



**AGENDA ORDINARY MEETING**

**Friday 30 August 2024 following AGM**

**Hosted by Clare and Gilbert Valleys Council**

**Venue: Mintaro Institute 56 Burra Street Mintaro**

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

Simon Millcock

Chief Executive Officer

## ORDER OF BUSINESS

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### ATTACHMENTS

- A – Audit and Risk Management Committee (pages 21)
- B – Road Transport & Infrastructure Advisory Committee (pages 23)
- C – 2024/2025 Budget Review I
- D - Management Report 31 July 2024
- E - Bank Reconciliation 31 July 2024

## **VISION**

The Northern and Yorke Local Government Association (N&YLGA) is recognized, respected and supported as a strong and successful region.

## **OUR VALUES**

The N&YLGA:

- 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 N&YLGA Chairman 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)

## I. ADMINISTRATIVE MATTERS

Meeting attendance sheet to be distributed.

### I.1 Apologies

Mayors Darren Braund & Bim Lange. CEOs Sean Holden, Martin McCarthy, James Miller, Paul Simpson and Andrew Cameron

### I.2 Leave of Absence

### I.3 Conflict of Interest

### I.3 Previous meeting minutes

Northern and Yorke LGA Special Meeting held on line 17 July 2024.

**Recommendation: That the minutes of the Northern and Yorke Local Government Association Special Meeting held on 17 July 2024 be confirmed as a true and correct record.**

## DISCUSSION

The minutes of the N&YLGA Special Meeting held on 17 July 2024 were distributed to all Mayors and CEOs of the Constituent Council and can be found at: <https://nylga.sa.gov.au/board-resources-2/>

### I.5 N&YLGA Action List

Author: Simon Millcock N&YLGA CEO

Update on resolutions of the N&YLGA 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 Northern and Yorke Local Government Association receives and notes the report**

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	Ongoing	Andrew Lamb LGA provided updated at the 23 Feb 2024 meeting

N&YLGA Meeting – 7 June 2024

Item	Topic	Action	Status	Comment
4.2	Advocacy Plan / consultation with member councils	Survey – commenced	On-going	Refer agenda item 3.3

	Roads / Transport Plan	Quote received – discussed by RTIAC	On-going	Refer agenda item 4.3
4.3	Audit Committee appointments approvals	Distributed to member councils	On-going	Refer to the AGM being held prior
4.4	Special Local Roads	Recommendations provided	Completed	Waiting on Minister to announce
4.5	Executive Committee	Formed	Completed	
4.6	Financial Services	Agenda item at the Audit Committee	On-going	Refer to agenda item 4.2
4.7	Forums	Roads / Transport  Waste	Completed  On-going	Held 12 July and report to the RTIAC provided  Date to be set following new CEO
5.2	Dog and Cat Management Act 1995 Breeder Reforms.	Submission to the LGA on behalf of the member councils	Completed	Responses collated from member councils and report provided to the LGA

N&YLGA Special Meeting held 17 July 2024

Item	Topic	Action	Status	Comment
2	CEO recruitment	McArthur's Contracted	On-going	Refer agenda item 3.4

**1.6 Report Title: Deferred / Adjourned Items**

**Nil**

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

**2.1 Clinton Jury CEO LGASA**

**2.2 Tony Fox General Manager Northern and Yorke Landscape Board**

### 3 REPORTS FOR INFORMATION

**Report title:** Committee minutes  
**Item No:** 3.1  
**Date of Meeting:** 30 August 2024  
**Author:** N&YLGA CEO Simon Millcock

#### 1. REPORT PURPOSE

To provide the board with a copy of the minutes from the N&YLGA Committees.

#### 2. RECOMMENDATION

**That the Northern and Yorke Local Government Association receives and notes the Audit and Risk Management Committee and the Road Transport and Infrastructure Advisory Committee minutes.**

#### 3. BACKGROUND

The N&YLGA Charter provides for the establishment of committees. The Chairs of the following Committees have provided the minutes / communique of their meeting for the information of the N&YLGA.

1. Audit & Risk Management Committee 20 August 2024 (Attachment A)
2. Road Transport and Infrastructure Advisory Committee 6 August 2024 (Attachment B)

**Report Title:** Business Plan Update  
**Item No:** 3.2  
**Date of Meeting:** 30 August 2024  
**Author:** N&YLGAs CEO Simon Millcock

**1. REPORT PURPOSE**

This report provides a brief update on the 2024/2025 Business Plan.

**2. RECOMMENDATION**

**That the Northern and Yorke Local Government Association notes the report.**

**3. BACKGROUND**

The 2024/2025 Business Plan was approved and adopted by the N&YLGAs at their 7 June 2024 Meeting.

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.

<b>Project</b>	<b>Status</b>
Roads / Transport	1. Regional Forum to be held 12 July 2024 at Melrose – invitations distributed 2. SLRP 2024/2025 recommendations have been made to the relevant Minister and relevant councils have been provided with this information 3. Quote received for the review and new plan – refer agenda item 4.3
Waste	Waiting on new CEO and reforming of the Advisory Committee
Disaster Risk Reduction	Delay in announcements of the grant application which was due in August now to be advised in September due to new Minister
Climate Change	Northern and Yorke Climate Change Sector Agreement waiting on the next Alliance meeting
Advocacy Plan	Refer to agenda item 3.3

**Report Title: Advocacy Plan Update**  
**Item No: 3.3**  
**Date of Meeting: 30 August 2024**  
**Author: N&YLGA CEO Simon Millcock**

### **1. REPORT PURPOSE**

This report provides an update on the results of the survey and next steps.

### **2. RECOMMENDATION**

**That the Northern and Yorke Local Government Association notes the report and supports their councils in holding workshops with the new CEO and Chairperson.**

### **3. BACKGROUND**

Following discussions between the CEO and Chairman it was agreed that as part of the CEOs work plan a survey be developed, distributed and collated from responses on advocacy matters and to arrange dates in Oct/Nov for the new CEO and Chairperson to meet with member councils to workshop the items for the advocacy plan and discuss ideas for the 4 year business plan.

The survey following approval from the Chairman was distributed on 26 July 2024 and on 8 August 2024 to all Mayors and CEOs inviting them and also Elected Members to complete by 19 August 2024.

As there has yet to be an announcement re the new CEO and the AGM is when the Chairperson is appointed dates have yet to be arranged for meeting with councils which may now need to be in October – November 2024.

The results of the survey are:

Responses by 4 Mayors 6 Elected Members 6 CEOs

#### **1. Current Advocacy Position**

The N&YLGA current advocacy positions on 2 topics and the survey sought responses on continuing with these.

- a) Rating Equity – Power Generators Yes 80% No 20%
- b) Centralised model regrading mental health Yes 79% No 21%

What more can the N&YLGA be doing in each of these areas:

- Develop an advocacy plan for each topic with a sustained process to elevate the discussion leading up to the next election - this could include short dot points for each Mayor CEO so we have a common message, if there is a specific council with higher need / opportunity provide them with information - in essence map out how we can all contribute to a common point
- Not much more.
- Keep on keeping on. Advocate for more funding to establish more Lifeline Connect Centres across the region.
- Just continue the work that is being done.
- Keep advocating what your members want and continue pushing for results.



- Develop an advocacy plan for each topic with a sustained process to elevate the discussion leading up to the next election - this could include short dot points for each Mayor CEO so we have a common message, if there is a specific council with higher need / opportunity provide them with information - in essence map out how we can all contribute to a common point.
- Continue to advocate.
- Especially with regards to Mental Health, please ensure you collaborate with all mental health service providers to ensure a joined up approach. Clear delineation of roles and advocacy for reorientation of services to address gaps . Youth Mental Health and Mental Health for Older Persons are significant gaps that require attention.
- More advocacy to get every Local Government group on the same page.
- Note LGA is also progressing this issue.
- More encouragement and participation of elected members.
- In relation to mental health, I see no evidence of the LGA advocating this important issue - probably because we are regional, so they don't care. Perhaps the N&YLGA can push the local agenda more strongly with the LGA.

## **2. Order of preference of the 8 advocacy priority topics identified in the Strategic Plan review**

- 1) Increased and fairer allocation of funding for roads and transport infrastructure
- 2) Increased Commonwealth Financial Assistance Grants
- 3) Better access to health, education and childcare services in the region
- 4) Improving housing supply and affordability
- 5) Removing barriers to accessing State and Federal grant programs
- 6) Reducing the cost impact of government fees and charges
- 7) Increased funding for regional waste infrastructure
- 8) Increased funding for tourism and better promotion of the tourism assets in the region

## **3. Broader regional topics which need to be considered**

- Regional Wellbeing - proactive interventions directed causal issues.
- No, we primarily do our own advocacy because we better understand the local issues and opportunities.
- Whatever is done, please ensure broad collaboration with service providers and communities to ensure the specific needs are understood, and services are co-designed.
- Public transport (train) and the development of walkable neighborhoods.
- Govt housing for essential services personnel. To be paid and built by govt or councils. As in the old days houses for teachers, doctors, nurses and essential workers.
- Childcare as a topic should be sitting on its own. In relation to health this could be a topic on its own too and broken down into areas including ambulance services, GPs and Infrastructure. You could add an area regarding social housing for regional areas too.

## **4. Who should be the lead organisation for these priority areas.**

1. Increased and fairer allocation of funding for roads and transport infrastructure

LGA 56% NYLGA 25% RDA 19%

2. Increased Commonwealth Financial Assistance Grants

LGA 82% NYLGA 12% RDA 6%

3. Reducing the cost impact of government fees and charges

LGA 80% NYLGA 13% RDA 7%

4. Removing barriers to accessing State and Federal grant programs

LGA 75% NYLGA 19% RDA 6%

5. Improving housing supply and affordability

RDA 56% LGA 31% NYLGA 13%

6. Increased funding for tourism and better promotion of the tourism assets in the region

RDA 75% NYLGA 19% LGA 6%

7. Increased funding for regional waste infrastructure

NYLGA 50% LGA 38% RDA 6% LANDSCAPE 6%

8. Better access to health, education and childcare services in the region

NYLGA 44% RDA 25% LGA 31%

**5. Order of priority for N&YLGA to undertake to gain a deeper understanding of the collective advocacy needs for local government in the region.**

- 1) Annual - Sub regional workshops with collectives of councils
- 2) Annual - One on one workshop with member councils  
Annual forum with the Northern and Yorke Alliance including Mayors and CEOs
- 3) Presentations from member councils at quarterly board meetings
- 4) Adhoc – as needs basis

Other ways to gain better understanding:

- Collaboration. Collaboration. Collaboration!
- Encourage participation by local elected members.
- Not surveys - we get about four a day.
- Theoretically the issues should arise at annual planning meetings, however some issue arise unexpectedly and should be able to be assessed at board meeting.
- Actually, meet one on one with the Mayors and CEOs when coming up with your advocacy plan to gain a deeper understanding.

**6. Clarity on the role of the N&YLGA and SAROC/LGA with regards advocacy**

0% Very Good 27% of Good 27% Average 40% Poor 6% Very Poor

Assistance that could be provided to increase clarity of the roles.

- Better circulation of information and awareness within member councils and improved participation by N&YLGA at workshops (local area councils).
- Feedback on planned work and govt plans and money availability.
- Why are we worried about the role of SAROC.

## **7. List items that should be considered in a campaign toolkit for member councils**

- Waste management and cost efficiencies NHVR and commodity route planning.
- Childcare improvement, compliance costs, grant indexation, unfair depreciation costs.
- Summarized common talking points clarity on what we want as an outcome what we as a collective of Councils can bring to the table advocacy plan so we can all be more organized to do our collective parts towards a common goal.
- Have N&YLGAs be a component of the elected member induction program.
- All relevant information that can be assessed and debated.
- These items should come out of the compiled answers.
- A better balance and tool needs to be used other than population or voting power when deciding what the State Govt will work on in its plans.
- I don't think there should be any tool kits. A tool kit is basically saying here you go, work it out for yourself.

## **8. Other comments**

- Equity for regional consumers across city/peri urban v rural.
- Not sure the current regional forums adequately capture peri-urban issues and opportunities. Suggest there should be a restructuring of the regional representation so that there is more alignment with councils on similar issues and opportunities.
- Make us local Councillors more aware of the need to check websites for up to date info.
- Why are you asking who should be lead? Does it matter? Advocating is advocating. The more people advocating the better. We shouldn't be worrying about who is lead. If it is important enough to advocate for on behalf of Legatus it doesn't matter who thinks they are leading.

### 3.4 CEO Recruitment

**Item No:** 3.3

**Date of Meeting:** 30 August 2024

**Author:** N&YLGA Chairman Mayor Rodney Reid

#### 1. REPORT PURPOSE

This report provides an update on the progress of the recruitment of the CEO.

#### 2. RECOMMENDATION

**That the Northern and Yorke Local Government Association notes the report.**

#### 3. BACKGROUND

Following the 7 June 2024 N&YLGA meeting I advised Simon Millcock that the N&YLGA board honours the extension given to him for his contract until 31 December 2024 and that this meeting enacts the clause in his contract to give notice of its intent to go to market for the position, and that the board encourages him to apply.

Simon has advised me that he is not intending to apply and that he would be happy to assist with the recruitment process and suggested that the new CEO to be appointed as soon as possible and that he was willing to negotiate the finalising of his contract.

I advised that as he may still like to consider applying and in keeping with the wishes of the board that the N&YLGA will seek expressions of interest from no less than 3 recruitment firms to handle the transaction. The Selection Committee consists of Mayors Reid, O'Brien, Anderson, Scarman and Talbot.

At the 17 July 2024 N&YLGA Board Special Meeting appointed McArthur Recruitment Agency as the recruiting consultant for the CEO position.

On 23 August 2024 the Selection Committee are meeting with Rebecca Hunt from McArthur to finalise the job description. The minutes from this meeting will be distributed to all members and an update will be provided at the meeting.

## **4 REPORTS FOR DECISIONS**

**Report Title:** Financial Reports 2024/2025  
**Item No:** 4.1  
**Date of Meeting:** 30 August 2024  
**Author:** N&YLGA CEO Simon Millcock

### **1 REPORT PURPOSE**

This report seeks a decision of the N&YLGA re the 2024/2025 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 Northern and Yorke Local Government Association notes the contents of the Statutory Finance Reports for the period ending 31 July 2024**
- 2. Receives and adopts the revised 2024/2025 Budget Review 1.**
- 3. Notes the CEOs credit card expenditure report.**

### **3 BACKGROUND**

Refer item 3.1 of this agenda the N&YLGA Audit and Risk Management Committee minutes (Attachment A).

The N&YLGA adopted the 2024/2025 Budget at their 7 June 2024 meeting and at this meeting the board decided to go to market for the position of CEO. On the 17 July 2024 at a N&YLGA special meeting they allocated up to \$15,000 to be included in the first budget review to fund the recruitment process.

The N&YLGA CEO and Finance Officer Colin Davies developed the first budget review for 2024/2025 (Attachment C) based on including the following:

- Recruitment Costs
- CEO .8FTE starting earlier
- CEO Office Rental Payment (currently provided free)
- New Laptop (current laptop ageing)

The attached revised budget allows for these along with the costs of the website updates (due to change from Legatus Group to N&YLGA) which had been approved and budgeted for in 2023/2024 to be included in 24/25 as they were not invoiced until late July 2024.

This equates to an increased deficit of \$20,200 to have a total deficit of \$40,500 and revised total equity of \$381,700 as of 30 June 2025.

The N&YLGA Audit and Risk Management Committee meeting held on 20 August 2024 noted a report on the 2024/2025 budget and passed the following motion: "That the Northern and Yorke Local Government Association receives the revised budget".

The N&YLGA Finance Officer has prepared the attached Management Report (Attachment D) and the Bank Reconciliation (Attachment E) for the 2024/2025 Financial Year until 31 July 2024 and these were noted at the N&YLGA Audit and Risk Management Committee meeting on 20 August 2024.

The N&YLGA CEO credit card expenditure May – July 2024

Date	Item	Amount
May 2024		
3	KS & CA HUNT & SON - Fuel	83.02
3	Adobe – monthly subscription	69.98
5	Xero – monthly subscription	85.00
5	Perrys - Fuel	47.36
7	Eventbrite – Booking for roads forum	9.99
11	Grosvenor Hotel – Accommodation	149.00
14	Circum Carwash	13.50
15	Comfort Inn – Accommodation	143.10
17	Peter Rabbit café – meal	12.20
17	OTR – Fuel	63.72
19	UPark – Car parking	30.00
21	Railway Hotel – Accommodation + meal	124.50
22	KS & CA HUNT & SON - Fuel	50.33
24	Board Botanic Gardens – parking	27.36
24	Liberty – Fuel	66.63
25	Mills – Freight storage	20.00
28	OTR – Fuel	71.29
28	OTR – Fuel	32.28
29	U-Park – parking	17.00
29	Dropbox – Annual fee	306.90
31	Bendigo bank card fee	4.00
June 2024		
2	KS & CA HUNT & SON - Fuel	39.92
3	Adobe – monthly subscription	69.98
4	SAI Trading – Fuel	52.71
5	Xero – monthly subscription	85.00
6	City of Adelaide – Parking	7.65
6	OTR – Carwash	15.00
7	City of Adelaide – Parking	20.00
7	Liberty – Fuel	32.92
8	Ampol - Fuel	39.26
9	KS & CA HUNT & SON - Fuel	67.49
10	Survey monkey – Annual fee	300.00

12	EDA – Training	49.50
15	Roseworthy Roadhouse – fuel	79.11
15	Myer centre – parking	15.00
16	Coles Express – Fuel	33.91
17	United – Fuel	62.36
18	Top End Servo – Fuel	54.72
19	APCO – Fuel	52.57
19	Woolworths – supplies workshop	28.50
21	Wilson – parking	19.24
21	Office works – stationary	68.36
21	OTR – Fuel	65.43
21	Hanhdorf Inn - meal	16.26
22	Riyan traders – meal	10.00
22	Kwik Copy – printing program CWMS	345.68
22	Subway – meal	16.10
22	Wilson Parking	29.36
27	Mills Freight – storage	20.00
28	Liberty – Fuel	67.99
30	Bendigo Bank card fee	4.00
July 2024		
2	Liberty – fuel	53.52
3	X Convenience - Fuel	34.19
3	Adobe – monthly subscription	69.98
4	Liberty – Fuel	51.64
5	Xero – monthly subscription	90.00
5	Liberty – Fuel	33.46
6	WHS – Adelaide – Fuel	39.99
9	Roseworthy Roadhouse – Fuel	78.62
11	Clare Valley car wash	15.00
11	Woolworths – supplies workshop	83.15
11	Office National – stationary / printing	40.49
12	Liberty – Fuel	61.20
15	Perry – Fuel	62.50
16	Café 1871 – meal	24.00

17	Liberty – Fuel	59.56
20	U-Park – parking	20.00
21	Von Thai – meal	46.00
21	Care Park – parking	24.59
22	KS & CA HUNT & SON – Fuel	81.58
23	OTR – Carwash	15.00
24	OTR – Fuel	62.05
25	Mills freight – storage	20.00
29	Ampol – Fuel	72.62
30	Liberty – Fuel	73.28
31	Bendigo bank – bank fees	4.00

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

Section 5 N&YLGA Charter includes.

- 5.1.5 Reports summarising the financial position and performance of the N&YLGA 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 N&YLGA 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 N&YLGA 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 N&YLGA Audit and Risk Management Committee meeting held on 30 August 2024. The N&YLGA CEOs Credit Card payments are provided for scrutiny by the Board



**Report Title:** Financial Services  
**Item No:** 4.2 Financial Services  
**Date of Meeting:** 30 August 2024  
**Author:** N&YLGA CEO Simon Millcock

## **1. REPORT PURPOSE**

To gain approval to extend the contract of the current Independent Financial Services.

## **2. RECOMMENDATION**

**That the board notes the report and authorizes the Chief Executive Officer to offer an extension to the contract with Colin Davies until 31 December 2025 for the delivery of independent financial service.**

## **3. BACKGROUND**

The 7 June 2024 N&YLGA meeting approved the N&YLGA financial services continue to be delivered beyond the 31 December 2024 by an external independent financial service.

Colin Davies is contracted until the 31 December 2024 for the provision of accounting and financial management services and he would have held this contract for 3 years and 9 months by 31 December 2024.

There is some value in ensuring a level of continuity during the transition with a new CEO re financial services and for the development of the 2024/2025 financial reports and the development of the 2025/2026 budget.

The current annual budget for financial services is \$15,000 – The N&YLGA Procurement Guidelines allow for Direct Purchasing (maximum \$20,000) and this method may be suitable where the supplier already has a successful service history with N&YLGA.

This matter was discussed by the Audit at their 20 August 2024 meeting and they recommend that the Northern and Yorke Local Government Association offer to extend the contract with Colin Davies until 31 December 2025 for the delivery of independent financial service.

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

This approach fits within item 2 Powers and Functions of the N&YLGA Charter and item 5.3 Financial Management and complies with the N&YLGA Procurement Guidelines.

## **5. FINANCIAL IMPLICATIONS**

Nil – within budget.

## **6. RISK ASSESSMENT**

Low

**Report Title:** Road / Transport Plan  
**Item No:** 4.3  
**Date of Meeting:** 30 August 2024  
**Author:** N&YLGA CEO Simon Millcock

## **1. REPORT PURPOSE**

To gain approval for the Executive Committee to consider the proposal by HDS to deliver a 2040 Northern and Yorke LGA Regional Transport Plan.

## **2. RECOMMENDATION**

**That the board notes the report and requests the Northern and Yorke Local Government Association Executive Committee consider the proposal by HDS to deliver a major review of the Northern and Yorke Regional Transport Plan and to include in their consideration the advocacy plan and budget.**

## **3. BACKGROUND**

The N&YLGA adopted their 2024/2025 Business Plan which includes:

- Major review of the 2030 Regional Transport Plan.
- Develop the prioritising for roads for the Special Local Road Program (SLRP)
- Regional Roads Forum

The Business Plan also includes the development of an Advocacy Plan which is to include:

- Increased access to Federal and State funding for roads and transport infrastructure.
- Review current advocacy priorities and develop an Advocacy Plan and Framework.

A survey was distributed to Mayors, Elected Members and CEOs which includes their feedback on the topic of “Increased and fairer allocation of funding for roads and transport infrastructure”. This survey will be providing a basis for workshops with member councils by the new CEO on the development of the advocacy plan. There is also the opportunity for input from the Advisory Committee. Refer item 3.3 of this agenda on the results of the survey.

Following the approval of the business plan and budget and the workshop at the Roads / Transport Forum in Melrose HDS were contacted to provide a quote to deliver the major review of the Northern and Yorke Regional Transport Plan. This quote was requested by the CEO in compliance with the Procurement Tender Policy via “Select” Request for Tender and based on there being reasonable grounds for only dealing with HDS due to their successful delivery of the 2030 Legatus Group Regional Transport Plan and annual updates over the past 7 years.

The N&YLGA at their AGM on 30 August 2024 are considering the delegation of authority to the N&YLGA Executive Committee for contracts.

The N&YLGA Road Transport and Infrastructure Advisory Committee discussed this matter at their 6 August 2024 meeting and their recommendation was: *“That the committee notes the report and recommends that the Northern and Yorke LGA considers the proposal by HDS to deliver a major review of the Northern and Yorke Regional Transport Plan.”*

Discussions at the advisory committee meeting included a need to consider in an action plan future projects – which currently don't have the data especially in areas of high / rapid growth. Need to assess short term and long term needs. Need to consider the current weighting being placed on freight, tourism community when assessing the SLRP applications and consideration to the efficiency of the dollar value.

The Regional Priority Roads Plan has been a significant factor in the success of the N&YLGA member councils in obtaining Special Local Roads Program Funding. The N&YLGA region has gained the highest percentage of these funds on a regular basis. The Regional Transport Plan has assisted with advocacy for the region and both can be used for supporting other road / transport infrastructure funding.

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

The N&YLGA Charter includes that the N&YLGA:

- undertake advocacy, representational and coordinating roles on behalf of the Constituent Councils at a regional level;
- undertake projects and activities that benefit Constituent Councils and the Region; and
- may in accordance with this Charter and the Act by resolution delegate to a committee of the NYLGA.

Roads and Transport have been the major priority for the N&YLGA for many years.

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

Decisions would need to be subject to the budget and the levy from member councils who are successful with SLRP Funding which is approved to be used for the Regional Transport Plan. For 2024/2025 and each following year this has been set at \$35,000. As such if the cost of the review exceeds the budget there is the opportunity for a budget variance to be considered or the project could be delivered over 2 financial years.

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

Low risk

## 5. MOTIONS and QUESTIONS

The CEO requested any items for motions or questions from member councils.

### 5.1 Motions with Notice

Nil

### 5.2 Motions without Notice

### 5.3 Questions with Notice

Nil

### 5.4 Questions without Notice

## 6 MEMBERS COMMUNICATION

**Report Title: Chairperson's Report August 2024**

**Item No: 6.1**

**Date of Meeting: 30 August 2024**

**Author: Mayor Rodney Reid Chairperson of N&YLGA**

### 1. REPORT PURPOSE

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

### 2. RECOMMENDATION

**That the chairperson's report for August 2024 be received and noted.**

### 3. REPORT

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

<b>Northern and Yorke LGA Chairpersons Report</b>			
<b>Date</b>	<b>Location</b>	<b>Purpose</b>	<b>Comments</b>
2024/05/30	Balaklava	N&Y LGA Agenda Meeting	I met with Simon Millcock to go through the draft agenda.
2024/06/06	Freeling	Regional Alliance Meeting	The Regional Alliance met at Freeling. The meeting reviewed the recent forum and decided not to hold one in 2025.
2024/06/06	Quorn	Network Dinner	The N&YLGA held a networking dinner with 14 Mayors or CEOs in attendance. This was a

			great opportunity to get to know others better including Clinton Jury CEO of SA LGA.
2024/06/07	Quorn	N&YLGA Meeting	
2024/06/21	Mount Barker	SA CWMS Conference	This conference is an LGA of SA event but organised by the N&YLGA. This annual conference brings together councils, industry, researchers and regulators to discuss the operations of wastewater management in South Australia.
2024/07/10	Phone	Preparation for SAROC Meeting	I spoke with Leon Stevens re an agenda item at the next SAROC Meeting.
2024/07/10	Home	N&YLGA CEO selection work.	I read the proposals from recruiting agencies and contacted the members of the CEO selection committee
2024/07/12	Melrose	Northern and Yorke LGA Roads Forum.	Wearing two hats, council and N&YLGA, I attended the N&YLGA Roads Forum
2024/07/17	Zoom	N&YLGA Special Meeting	
2024/07/18	Adelaide	SAROC Meeting	
2024/07/25	Hahndorf	Workshop for Regional Councils re sustainability	
2024/08/20	Balaklava	N&YLGA Audit and Risk Committee	
2024/08/22	Balaklava	N&YLGA Executive to discuss agendas	
2024/08/23	Zoom	N&YLGA CEO selection work	Meeting with consultant to finalise job description

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

**5. FINANCIAL IMPLICATIONS Nil**

**6. RISK ASSESSMENT Nil**

**6.2 Member Updates**

Chairperson to invite member councils to provide updates.

**7 BEST PRACTICE PRESENTATION**

Port Pirie Regional Council - Greening Port Pirie and Stormwater Harvesting.

**8 CLOSE and DATE FOR NEXT MEETING**

**Date of Meeting:** 29 November 2024 10.30am to be hosted by Barunga West

## **Attachment A**

Draft Minutes Northern and Yorke LGA Audit & Risk Management Committee Meeting

Tuesday 20 August 2024 held Balaklava Council and online

Meeting Opened at: 10.33am and those attending approved for Mayor Rodney Reid to Chair the meeting.

### **1) MEETING ATTENDANCE AND APOLOGIES**

#### **1.1 Attendance**

Members: Mayor Rodney Reid, Wakefield Regional Council, Mayor Stephen McCarthy, District Council of Mount Remarkable and Mr Ian McDonald, Independent.

Non-Members: Mr Simon Millcock CEO, N&YLGA

Apologies: Mr Stephen Rufus, Director Corporate and Community Services Port Pirie Council and Mr Colin Davies, Finance Officer.

### **2) MINUTES OF PREVIOUS MEETING**

Simon Millcock Chief Executive Officer had distributed the minutes of the 23 May 2024 meeting to all members and the Northern and Yorke LGA had received them at their 7 June 2024 meeting.

Motion: That the minutes of the Northern and Yorke Local Government Association Audit & Risk Management Committee Meeting held on 23 May 2024 be taken as read and confirmed.

Moved: Mayor Stephen McCarthy      Seconded: Ian McDonald      CARRIED

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

#### **3.1 Membership**

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

Motion: That the committee notes the report and:

1. Advises the Northern and Yorke Local Government Association Annual General Meeting that there has not been approval gained from all member councils of Mayor Rodney Reid, Mayor Stephen McCarthy, Stephen Rufus and Ian McDonald as members of the Audit and Risk Management Committee.
2. Recommends that the Northern and Yorke Local Government Association seeks a response from those member councils who have not responded to the request for approval of these four members to the Audit and Risk Management Committee.

Moved: Mayor Rodney Reid      Seconded: Mayor Stephen McCarthy      CARRIED

### 3.2 Financial Services

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

Motion: That the committee notes the report and recommends to the Northern and Yorke Local Government Association that they offer to extend the contract with Colin Davies until 31 December 2025 for the delivery of independent financial service.

Moved: Mayor Stephen McCarthy      Seconded: Ian McDonald      CARRIED

## 4 FINANCIAL REPORTS

### 4.1 23/24 Financial Report

Simon Millcock Chief Executive Officer provided a report with the agenda which included the 2023/2024 financial report and regulation 10 report.

Motion: That the committee:

1. Endorses the Northern and Yorke Local Government Association annual financial statement for the year ending 30 June 2024 as presenting a fair view of the state of the financial affairs of the Northern and Yorke Local Government Association and recommends that the board certifies the annual financial statement subject to receiving the final Auditors report.
2. Notes the Budget Variation Regulation 10 Report for 2023-2024 as being compliant and recommends that the Northern and Yorke Local Government Association receive and notes the report.
3. Recommends that the Northern and Yorke Local Government Association seeks new Independent Auditors.

Moved: Ian McDonald      Seconded: Mayor Stephen Mc Carthy      CARRIED

### 4.2 2024/2025 Financial Report

Colin Davies the Finance Officer had distributed with the agenda the Management Report and the Bank Reconciliation for the 2024/2025 Financial Year until 31 July 2024.

Motion that the committee notes the report.

Moved: Mayor Stephen McCarthy      Seconded: Mayor Rodney Reid      CARRIED

### 4.3 2024/2025 Budget Review I

Colin Davies Finance Officer and Simon Millcock Legatus Group CEO provided a draft Budget Review I with the agenda.

Motion: That the committee notes the report and recommends that the Northern and Yorke Local

Government Association receives the revised budget.

Moved: Mayor Stephen McCarthy

Seconded: Ian McDonald

CARRIED

5 OTHER BUSINESS Nil

6 NEXT MEETING

Tuesday 19 November 2024 10.30am Balaklava

Meeting closed at 10.56am

### **Attachment B**

#### **DRAFT Minutes**

Northern and Yorke LGA Road and Transport Infrastructure Advisory Committee  
Tuesday 6 August 2024 10.30am held Online

1. Welcome Chairperson Dr Helen Macdonald welcomed everyone to the meeting opened at 10.32am
2. Attendance Members: Helen Macdonald, Mayor Leon Stephens, Steven Kaesler, Stuart Roberts, Lee Wallis, Mitchell Foote, Andre Kompler and Scott Reid (joined 10.52am and left 11.20am). Non-Members: Simon Millcock CEO N&YLGA
3. Apologies Mayor Rodney Reid, Tim Neumann, Daniel Willson and Russell Troupe (Mike Wilde proxy).
4. Conflict of Interest Nil
5. Minutes of the committee meeting held 21 May 2024.

Simon Millcock provided minutes of the Legatus Group RTIAC held on 21 May 2024 with the agenda.

Motion: That the Northern and Yorke Local Government Association Road and Transport Infrastructure Advisory Committee minutes of the 21 May 2024 be taken as read and confirmed.

Moved: Stuart Roberts

Seconded: Steven Kaesler

CARRIED

6. Matters Arising

6.1 Business Plan – Review of the Regional Transport Plan

Simon Millcock provided a report with the agenda including the proposal requested from HDS. General discussion held and committee noted that the quote exceeded the budget allocation in the endorsed business plan and budget for 2024/2025. Discussions included a need to consider in an action plan future projects – which currently don't have the data especially in areas of high / rapid growth. Need to assess short term and long term needs. Need to consider the current weighting being placed on freight, tourism community when assessing the SLRP applications and consideration to the efficiency of the dollar value.



Simon Millcock advised that a current survey – seeking feedback from Mayors, Elected Members and CEOs will be used in a report to the 30 August 2024 board meeting regarding priorities and the road /transport major review is one of the topics being surveyed. Consideration could include splitting project over 2 financial years – focus on roads assessments / prioritising and then broader transport .

Motion: The committee notes the report and recommends that the Northern and Yorke LGA considers the proposal by HDS to deliver a major review of the Northern and Yorke Regional Transport Plan.

Moved: Lee Wallis      Seconded: Steven Kaesler      CARRIED

## 6.2 SLRP ASSESSMENTS

Simon Millcock provided a report and advised that information yet to be received.

Motion: That the committee notes the report.

Moved: Stuart Roberts      Seconded: Andre Kompler      CARRIED

## 6.3 Forum

Simon Millcock provided a report on the forum with the agenda and feedback sought from the committee. This included – Good Value – best one to date and a good mix of presenters / topics. Opportunity to engage with colleagues and elected members (noting the original purpose was around informing elected members). The ability to engage face to face with presenters of value – think through the value for works staff (refer item 8).

Motion: That the committee notes the report.

Moved: Mayor Leon Stephens      Seconded: Stuart Roberts      CARRIED

## 7. Lower Greenhouse Gas (GHG) emissions local roads and footpaths

Carmine D'Amico the Coordinator Transport Strategy and Assets City of Charles Sturt joined the meeting and provided information on the work they are doing in partnership with some metro and regional councils. This includes assisting asset managers in ways to lower GHG emissions. This aligns with some of the work councils are doing around net zero – encouraged other councils to be included.

The Committee thanked Carmine for his presentation.

## 8. Unsealed Roads Training

Following on from the Roads Forum Simon Millcock distributed the presentation from Peter Scott CEO Eyre Peninsula LGA on their format for working with Tonkins to deliver training for staff around unsealed roads. General discussion held and noted that there are synergies with the LG Supervisors Association and that for the Northern and Yorke Region there is a Central Branch of the LG Supervisors Association. General consensus in great value for increased training for works staff.

Motion: That the committee notes the report and recommends that the Northern and Yorke LGA CEO further investigates with the LG Supervisors Association and other organisations for possible training to be delivered in the region.

Moved: Steven Kaesler      Seconded: Lee Wallis      CARRIED

## 9. Committee

Simon Millcock provided a report with the agenda on the current status of the committee. The committee acknowledged the leadership and guidance provided by Helen Macdonald during her time as Chair of the committee.

Motion: That the committee notes the report and recommends to the board that they call for expressions of interest for membership for a Northern and Yorke LGA Road Transport and Infrastructure Advisory Committee.

Moved Mayor Leon Stephens Seconded: Andre Kompler

CARRIED

## 10. Close and next meeting.

Meeting closed at: 11.50am next meeting – tentative: Tuesday 5 November 2024 10.30am and to be face to face meeting.