing credits)?
3. What are the direct risks and opportunities available to local government in entering the carbon market through an aggregated partnership approach?

Ai Carbon in collaboration with Bentleys SA were contracted by the City of Adelaide and the Legatus Group CEO and Andrew Philpott (Light Regional Council) and staff members from the councils who funded the report formed the working group plus Andrew Nesbitt (LGA).

This project was led by Andrea Bassett Principal Climate Change Advisor who attended and spoke about it at the June 2023 SA Regional SA Urban Sustainability Forum delivered by the Legatus Group. Philip Roetman from City of Burnside attended the May 2023 Legatus Group meeting and spoke about the project. There were 3 phases and reports to the project:

Phase 1 Eligibility for Councils to Run Carbon Offset Projects

Phase 2 Feasibility for SA Councils to implement Projects to generate ACCUs

Phase 3: Equity - Partnership opportunities for SA Councils to implement Projects to generate ACCUs

Through phases 1 and 2 it established that Local Government is eligible to register carbon projects with the regulator. And the work has considered operational structures, partnership opportunities, risks, forecasted financial implications (where possible) for the environmental Planting method, and the separated organic waste method identified in Phase 2 as being viable and its impact and return on investment.

Phase 3 (Attachment L) is listed as General Advice and there are 3 scenarios identified in the Phase 3 report:

#### I. Contracted Land Use

As identified in Phase 1 of the study, there is a need for legal right for an entity to commission a carbon project. This can be in the form of a lease over the asset. An example of a partnership between a metro council and a regional council may be the metro council can lease the land from a regional council for the required period of time, i.e., 25 years, to conduct the carbon project. In such an arrangement, an experienced lawyer would need to be engaged to ensure the terms of the lease permit such carbon projects to be conducted. The lease would also consider the remuneration terms to the regional council, such as cash, ACCUs or a possible combination of both.

## 2. Section 43 regional subsidiary

Under the Local Government Act 1999, Section 43 enables two or more councils to establish a regional subsidiary to provide a specified service or to carry out specified activities, subject to Ministerial approval.

This could be an opportunity for Councils to combine resources (i.e. land and cash) to achieve a greater scale in a carbon project, increasing the viability of the initiative and therefore the financial saving/yield of the project.

Though this is a potential working model, councils would need to seek legal advice on potential barriers, such as competitive neutrality (discussed later in this report).

## 3. Public Private Partnership (PPP)

While PPPs are not new to local government, they are unchartered in regard to carbon projects for South Australian Councils. That said, as identified in Phase I of this study, a Council can undergo a commercial arrangement with a private land owner to establish a carbon project. This would typically be in the form of a lease over the land, where the contract articulates cost, yield and return of ACCUs and responsibilities of either party in the maintenance of the asset and compliance of the project. It is possible (subject to legal advice and Ministerial consent) that this same opportunity could also be extended to a Section 43 subsidiary as long as the subsidiary is established to enable such activity as required by the Act.

## **4 RELEVANT CORE STRATEGIES/POLICIES**

The Legatus Group Strategic Plan includes - Support the collaborative approach to climate change adaptation through the Regional Climate Change Sector Agreements and monitor measures at the relevant regional or sub-regional level. The Legatus Group is a partner in the Regional Climate Change Sector Agreement seeking funding and partners to expand on regional opportunities.

## **5 FINANCIAL IMPLICATIONS Nil**

## **6 RISK ASSESSMENT**

The impact on the Legatus Group is low.

**Report Title:** Regional LGA Workforce  
**Item No:** 4.9  
**Date of Meeting:** 1 December 2023  
**Author:** Legatus Group CEO Simon Millcock

## **1. REPORT PURPOSE**

To provide an update on the project and seek approval for the release of the website and handbook.

## **2. RECOMMENDATION**

That the Legatus Group notes the report and:

- 1. Approves the release of the “Local Government Career Pathways and Workforce Toolkit for Regional SA” on the Legatus Group website.**
- 2. Request the Legatus Group CEO to provide a report to the next Board meeting on interest from Constituent Council in progressing with relevant recommendations in the report.**

## **3. BACKGROUND**

Professor Ros Cameron will attend the meeting and provide a verbal report.

In August 2022 the Legatus Group in partnership with Torrens University Australia released the Attracting, Developing and Retaining Regional Local Government Workforce Report. Torrens University were successful in securing an LGA R&D Scheme Grant and, with support from the Legatus Group have finalised the attached Local Government Career Pathways Workforce Toolkit.

Industries across Australia, including Local Government (LG), are facing acute skill shortages. LG is one of the most important employers in remote and regional Australia; it is also a source for skilled service employment. The challenges of attracting, developing and retaining a skilled workforces are greater in regional and isolated rural areas. Potential challenges include offering salaries and amenities that are competitive; developing career paths within LG; partnering with education and training providers to develop career and skill development programs; and providing flexible employment options for those with family responsibilities or for older workers.

Meeting current and future skill needs will be an ongoing challenge for the LG sector and more significantly regional councils. Within the context of a tightening national labour market the regional LG sector will find it difficult to compete against other industry sectors and urban based LGs to attract and retain skilled labour.

The comprehensive Regional LG Careers Toolkit (Attachment M) to assist regional local government to attract Local Government workforces in Regional SA.

There are 5 key recommendations within the report:

**Recommendation 1: Dissemination of the Report and Toolkit**

That LGA SA engages with its regional member councils and Regional LG Associations to disseminate this report and associated Workforce and Careers Toolkit content for targeted strategies.

**Recommendation 2: Link Outcomes to Building Sector Capability project**  
Link to the LGA R&D Building Sector Capability project and further developed where it is deemed appropriate.

**Recommendation 3: Multiple Uses for Individual Regional LG Entities**  
Individual and or Regional LGAs consider exploring the multiple uses for the Toolkit for their own regional needs in terms of retention and to attract new staff. These could include:

- Performance management and career progression conversations
- Workforce and capability audits
- Workforce planning
- Job design and re-design purposes
- Creation of job profiles and examples of job roles in regional LG for regular social media and communications posting

**Recommendation 4: Regional LGAs Member Workshops**  
We recommend Regional LGAs consider conducting regional workshops with members to explore uses for the Careers Toolkit for them individually and at a regional local government sector level.

**Recommendation 5: Continued Engagement with this Project at State and National Level**  
It is recommended that the SA Regional Organisation of Councils (SAROC) and the LGA SA in collaboration with ALGA engages with this project and sustain its momentum by embedding this into Strategic and Business Plans.

The LGA SA have advised that they acknowledge the recommendations in the Research Report: *Local Government Career Pathways and Workforce Toolkit for Regional Councils*. As members of the Project Advisory Group, with our key partner LG Professionals SA, they congratulate those involved in this work and look forward to extending the lessons through the LGA's *Building Sector Capability* project, funded through the Local Government R&D Scheme. This 2023-2024 project will further promote career pathways in local government as well as sector wide workforce initiatives, leveraging the foundation of engagement with regional councils and Regional LGAs.

LGA SA is currently working with ALGA and interstate LGA's on outcomes of the national study released in November 2022. The *Building Sector Capability* project is a key objective of the LGA's 2023-24 Annual Business Plan and will support collaboration and future skills advocacy opportunities.

They encourage councils to get involved with the project by sharing workforce initiatives and career stories, which will be profiled in sector-wide career promotion and resources. They encourage members to discover more and get involved by visiting the LGA website.

#### **4 RELEVANT CORE STRATEGIES/POLICIES**

The Legatus Group Strategic Plan includes - Identify and provide sub-regional opportunities for population growth through lifestyle and service delivery that attracts and retains people in the region. Whilst celebrating and growing a diverse population base. Plus to identify opportunities for resource sharing and support to Constituent Councils through regional and sub regional activities that add value and build capacity

#### **5 FINANCIAL IMPLICATIONS**

Nil

#### **6 RISK ASSESSMENT**

The impact on the Legatus Group is low.

**Report Title:** Financial Services  
**Item No:** 4.10  
**Date of Meeting:** 1 December 2023  
**Author:** Legatus Group CEO Simon Millcock

### **1. REPORT PURPOSE**

This report is provided to gain approval for a short term extension to the current contract for the delivery of Financial Services to the Legatus Group.

### **2. RECOMMENDATION**

**That the Legatus Group notes the report and approves the Legatus Group CEO to offer a 6 month extension to the current contract with Colin Davies to provide the agreed financial services to the Legatus Group.**

### **3. BACKGROUND**

The current contract with Colin Davies to provide financial services expires on 31 March 2024 and the Legatus Group is undertaking a review of the Strategic Plan / Charter / CEO Position.

There is a report provided with this agenda on that topic and it is not likely that the board will have feedback from constituent councils until mid-late February 2024 of the review and there will be the need to reassess the approach to external financial services.

To ensure that there is certainty and continuity with the need for the ongoing financial services and the development of the 2024/2025 Budgets and End of Financial Reports a short extension currently will allow for the board to consider its further needs.

The Legatus Group Audit and Risk Management committee 10 November 2023 discussed this matter and they recommend that the Legatus Group offer an extension until 31 September 2024 to Colin Davies to continue providing the current level of Financial Services.

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

Item 5 of the Legatus Group Charter refers to Financial Management.

### **5. FINANCIAL IMPLICATIONS**

Nil contained within the budget for 2023/2024 and would be expected to be in the 2024/2025 budget.

### **6. RISK ASSESSMENT**

The impact on the Legatus Group is low.

**Report Title:** Legatus Group CEO leave and involvement with outside organisations.

**Item No:** 4.11

**Date of Meeting:** 1 December 2023

**Author:** Legatus Group CEO Simon Millcock

## **1. REPORT PURPOSE**

This report is provided to inform the Board of the Legatus Group CEO's leave and involvement with organisations outside of his employment.

## **2. RECOMMENDATION**

**That the Legatus Group notes the report.**

## **3. BACKGROUND**

The Legatus Group CEO's employment agreement says that he must not be directly or indirectly engaged, concerned or interested in any employment, trade, business, profession or occupation beyond the scope of his employment responsibilities that require the provision of services or advice by the Chief Executive Officer unless he has the prior consent in writing of the Authority.

The Legatus Group CEO since commencing employment has advised in writing the Legatus Group Chairpersons of his outside interests and has reported to the Legatus Group on several occasions and this has included taking approved leave to be involved in these activities.

These outside interests include being a member of the Mintaro Progress Association and Coordinator of the Clare Valley Festival of the Lamb and as a Friendship Ambassador for Changshu City in China. These link to an international chef exchange program and he provides his support pro-bono. There is no payment associated with this role and he covers his own travel costs.

The Legatus Group CEO has been involved with developing an Australia – China Foundation Grant through the Mintaro Progress Association for a series of culinary exchanges and will advise the outcome if successful. He is also assisting the Mintaro Progress Association on their 175<sup>th</sup> Mintaro Anniversary that will coincide with the 2024 Clare Valley Festival of the Lamb and these include grant applications.

He is taking 2 days leave 4 -5 December 2023 and then 3 days leave 27 – 29 December 2023.

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

CEO's employment agreement.

## **5. FINANCIAL IMPLICATIONS N/A**

## **6. RISK ASSESSMENT**

The impact on the Legatus Group is low and the report ensures that the board is aware.

## 5 MOTIONS AND QUESTIONS

### 5.1 Motions of which Notice has been given.

The Legatus Group Policy Agenda Items and Presentations Policy says:

Member Councils wishing to present matters to the Board or committees for discussion or decision must consider the schedule of meetings of the Board of Management and the Committees and must be undertaken in consultation the Legatus CEO. All matters for discussion and seeking of resolution must be made in writing with sufficient time to ensure that the Legatus Group CEO can provide in the appropriate agenda.

The Legatus Group CEO called for items of business from Constituent Council and the following was received.

<b>Report Title:</b>	<b>Quorn Water Quality</b>
<b>Item No:</b>	<b>5.1.1</b>
<b>Date of Meeting:</b>	<b>1 December 2023</b>
<b>Author:</b>	<b>Mayor Ken Anderson, The Flinders Ranges Council</b>

#### 1. REPORT PURPOSE

To gain the support of the Legatus Group in The Flinders Ranges Council's campaign for improved water quality for the Quorn township.

#### 2. RECOMMENDATION

**That the Legatus Group advocate for and support The Flinders Ranges Council in its endeavours to achieve improved water quality for the residents of the Quorn township and that constituent Councils of the Legatus Group be encouraged to similarly support The Flinders Ranges Council in these endeavours.**

#### 3. BACKGROUND

The Flinders Ranges Council has recently launched a campaign "Undrinkable, Unthinkable" calling for immediate action to improve the quality of drinking water in the Quorn township.

An SA Water survey identified that Quorn's mains water is so bad that 97% of residents said they don't drink it - that is unacceptable. The water is so highly mineralised that it kills plants, rusts pipes, taps and hot water systems. In some cases, even the pet dog refuses to drink it. People who shower using the water have reported skin irritations and rashes – it's unacceptable in a developed state like South Australia.

It makes living in Quorn harder for locals, but also hinders tourism when visitors can't access clean drinking water straight out of the tap.

This crisis has been ongoing for more than three decades and despite Quorn's calls for assistance to SA Water and the State Government, the town's pleas have fallen on deaf ears.

Council is now calling on SA Water, ESCOSA and the State Government to take urgent action to rectify this water issue for the Quorn community, which has been going on for far too long.

How bad is the water? In 2020, testing by SA Water showed that Quorn's mains water scored a 0% compliance rating for chloride, sodium, total dissolved solids and total hardness. The water, while clear, has a strong chlorine odour – it smells like it's come straight out of a swimming pool.

Over time, repeated use of the water has been shown to kills plants due to the high salt levels and



severely rust taps, shower heads, pipes, hot water services and other appliances meaning they need to be replaced regularly. Most people are left to buy bottled water for drinking, which is expensive and has a significant financial impact on families and especially elderly pensioners who are already struggling to make ends meet.

In a cost-of-living crisis, with inflationary pressures being felt by many, South Australians shouldn't need to buy bottled water – clean drinking water, from the tap, is a basic human right.

The Flinders Ranges Council has been raising this issue for over 30 years and it's reached a tipping point.

Quorn has been declared a priority for urgent water quality improvements following a rigorous assessment process by SA Water, however the town remains on their list to be considered at a future time.

There has been no budgetary allocation made by SA Water for the next four years, just like the previous four years, which essentially means Quorn will be left in limbo again.

The council and the community have reached out to local politicians, Deputy Premier Susan Close, SA Water, and ESCOSA along with presenting their concerns to Country Cabinet, to no avail.

As part of its current campaign, The Flinders Ranges Council, with the assistance of the LGA Media unit and a sub-contracted Communications consultant, is asking SA Water, ESCOSA and the State Government to start taking this seriously and commit to immediate action that will end this longstanding water crisis.

The Flinders Ranges Council sees the ideal solution as SA Water building a desalination plant that will serve the 1,500 residents living in Quorn and with the capacity to serve tourists and businesses.

On 1 November 2023 Council launched the campaign “Unthinkable, Undrinkable” with a media conference in front of the SA Water Building in Adelaide to bring greater awareness to this issue and hopefully instigate change. For too long, Quorn has gone without clean, safe drinking water. Action is needed now.

The Flinders Ranges Council is seeking the formal support of the Legatus Group and its constituent Councils in standing with Council and advocating for improved water quality for the Quorn township.

The type of support and advocacy that The Flinders Ranges Council is seeking may include for example, the issuing of a media release, participation in a photo opportunity involving all Mayors present at the conclusion of the meeting, and other similar activities.

The Mayor of The Flinders Ranges Council also intends to directly contact the Mayor of each Legatus constituent Council in the near future, formally seeking their Council's support in standing with The Flinders Ranges Council in its “Undrinkable, Unthinkable” campaign for improved water quality for Quorn

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

The Objects and Purpose for which the Legatus Group is established, as per its Charter, includes amongst other things, to: -

- Undertake advocacy and representational roles on behalf of Constituent Councils at a regional level;
- Develop further cooperation between the Constituent Councils for the benefit of Communities of the Region; and

- Provide strong advocacy on matters that matter the most to the communities of the Constituent Councils.

**5. FINANCIAL IMPLICATIONS Nil**

**6. RISK ASSESSMENT N/A**

**7. ATTACHMENTS**





Quorn residents Matt Skull, Annalise Perry and their four children – Eddie, Ava, Charlie and Will. Picture: Peter Taylor

## Town is drowning in ‘liquid sandpaper’

**Andrew Hough**

A tiny outback community is pleading for safe and clean tap water amid claims the government ignored warnings the tourist town needed the most urgent fix. The 1250 Quorn residents, who live 336km north of Adelaide, spend thousands of dollars on rainwater

systems or bottled water, while living in one of the state's driest zones. Flinders Ranges locals argue high chlorine, chloride and salt makes water like “liquid sandpaper”, akin to a swimming pool. Undrinkable and dangerous to touch – while destroying appliances, taps and gardens. Community leaders will on

Wednesday call for taxpayer help to end their more than 30-year “water crisis” and for urgent work on a local desalination plant. Despite SA Water identifying Quorn as the top priority, no work will occur for the next four years. SA Water said a desalination plant would cost almost \$51m.

Flinders Ranges Mayor Ken Anderson said residents “deserve better”. He said the water irritated skin, killed plants, corroded washing machines, rusted shower heads and repeatedly broke or blocked drains. “Even the pet dog won’t drink it,” he said. He said council pleas had “fallen on deaf ears”.

Boilermaker Matt Skull, 36, has spent more than \$7500 on an 80,000L rainwater tank so his family can cook, clean and drink. Environment Minister Dr Close said a desalination plant would be too expensive. Quorn’s water supply was deemed safe to drink and met standards,” she said.

“We cannot drink our tap water. It kills our plants, damages our equipment and irritates our skin. The reliance on bottled water and the cost associated with it is honestly unacceptable!”

Keith Wiseman,  
Quorn resident

**Undrinkable.  
Unthinkable.**

#WaterActionforQuorn

**Undrinkable.  
Unthinkable.**

97% of Quorn residents don't drink the tap water because of unacceptable chlorine, salt and mineral levels. Even the plants can't tolerate it.

For more information  
Erc.sas.gov.au/water

#WaterActionforQuorn

### 5.2 Motions without Notice

### 5.3 Questions with Notice

Nil

### 5.4 Questions without Notice

The Chair to ask the Members if there are any questions without notice.

## 6 MEMBERS COMMUNICATION

**Report Title:** Chairperson's Report December 2023

**Item No:** 6.1

**Date of Meeting:** 1 December 2023

**Author:** Mayor Rodney Reid Chairperson of Legatus

### 1. REPORT PURPOSE

To provide information on key meetings/functions that Mayor Reid as Chairperson of Legatus has attended during the current reporting period. The details are in summary format only.

### 2. RECOMMENDATION

That the chairperson's report for December 2023 be received and noted.

### 3. REPORT - Legatus Chairperson's Report December 2023

Date	Location	Purpose	Comments
2023/08/14	Zoom	Audit and Risk Committee	
2023/08/15	Balaklava	Zoom meeting	Discussion of draft Legatus Agenda.
2023/08/15	Balaklava	Zoom meeting	Lisa Teburea spoke with Chairperson and Deputy Chairpersons of Legatus re the formation of a questionnaire for Mayors and CEOs re the CEO position.
2023/08/22	Zoom	Mayor Grant Chapman	Legatus CEO Simon Millcock held a catch up with new Mayor of Orroroo Carrieton Grant Chapman to answer any questions prior to his first Legatus Meeting.
2023/08/25	Peterborough	AGM and Ordinary Meeting	What a great attendance. 11 Council Mayors and 10 CEOs and Tony Fox Manager of Landscape SA, Daniel Wilson CEO RDA Yorke and Mid North and Clinton Jury CEO of LGASA.
2023/08/28	Home	Legatus Minute checking	
2023/08/31	Home	Legatus newsletter checking	
2023/09/21	Adelaide	SAROC Meeting	At this meeting I strongly supported the motion put forward by the Clare and Gilbert Valleys Council re Animal Impounding/Rehoming to get it on the agenda of the LGA Ordinary Meeting. The motion was lost as



			<p>most regional councils will not be impacted by it. However, an identical motion from City of Port Adelaide Enfield was passed through GAROC. This will allow it to be discussed at the LGA Ordinary meeting. Copper Coast Council will be able to speak to this motion at the LGA general meeting as their motion supported by Legatus at the previous meeting is linked to this recommendation. I did not support the recommendation put on the agenda by Barunga West Council re requesting the State Government to review their approach to managing landscapes and natural resources. I questioned the LGA re the number of staff vacancies at present and how this is impacting on the performance of the LGA. As an example the meeting was told that within the Policy Team 5 of the 12 FTE positions are in the process of being filled.</p>
2023/09/27	Greens Plains	YP Field Days Official Opening	<p>I attended the official opening of the YP Field Days. Peter Anderson, the CEO of the YP Field Days invited me to attend the opening of the 2023 Field Days by the Honourable Peter Malinauskas, MP, Premier of SA. Mayors Talbot, Braund and Kerley were also in attendance. I caught up with Rowan Ramsey, Member for Grey and Fraser Ellis, Member for Narrunga. I spent time with Tony Fox CEO of the Landscape SA Yorke and Mid North and discussed possibilities for the Regional Alliance.</p>
2023/09/29	Zoom	Austrroads presentation	<p>As chairperson of Legatus I was invited to participate in this zoom session. Various staff from different councils participated. Sarah Jones, Director of Austrroads Project presented on the Road Asset Data Standards for Local Government. There is a push for all councils Australia wide to standardise their systems which may eventually allow Federal Funding to be needs based not grant based. I asked about funding for councils to do the required work. In Victoria the average per council to get to Level 1 of the Knowledge Sharing Platform was \$56,000 to do the work.</p>
2023/10/04	Adelaide	SAROC Workshop	
2023/10/13	Zoom	Lisa Teburea	<p>Review of Legatus Charter, Strategic Plan and CEO Position review.</p>
2023/10/19	Zoom	LGA Information Session	<p>LGA conducted an online forum for Mayors, elected members and CEOs based on Safety in Council. This was an opportunity for speakers to share about recent trends re Sovereign Citizen groups disrupting council meetings and standing for councils. Associate Professor Josh Roose from Deakin University, Mayor Moira Were Onkaparinga Council, Alex Hart, Director within the Office of Local Government and Les Buckley, Southern District Police Commissioner were the speakers and then was time for questions and answers. The session was informative, and I</p>

			thought most worthwhile. These groups can change the scene very quickly and often travel between councils to support each other in disrupting council meetings and activities. There are already 15 chapters in SA. Victoria has many more such groups.
2023/10/20	Mintaro	Workshop	9 Mayors and 5 CEOs shared in discussions on the direction going forward for Legatus. Lisa Teburea led the workshop.
2023/10/26	Adelaide	LGA Meeting	All motions presented were passed including the Orroroo/Carrieton motion re the costing of the ESCOSA audits.
2023/10/27	Clare	Opening of the Member for Frome new office	I was invited by Penny Pratt Member for Frome to attend the official opening of her new office in Clare. David Speirs, Member for Black, Leader of the Opposition officially spoke at the opening and cut the ribbon.
2023/10/27	Clare	Lunch with the Leader of Opposition, David Speirs, Member for Black.	I was invited to attend a luncheon with the Leader of Opposition, David Speirs, Member for Black and Penny Pratt, Member for Frome at Mr Mick's Restaurant. Only 10 people were seated at the table for this luncheon.
2023/11/10	Zoom	Legatus Audit and Risk Committee meeting	
2023/11/14	Zoom	Lisa Teburea and Bill O'Brien	Review of Legatus Charter, Strategic Plan and CEO Position review update
2023/11/16	Zoom	SAROC Meeting	
2023/11/20	Zoom	Legatus charter review meeting	This meeting allowed a brief discussion on the workshop planned for December 1 <sup>st</sup> at the Legatus Meeting.

Regular communication with CEO Simon Millcock through emails and phone calls on a weekly basis.

**4. RELEVANT CORE STRATEGIES/POLICIES N/A**

**5. FINANCIAL IMPLICATIONS Nil**

**6. RISK ASSESSMENT Nil**

**7 BEST PRACTICE PRESENTATION**

Expressions of Interest being Called from member councils.

Decision to not hold presentation for this meeting due to the workshop being held on the review of the strategic plan and charter.

**8 CLOSE and DATE FOR NEXT MEETING**

Friday 15 December – Online Special Meeting re Review of the Charter and Strategic Plan.

Friday 23 February 2023 – Ordinary Meeting to be hosted by Yorke Peninsula Council.

## **Attachment A**

### Draft Minutes AUDIT & RISK MANAGEMENT COMMITTEE MEETING Friday 10 November 2023 via Microsoft Teams

#### 1) MEETING ATTENDANCE AND APOLOGIES

Meeting opened by Chairman Stephen Rufus at: 10:35am

Member Attendance: Mayor Rodney Reid, Mayor Stephen McCarthy, Stephen Rufus and Ian McDonald  
Non-Members: Simon Millcock and Tracey Rains

Apologies: Colin Davies and Peter Ackland

#### 2) MINUTES OF PREVIOUS MEETING

The minutes of the 14 August 2023 meeting were distributed with the agenda.

Motion: That the minutes of the Legatus Group Audit & Risk Management Committee Meeting held on 14 August 2023 be taken as read and confirmed.

Moved: Ian McDonald                      Seconded: Mayor Rodney Reid                      CARRIED

#### 3 BUSINESS ARISING NOT OTHERWISE ON THE AGENDA

##### 3.1 Membership

Simon Millcock Chief Executive Officer provided a report with the agenda.

Motion:

1. That the committee notes the report and thanks Peter Ackland for his commitment and input to the committee.
2. Recommends a call for expression of interest for the vacant professionally qualified officer position.

Moved: Mayor Rodney Reid                      Seconded: Ian McDonald                      CARRIED

#### 4 FINANCIAL REPORTS

##### 4.1 22/23 Annual Reports

Simon Millcock Chief Executive Officer provided a report with the agenda.

Motion: That the committee notes the report and:

5. That the preparation of the statements has been made under the Financial Management Regulations and the Charter.
6. Satisfied with the preparation of statements and the auditor independence.
7. Receives and notes the auditor management letter.
8. Recommends that the board certifies the annual financial statement.

Moved: Mayor Rodney Reid                      Seconded: Mayor Stephen McArthy      CARRIED

#### 4.2 23/24 Financial Report

Colin Davies Finance Officer provided a report with the agenda. Stephen Rufus to discuss with Colin Davies re more streamlined report.

Motion: That the committee notes the report.

Moved: Ian McDonald                      Seconded: Mayor Stephen McCarthy                      CARRIED

#### 4.3 2023/2024 Budget Review 2

Colin Davies Finance Officer and Simon Millcock Legatus Group CEO provided a report and attachment with the agenda.

Motion: That the committee notes the report and recommends that the Legatus Group receives and adopts the revised budget.

Moved: Stephen Rufus                      Seconded: Mayor Rodney Reid                      CARRIED

### 5 FINANCIAL SERVICES

Simon Millcock Legatus Group CEO provided a report with the agenda.

Motion: That the committee notes the report and recommends to the Legatus Group that they offer an extension until 31 September 2024 to Colin Davies to continue providing the current level of Financial Services.

Moved: Ian McDonald                      Seconded: Mayor Stephen McCarthy                      CARRIED

### 6 WORK PLAN

Simon Millcock Chief Executive Officer provided a work plan with the agenda.

Motion: That the committee notes the work plan is up to date.

Moved: Mayor Stephen McCarthy                      Seconded: Mayor Rodney Reid      CARRIED

### 7 OTHER BUSINESS

Nil

### 8 NEXT MEETING

9 Feb 2024 10.30am – Online



## Attachment B

Notes from the Legatus Group Regional Management Group meeting held Thursday 23 November 2023 at 10.00am (online)

Attendance: Helen Macdonald, Dylan Strong, Paul Simpson, Peter Ackland, Darren Starr, Richard Dodson , Kelly Westell, Mayor Rodney Reid and Simon Millcock.

Apologies: Maree Wauchope, Martin McCarthy, David Stevenson, Andrew Cameron, Sam Johnson, James Miller, Sean Cheriton and Colin Davies.

1. Welcome – Helen Macdonald Chaired the meeting and all welcomed Dylan Strong back to the region and congratulated Darren Starr on his appointment.

2. Chairperson – Discussion held on the role of Chair.

Moved Paul Simpson and seconded by Peter Ackland that Darren Starr Chairs the Regional Management Group. CARRIED

3. Update on Advisory Committees – Simon Millcock outlined the current vacancies due to recent movements by CEOs and that he had distributed a call for expressions of interest for CEOs with regards, Audit and Risk, Waste and CWMS. There had been no responses and the meeting requested Simon to distribute a call again.

4. Best Practice Case Studies – Mayor Reid outlined he is looking for councils who may like to share examples of best practices for the 2024 Legatus Group meetings and that there will not be one held at the December 2023 meeting due to a workshop session.

5. Update on the Strategic Plan / Charter reviews – Mayor Reid thanked all those CEOs who have contributed to the review process so far. The report and draft documents have now been circulated and will be workshopped directly after the December 2023 Legatus Group meeting. This will before the board provides any recommendations for distribution to member councils. Anticipated feedback will be sought during January / February 2024.

6. Legatus Group December 2023 Agenda Items

Simon Millcock advised that he will provide reports at the December meeting for consideration (a) Carbon Offsetting (b) Regional LG Workforce – Prof Ros Cameron to present (3) Community Preparedness Emergency Disasters – Kristine Peters to present. The Flinders Ranges Council will be providing a report on water quality for Quorn.

7. Other Business

a. ESCOSA – Equity in fees supported at the LGA AGM and continued advocacy required.

b. Ombudsman – Employee Recognition. Consideration of the need for a review of recent findings and LGA response. Dylan Strong to develop a report for consideration by Legatus Group at their February 2024 meeting.

8. Close – Meeting closed at 10.55am

## **Attachment C**

Draft Minutes  
Legatus Group Road and Transport Infrastructure Advisory Committee  
Tuesday 31 October 2023 10.30am Online

### 1. Welcome

Chairperson Dr Helen Macdonald welcomed all and opened the meeting at: 10:37am

### 2. Attendance

Members: Helen Macdonald, Steven Kaesler, Lee Wallis, Tim Neumann, Andre Kompler, Daniel Willson, Stuart Roberts, and Russell Troupe (11:23am).

Non-Members: Simon Millcock and Tracey Rains (Legatus Group) plus Lisa Teburea (BRM Advisory) and Tim Viner-Smith (HDS).

### 3. Apologies Mitchell Foote, Mayor Rodney Reid and Mayor Leon Stephens.

### 4. Conflict of Interest Nil

### 5. Minutes of the committee meeting held 21 July 2023

Simon Millcock provided the draft minutes of the Legatus Group RTIAC held on 21 July 2023 with the agenda.

Motion: That the Legatus Group Road and Transport Infrastructure Advisory Committee minutes of the 21 July 2023 be taken as read and confirmed.

Moved: Steven Kaesler

Seconded: Tim Neumann

CARRIED

### 6. Matters Arising

#### 6.1 Legatus Group Reviews

Simon Millcock provided a report on the current reviews being undertaken by the Legatus Group.

Lisa Teburea from BRM Advisory then discussed the status of the review and posed questions to the committee with all members providing feedback including the value of the Advisory Committee and its Terms of Reference. Lisa thanked the committee for their input and will incorporate responses into the report and recommendations.

Lisa left the meeting at: 11:03am

#### 6.2 SLRP 2023

Simon Millcock provided a report on SLRP 2023 with the agenda. Andre Kompler and Simon Millcock advised that discussions are being held by Yorke Peninsula Council with the LGA for the opportunity to utilise some of this years funds towards Stage 3 of the North Coast Road project.

Motion: That the committee notes the report.

Moved: Stuart Roberts

Seconded: Steven Kaesler

CARRIED

### 6.3 Legatus Group Roads Data Base

Simon Millcock provided an update with the agenda and Tim Viner-Smith from HDS attended the meeting and discussed the steps that will be undertaken. HDS will contact councils this week regarding the requirements for the minor updates this year. Consensus that the major review comes forward by 12 months to be undertaken in 24/25 and that interest for this to occur is to be gained from those councils not on the committee.

Motion: That the committee notes the report.

Moved: Andre Kompler

Seconded: Tim Neumann

CARRIED

### 6.4 Lobby for increased funding re SLRP

Simon Millcock provided a report and attachments with the agenda and Tim and Simon spoke to the report.

Motion:

1. That the committee notes the report.
2. That the committee recommends the Legatus Group fund up to \$1,900 for annual support for the Legatus Group data to be stored within the main SAROC dataset.

Moved: Andre Kompler

Seconded: Stuart Roberts

CARRIED

### 6.5 AusRoads Standardising Road Data

Simon Millcock provided a report with the agenda and general comments from the committee about their opportunity to provide feedback. Russell Troupe to check if DIT is represented on the Austroads data standardisation working group, and if so, will provide a report back on progress and how Council feedback is being incorporated.

Motion: That the committee notes the report.

Moved: Tim Neumann

Seconded: Steven Kaesler

CARRIED

7. Other Business Nil

8. Close and next meeting.

Meeting Closed at: 11:34am

Next Meeting: TBA

## **Attachment D**

### Legatus Group Waste Management Advisory Committee Draft Minutes

19 October 2023 10.30am Online via Teams meeting

#### 1. Welcome / Open meeting

Meeting opened at: 10:33am - Chairman Mayor Mark Wasley is on leave and Simon Millcock CEO Legatus Group Chaired the meeting.

#### 2. Attendance and new members

Ivan Nolte (Copper Coast), Tom Jones (Adelaide Plains), Glen Growden (Wakefield Regional Council) and Andre Kompler (Yorke Peninsula), Nathan Berry (Light Regional – for Megan Renzella) and Robyn Ridsdale (Barossa).

Non-Members: Simon Millcock, Tracey Rains (Legatus Group) and Lisa Teburea.

Report provided by Simon Millcock on the approval to continue the Advisory Committee and expressions of interest received from Megan Renzella and Robyn Ridsdale.

Motion: That the Legatus Group Waste Management Advisory Committee supports the appointment of Robyn Ridsdale and Megan Renzella as members.

Moved: Tom Jones      Seconded: Ivan Nolte      **CARRIED**

#### 3. Apologies

Mayor Mark Wasley, Stephen Rufus and Megan Renzella.

#### 4. Conflict of Interest Nil

#### 5. Minutes of previous meeting

The draft Minutes from the previous meeting held on 19 July 2023 had been distributed.

Motion: That the Legatus Group Waste Management Advisory Committee minutes of the 19 July 2023 be taken as read and confirmed.

Moved: Ivan Nolte      Seconded: Andre Kompler      **CARRIED**

#### 6. Business arising

##### 6.1 Legatus Group Business Plan and Strategic Plan Review

Simon Millcock provided a report on the Strategic Plan Review with the agenda.

Lisa Teburea from BRM Advisory then discussed the status of the review and posed questions to the committee with all members providing feedback including the value of the Advisory Committee and its Terms of Reference. Lisa thanked the committee for their input and will incorporate responses into the report and recommendations.

Lisa left the meeting at 11.10am

##### 6.2 Household Hazardous Waste Collection (HHWC)

Simon Millcock provided a report with the agenda.

Motion: That the committee notes the report and recommends that the Legatus Group CEO discusses options with the Yorke Peninsula, Barossa and Port Pirie Regional Councils to finalise 2 locations and dates.

Moved: Andre Kompler Seconded: Tom Jones

CARRIED

### 6.3 Waste Forum

Simon Millcock provided a report with the agenda.

Consensus for the meeting was to support a Statewide Forum.

### 7. Other Business

Nil

### 8. Close and next meeting.

Meeting Closed at: 11:19am

Next Meeting: TBA

## **Attachment E**

### Draft Minutes

Legatus Group CWMS Advisory Committee

10 November 2023 1.30pm

Microsoft Teams

#### 1. Welcome

Mayor Ken Anderson appointed to Chair the CWMS Committee and Simon Millcock Chaired this meeting. Meeting commenced at: 1:34pm

#### 2. Attendance:

Members: Mayor Ken Anderson, Grant Smith, Nathan Berry, Kirsty Morgan and Megan Renzella.

Non-Members: Simon Millcock and Tracey Rains

Motion: That the Legatus Group CWMS Advisory Committee supports the appointment of Megan Renzella as a member.

Moved: Grant Smith

Seconded: Mayor Ken Anderson

CARRIED

#### 3. Apologies Gary Easthope

#### 4. Conflict of Interest Nil

#### 5. Minutes of previous meeting

Simon Millcock provided the draft Minutes from the previous meeting held on 2 August 2023 to all members with the agenda.

Motion: That the Legatus Group Community Wastewater Management Scheme Advisory Committee minutes of the 2 August 2023 be taken as read and confirmed.

Moved: Grant Smith

Seconded: Nathan Berry

CARRIED

#### 6. Business Arising

##### 6.1 Legatus Group / CWMS Advisory Committee / Joint Services Agreement

Simon Millcock spoke to the report he provided with the agenda.

Motion: that the committee receives and notes the report.

Moved: Megan Renzella

Seconded: Kirsty Morgan

CARRIED

##### 6.2 Legatus Group CWMS Workshop / Information

Simon Millcock provided a report with the agenda and the meeting discussed the value of the workshop sessions.

Motion: That the Advisory Committee notes the report and supports the next meeting of the committee to be held in conjunction with an information / workshop session for all member councils with an invite to LGA CWMS Manager and SA20250 to attend and present.

Moved: Mayor Ken Anderson

Seconded: Nathan Berry

CARRIED

### 6.3 On-line, on-demand CWMS training course + TAFE Certificate III

Simon Millcock spoke to the report he provided with the agenda including an update on the progress of the TAFE Certificate III being staged in the region during 2024.

Noted

### 6.4 UniSA and Yorke Peninsula CWMS expansion project

Simon Millcock provided an update and that Yorke Peninsula not progressing but waiting on response re invite to Clare and Gilbert Valleys Council.

Noted

#### 7. Other business

Update from David Eggers LGA CWMS provided.

#### 8. Close and next meeting.

Meeting closed at: 1:58pm

Next meeting: Early March with a Workshop TBC