AGENDA

GENERAL MEETING
5th August, 2005

Coffee served from 9.30am for a 10.00am start.

A light lunch will be provided.

TO BE HELD AT THE
MENINGIE BOWLING CLUB,
(adjacent to the Coorong District Council Offices)

Princes Highway, Meningie. SA.

Advice to the Chief Executive Officer regarding attendances is requested by the 29th July, 2005, as per the Notice of Meeting.
AGENDA

Agenda of the General Meeting of the Murray and Mallee Local Government Association (M&MLGA) commencing at 10.00am on Friday 5th August, 2005 in the Meningie Bowling Club, Princes Highway, Meningie SA.

(Coffee will be served from 9.30am.)

1. OPEN and WELCOME

   1.2 Open and Welcome by President.

   1.3 Welcome from the Coorong Council Area by Mayor Neville Jeansch.

2. APOLOGIES.

   Mayor Dean Maywald, Hon Karlene Maywald, MP, Hon. Duncan McFetridge, MLC, Hon. Kate Reynolds, MLC, Lynley Jones, RRHS,

   An attendance list will be circulated. Members and Attendees are asked to record any additional apologies.

3. CONFIRMATION OF MINUTES.

   The minutes of the M&MLGA Annual General Meeting held on Friday 3rd June, 2005 held at the Berri Golf Club, Shiell Road, Berri SA, have been circulated.

   Draft Motion: That the Minutes of the Annual General Meeting held Friday 3rd June, 2005 be accepted as a true and correct record, subject to the following amendment.
   “That the apology of Peter Ackland, CEO DC Loxton Waikerie Council be included in the Apology List.”

4. BUSINESS ARISING.

   Item 4.1 – (4.1-6/05) & (4.1–4/05) & (4.2-2/05) & (4.2-12/04) & (4.2-10/04) & (5.2-8/04) – District Council of Karoonda East Murray re Road Reserve.

   The LGA SA Representative will provide a verbal update.

   Item 4.2– (4.2-6/05) & (4.2-4/05) & (4.3-2/05) & (4.3-12/04) & (4.4-10/04) & (9.1-8/04)- Coorong District Council re Crown Lands under “Care and Control” of Council.

   The LGA SA Representative will provide a verbal update.

   Recommendation: That the Reports be noted.
Item 4.3 – (4.8-6/05) & (8.3-4/05) – Rural Property Addressing Standard.

Member Council Delegates are referred to the LGA Circular 26.7, 30th June, 05, requesting information regarding the impact of such a Standard.

The State is considering the adoption of the National Street Addressing Standard for Rural Property Addressing for the State. Adoption of the standard will have impacts on the State Government, Local government, the property owner and users.

The Local Government Act 1999 details the statutory requirements of local Councils in addressing properties. More particularly:

- Section 208 vests all public roads to the Council of the area
- Section 219 provides Councils the power to assign a name or change the name of a road or public place and requires Councils that notify the Registrar-General, the Surveyor-General and the Valuer-General of such assignment
- Section 220 allows the Council to adopt a numbering system for buildings and allotments adjoining a road and requires that Councils notify the Valuer-General.

In order to assess the impacts within each Council area Councils are requested to answer the following questions:
1. How many unnamed roads are there in your Council area?
2. How many roads within your Council area are named but unsigned?
3. How many roads within your Council area have local names only and have not been registered with the Registrar-General, the Surveyor-General and the Valuer-General?

Answers to these questions will provide the LGA with the information it needs when determining the impact of this particular addressing system on Councils.

Recommendation: That Member Councils individually provide information to the LGA, as requested above, should they see fit.

Item 4.4 – Any other Business Arising.

5. REPORTS AND PRESENTATIONS.

Item 5.1 – President’s Report.

The President will provide a verbal Report.

Item 5.2 – Report(s) from Representative(s) of the Local Government Association of SA.

Michael Barry, Director.

Item 5.3 – Report(s) from Representative(s) of the Office of Local Government.

John Comrie, Executive Director, OLG.
Item 5.4 – Reports of Delegates. (other than those applicable to Strategic Issues - Environmental, Economic, Social and Governance).

Item 5.4.1 – SAROC.

The President, Mayor Allan Arbon, Vice President Rod Thomas and the CEO attended the SAROC Meeting in Adelaide on the 20th July, 2005. The main topics covered and resolved, included:

- To further investigations of Regional and State Governance Models for potential management of STEDS and Waste Management.
- To receive an update on the Draft State NRM Plan.
- To receive an update on the STEDS Audit Program.
- Recommendation to the State Executive of the LGA to increase LGR&DF Scheme funding to Regional LGA’s from $25,000 per annum to $30,000 per annum and for the State Executive to be aware that Regional LGA CEO’s are preparing a submission for presentation to SAROC, for a substantial increase in future funding arrangements.

At the time of formulation of this Agenda, the SAROC Key Outcomes Summary had not been posted to the LGA Website.

Recommendation: That the report be received.

Item 5.4.2 – MMSTF Executive.

The CEO was an apology for the Meeting held on the 19th July, 2005 as it clashed with the Inaugural Regional STEDS Meeting held in Karoonda. The President will provide a verbal report.

Recommendation: That the report be noted.

Item 5.5 – Chief Executive Officer’s report.

The Chief Executive Officer’s report is attached as Appendix 1.

Recommendation: That the Report be received.

6. FINANCIAL MATTERS.

Item 6.1 – Financial Statements as at 30th June, 2005.

Attached are the Balance Sheet, Profit and Loss Statement, Reconciliations and Trial Balance, for the period 1st July, 04 to 30th June, 05, as presented to the Association’s Auditor, as Appendix 2.

Recommendation: That the Financial Account Reports be noted.

The CEO has completed the Annual Report on Activities undertaken with the Local Government Research and Development Scheme Funding for Regional Capacity Building (2004/2005 allocation). The Report is attached as APPENDIX 3.

Through SAROC, the LGA State Executive, on the 21st July, 2005, resolved that LGR&D Scheme Funding to Regional LGA’s, for the Year 2005-2006, be increased from $25,000 to $30,000 (excl. GST). The CEO has adjusted the Association’s Invoice to the Fund accordingly.

Recommendation: That the Report be noted and that the $5000 (excl. GST) non-budgeted extra funding to be received from the LGR&D Scheme Fund be allocated to the Association’s Discretionary Projects Account Line.

Item 6.3 – Strategic Plan, Annual Business Plan 2005/06.

The CEO has now received all Member Council’s endorsements of the Association’s Strategic Plan 2005-2008 and Annual Business Plan 2005-2006. During this process, the Coorong District Council has written to all other Member Councils expressing “concern at the increase in the CEO’s time, without performance measures being in place and no clear measurement of the outcomes of this Regional Association”.

The Coorong District Council has provided the following Notice of Motion, following which, the Coorong District Council endorsed the Strategic Plan, Annual Business Plan and Budget (Scenario 2).

Motion: That a process of Performance Review be initiated for the position of CEO for the Murray and Mallee Local Government Association and that the process be used in the event that the M&MLGA is considering either an increase in paid time, or an increase in the hourly rate applicable to the position of CEO of the M&MLGA, in addition to an annual review.

CEO Comment:
Member Councils should be aware that provision for an Annual Performance Review was offered by the CEO, and accepted by the interview panel, although this provision was not stipulated in the CEO position brief supplied by the Association.

The timing of this Performance Review was to be, and now is placed on this August, 2005 Agenda, to determine the composition of the Review Panel, with the review scheduled to be undertaken by mid October, 2005.

I have no issue with Coorong District Council’s Notice of Motion, but request Delegates to take note of the following comments:

- The issue of CEO’s time is aligned with what is required by the Association as stipulated in the Association’s endorsed Annual Business Plan.
- In accordance with the Charter of the Association, the Annual Business Plan and proposed budget must be formulated and circulated the Member Council Delegates at least one month prior to
the Association’s Annual General Meeting ie. formulation during the April of each year.

- The current performance review arrangement timing ie. October each year, does not line up with the timing of the preparation of the Annual Business Plan and Budget ie. April each year.
- The current two year contractual arrangements are that the CEO must provide a minimum of 1020 hours per annum (equating to .5FTE). The 2005-2006 Scenario 2 Budget endorsed by the Association at the Annual General Meeting does not reflect an automatic increase in hours to .6FTE, but allows the CEO to charge that extra time when those hours are indeed undertaken by the CEO in the course of his duties.
- Regional outcomes are regularly reported to the General Meetings of the Association. Further, the regional outcomes of the Association are measured every six months against the Association’s Annual Business Plan in addition to the production of the Association’s Annual Report.
- These stipulations are part of the Association’s Charter.

In the consideration of Coorong Council’s Notice of Motion, the following should also be considered by Member Council Delegates:

- Composition of the Review Panel.
- Timing of the Review. ie. One in October 05, with another in March/April 06, or to undertake one Review in March/April 06.
- Alignment of future contractual arrangements with Review dates or the end of a Financial Year (otherwise an increase or decrease in CEO hours required by activity determined by the Annual Business Plan will never align).

**Recommendation:** For consideration and determination.


7. STRATEGIC ISSUES.

7.1 STRATEGIC ISSUES - GENERAL.

Item 7.1.1–Strategic Issues - General – Making Connections with South Australia’s Strategic Plan Project – LGA.

The LGA is seeking advice from all Regional Associations about what recommendations the LGA should make to the Ministers Local Government Forum's next meeting, in October 2005. There is an attachment to the report (APPENDIX 4), which gives Members Councils some ideas about the subjects that might considered.

The report also provides Member Councils with the opportunity to consider the regional implications of the SA Strategic Plan and what action the Association
may take as a group. As part of the report provided, the LGA have put forward three (3) recommendations for consideration.

**Recommendation:** For consideration as to what action Member Councils and or the Association may take.

**Item 7.1.2 – (9.1-6/05) - Murray and Mallee State Infrastructure Plan.**

As a result of the motion resolved at the Association’s Annual General Meeting, the CEO sought concurrence with Member Councils for a date for the Association to convene a Workshop with the LGA and the Office of Infrastructure Development. The date that has been set is the 15\textsuperscript{th} August, 2005, to be held at the District Council of Karoonda East Murray Council Chamber. An Agenda will be formulated and distributed in the near future.

**Recommendation:** That the Item be noted.

### 7.2 STRATEGIC ISSUES – ENVIRONMENTAL.

**Item 7.2.1 – CEO Barry Hurst, SA MDB NRM Board. (Delegate Report).**

Barry Hurst, interim Delegate elect, will provide a verbal Report.

**Recommendation:** That the Report be received.

**Item 7.2.2 – Mayor Ian Mann, River Murray Water Quality Risk Assessment Project. (Delegate Report).**

Mayor Ian Mann will provide a verbal Report.

**Recommendation:** That the report be received.

**Item 7.2.3 – (6.3.5-6/05) - NRM Capacity Building Reference Group.**

At the time this Agenda was formulated, and after consultation with the President, the CEO represented the Association at INRM Capacity Building Reference Group Meetings on the 28\textsuperscript{th} July and 2\textsuperscript{nd} August, 2005. At that time, the CEO was not endorsed by the Association as a Delegate to this Reference Group, but in consideration of our meeting cycles, it was considered necessary that Local Government should be represented at those meetings. The Report prior to those meetings is attached as **APPENDIX 5.** This indicates program cessation by the end of December, 2005.

**Recommendation:** That the Report be received.

**Recommendation:** That the Association determines a Delegate to the INRM Capacity Building Reference Group.
Item 7.2.4 – (8.3.26/05) & (7.3.3-4/05) & (7.3.2-2/05) & (7.3.2-12/04) & (7.3.2-10/04) – Regional Waste Management Strategy.

Maunsell Australia Pty Ltd have commenced the Association’s Regional Waste Strategy Management Consultancy and the Association’s Waste Committee received a progress report from the Consultants on 18th July, 2005. A copy of the Meeting Notes is attached as APPENDIX 6.

Recommendation: That the Report be noted.

Item 7.2.5 – (8.3.1-6/05) & (7.3.1-4/05) & (7.3.1-2/05) & (7.3.1-12/04) & (7.3.1-10/04) – Involvement of the M&MLGA and Member Councils in a Ministerial PAR.

A River Murray Salinity PAR Steering Committee Meeting was held on the 9th June, 2005 in Adelaide. The Minutes of that Meeting are attached as APPENDIX 7. The Association’s Ministerial PAR Working Party held a workshop with the Consultants on the 25th July, 2005. If required at this stage, the CEO will provide a verbal update of that meeting.

Recommendation: That the Report be noted.

Item 7.2.6 – (4.3-6/05) & (4.3-4/05) & (4.5-2/05) & (8.3-12/04) – STEDS Reform.

The inaugural meeting of the Association’s Regional STEDS Committee was held on the 19th July, 2005 at Karoonda. The Meeting Notes are attached as APPENDIX 8. By resolution, the STEDS Committee advises the Association that it supports the auditing of the remaining STEDS Schemes in the Region.

Recommendation: That the M&MLGA endorses the auditing of the remaining STEDS Schemes in the Region and that the M&MLGA Regional STEDS Committee be authorised by the M&MLGA to accept Audit Tender Prices on behalf of the Association, for direct referral to Member Councils for expenditure approval.

7.3 STRATEGIC ISSUE – ECONOMIC.

Item 7.3.1 – (8.4.1-6/05) & (7.4.1-4/05) & (7.4.1-2/05) & (7.4.1-12/04) & (7.4.1-10/04) – Special Local Roads and R2R2 Strategic Pool Applications 2004/5.

At the time this Agenda was formulated, the Association is awaiting an announcement from the Minister, scheduled for the end of July, 05, on the success or otherwise on submissions made by Member Councils, through the Association, for Special Local Roads Funding. The success or otherwise of these applications will determine the timing of the next M&MLGA Regional Transport Strategy Committee meeting, to consider,
amongst other matters, whether it would be timely to review the Region’s Transport Strategy Plan.

The Federal Government has confirmed that funding for the remaining strategic regional component of Auslink, around $27m, would not become available until 2007-8, as a result of the Government’s decision to “accelerate the strategic program”. It is the Government’s intention to allocate the remaining funds on a competitive basis and call for bids 2006-7. Some Councils have already put forward proposals and these would remain current. However, Councils, in concurrence with the Association, would have the opportunity to update and revise their proposals “at the appropriate time”.

**Recommendation:** That the Report be noted.

**Item 7.3.2 – (8.1.1-6/05) & (7.1.1-4/05) & (7.1.1-2/05) & (7.1.1-12/04) & (7.1.1-10/04) – Broadband Development Regional Enhancement.**

An update on the progress to date is attached as **APPENDIX 9**.

The Murraylands Regional Development Board, Project Manager for the Regional Broadband Demand Aggregation Project, requires some assistance to develop a Prospectus to encourage Internet Service Providers (both wholesale and retail) to invest in the infrastructure to service the Region, and the following has been asked to be presented at this General Meeting:

1. To improve this prospectus they need to highlight major future developments that will increase broadband users, such as housing and commercial.

**Recommendation 1:** That at the request of the Murraylands Regional Development Board, Member Councils provide information regarding planned housing and commercial developments in their areas.

2. The Councils and Development Boards have an opportunity to save many thousands of dollars by collaborating their broadband usage, inter office phones and computer connections. This phone service is totally different to products that can be downloaded from the internet; it is much quicker and reliable. As a group, the LGA total business of communication will be vital to attract the right Internet provider. Some providers have the ability to incorporate free phone within the broadband service, resulting in significant savings across the LGA.

**Recommendation 2.** For consideration to determine an in principle regional position.

3. To further enhance the prospectus we are seeking a consideration from Council to donate land, if practical, for the Internet Service Providers to place appropriate towers.

**Recommendation 3:** For consideration to determine an in principle regional position.
Item 7.3.3 – (5.4.3-2/05) MMSTF (Australian Zircon)

At the Association’s February General Meeting, the CEO was requested to write to the SA Government requesting pressure be applied on power suppliers to upgrade existing infrastructure, rather than support an individual private power line which would be of little benefit to the community as a whole. This was done, and a report was subsequently supplied to Member Council Delegates. At that time, the CEO verbally reported that an independent review of Australian Zircon’s Power Supply Options for their Mineral Sands Project was to be completed. A copy of that Report is attached as APPENDIX 10.

Recommendation: That the Report be noted.

7.4 STRATEGIC ISSUE – SOCIAL.

Item 7.4.1 – (8.2-6/05) & (7.2-4/05) – Strategic Issue – Transport – Community Needs and Access (Status Report).

Item 7.4.2 – (8.2.1-6/05) & (7.2.1-4/05) & (7.2.1-2/05) & (7.2.1-12/04) & (7.2.1-10/04) & (8.4.1-4/04) – Riverland Community Transport Strategy.

It is noted that as from May, figures for the contracted services (Eg. Orana ~ Loxton, Special School ~ Berri) were being included.

- During the month of May, a total of 1333 single trips were undertaken.
- In June this total was 1453.
- The Moorook to Berri run on Thursday has so far been the most used with 7-10 people regularly using the service.
- Kingston, Cobdogla, Loveday and Barmera are also pick up points from which passengers are using the bus.
- Wheelchair access is being used regularly by a client from Loxton to Renmark.
- So far no passengers have been picked up in Monash while Lyrup has been very spasmodic.
- A review of the Monash pick up will be undertaken with Glossop a possibility of future inclusion.

Recommendation: That the report be noted.

Item 7.4.2 – (8.2.2-6/05) – Murray Mallee Community Transport Scheme.

Peter Milsom, Coordinator of the Murray Mallee Community Transport Scheme advised he has nothing of substance to report to this Meeting.
7.5. STRATEGIC ISSUE – GOVERNANCE.

Item 7.5.1 – M&MLGA Draft Annual Report.

The CEO has attached the Association’s Draft Annual Report for 2004 to 2005 as APPENDIX 11.

Recommendation: That the Annual Report for 2004-2005, along with the Audited Accounts when returned by the Auditor and as presented at Item 6.1, be received and endorsed.

Item 7.5.2 – M&MLGA Website.

As part of the Association’s Annual Business Plan, 2005-2006, an action to develop a website presence, along with an Association Logo, to provide convenient and economical information exchange for Member Councils and the Community, is stated.

The CEO has completed a draft of the website pages, a hard copy of which is available to be viewed by Member Council Delegates at this meeting. The draft has not been circulated electronically due to file size and the fact that only a number of Member Councils have Publisher 2003, which is required to open the file, in its current form.

Depending on the vagaries of technology, the CEO may be able to present the website design on screen at this meeting.

Discussions with the LGA are in progress inasmuch as they may be able to host the website for the Association, dependent predominantly on file size. Further investigations have indicated that it is possible for this Association to have a .sa.gov.au website address, rather than .com.au or .org.au or .asn.au addresses.

The financial implication of a .sa.gov.au address is that currently costs nothing to register, but ongoing fees are being considered by the Provider which would appear to be in the vicinity of $50.00 per annum.

Apart from providing information on the Association’s activities, plans, reports etc., the website will provide convenient access to the Association’s Agendas and Minutes, as well as those for the Association’s Committee Meetings.

Historically, Appendices to the Agendas have been only distributed to the Member Council Delegates, the LGA and the OLG.

Clarification regarding the availability of the Appendices to a wider audience is required. An affirmative action would benefit any possible question regarding transparency.

If the Member Councils agree to this, it would be understood that matters that are of a confidential nature would not be posted to the website, but would be circulated separately, by email.

Further, at a suggestion of the President, the CEO is working with the Murray Bridge Regional Art Gallery Logo designer, to provide a limited selection of designs for Member Councils approval at a later date.

Recommendation: That the CEO proceed with registering the Association’s website address as mmlga.sa.gov.au and to continue to liaise with the LGA to host the website and that, other than items of a confidential or commercial in confidence nature, Appendices to the Association’s General and Committee meetings be freely available on the Association’s proposed website.
8. BUSINESS/AGENDA ITEMS SUBMITTED.
(including CORRESPONDENCE, NOTICES OF MOTIONS, DISCUSSION ITEMS etc.)


The Following Notices of Discussion have been received:

District Council of Karoonda East Murray.

“Discussion has been held by Council on the frequency and the length of the Meetings of the Association. It is requested that consideration be given by Members to extending Meetings beyond the lunch break to conclude at 3.00pm. Also, that in so doing, the Meetings be quarterly rather than bi-monthly. This will assist in reducing meeting costs and make more efficient use of Member’s time.”

Southern Mallee District Council.

“Council seeks comment from other Councils on the number of Meetings held each year and considered that as other Council Delegates may also be involved in the grain harvest, the December Meeting could be removed from the Association calendar.”

CEO comment:

The Association’s Charter for a Regional Subsidiary provides (viz):

2.4 – Meetings of the Association.
2.4.1 – The President shall convene:

a) General Meetings of the Association at such times and places as will be decided from time to time provided that there will be not less than four General Meetings per year, one of which will be the Annual General Meeting.

Recommendation: For consideration.

Item 8.2 – Office of the Lord Mayor, Adelaide City Council re City Bus Station.

A letter received from the Lord Mayor is attached separately as APPENDIX 12.

The Lord Mayor seeks the assistance of the Association, and in particular from Member Councils, through a letter of support for Government funding to Minister Patrick Conlon, Minister for Transport and Minister Karlene Maywald, Minister for Regional Development, to help ensure a successful project.

Recommendation: That the Association, through the CEO, and individual Member Councils respond to the Ministers as requested and that the Association’s response be in support of the project.
9. CORRESPONDENCE RECEIVED LISTING.

Item 9.1 – Correspondence received – Listing – other than that dealt with separately.

(Many of these will have been received by Member Councils through their mail stream. Should any delegate wish to access one or more, they will be on hand on the day. Correspondence covers the period 21st May, 2005 to 25th July, 2005).

Invitation – SA’s Infrastructure Report Card Luncheon.
NRM Directions Newsletter, June, 2005.
SALT Magazine, Issue No. 12.
Administrative Assistants Conference Invitation.
ALGA Focus Magazine, June, 2005.
Licensee Update – Office of the Liquor and Gambling Commissioner.
Focus on Salt Magazine – Issue 33, June, 2005.
SEGRA 2005 Workshops Invitation.
Invitation to “What’s what with Water” Presentation at Berri Golf Club.
MDA Riverlander Notes Newsletter, June, 2005.
Office of the Murray Mallee welcome letter.

Recommendation: That the Correspondence Listing be noted.

10. GENERAL BUSINESS:

An opportunity for Members to raise items of general interest or significant issues that have arisen since the Agenda was formulated.

11. GUEST SPEAKER.

At the Association’s General Meeting held on the 8th April, 2005, we received a presentation from Leanne Noll representing BillExpress.
At that meeting, Delegates were advised that a quotation for BillExpress Services would be provided by the CEO at a future Meeting.
The Quotation is attached as APPENDIX 13.
Leanne Noll will speak to the Quotation and the way forward.

Recommendation: For consideration.

12. CLOSE AND DATE OF NEXT MEETING:

Karoonda East Murray District Council area – 7th October, 2005 – subject to the determination of Item 8.1.