



Draft Confidential Minutes

Local Government Transport Advisory Panel

Thursday 29 September 2022 at 1.00pm

Local Government House 148 Frome Street and via teleconference

1. Welcome

1.1 Acknowledgement of Country

The Chairperson opened the meeting at 1.00pm and welcomed members and LGA staff to the meeting. The Chairperson welcomed new members, Ms Bridget Mather and Mr Chris Dunn, to the LG Transport Advisory Panel.

1.2 Present

Mayor Keith Parkes	Chairperson/LGA Board Director (via Zoom)
Mr Richard Dodson	Regional Council Representative
Mr Chris Dunn	Greater Adelaide Council Representative
Ms Bridget Mather	Regional Council Representative
Mr Lea Bacon	LGA Representative
Mr Mike Wilde	Proxy for the Minister for Transport Representative

Non-voting observers

Ms Alyssa Bates	SLRP Coordinator
Mr Andrew Wroniak	LGA Representative

1.3 Apologies

Mr Andrew Excell	Minister for Transport Representative
Mr Peter Tsokas	Greater Adelaide Council Representative
Mr Peter Ilee	Minister for Local Government Representative

2. Standing Items

2.1 Minutes of Previous Meeting

Mr Richard Dodson moved to accept the recommendation. Mr Mike Wilde seconded the motion.



LGTAP confirmed the minutes of the meeting held on 29 June 2022 as a true and accurate record of the proceedings held.

2.2 SLRP Project Reports and Acquittals

LGTAP noted the Final Reports and Progress Reports received for projects funded under the 2021-22 Special Local Roads Program (SLRP).

LGTAP acknowledged that further work is required to enable the management of underspend associated with completed SLRP projects. Discussions have begun with the State Government and State Treasurer with the intent to have an agreement and direction prior to the 2023-24 SLRP Grant round.

LGTAP discussed the underspend associated with the completed Barossa Council project 'Stockwell Road, Stockwell.'

Mr Chris Dunn declared a conflict of interest, noting that the City of Port Adelaide Enfield has a completed project that has reported an underspend from the Council Contribution component of the project costs.

Mr Richard Dodson declared a conflict of interest, noting that Light Regional Council has a project that has submitted a request for extension for consideration and approval.

LGTAP agreed that there has previously been the understanding that Regional Councils are required to contribute one-third of the project costs and that The Barossa Council was nominated to contribute one-half. LGTAP acknowledged The Barossa Council's contribution to the project and agreed to acquit the project "Stockwell Road, Stockwell" with no return of funds to the SLRP.

LGTAP agreed to apply a similar approach to the City of Port Adelaide Enfield project "Davis Street, Wingfield," and agreed to acquit with no return of funds to the SLRP.

LGTAP noted the Extension Requests submitted from the Grantee's of the 2021-22 SLRP round and agreed to write to the relevant Grantees to advise.

LGTAP discussed whether the Extension Requests should be approved by the LGTAP or whether the requests should be directed to the Grants Commission or State Government, via the LGA Board, for consideration and approval.

LGTAP agreed to refer the matter to the LGA Secretariat for discussion and decision out-of-session and to report back to the LGTAP at their next meeting.

3. Reports for Discussion / Noting

3.1 Correspondence from Legatus Group

LGTAP noted the letter received from the Legatus Group on 12 September 2022 and discussed the issues raised and noted the points advised in the letter.

LGTAP noted the comments raised by Legatus Group regarding the SLRP application and assessment process. LGTAP noted that the Legatus Group was involved in the consultation process during the drafting of the SLRP Policy Manual.



In consideration of the issues raised, LGTAP noted that there may be councils that are not part of a Regional LGA and those councils still need an avenue to apply for SLRP funding.

LGTAP agreed that, while acknowledging the robust planning process that the Legatus Group undertakes to prepare and finalise their Regional Transport Plans, it will use the same SLRP application and assessment process for the 2023 SLRP Grant round as it did in 2022.

LGTAP acknowledged the important role that all Regional LGAs played in providing comments on the SLRP applications.

LGTAP considered the invitation to attend the Road Transport Infrastructure Advisory Group meeting on 4 October 2022 and nominated Mr Lea Bacon to attend as the LGA representative. LGTAP agreed to advise the Legatus Group at the meeting that it considered their correspondence and the issues raised, and that a review of the 2022 application and assessment process has been undertaken as part of continued process improvement, which concluded that the LGTAP the current process is strong and robust for a competitive grant round.

3.2 LGTAP 2023 Forward Calendar

LGTAP noted the 2023 Forward Calendar and agreed that it is consistent with previous years.

Dates for the 2023 LGTAP meetings will be determined out-of-session.

3.3 SLRP 2022 Grant round – reflections

LGTAP held a general discussion regarding their reflections of the 2022 Grant round, as part of continuous process improvement.

LGTAP acknowledged that Council's have still not yet received formal advice from the Minister regarding the outcome of the assessment. Mr Chris Dunn advised that the City of Port Adelaide Enfield Council prefers to receive this formal notification earlier in the year, to allow projects to commence at a reasonable time.

LGTAP questioned whether it would be appropriate to bring the assessment process forward to enable recommendations to be presented to the LGA Board of Directors in April so that applicants can be notified of the outcomes earlier. However, it was raised that the LGTAP is not notified of the final available SLRP budget until June. LGTAP therefore agreed that, while formal acknowledgement of outcomes in May or June would be ideal, as the final budget is not known until June the assessment timelines cannot reasonably be altered.

LGTAP discussed the option of requesting a carry-over of SLRP funds into the next financial year so that assessments can be conducted earlier in the year as the budget will be known.

Mr Chris Dunn left the meeting at the conclusion of this discussion, at 2.00pm.

3.4 SLRP Policy Manual and LGTAP Terms of Reference – review



LGTAP noted the process for a continual review of the SLRP Policy Manual and LGTAP Terms of Reference.

LGTAP endorsed the proposed update to Item 4.2 of the SLRP Policy Manual, with the addition of point (d) which sets minimum levels of contributions from regional and metropolitan councils.

LGTAP discussed the process for managing underspend, in relation to Item 11 and Item 12 of the SLRP Policy Manual. LGTAP noted that the LGA is working through the process and rules to enable the return of funds.

LGTAP agreed that Item 11.2 will require updating to reflect that funds will need to be returned to the State Government.

LGTAP agreed to amend the wording of Item 12.1 to “Funds from projects delivered under budget or discontinued projects may be required to be returned to the SLRP”.

LGTAP agreed that Assessment Criteria 3 *Value for Money* needs updating to include “consideration of Council Contributions” as a key consideration for the assessment criteria.

No amendments to the LGTAP Terms of Reference were identified.

3.5 SLRP 2023 Grant round

LGTAP noted and agreed to the suggested timeframe for delivering the 2023 SLRP Grant round.

3.6 LGTAP Membership Update

LGTAP noted that:

- the term for the LGA Board Director/Chairperson and Proxy will conclude in October 2022.
- the term of the recently appointed Sector Members, Mr Dunn and Ms Mather, will conclude in August 2026.
- the term of the current Sector Members, Mr Dodson and Mr Tsokas, will conclude in July 2024.

LGTAP agreed to:

- request that the LGA CEO appoint a proxy for the LGA representative.
- recommend that the LGA Board of Directors appoint a Director Member/Chair and Proxy at the Board elections, for a two-year term.

4. Any Other Business

Nil.

5. Next Meeting



The LGTAP agreed to hold the next meeting of the Local Government Transport Advisory Panel in February 2023, with the date to be determined out-of-session.

6. Close

The Chairperson declared the meeting closed at 2.25pm and thanked committee members and LGA staff for their attendance.

Minutes confirmed:

16 February 2023