



Confidential Minutes

Local Government Transport Advisory Panel

Wednesday 27 September 2023 at 12.00pm

Local Government House 148 Frome Street and via teleconference

1. Welcome

1.1 Acknowledgement of Country

The Chairperson opened the meeting at 12:00pm and welcomed members and LGA staff to the meeting.

1.2 Present and Apologies

Present

Mayor Leon Stephens	Chairperson/LGA Board Director (via Teams)
Mr Richard Dodson	Regional Council Representative (via Teams)
Mr Chris Dunn	Greater Adelaide Council Representative
Ms Bridget Mather	Regional Council Representative (via Teams)
Mr Peter Ilee	Minister for Local Government Representative (via Teams)
Mr Russell Troup	Minister for Infrastructure and Transport Representative
Mr Andrew Wroniak	Proxy for the LGA Representative

Non-voting observers

Ms Mathilde Thorsen	Projects & Grants Coordinator - <i>minutes</i> (via Teams)
---------------------	--

Apologies

Mr Peter Tsokas	Greater Adelaide Council Representative
-----------------	---



1.3 Member's Declaration of Interest

None

1.4 Grounds for moving into confidence

Moved Ms Bridget Mather Seconded Mr Chris Dunn that the LG Transport Advisory Panel consider the following items in confidence being satisfied that there are reasonable grounds for the information received, discussed or considered in relation to these items to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures and orders all observers at the meeting, with the exception of LGA staff on duty, be excluded from attendance at the meeting:

1. Agenda Item 2.1 – Confidential Minutes of Previous Meetings

Carried

2. Confirmation of Minutes

2.1 Confidential Minutes of Previous Meetings

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

1. Notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures.
2. Confirms the minutes of the meeting held on 1 June 2023, the Out Of Session resolution of 3 August 2023 and the Out of Session Resolution of 28 August 2023 as a true and accurate record of the proceedings held.
3. Having considered Agenda Item 2.1 – *Minutes of the Previous Meetings* in confidence resolves to retain the attachments and discussion in confidence within the parameters of the original resolutions contained within.

Carried

3. Business Arising

3.1 Resolutions and Actions from Previous Meeting

Moved Ms Bridget Mather Seconded Mr Russell Troup that the LG Transport Advisory Panel notes the progress with resolutions and actions resulting from the previous meeting.

Carried

3.2 LGTAP Work Plan

Moved Chris Dunn Seconded Richard Dodson that the LG Transport Advisory Panel notes the work plan for 2024.

Carried

Key points of discussion included:

- LGTAP sought clarification regarding the timeline for the official advice regarding the 2023-24 SLRP grant round from the SA Local Government Grants Commission.

4. Reports for Discussion

4.1 SLRP Project Reports and Acquittals

Moved Ms Bridget Mather Seconded Mr Andrew Wroniak that the LG Transport Advisory Panel:

1. Notes the Progress Reports received for the projects funded under the 2020-21, 2021-22 and 2022-23 SLRP Grant rounds.
2. Notes the Final Reports received for the projects funded under the 2021-22 and 2022-23 SLRP Grant rounds.
3. Notes comments provided by exception, as detailed in Table 2 to Table 6.

Carried

4.2 SLRP Requests and Grantee Correspondence

Moved Mr Peter Ilee Seconded Mr Russell Troup 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.

Carried

4.3 Return of Unspent SLRP Funds

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

1. Agrees that the unspent SLRP funds identified in Table 1 will be recovered from Council, as per the Return of Unspent SLRP Funds Policy.

Carried

LGTAP identified the following follow-up actions:

- a. The LGA Secretariat to write to the respective Councils identified in Table 1 to advise that the unspent SLRP funds will be recovered.

4.4 SLRP 2023-24 grant round - review

Discussion deferred to Item 4.7.

4.5 SLRP Policy Manual and LGTAP TOR - review

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

1. Discuss and provide feedback for updates to the current SLRP Policy Manual and LGTAP Terms of Reference
2. Endorse the proposed updates to the SLRP Policy Manual, as per Table 1.



3. Endorse the proposed updates to the LGTAP Terms of Reference, as per Table 2.
4. Request that a further version of the SLRP Policy Manual and LGTAP Terms of Reference be provided to the LGTAP at their next meeting for endorsement to provide to the LGA Board of Directors for approval.

Carried

Key points of discussion included:

- Funding conditions included in the Roads to Recovery program should be considered in drafting the list of eligible and non-eligible SLRP expenditure.
- SA Local Government Grants Commission is taking an interest in the SLRP and has asked its support staff to ensure the Commission's roles and responsibilities are appropriately recognised in the SLRP Policy Manual.
- Proposed amendments to section 5.2 of the SLRP Policy Manual need to be further reviewed and revised, taking into consideration:
 - The Panel's view is that street-scaping works should not be excluded if this work is part of the completion of the road project.
 - Work on non-road areas is sometimes necessary as project works may impact on these areas.
 - Further advice is required to determine whether SLRP funds can be used to fund existing staff wages.

LGTAP identified the following follow up actions:

- a. SLRP Coordinator to work with Mr Peter Ilee out-of-session on the SLRP Policy Manual to ensure that the roles and responsibilities of the SA Local Government Grants Commission are appropriately reflected, and the list of eligible/non-eligible expenditure is accurate in relation to the funding conditions included in the three funding streams.
- b. LGA Secretariat to clarify whether SLRP funds can be used to cover existing staff wages.

4.6 SLRP 2024-15 Grant Round timeline

Moved Mr Chris Dunn Seconded Mr Russell Troup that the LG Transport Advisory Panel:

1. Notes the suggested timeline for delivering the 2024-25 SLRP Grant round.
2. Agrees to schedule the LGTAP meetings in January and May 2024, as per Table 1.

Carried

4.7 LGTAP Annual Review

Moved Mr Russell Troup Seconded Mr Peter Ilee that the LG Transport Advisory Panel:

1. Approve the draft LGTAP 2023 Review Questionnaire.
2. Agrees to complete the questionnaire by Friday 12 January 2024.

Carried



4.8 SLRP Improvement Action Plan

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

1. Notes the update on progress made toward the SLRP Improvement Action Plan.

Carried

Key points of discussion included:

- The SA Local Government Grants Commission has found the original Grant Agreement/MOU for the SLRP grant and will circulate this to the Panel.
- SLRP Grant recipients should have the opportunity to provide feedback on the application process.

LGTAP identified the following follow up actions:

- a. The LGA Secretariat to work with the SA Local Government Grants Commission regarding an MOU or confirmation letter from the Commonwealth regarding the use of funds for the SLRP.
- b. Original SLRP Grant Agreement to be circulated to the LGTAP out-of-session.
- c. The SLRP Coordinator to consider a feedback process for the SLRP Grantees.

5. Any Other Business

5.1 Update from the SA Local Government Grants Commission

Moved Mr Andrew Wroniak and Seconded Russell Troup that the committee notes the update from the SA Local Government Grants Commission.

Mr Peter Ilee provided a verbal update.

Key points of discussion included:

- The Chair of the SA Local Government Grants Commission has raised concerns regarding the strategic significance of the projects recommended for the metropolitan council area and the process for identify roads of regional significance for the metropolitan council areas without the Metropolitan Strategic Roads Committee.
- There were concerns raised at recent council visits regarding the lack of consultation with the sector regarding the development of the SLRP Policy Manual and LGTAP Terms of Reference, and lack of transparency and clarity of the processes by councils.
- The SA Local Government Grants Commission will seek to liaise with LGTAP to discuss continued improvements to the SLRP.
- The SA Local Government Grants Commission are continuing to work with the Naracoorte Lucindale Council to ensure that the Boddingtons West Road project continues, is completed on time, and that the funds are spent.
- Mr Russell Troup advised the Panel that the Department for Infrastructure and Transport are developing a document to ensure clarity on the two approval processes – being



conceptual approval and design approval – which can be supplied to Councils ahead of time to provide clarity and transparency.

LGTAP identified the following follow-up actions:

- a. Russell Troup to circulate the DIT document/checklist regarding the two approval processes to the LGTAP out-of-session, when finalised, with a view to being available as a supporting document for SLRP projects.

5.2 SLRP 2023-24 Complaint

Moved Mr Richard Dodson and Seconded Mr Peter Illee that the committee notes the update on the complaint.

6. Next Meeting

The LGTAP notes that the next meeting of the Local Government Transport Advisory Panel will be held on 31 January 2024, at Local Government House and via teleconference.

7. Close

The Chairperson declared the meeting closed at 1:05pm and thanked committee members and LGA staff for their attendance.

Minutes confirmed

.....

Chairperson signature

Date