



Confidential Minutes

Local Government Transport Advisory Panel

Thursday 16 February 2023 at 10.00am

Local Government House 148 Frome Street and via teleconference

1. Welcome

1.1 Acknowledgement of Country

The Chairperson opened the meeting at 10.08am and welcomed members and LGA staff to the meeting.

1.2 Present

Mayor Leon Stephens	Chairperson/LGA Board Director
Mr Richard Dodson	Regional Council Representative
Mr Peter Tsokas	Greater Adelaide Council Representative
Mr Chris Dunn	Greater Adelaide Council Representative
Ms Bridget Mather	Regional Council Representative
Mr Lea Bacon	LGA Representative
Mr Peter Ilee	Minister for Local Government 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
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2. Confirmation of Minutes

2.1 Minutes of Previous Meeting

Richard Dodson Moved Bridget Mather Seconded that the minutes of the meeting held on 29 September 2022 as a true and accurate record of the proceedings held.

Carried



3. Business Arising

3.1 Resolutions and Actions from Previous Meeting

Lea Bacon Moved Peter Tsokas Seconded that the LG Transport Advisory Panel notes the progress with resolutions and actions resulting from the previous meeting.

Carried

3.2 LGTAP Work Plan

Chris Dunn Moved Bridget Mather Seconded that the LG Transport Advisory Panel notes the work plan for 2023-24.

Carried

4. Reports for Discussion

4.1 SLRP Project Reports and Acquittals

Peter Tsokas Moved Richard Dodson Seconded that the LG Transport Advisory Panel:

1. Notes the Progress Reports received for the projects funded under the 2021-22 SLRP Grant round and 2022-23 SLRP Grant round.
2. Notes the Final Reports received for the projects funded under the 2021-22 SLRP Grant round and 2022-23 SLRP Grant round.
3. Notes the extensions approved as notified in the Progress Reports, and as detailed in Table 1 and Table 2.
4. Notes the underspends associated with completed projects, as detailed in Table 3 and Table 4.
5. Requests the LGA Secretariat develops a policy position for the management of underspends.

Carried

Key points of discussion included:

- LGTAP confirmed that underspends need to be returned and agreed that further thought and discussion is required to develop a policy position on the management of underspent funds.
- The policy position needs to ensure that Council contribution to the project is considered and adheres to the SLRP Policy Manual.
- Consideration needs to be given to determine an appropriate minimum percentage, or minimum dollar figure, to be returned.
- LGTAP provided an example that, up to 10% of the total project cost or up to \$20,000 could be retained by the Council and the remainder is returned to the SLRP.

LGTAP identified the following follow up actions:

- a. LGTAP requested that the LGA Secretariat develop a policy position for the management of underspends.
- b. LGTAP agreed to meet out of session to finalise the policy position on the return of unspent SLRP funds.



4.2 SLRP Requests and Grantee Correspondence

Richard Dodson Moved Bridget Mather Seconded that the LG Transport Advisory Panel:

1. Approves the Extension Requests, as per Table 1 and according to Item 9.4 of the SLRP Policy Manual.
2. Notes the extensions approved, as per Table 2 and according to Item 9.3 of the SLRP Policy Manual.
3. Approves the Change in Scope Application from the District Council of Cleve, as per Table 3 and according to Item 10.2 of the SLRP Policy Manual.
4. Approves the Change in Scope Application from the City of Mount Gambier, as per Table 3 and according to Item 10.2 of the SLRP Policy Manual.
5. Approves the Change in Scope Application from the District Council of Lower Eyre Peninsula, as per Table 3 and according to Item 10.2 of the SLRP Policy Manual.

Carried

Key points of discussion included:

- The Panel reviewed each of the Extension Requests and Change in Scope Applications.
- The Panel noted that it is important for the LGTAP to keep abreast of the progress with each of the extended projects, and noted that the next progress reports will be provided for LGTAP review in June 2023.

LGTAP identified the following follow up actions:

- a. SLRP Coordinator to notify the Councils listed in Table 1 that their Extension Requests have been approved.
- b. SLRP Coordinator to notify the Councils listed in Table 3 that their Change in Scope Applications have been approved.

4.3 SLRP 2023 Grant Round

Peter Tsokas Moved Lea Bacon Seconded that the LG Transport Advisory Panel notes the key dates for the 2023 SLRP Grant round.

Carried

4.4 SLRP Policy Manual

Peter Tsokas Moved Bridget Mather Seconded that the LG Transport Advisory Panel approves the revised SLRP Policy Manual and recommends that the revised SLRP Policy Manual is provided to the LGA Board of Directors for endorsement.

Carried

4.5 Progress for Approving Extension Requests

Bridget Mather Moved Richard Dodson Seconded that the LG Transport Advisory Panel:

1. Notes the update provided.



2. Notes the assessment and Approval Process for SLRP Extension Requests.

Carried

Key points of discussion included:

- The Panel questioned whether a situation could arise when a decision on an Extension Request is required prior to the next meeting. It was agreed that, should this situation occur, an out of session decision could be made within existing meeting procedures.
- The Panel expects most requests to be for less than 12-months.
- The Panel noted the advice from Mr Ilee that issues may arise for projects funded under the Roads to Recovery stream when that funding pool is in the final year and that it is important for the Panel to stay on top of these projects.

4.6 LGTAP Membership Update

Chris Dunn Moved Peter Tsokas Seconded that the LG Transport Advisory Panel:

1. Notes the term of the recently appointed LGA Board Director/Chairperson will conclude in October 2024.
2. Notes the term of the recently appointed Proxy to the LGA Board Director/Chairperson will conclude in October 2024.
3. Notes that the CEO is yet to appoint a proxy for the LGA Representative.

Carried

4.7 Review of 2019 and 2020 SLRP funded projects

Peter Tsokas Moved Lea Bacon Seconded that the LG Transport Advisory Panel:

1. Notes the 2019 and 2020 funded projects that are ongoing.
2. Notes the 2019 and 2020 funded projects that are now complete.
3. Notes the underspend SLRP funds, as provided at Table 2.
4. Notes the underspent Council contributions, as provided at Table 2.

Carried

Key points of discussion included:

- The Panel agreed that SLRP underspends are being resolved as part of the action identified at Item 4.1.
- The Panel discussed the need to continue to ensure that accurate funding estimates are provided as part of the application process to ensure that funding requests are not over-inflated.

5. Confidential Reports

6. Any Other Business



Mike Wilde advised that the LGTAP representative may change due to staffing changes and that it is unlikely that he will continue as proxy for the Minister. The Panel thanked Mr Wilde for his contributions to the LGTAP.

7. Next Meeting

The LGTAP notes that the next meeting of the Local Government Transport Advisory Panel will be held on Thursday 1 June, 2023.

8. Close

The Chairperson declared the meeting closed at 11.35am and thanked committee members and LGA staff for their attendance.

Minutes confirmed

Mayor Leon Stephens

Date 1 June 2023