

Notice of Meeting

Notice is hereby given that a meeting of the Local Government Transport Advisory Panel (LGTAP) will be held on

Wednesday 27 September 2023 at 12:00pm

Boardrooms at Local Government House

148 Frome Street, Adelaide and via videoconference

For further information about the Local Government Transport Advisory Panel (LGTAP), [click here](#).

Local Government Transport Advisory Panel

LGTAP Members

Mayor Leon Stephens	Chairperson/LGA Board Director Port Pirie Regional Council
Mr Richard Dodson	Regional Council Representative Light Regional Council
Mr Peter Tsokas	Greater Adelaide Council Representative City of Unley
Mr Chris Dunn	Greater Adelaide Council Representative City of Port Adelaide Enfield
Ms Bridget Mather	Regional Council Representative Coorong District Council
Vacant	LGA Representative
Mr Peter Ilee	Minister for Local Government Representative
Mr Russell Troup	Minister for Infrastructure and Transport Representative

LGTAP Proxy Members

Mayor Michael Coxon	Proxy for LGA Board Director City of West Torrens
Mr Andrew Wroniak	Proxy for LGA Representative
Mr Alex Sgro	Proxy for Minister for Local Government Representative
Mr Mike Wilde	Proxy for Minister for Infrastructure and Transport Representative

Agenda

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6. Next Meeting	
The next meeting of the Local Government Transport Advisory Panel will be held on 31 January 2024, at Local Government House and via videoconference.	
7. Close	

Acknowledgement of Country

The Local Government Association (LGA) acknowledges the Traditional Owners of country throughout South Australia, and pays its respects to Elders past, present and emerging.

We acknowledge the unique cultural and spiritual relationships to the land, waters and seas and the rich contribution that First Nations People continue to make to our society.

The LGA operates on Kaurna land, and our work extends across many First Nations communities within South Australia.

We acknowledge that local government can learn from the deep feelings of attachment that First Nations People have to country and respect this relationship in the delivery of services to communities.

The LGA is committed to strengthening connections between First Nations People, councils and the broader community as the peak body for local government in South Australia.

1.4 Grounds for moving into confidence

Welcome, Present and Apologies

From: Alyssa Bates, Grants Coordinator
Meeting: LG Transport Advisory Panel 27 September 2023
ECM: 795974

Recommendation

That the LG Transport Advisory Panel resolves to 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**

Discussion

Refer to confidential reports.

3.1 Resolutions and Actions from Previous Meetings

Business Arising

From: Alyssa Bates, Grants Coordinator
Meeting: LG Transport Advisory Panel 27 September 2023
ECM: 796324

Recommendation

That the LG Transport Advisory Panel notes the progress with resolutions and actions resulting from previous meetings.

Discussion

Meeting Date	Item	Resolution/Action	Responsible	Current Status
29/09/2022	Item 3.2 – LGTAP 2023 Forward Calendar	Dates for the 2023 LGTAP meetings to be determined out-of-session.	LGA Secretariat	Complete
01/06/2023	Item 4.1 – SLRP Project Reports and Acquittals	Write to councils with outstanding projects from the 2019 and 2020 SLRP Grant rounds to seek a declaration from the councils to confirm that the projects are complete to finish the close out process.	LGA Secretariat	Complete
01/06/2023	Item 4.2 – SLRP Requests and Grantee Correspondence	Liaise with the Department of Infrastructure and Transport to ask them to explain the circumstances regarding Naracoorte Lucindale Council's extensions and the implications should the project not be completed.	LGA Secretariat Mr Peter Ilee	Complete
01/06/2023	Item 4.2 – SLRP Requests and Grantee Correspondence	Notify the Councils listed in Table 1 that their Extension Requests have been approved.	SLRP Coordinator	Complete
01/06/2023	Item 4.2 – SLRP Requests and Grantee Correspondence	Notify Tatiara District Council that its Change in Scope Application has been approved.	SLRP Coordinator	Complete

01/06/2023	Item 4.2 – SLRP Requests and Grantee Correspondence	Convey to the City of Mount Gambier and Naracoorte Lucindale Council the importance of achieving their extension dates in relation to the Roads to Recovery funding stream.	SLRP Coordinator	Complete
01/06/2023	Item 5.1 – SLRP 2023-24 Grant Round Application Assessment	Request further information from three Councils regarding their SLRP applications	SLRP Coordinator	Complete
01/06/2023	Item 5.1 – SLRP 2023-24 Grant Round Application Assessment	Update the SLRP Application Form for future funding rounds to provide an estimated project cost on future stages of multi-stage projects	SLRP Coordinator	Ongoing – on track for completion before the 2024-25 SLRP grant round opens.
28 August 2023	Out-of-session resolution	Provides feedback on the response to be provided to Council from the Chair of the LGTAP, by 20 September 2023.	LGA Secretariat	Complete

3.2 LGTAP Work Plan

Business Arising

From: Alyssa Bates, Grants Coordinator
Meeting: LG Transport Advisory Panel 27 September 2023
ECM: 795976 Attachment 796030

Recommendation

That the LG Transport Advisory Panel notes the work plan for 2024.

Discussion

Standing Items for discussion at each meeting

Item	Action
Minutes of Previous Meeting	Confirmation
Resolutions and Actions from Previous Meeting	Review and note
SLRP Project Reports and Acquittals	Review and feedback
SLRP Requests and Grantee Correspondence	Review and feedback

January 2024

Meeting Focus	Action
Preparation for SLRP 2024-25 Grant round	Note
SLRP Policy Manual, LGTAP TOR, Return of Unspent SLRP Funds Policy	Review
LGTAP Membership Update	Note
Outcome of the LGTAP Self-Assessment Survey	Note

May 2024

Meeting Focus	Action
Assessment of 2024-25 SLRP Grant round applications	Review and decision
SLRP Annual Report	Review and feedback

September / October 2024

Meeting Focus	Action
Review of 2024-25 SLRP Grant round process	Review and feedback
SLRP Policy Manual and LGTAP Terms of Reference	Review and feedback
2025 SLRP Grant round timeframes	Decision
LGTAP Survey Questions for Self-Assessment	Review and feedback

To support the LGTAP in considering the meeting plan above, a work schedule for the responsibilities set-out within the LGTAP Terms of Reference has been developed (Attachment A).

Attachment A: LGTAP Responsibilities and Work Schedule

LG Transport Advisory Panel 2023 Responsibilities and Work Schedule (as per the LGTAP Terms of Reference)

TOR Activity	Feb	June	Sept
4. Objectives			
Oversight of the governance and operations of the SLRP.			
Strategic oversight of SLRP grant rounds.			
Oversee the management and reporting of active SLRP funded projects.			
7. Responsibilities			
Report the outcomes from LGTAP meetings to the Board and make recommendations.			
8. Functions of the LGTAP			
Report on the status of the SLRP to the LGA Board following each meeting.			
Review the SLRP policies and TOR every two years.			
Facilitate an annual grant round of the SLRP in accordance with SLRP policies.			
Assess and evaluate all applications for SLRP funding and provide recommendations to the Board regarding strategic local road projects suitable for funding.			
Receive and evaluate regular progress reports from grant recipients in relation to SLRP funded projects and report on the status of the projects to the Board.			
Provide advice regarding the project management of funded projects, including extension requests.			
Deliver the SLRP in accordance with the LGAs policies and procedures.			
Inform the Board of breaches and make recommendations.			
10. Meetings			
Meet at least three times per year.			
Adopt the LGA's meeting procedures.			

Keep Minutes of the LGA meetings including a record of the actions.			
11. Other			
Self-assessment of the Panel's performance against the SLRP Policy Manual and TOR.			
Annual Report of the Panel's activity to the LGA Board.			

4.1 SLRP Project Reports and Acquittals

Reports for Discussion

From: Alyssa Bates, Grants Coordinator
Meeting: LG Transport Advisory Panel 27 September 2023
ECM: 796368 Attachments 797234 and 797231

Recommendation

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 the comments provided by exception, as detailed in Tables 2 to 6.

Discussion

As per Item 8.4 of the SLRP Policy Manual, an update on the current and completed SLRP projects will be provided to the LGTAP at each meeting.

Copies of the Progress Reports are provided in Attachment A. Copies of the Final Reports are provided in Attachment B.

Table 1. Summary of Reports Received

Round	Progress Report	Final Report	Declaration of Project Completion	Outstanding Reports
2019-20	N/A	N/A	4	0
2020-21	1	N/A	4	0
2021-22	3	4	N/A	0
2022-23	11	8	N/A	0

Progress Reports

The Panel is asked to review the SLRP Progress Reports and provide direction on any reports that are of concern.

The following projects are provided by exception to highlight issues for LGTAP to note, or for LGTAP consideration and direction:

Table 2. Discussion by Exception: Progress Reports for the 2020-2021 SLRP Grant round

Council	Project Name	SLRP funding	Progress Update comments	For LGTAP consideration
City of Mount Gambier	Pinehall Avenue & O'Leary Road	\$380,000 (Identified Local Roads)	This stage of the project has experienced a further delay due to APA Gas works. The total cost of the project has also significantly increased from \$570,000 to \$840,000.	Refer to Item 4.2

Table 3. Discussion by Exception: Progress Reports for the 2021-22 SLRP Grant round

Council	Project Name	SLRP funding	Progress Report comments	For LGTAP consideration
District Council of Lower Eyre Peninsula	Bratten Way Upgrade	\$1,976,950 (Identified Local Roads) (funded for 2 projects in the 2021-22 round and this figure is the total)	Council are hoping to complete works by the end of October, however harvest season may start early which will stop works until January 2024. If this occurs, an extension request will be submitted.	To note Refer to Attachment A for full report and further details
Light Regional Council	Gerald Roberts Road, Seppeltsfield	\$990,000 (Roads to Recovery)	Project works have commenced. DIT require a seal type that cannot be laid in winter, therefore the final treatment will be laid in 6-months. An extension request has been submitted by Council.	Refer to Item 4.2
Renmark Paringa Council	Government Road, Renmark	\$2,030,000 (Identified Local Roads)	An extension request was approved by LGTAP through an out of session resolution.	To note

Table 4. Discussion by Exception: Progress Reports for the 2022-23 SLRP Grant round

Council	Project Name	SLRP funding	Progress Report comments	For LGTAP consideration
District Council of Cleve	Ballumbah/Kinnaird Road, Darke Peak to Ruddall	\$400,000 (Roads to Recovery)	Works have been delayed due to contractor availability. An extension request has been submitted. To date, no SLRP funds have been spent or committed.	Refer to Item 4.2
Light Regional Council	Gray Street Freeling	\$794,000 (Roads to Recovery)	Works have been delayed due to working with a Service Provider and their infrastructure and weather. An extension request has been submitted.	Refer to Item 4.2
Naracoorte Lucindale Council	Boddingtons West Road, Cadgee	\$1,000,000 (Roads to Recovery)	Works have commenced. Environmental Impact Assessment has been completed and the results have been submitted for assessment. Anticipating completion by approved extension date.	To note

Council	Project Name	SLRP funding	Progress Report comments	For LGTAP consideration
City of Mount Gambier	Pine Hall Avenue, Mount Gambier	\$212,000 (Roads to Recovery)	Project works have not commenced due to a further delay notified by APA Gas. An extension request has been submitted.	Refer to Item 4.2
District Council of Loxton Waikerie	Billiat Road	\$540,000 (Roads to Recovery)	Project works have commenced and are expected to be completed on time. To date, no SLRP funds have been spent or committed.	To note
Alexandrina Council	Nangkita Road	\$600,000 (Roads to Recovery)	Council has received advice that the final coat needs to be applied in 6-months time. An extension request has been submitted.	Refer to Item 4.2

Final Reports

The Panel is asked to review the Final Reports and provide direction on any reports that are of concern, as detailed in the tables below.

The following projects are provided by exception to highlight issues for LGTAP to note, or for LGTAP consideration:

Table 5. Discussion by Exception Final Reports for the 2021-22 SLRP Grant round

Council	Project Name	SLRP funding	Final Report comments	For LGTAP consideration
Wattle Range Council	Dergholm Road, Penola	\$75,000 (Supplementary Local Roads)	Project works completed 29 May 2023. Council initially proposed to fund the project 50/50. When the final costs were realised, the Council contribution was \$68,300. This remains over one-third of the total project cost.	To note

Table 6. Discussion by Exception Final Reports for the 2022-23 SLRP Grant round

Council	Project Name	SLRP funding	Final Report comments	For LGTAP consideration
City of Marion	Quailo Avenue and Barramundi Drive, Hallett Cove	\$142,500 (Identified Local Roads)	Project works completed 20 July 2023. Council reported an underspend of \$54,038.	Refer to Item 4.3

Council	Project Name	SLRP funding	Final Report comments	For LGTAP consideration
Adelaide Hills Council	Tiers Road Lenswood	\$330,000 (Supplementary Local Roads)	Project works completed 14 April 2023. Council reported an underspend of \$66,167	Refer to Item 4.3
Tatiara District Council	Bunker Road Widening, Keith	\$55,000 (Supplementary Local Roads)	Project works completed 19 May 2023. Council initially proposed to fund the project 50/50. When the final costs were realised, the Council contribution was \$36,275. This remains over one-third of the total project cost.	To note

All projects that have submitted their Final Reports are now considered to be completed and will not be required to submit further reporting to the LGTAP.

Declarations of Project Completion

Outstanding projects funded from within the 2019-20 and 2020-21 grant rounds were asked to complete and return a Declaration of Project Completion, as per the Panel's direction at the meeting of 1 June 2023. Five Councils were contacted to complete a Declaration of Completion to close of eight outstanding projects. All Declarations of Project Completions have been returned, successfully closing these projects.

Attachments

Attachment A: Progress Reports

Attachment B: Final Reports

Attachment A: SLRP Progress Reports

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SLRP 2020-21: Progress Reports

Limestone Coast LGA

City of Mount Gambier: Pine Hall Avenue & O'Leary Road Intersection Upgrade

Project Details	
Project Title	Pine Hall Avenue and O'Leary Road Intersection Upgrade
Project Start Date	30/06/2020
Project End Date	30/06/2021
Extension Granted to date	Extension 1: 30/06/2023 Extension 2: 31/12/2023
SLRP Funding Approved	840,000.00
Project Expenditure	
2020-21 SLRP Funding Approved	\$380,000.00
2020-21 SLRP funds unspent	\$0
Approved Council Contribution Amount	\$190,000.00
Council Contribution unspent	\$10,461.00
Project Scope	
Has the scope of the project changed from the approved funding?	Yes
If yes, provide details.	Change of Scope was approved on 16/02/2023 and extension was received up to 30/06/2023. Applied for another extension for the delivery due to planned APA Gas main works.
Project Update	
Status of Project Works	Not Commenced
	30/10/2023
Please describe the project works that have commenced, to date.	800m road upgrade on O'Leary has been completed. Physical construction work commencing on the intersection is yet to commence.
Do you anticipate the remainder of the works will be completed on time and to budget?	No

<p>If no, provide further information.</p>	<p>The intersection widening work is yet to be undertaken. It has been on hold due to some utility services relocation and land acquisition process.</p>
<p>Please advise the date that you anticipate the project will be completed in accordance with the approved funding.</p>	<p>More funding is required. Change of project scope was submitted and approved in February 2023. Additional Funding has been allocated as further contribution to this project.</p>
<p>Please advise the date the project works will commence.</p>	<p>15/01/2024</p>
<p>Please provide a detailed explanation for why the project has not yet commenced.</p>	<p>APA Gas has initiated the upgrade of their high-pressure gas main network along Pine Hall Avenue, extending to the intersection of Pine Hall and O'Leary Road. The projected completion date for this project is set for the end of December 2023. Consequently, this timeline adjustment will lead to a delay in the commencement of the intersection upgrade works.</p>

SLRP 2021-22: Progress Reports

Eyre Peninsula LGA

District Council of Lower Eyre Peninsula: Bratten Way Upgrade

Project Details	
Project Title	Bratten Way Upgrade
Project Start Date	10/01/2022
Project End Date	25/03/2022
Extension Granted to date	20/10/2023
Project Expenditure	
2021-22 SLRP Funding Approved	\$1,976,950 (Note, Project Expenditure includes Stage 3 and Stage 4, both funded in 2021-22 and reported together)
2021-22 SLRP funds unspent	\$46,250
Approved Council Contribution Amount	\$988,000
Council Contribution unspent	\$20,000
Project Scope	
Has the scope of the project changed from the approved funding?	Yes
If yes, provide details.	Refer to attached Scope Update report (below)
Project Update	
Status of Project Works	Commenced
Advise the anticipated completion date for the project works.	30/10/2023
Please describe the project works that have commenced, to date.	<p>The works commenced on Stage 3 and 4 of the Bratten Way Rehabilitation/Upgrade in late May.</p> <p>The earthworks have been completed over the first 2km section of the project, with carting and placement of the subbase commencing in this section on the 22nd of August.</p> <p>We have established a second work crew to continue with the earthworks on the next section while the first crew focus on the placement of the pavement.</p>

	<p>The vegetation clearance has been completed over a 5.3km length which is the maximum length that we believe we can complete over Stages 3 to 5.</p> <p>After our last report in May, the negotiations with the preferred tenderer fell through. Please refer to the change of scope section above.</p>
Description of the work still to be completed.	<p>The Subbase pavement layer need to be completed in the first 1.6km section before carting and laying the Base Course layer. This will then be sealed while the subbase and base course layers are placed in the following 1.5km section which will then be sealed. Should time permit before harvest work will continue to exhaust available funds, however if there is not sufficient time to complete the last section before harvest, the final section and the remaining funds will be carried over to January to be undertaken with the stage 5 works.</p>
Do you anticipate the remainder of the works will be completed on time and to budget?	No
If no, provide further information.	<p>We expect that a majority of the works will be completed by the end of October which is approximately a week later than previously reported. At this point we plan on moving the contractor off the Bratten Way project until early January to avoid undertaking works during harvest when the heavy vehicle traffic volumes on the road doubles.</p> <p>Council have a road upgrade project approximately 5km from the Bratten Way project that is expected to take 8 weeks. This will allow Council to maintain work for the contractor and ensure they are available to recommence the Bratten Way works in January.</p> <p>When works recommence on Bratten Way in 2024 any unspent funds from the Stage 3 & 4 funding will be used, before commencing the Stage 5 works.</p>

**Attachment: Bratten Way Rehabilitation / Upgrade Project
Scope Update Report**

This report is to provide notification to the SLRP panel, that Council can achieve additional length over the 3.0km previously reported. After the previous tender process was abandoned, this is being accomplished by engaging a local contractor under a hybrid Time and Materials contract as opposed to a Lump Sum Contract.

After the last project report in early May the preferred contractor council had been in negotiations with, submitted a revised costing based on Council providing the tenderer with total the available funds. This revised costing further reduced the scope from 3.0km to 2.6km.

Given the original scope for Stages 3 and 4 of the project was expected to be 5.4km, Council felt the further reduction in scope was untenable and abandoned the tender process.

With the tender was abandoned Council negotiated an agreement with a local contractor for the works to undertaken under day rates. Council have positioned their experience Civil Works Project Manager onsite to manage the project day to day, with the planning for the works being undertaken in collaboration with the contractors site supervisor.

The advantage of the arrangement is that Council avoids paying risk margin on risks that may not occur and which are at times poorly managed by the contractors. The disadvantage is that Council

then takes on that risk, although risks are being managed by Council through placing their own project manager on the site to have input in the management of the works.

In addition Council have directly procured the pavement rubble and sealing works to avoid paying additional margin on these components, the cost of these equate to roughly half the cost of the works and therefore margins charge by contractors to manage the procurement of these elements can be considerable.

It is expected that through this arrangement an additional 1000m (3,600m total) can be achieved over the last price offered through the abandoned tender process.

Whilst this is still less than the original scope of 5.4km, the large increase in contractor labour and operational costs as still being felt in the day rates being paid.

The increase in pavement depth required after damage sustained last harvest (as reported in February) has also had an impact on the length of works able to be completed.

Legatus Group
Light Regional Council: Gerald Roberts Road, Seppeltsfield

Project Details	
Project Title	Gerald Roberts Road, Seppeltsfield
Project Start Date	07/02/2022
Project End Date	17/06/2022
Extension Granted to date	30/06/2023
Project Expenditure	
2021-22 SLRP Funding Approved	\$990,000.00
2021-22 SLRP funds unspent	\$0
Approved Council Contribution Amount	\$583,000.00
Council Contribution unspent	Exceeded by \$273,492.75
Project Scope	
Has the scope of the project changed from the approved funding?	Yes
If yes, provide details.	DIT have required a seal type that cannot be laid in the winter. The project has been constructed and a primer seal has been laid. Council will seal the final treatment in 6 months time and complete the project with linemarking.
Project Update	
Status of Project Works	Commenced
Advise the anticipated completion date for the project works.	29/12/2023
Please describe the project works that have commenced, to date.	Project is substantially complete, the road is sealed and achieved practical completion from Council. Due to DIT's requirements the final sprayseal treatment and Linemarking will be done in October 2023.
Description of the work still to be completed.	Current wearing surface is 10mm primer seal and existing linemarking. October's wearing surface will be 16mm/7mm S20E/S20E double seal.
Do you anticipate the remainder of the works will be completed on time and to budget?	Yes

Murraylands and Riverland LGA

Renmark Paringa Council: Government Road, Renmark

Project Details	
Project Title	Government Road, Renmark
Project Start Date	30/07/2021
Project End Date	30/06/2022
Extension Granted to date	30/04/2023
Project Expenditure	
2021-22 SLRP Funding Approved	\$2,030,000.00
2021-22 SLRP funds unspent	\$0
Approved Council Contribution Amount	\$1,270,000.00
Council Contribution unspent	\$0
Project Scope	
Has the scope of the project changed from the approved funding?	No
Project Update	
Status of Project Works	Commenced
Advise the anticipated completion date for the project works.	30/03/2024
Please describe the project works that have commenced, to date.	Current works undertaken since last progress report has been confirming the service relocations required for Telstra and coordinating the commencement from the civil contractor to complete the remainder of the construction.
Description of the work still to be completed.	Final stages of civil works required between Quarte Street and Ral Ral Avenue (approximately 700 metres).
Do you anticipate the remainder of the works will be completed on time and to budget?	Yes

SLRP 2022-23: Progress Reports

Eyre Peninsula LGA

District Council of Franklin Harbour: Cowell Kimba and Lucky Bay Roads

Project Details	
Project Title	Cowell Kimba and Lucky Bay Roads upgrade
Project Start Date	01/07/2022
Project End Date	30/06/2023
Extension Granted to date	10/02/2024
Project Expenditure	
2022-23 SLRP Funding Approved	\$1,063,000.00
2022-23 SLRP funds unspent	\$0
Approved Council Contribution Amount	\$523,000.00
Council Contribution unspent	\$220,963.00
Project Scope	
Has the scope of the project changed from the approved funding?	No
Project Update	
Status of Project Works	Commenced
Advise the anticipated completion date.	10/02/2024
Describe the works that have commenced, to date.	2km of failed pavement has been overlaid with tensar TX160 Geogrid + 200mm pavement and 14/7mm C170 Sprayed Seal was Applied. 16km of shoulders have been stabilized and trimmed ready for priming.
Description of the works still to be completed.	Prime seal 16,000m x 0.8m of shoulder and apply a 2 coat 14/7mm C170+S10E sprayed seal to 18km x 8m wide and apply line marking to seal.
Do you anticipate the remainder of the works will be completed on time and to budget?	Yes

District Council of Cleve: Ballumbah/Kinnaird Road, Darke Peak to Ruddall SA 5642 (Shoulder Upgrade)

Project Details	
Project Title	Ballumbah/Kinnaird Road, Darke Peak to Rudall SA 5642 (Shoulder Upgrade)
Project Start Date	01/02/2023
Project End Date	30/06/2023
Extension Granted to date	
Project Expenditure	
2022-23 SLRP Funding Approved	\$400,000.00
2022-23 SLRP funds unspent	\$400,000.00
Approved Council Contribution Amount	\$200,000.00
Council Contribution unspent	\$200,000.00
Project Scope	
Has the scope of the project changed from the approved funding?	No
If yes, provide details.	
Project Update	
Status of Project Works	Not Commenced
Advise the date that you anticipate the work will commence.	29/08/2023
Advise why the works have not commenced.	Contractor has been busy and has only been able to fit into their work schedule now
Advise the anticipated completion date.	31/10/2023

Legatus Group

Light Regional Council: Gray Street, Freeling

Project Details	
Project Title	Gray Street, Freeling
Project Start Date	31/01/2023
Project End Date	31/05/2023
Extension Granted to date	30/06/2023
Project Expenditure	
2022-23 SLRP Funding Approved	\$794,000.00
2022-23 SLRP funds unspent	\$30,000.00
Approved Council Contribution Amount	\$397,000.00
Council Contribution unspent	Exceeded by \$583,874.73
Project Scope	
Has the scope of the project changed from the approved funding?	No
If yes, provide details.	
Project Update	
Status of Project Works	Commenced
Advise the anticipated completion date.	29/09/2023
Describe the works that have commenced, to date.	Stage 1 (Stephenson to Coulls Street) completed Stage 2 (Coulls to Schuster) completed this week
Description of the works still to be completed.	Stage 3 (Schuster to 38 Gray/end)
Do you anticipate the remainder of the works will be completed on time and to budget?	Yes
If no, provide further information.	Completed by new end date of 29/09/2023

Regional Council of Goyder: Hills Road, Booborowie

Project Details	
Project Title	Hills Road, Booborowie
Project Start Date	30/09/2022
Project End Date	30/06/2023
Extension Granted to date	30/04/2024
Project Expenditure	
2021-22 SLRP Funding Approved	\$200,000.00
2021-22 SLRP funds unspent	\$0
Approved Council Contribution Amount	\$100,000.00
Council Contribution unspent	\$50,000.00
Project Scope	
Has the scope of the project changed from the approved funding?	No
If yes, provide details.	
Project Update	
Status of Project Works	Commenced
Advise the anticipated completion date for the project works.	30/04/2024
Please describe the project works that have commenced, to date.	Material crushed, survey works completed, commenced field set out of road project.
Description of the work still to be completed.	Cartage and spreading of roadbase material commencing late September / early October. Sealing works tentatively scheduled early March 2024.
Do you anticipate the remainder of the works will be completed on time and to budget?	Yes

Limestone Coast LGA
Tatiara District Council: Cannawigara Road Shoulder Widening, Bordertown

Project Details	
Project Title	Cannawigara Road Shoulder Widening, Bordertown
Project Start Date	05/12/2022
Project End Date	26/05/2023
Extension Granted to date	30/04/2024
Project Expenditure	
2022-23 SLRP Funding Approved	\$340,000.00
2022-23 SLRP funds unspent	\$0
Approved Council Contribution Amount	\$340,000.00
Council Contribution unspent	\$80,000.00
Project Scope	
Has the scope of the project changed from the approved funding?	Yes
If yes, provide details.	A change of scope application form was submitted 11 May that was approved.
Project Update	
Status of Project Works	Commenced
Advise the anticipated completion date.	22/12/2023
Describe the works that have commenced, to date.	The pavement reconstruction works are complete. This involved topping up the shoulders with rubble, profiling and wet mixing the material, compacting and trimming ready for sealing. Due to the delay in sealing, ongoing maintenance of the shoulders has been undertaken in the interim.
Description of the works still to be completed.	Seal the shoulders and reseal the existing seal followed by line marking. The sealing contractors are programmed to be onsite at the end of September to complete the works (subject to appropriate weather conditions).
Do you anticipate the remainder of the works will be completed on time and to budget?	Yes, in accordance with the approved change scope of works.

Naracoorte Lucindale Council: Boddingtons West Road, Cadgee

Project Details	
Project Title	Boddingtons West Road, Cadgee
Project Start Date	01/09/2022
Project End Date	28/04/2023
Extension Granted to date	31/05/2024
Project Expenditure	
2022-23 SLRP Funding Approved	\$1,000,000.00
2022-23 SLRP funds unspent	\$992,235.00
Approved Council Contribution Amount	\$1,000,000.00
Council Contribution unspent	\$1,000,000.00
Project Scope	
Has the scope of the project changed from the approved funding?	No
If yes, provide details.	
Project Update	
Status of Project Works	Not Commenced
Advise the date that you anticipate the work will commence.	01/12/2023
Advise why the works have not commenced.	The environmental impact assessment has been completed and the self assessment has been submitted for review
Advise the anticipated completion date.	31/05/2024

City of Mount Gambier: Pine Hall Avenue, Mount Gambier

Project Details	
Project Title	Pine Hall Avenue, Mount Gambier
Project Start Date	01/10/2022
Project End Date	04/11/2022
Extension Granted to date	29/12/2023
Project Expenditure	
2022-23 SLRP Funding Approved	\$212,000.00
2022-23 SLRP funds unspent	\$205,445.00
Approved Council Contribution Amount	\$106,000.00
Council Contribution unspent	\$99,445.00
Project Scope	
Has the scope of the project changed from the approved funding?	No
If yes, provide details.	
Project Update	
Status of Project Works	Not Commenced
Advise the date that you anticipate the work will commence.	15/01/2024
Advise why the works have not commenced.	APA gas has confirmed with a notification letter that Their project work will not be finished until end of December 2023. Therefore, Council is unable to start construction on the project until the Gas Main installation work is completed.
Advise the anticipated completion date.	30/06/2024

Murraylands and Riverland LGA
District Council of Loxton Waikerie: Habel Road

Project Details	
Project Title	Habel Road
Project Start Date	01/07/2022
Project End Date	30/06/2023
Extension Granted to date	01/08/2023
Project Expenditure	
2022-23 SLRP Funding Approved	\$300,000.00
2022-23 SLRP funds unspent	\$0
Approved Council Contribution Amount	\$150,000.00
Council Contribution unspent	Exceeded by \$183,134.00
Project Scope	
Has the scope of the project changed from the approved funding?	No
If yes, provide details.	
Project Update	
Status of Project Works	Commenced
Advise the anticipated completion date.	18/09/2023
Describe the works that have commenced, to date.	Boxing out of road edges, new material laid and compacted
Description of the works still to be completed.	payment of invoice
Do you anticipate the remainder of the works will be completed on time and to budget?	No
If no, provide further information.	seal works to be completed due to environmental conditions and contractor availability. Scheduled to be completed with 2 weeks

District Council of Loxton Waikerie: Billiat Road

Project Details	
Project Title	Billiat Road
Project Start Date	01/07/2022
Project End Date	30/06/2023
Extension Granted to date	31/12/2023
Project Expenditure	
2022-23 SLRP Funding Approved	\$540,000.00
2022-23 SLRP funds unspent	\$540,000.00
Approved Council Contribution Amount	\$270,000.00
Council Contribution unspent	\$270,000.00
Project Scope	
Has the scope of the project changed from the approved funding?	No
If yes, provide details.	
Project Update	
Status of Project Works	Commenced
Advise the anticipated completion date.	31/12/2023
Describe the works that have commenced, to date.	Rubble raising and crushing
Description of the works still to be completed.	earth works and seal work
Do you anticipate the remainder of the works will be completed on time and to budget?	Yes
If no, provide further information.	

Southern and Hills LGA

Kangaroo Island Council: Ten Trees Lagoon Road

Project Details	
Project Title	Ten Trees Lagoon Road
Project Start Date	08/11/2022
Project End Date	27/01/2023
Extension Granted to date	24/12/2023
Project Expenditure	
2022-23 SLRP Funding Approved	\$1,340,000.00
2022-23 SLRP funds unspent	\$364,407.00
Approved Council Contribution Amount	\$670,000.00
Council Contribution unspent	\$182,204.00
Project Scope	
Has the scope of the project changed from the approved funding?	No
If yes, provide details.	
Project Update	
Status of Project Works	Commenced
Advise the anticipated completion date.	30/11/2023
Describe the works that have commenced, to date.	All earthworks, pavement works, drainage works, vegetation clearance
Description of the works still to be completed.	Bitumen Spray Seal, signage and lines & Guard Rail
Do you anticipate the remainder of the works will be completed on time and to budget?	Yes

Alexandrina Council: Nangkita Road Surface Improvement

Project Details	
Project Title	Nangkita Road Surface Improvement
Project Start Date	01/07/2022
Project End Date	30/06/2023
Extension Granted to date	
Project Expenditure	
2022-23 SLRP Funding Approved	\$600,000.00
2022-23 SLRP funds unspent	\$0
Approved Council Contribution Amount	\$300,000.00
Council Contribution unspent	\$0
Project Scope	
Has the scope of the project changed from the approved funding?	No
Project Update	
Status of Project Works	Commenced
Advise the anticipated completion date.	01/03/2024
Describe the works that have commenced, to date.	FBS pavement improvements nearing completion, with all testing is showing above requirement hardness readings. Scatter primer sealing coat is being applied for temporary sealing..
Description of the works still to be completed.	The final 14/7 coat will be applied in 6 months as per recommendations (as per attached extract from Downer) to ensure volatiles have evaporated for the 2nd coat to bind with the original coating As per DIT Master Spec RD-BP- D2 Design and Application of Sprayed Bituminous Surfacing.
Do you anticipate the remainder of the works will be completed on time and to budget?	No
If no, provide further information.	The final 14/7 coat will be applied in 6 months as per recommendations (as per attached extract from Downer) to ensure volatiles have evaporated for the 2nd coat to bind with the original coating As per DIT Master Spec RD-BP- D2 Design and Application of Sprayed Bituminous Surfacing

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Legatus Group

Copper Coast Council: Roach Street Kadina

Project Details	
Project Title	Roach Street, Kadina
Project Start Date	01/07/2021
Project End Date	31/12/2021
Extension Granted to date	30/06/2023
Project Expenditure	
2021-22 SLRP Funding Approved	\$300,000.00
2021-22 SLRP funds unspent	0.00
Approved Council Contribution Amount	\$150,000.00
Council Contribution unspent	Exceeded by \$669,897.60
Project Scope	
Has the scope of the project changed from the approved funding?	No
Project Update	
Status of Project Works	Completed
Date the project works were completed.	17/08/2023
Describe the benefits that the completed project has delivered.	Road safety Renewal of asset lifecycle Upgraded surface to increase performance level for heavy vehicles Controlling stormwater Pedestrian access improvements Street amenity
Has the SLRP funding been spent in accordance with the approved funding?	Yes

Limestone Coast LGA

Wattle Range Council: Dergholm Road, Penola

Project Details	
Project Title	Dergholm Road, Penola
Project Start Date	01/02/2022
Project End Date	30/06/2022
Extension Granted to date	30/06/2023
Project Expenditure	
2021-22 SLRP Funding Approved	\$75,000.00
2021-22 SLRP funds unspent	\$0
Approved Council Contribution Amount	\$75,000.00
Council Contribution unspent	\$6,696.63
Project Scope	
Has the scope of the project changed from the approved funding?	No
Project Update	
Status of Project Works	Completed
Date the project works were completed.	29/05/2023
Describe the benefits that the completed project has delivered.	The project was addressing an identified issue with overall width of the intersection for larger vehicles and ongoing defects in surface. The works involved widening of the intersection and a full asphalt overlay and provision of new linemarking and signage.
Has the SLRP funding been spent in accordance with the approved funding?	Yes

Metropolitan Councils

City of Charles Sturt: Fairford Terrace, West Lakes Shore

Project Details	
Project Title	Fairford Terrace, West Lakes Shore
Project Start Date	02/08/2021
Project End Date	31/03/2022
Extension Granted to date	28/04/2023
Project Expenditure	
2021-22 SLRP Funding Approved	\$350,000.00
2021-22 SLRP funds unspent	\$0
Approved Council Contribution Amount	\$300,000.00
Council Contribution unspent	\$0
Project Scope	
Has the scope of the project changed from the approved funding?	No
Project Update	
Status of Project Works	Completed
Date the project works were completed.	14/07/2023
Describe the benefits that the completed project has delivered.	Road reconstruction of Fairford Terrace and realignment of Intersections with adjacent streets to slow vehicles speeds and improve road safety with kerb buildouts between Bartley Terrace and Recreation Parade • Realignment of Intersections with adjacent streets to slow vehicles speeds and improve road safety with Line marked buildouts only between Recreation Parade and Bower Road • Re-alignment of Bower Road intersection to provide dedicated left and right turn lanes for vehicles to exit onto Bower Road. • New pedestrian access ramps across all intersections
Has the SLRP funding been spent in accordance with the approved funding?	Yes

Town of Gawler: Nineteenth Street Gawler South SA 5118

Project Details	
Project Title	Nineteenth Street Gawler South SA 5118
Project Start Date	16/01/2023
Project End Date	05/03/2023
Extension Granted to date	28/06/2023
Project Expenditure	
2021-22 SLRP Funding Approved	\$171,351.00
2021-22 SLRP funds unspent	\$0
Approved Council Contribution Amount	\$173,000.00
Council Contribution unspent	\$0
Project Scope	
Has the scope of the project changed from the approved funding?	No
Project Update	
Status of Project Works	Completed
Date the project works were completed.	28/06/2023
Describe the benefits that the completed project has delivered.	Nineteenth Street is used as the access road for bus traffic to Gawler Railway Station. The reconstructed road is fit for purpose the passenger transport bus service between Gawler Railway Station and Adelaide Road which is the main arterial road and improved the road safety for all road users: vehicles, cyclists and pedestrians.
Has the SLRP funding been spent in accordance with the approved funding?	Yes

SLRP 2022-23: Final Reports

Legatus Group

Yorke Peninsula Council: North Coast Road, Point Turton

Project Details	
Project Title	North Coast Road, Point Turton
Project Start Date	09/09/2022
Project End Date	30/06/2023
Extension Granted to date	N/A
Project Expenditure	
2022-23 SLRP Funding Approved	\$1,141,000.00
2022-23 SLRP funds unspent	\$0
Approved Council Contribution Amount	\$570,500.00
Council Contribution unspent	Exceeded by: \$555,699.46
Project Scope	
Has the scope of the project changed from the approved funding?	No
Project Update	
Status of Project Works	Completed
Date completed	30/06/2023
Describe the benefits that the completed project has delivered.	The completion of Stage One of the upgrade to North Coast Road Point Turton has improved visitor experience and road linkage between tourism offerings, as well as improved wider community access and safety.
Has the SLRP funding been spent in accordance with the approved funding?	Yes

The Barossa Council: Moculta Road, Moculta

Project Details	
Project Title	Moculta Road, Moculta
Project Start Date	05/12/2022
Project End Date	23/06/2023
Extension Granted to date	N/A
Project Expenditure	
2022-23 SLRP Funding Approved	\$1,200,000.00
2022-23 SLRP funds unspent	\$0
Approved Council Contribution Amount	\$1,200,000.00
Council Contribution unspent	Exceeded by \$48,145.01
Project Scope	
Has the scope of the project changed from the approved funding?	No
Project Update	
Status of Project Works	Completed
Date completed	23/05/2023
Describe the benefits that the completed project has delivered.	<p>The Moculta Road bridge upgrade Project significantly increases road safety on a key section of the local regional freight route, linking the northern Barossa to Sturt Highway and interstate, with safe and convenient access for the current and projected increase in vehicle numbers and mix of freight, tourism and local township connectivity vehicles.</p> <p>The Project increases compliant safe access for the passage of concurrent larger, heavier vehicles.</p> <p>The Project improves Last Mile logistics with compliant larger heavier vehicles to access existing and new key industry activity nodes, including not previously safely available.</p> <p>The Project increases efficient transport capacity for the regional quarry products, wine, grain and other commercial and industry activities. The bridge upgrade achieves an increased safe business capacity of</p>

	<p>measurable productivity gain, plus significant road safety cost benefits, reduced potential road accident stress and overall improved driver well-being.</p> <p>The Project increases ancillary road safety with compliant bridge barrier rails and approach barriers in accordance with relevant Australian Standards and recognised bridge guidelines.</p> <p>The Project allows for the first time, a safe consistent through alignment of Moculta Road over the bridge, eliminating the need for unsafe and non-compliant vehicle deviation across the road centreline.</p> <p>The Project is aligned with Council and industry peak body priorities and strategies, including local industry groups, transport groups, transport companies and NHVR expectations.</p> <p>The Project is aligned with Government and development priorities and strategies, including LGA Transport Plans, RDA Road Plans and State Government transport strategies.</p>
<p>Has the SLRP funding been spent in accordance with the approved funding?</p>	<p>Yes</p>
<p>Advise the date that you anticipate the work will commence.</p>	

Limestone Coast LGA
Tatiara District Council: Bunker Road Widening Keith

Project Details	
Project Title	Bunker Road Widening Keith
Project Start Date	07/11/2022
Project End Date	28/04/2023
Extension Granted to date	31/05/2023
Project Expenditure	
2022-23 SLRP Funding Approved	\$55,000.00
2022-23 SLRP funds unspent	\$0
Approved Council Contribution Amount	\$55,000.00
Council Contribution unspent	\$18,725.41
Project Scope	
Has the scope of the project changed from the approved funding?	No
Project Update	
Status of Project Works	Completed
Date completed	19/05/2023
Describe the benefits that the completed project has delivered.	<p>Bunker Road has been widened which provides significant safety benefits for heavy vehicles accessing the Viterra grain storage facility and Limestone Coast Seeds. The works have brought Bunker Road up to fit for purpose standards which will now allow the road to be gazetted as a 36.5m road train route, facilitating more economical transport options. With up to 200 truck movements per day during peak periods, the widening works also facilitates the free flow of traffic in a safe manner reducing operator delays.</p> <p>Undertaking the road widening works will minimise future whole of life costs to renew and maintain the road. It is expected the useful of the pavement will be extended and maintenance costs will be reduced, particularly on the seal edge works which will no longer be required due to the widened seal.</p>
Has the SLRP funding been spent in accordance with the approved funding?	Partially

Murraylands and Riverland LGA

Coorong District Council: Carcuma Road

Project Details	
Project Title	Carcuma Road
Project Start Date	05/09/2022
Project End Date	26/05/2023
Extension Granted to date	N/A
Project Expenditure	
2022-23 SLRP Funding Approved	\$766,500.00
2022-23 SLRP funds unspent	\$0
Approved Council Contribution Amount	\$383,500.00
Council Contribution unspent	\$0
Project Scope	
Has the scope of the project changed from the approved funding?	No
If yes, provide details.	
Project Update	
Status of Project Works	Completed
Date completed	06/06/2023
Describe the benefits that the completed project has delivered.	they provide improved road safety, improved freight movement productivity and allowed safe use of 36.5m Vehicles.
Has the SLRP funding been spent in accordance with the approved funding?	Yes

Metropolitan Councils

City of Onkaparinga: Regency Road, Happy Valley

Project Details	
Project Title	Regency Road, Happy Valley
Project Start Date	26/09/2022
Project End Date	13/02/2023
Extension Granted to date	10/03/2023
Project Expenditure	
2022-23 SLRP Funding Approved	\$1,000,000.00
2022-23 SLRP funds unspent	\$0
Approved Council Contribution Amount	\$1,670,000.00
Council Contribution unspent	Exceeded by \$189,060.00
Project Scope	
Has the scope of the project changed from the approved funding?	No
If yes, provide details.	
Project Update	
Status of Project Works	Completed
Date completed	10/07/2023
Describe the benefits that the completed project has delivered.	This project has delivered: <ul style="list-style-type: none"> - an improved access to active and public transport services. - improved safety for pedestrians crossing the road - improved road surface - traffic calming to reduce speeds and improve delineation of the road.
Has the SLRP funding been spent in accordance with the approved funding?	Yes

City of Marion Council: Quailo Avenue & Barramundi Drive, Hallet Cove

Project Details	
Project Title	Quailo Avenue & Barramundi Drive, Hallet Cove
Project Start Date	01/06/2022
Project End Date	31/05/2024
Extension Granted to date	N/A
Project Expenditure	
2022-23 SLRP Funding Approved	\$142,500.00
2022-23 SLRP funds unspent	\$54,038.70
Approved Council Contribution Amount	\$142,500.00
Council Contribution unspent	\$54,038.70
Project Scope	
Has the scope of the project changed from the approved funding?	No
If yes, provide details.	
Project Update	
Status of Project Works	Completed
Date completed	20/07/2023
Describe the benefits that the completed project has delivered.	local bus route rideability correction allowing public transport to clear new constructed pavement.
Has the SLRP funding been spent in accordance with the approved funding?	No

City of Port Adelaide Enfield: Elder Road, Largs Bay

Project Details	
Project Title	Elder Road, Largs Bay
Project Start Date	03/10/2022
Project End Date	24/10/2022
Extension Granted to date	30/06/2023
Project Expenditure	
2022-23 SLRP Funding Approved	\$150,000.00
2022-23 SLRP funds unspent	\$0
Approved Council Contribution Amount	\$150,000.00
Council Contribution unspent	Exceeded by \$86,099.00
Project Scope	
Has the scope of the project changed from the approved funding?	No
If yes, provide details.	
Project Update	
Status of Project Works	Completed
Date completed	23/06/2023
Describe the benefits that the completed project has delivered.	Asset management and renewing the life of the road with new kerbing and rehabilitated subbase. Safer route for heavy vehicles.
Has the SLRP funding been spent in accordance with the approved funding?	Yes

Adelaide Hills Council: Tiers Road Lenswood

Project Details	
Project Title	Tiers Road Lenswood
Project Start Date	21/11/2022
Project End Date	24/03/2023
Extension Granted to date	24/04/2023
Project Expenditure	
2022-23 SLRP Funding Approved	\$330,000.00
2022-23 SLRP funds unspent	\$66,167.00
Approved Council Contribution Amount	\$330,000.00
Council Contribution unspent	\$93,167.00
Project Scope	
Has the scope of the project changed from the approved funding?	No
If yes, provide details.	
Project Update	
Status of Project Works	Completed
Date completed	14/04/2023
Describe the benefits that the completed project has delivered.	Reconstruction of road base, wider seal, drainage upgrades, safety barriers and signing and delineation works have substantially reduced road roughness, increase safety through wider seal and delineation. Improving the drainage will improve the long-term resilience of the road pavement.
Has the SLRP funding been spent in accordance with the approved funding?	Yes

4.2 SLRP Requests and Grantee Correspondence

Reports for Discussion

From: Alyssa Bates, Grants Coordinator
Meeting: LG Transport Advisory Panel 27 September 2023
ECM: 796370 Attachment 797055

Recommendation

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.**

Discussion

Extension Request Forms

As per Item 9.4 of the SLRP Policy Manual, four Extension Requests have been submitted for the consideration and decision of the Panel and are included in Table 1.

Two of these Extension Requests are for projects that have been funded through the Roads to Recovery funding stream, those being:

- City of Mount Gambier 'Pine Hall Avenue' (2022-23)
- Light Regional Council 'Gerald Roberts Road' (2021-22)

Advice has been obtained by the SA Local Government Grants Commission regarding these two projects. The Panel is advised that, these projects project were funded in the RTR 5 program (1 July 2019 – 30 June 2024) and all funding must be spent by 31 December 2024. The funding for the Light Regional Council project was drawn down in Quarter 3 2021-22 and the funding for the City of Mount Gambier project was drawn down in Quarter 4 2023. There is no further funding to be drawn down for either project, and the Grants Commission has no issue with the extensions on the basis of the timeframe set out by the Councils.

In addition, an Extension Request was received from the Renmark Paringa Council for their 2021-22 SLRP funded project 'Government Road, Renmark.' The Panel considered and approved this request by out-of-session resolution on 18 August 2023, and the Renmark Paringa Council has been notified of the Panel's decision. It has been included in Table 1 for completion only.

Copies of the Extension Request Forms (for approval) are provided at Attachment A.

Table 1: Extension Request for LGTAP approval

Funded Year	Project	Council	Original Project End Date	Requested Project End Date	SLRP Funding
2020-21	Pinehall Avenue & O'Leary Road	City of Mount Gambier	30 June 2021	30 June 2024	\$380,000 (Identified Local Roads)

Funded Year	Project	Council	Original Project End Date	Requested Project End Date	SLRP Funding
			Extension 1: 30 June 2023 Extension 2: 31 December 2023		
2021-22	Government Road, Renmark	Renmark Paringa Council	30 June 2022 Extension 1: 30 April 2023	30 March 2024	\$2,030,000 (Identified Local Roads) <i>* LGTAP approved this request by out-of-session resolution on 18 August 2023. Included for completion only.</i>
2021-22	Gerald Roberts Road, Seppeltsfield	Light Regional Council	17 June 2022 Extension 1: 30 June 2023	29 December 2023	\$990,000 (Roads to Recovery)
2022-23	Pine Hall Avenue, Mount Gambier	City of Mount Gambier	4 November 2022 Extension 1: 29 December 2023	30 June 2024	\$212,000 (Roads to Recovery)

As per Item 9.3 of the SLRP Policy Manual, four Extension Requests have been approved by the SLRP Coordinator and are included in Table 2, below, for noting.

Table 2: Extension Request for noting.

Funded Year	Project	Council	Original Project End Date	New Project End Date	SLRP Funding
2022-23	Elder Road, Largs Bay	City of Port Adelaide Enfield	14 October 2022	30 June 2023	\$150,000 (Identified Local Roads)
2022-23	Gray Street, Freeling	Light Regional Council	31 May 2023 Extension 1: 30 June 2023	29 September 2023	\$794,000 (Roads to Recovery)
2022-23	Nangkita Road	Alexandrina Council	30 June 2023	1 March 2024	\$600,000 (Roads to Recovery)
2022-23	Ballumbah / Kinnaird Road, Darke Peak to Ruddall	District Council of Cleve	30 June 2023	31 October 2023	\$400,000 (Roads to Recovery)

Attachments

Attachment A: Extension Request Forms for Approval

Attachment A: Extension Request Forms for Approval

2020-21 SLRP Grant Round

City of Mount Gambier: Pine Hall & O'Leary Road Intersection Upgrade

Applicant	City of Mount Gambier						
Road Name	Pine Hall & O'Leary Road Intersection Upgrade						
Project End Date (as per application)	New completion date (proposed)						
4 November 2022 Extension 1: 30 June 2023 Extension 2: 31 December 2023	30 June 2024						
Is this your first extension request for this project?	No						
If not, please include information regarding previous extensions given.							
Previously waiting for the APA gas to finalise their Gas main installation project on the roadway and the intersection.							
Please include a detailed explanation of why you need an extension on this project, and how this extension will help the project achieve its original objectives.							
APA gas has confirmed with a notification letter that Their project work will not be finished until end of December 2023. This intersection upgrade works was identified as part of the Regional Significant Transport plan and at the completion of this project the risk rating for heavy vehicle movement will be improved.							
Please provide a brief overview of the fund spent to date and any future planned expenditure.							
Task	2023/24 Full Year Budget	2020/21 June YTD Total Value	2023/24 YTD Total	2021/22 June YTD Total Value	2022/23 June YTD Total Value	LTD Total	
7900. Roads sealed capital expenditure							
0101. Pavement Reconstruction	0	0	0	1,550	312,341	313,891	
0151. Road Surfacing	0	0	0	0	57,692	57,692	
0250. Service Alterations - ETSA	0	0	0	0	56,830	56,830	
0251. Service Alterations - Telstra	0	0	0	0	97,562	97,562	
0450. Linemarking	0	0	0	0	1,022	1,022	
0700. Administration	0	2,200	0	9,643	21,130	32,973	
Total 7900. Roads sealed capital expenditure	0	2,200	0	11,193	546,578	559,971	
Grand Total	0	2,200	0	11,193	546,578	559,971	

Expected Future Expenditure

Intersection Reconstruction* - \$281,063

Total Estimated Project Cost: \$840,602

Total Budget Variation for the project is: -\$270,602 (Over); *As per the reviewed estimation.

Please attach any supporting information

2021-22 SLRP Grant Round

Light Regional Council: Gerald Roberts Road, Seppeltsfield

Applicant	Light Regional Council	
Road Name	Gerald Roberts Road, Seppeltsfield	
Project End Date (as per application)	New completion date (proposed)	
17/06/2022	29/12/2023	
Is this your first extension request for this project?	No	
If not, please include information regarding previous extensions given.		
Please include a detailed explanation of why you need an extension on this project, and how this extension will help the project achieve its original objectives.		
<p>The project is substantially complete including primer seal wearing surface being laid. The seal wearing surface was not council's preference or choice. All that remains is for the final wearing surface to be laid and line-marked- this is scheduled for December.</p>		
Please provide a brief overview of the fund spent to date and any future planned expenditure.		
<p>Projects costs have been noted in the latest project report. The additional construction cost is due to a number of cost increases in construction, remediation and land acquisition.</p>		
Please attach any supporting information		

Renmark Paringa Council: Government Road, Renmark

Applicant	Renmark Paringa Council	
Road Name	Government Road, Renmark	
Project End Date (as per application)	New completion date (proposed)	
30/06/2022	30/03/2024	
Is this your first extension request for this project?	No	
If not, please include information regarding previous extensions given.		
<p>SLRP had issued an extension to Council for the first portion of Stage 4 in 2022 due to delays experienced during the COVID-19 pandemic which impacted the delivery timeframe of Stage 3.</p> <p>The previous stage (Stage 3) had significant delays from land acquisitions, service relocations and delays from utility providers such as SA Power Networks and Telstra. The project completion was also delayed by material supply of pavement materials and availability of sealing contractors.</p> <p>The previous extension was to 30/04/2023.</p>		
Please include a detailed explanation of why you need an extension on this project, and how this extension will help the project achieve its original objectives.		
<p>This project links with the already completed 8.6km of previous stages of this significant road upgrade. The portion of works that was expected for completed was from Chainage 6100-9300.</p> <p>This was reduced to Chainage 8600 as the intersection of Quarte Street and Government Road required redesign in attempt to avoid costly service relocations. This redesign has been completed without having to sacrifice the road safety outcomes for the road user however still entails relocations with Telstra.</p> <p>This project, as all Council projects and normal operations, were significantly impacted due to the resources required to prepare for the 2022 River Murray Flood. The principal contractor was integral to the levee bank construction with their experienced machine operators exclusively required during October to December 2022. Post flood, the principal contractor resumed at the project at the earliest point possible and finished. Unfortunately in May 2023, Council experienced the passing of a colleague who was the primary project manager for this project and Council has needed to spent time understanding the outstanding project requirements.</p> <p>The completion portion of works from chainage 6100-8600 was issued practical completed on 23 June 2023.</p> <p>The principal contractor for this entire project, Scherer Contractors, have provided pricing to complete the remainder 700 metres of works. They are a local company committed to completing a high standard of work and quality asset for the Renmark Paringa community.</p> <p>The programme of works has been developed to accommodate water service relocations at optimal timing for horticultural properties in the early stages of work and optimal sealing temperatures at the end of the project.</p>		

Please provide a brief overview of the fund spent to date and any future planned expenditure.

Council is committed to completing this project and achieving the strategic freight route outcomes this project was designed to achieve.

The expenditure to date is \$1,773,338 and the remaining works can be completed within the remaining budget comprised of Council contribution and SLRP funds.

Please attach any supporting information

2022-23 SLRP Grant Round

City of Mount Gambier: Pine Hall Avenue, Mount Gambier

Applicant	City of Mount Gambier	
Road Name	Pine Hall Avenue, Mount Gambier	
Project End Date (as per application)	New completion date (proposed)	
04/11/2022	30/06/2024	
Is this your first extension request for this project?	No	
If not, please include information regarding previous extensions given.		
Previously waiting for the APA gas to finalise their Gas main installation project on the roadway and the intersection.		
Please include a detailed explanation of why you need an extension on this project, and how this extension will help the project achieve its original objectives.		
<p>Previous update: APA gas are going to undertake a planned gas line works on Pine Hall Ave, which is unlikely to start before the end of June'2023. City of Mount Gambier is ready to commence the roadworks as all the necessary procurement process has been completed. However, it would be unwise to complete the road works before the Gas line works in which case APA will require to dig trenches through the road again. Therefore, we would like to apply for another extension until December 31,2023 to ensure the Gas line works is completed in collaboration with the road works and no trenching will be done after the road works.</p> <p>Update as of 23.08.2023</p> <p>APA gas has confirmed with a notification letter that Their project work will not be finished until end of December 2023.</p> <p>This road upgrade works was identified as part of the Regional Significant Transport plan and at the completion of this project the risk rating for heavy vehicle movement will be improved.</p>		
Please provide a brief overview of the fund spent to date and any future planned expenditure.		
<p>Expenditure until now is \$6,555.00 The remaining fund will be used during the construction in between January '24 to June '24.</p>		
Please attach any supporting information		
S47_City of Mount Gambier_MtGambier_HP_Project.pdf		

03 July 2023

City of Mount Gambier
Civic Centre, 10 Watson Terrace
Attn: Infrastructure Manager
PO Box 56
Mount Gambier SA 5290

city@mountgambier.sa.gov.au

Dear Sir/Madam,

Notice of Alterations or Additions to Gas Infrastructure under Section 47(3) of the Gas Act 1997 (SA)

This letter is written to you on behalf of Australian Gas Networks Limited ("AGN"), a gas entity within the meaning of the Gas Act 1997.

AGN proposes to undertake the work described in item 1 of the schedule to this letter ("the work"), on the land identified in item 2 of the schedule ("the land"). It is proposed that the work will commence on the date specified in item 3 of the schedule to this letter.

We understand that the land is "public land" within the meaning of section 47 of the Gas Act and you are the authority responsible for the management of the land.

The work involves alterations or additions to existing gas infrastructure not involving any significant enlargement of the area of public land occupied by the infrastructure or any significant change in appearance. This work falls within regulation 36(2) (b) of the Gas Regulations 2012.

By this letter, AGN gives you no less than 7 days' notice of its intention to carry out the work on the land.

This notice is given to you in accordance with sections 47(3) and 47(6) of the Gas Act and regulation 36(2) of the Gas Regulations.

Should you have any questions or concerns in relation to the work, please contact me.

Yours faithfully

Kevin Dougan
Capital Delivery
Project Manager

APA Group
Networks SA
330 Grange Road
Kidman Park 5023

d 08 8159 1870
m 0456 011 771

SCHEDULE OF WORK

Item 1: Work
Mains Renewal as indicated on the attached plan.
Item 2: Land
As Indicated on the attached plan
Item 3: Commencement Date
<i>Commencement date in Mid-July to Dec-23</i>



- NOT FOR CONSTRUCTION**
FOR INFORMATION OR TENDERING PURPOSES ONLY
- NOTES**
1. ALL UNPROTECTED STEEL SURFACE SHOULD BE PREPARED & COATED IN COMPLIANCE WITH W833 BY APPLYING PETROLATUM COATING SYSTEM.
 2. THE COUPLING OF POLY WITH STEEL SHOULD BE PROTECTED BY FOLLOWING GUIDELINES OF B5613.
 3. ENSURE CP HAS BEEN APPLIED ON ALL SECTION OF STEEL, ISOLATED BY PE MAIN.
 4. PIPE CASING INFORMATION IS CONFLICTING BETWEEN GIS AND HISTORIC DATA. REFER NOTES WHERE CASING INFORMATION IS NOT CLEAR.
 5. ALL EXISTING INSERTED PIPE TO BE REMOVED BEFORE NEW INSERTION TAKES PLACE.
 6. ALL SERVICES TO BE RENEWED & TRANSFERRED TO NEW P8 PIPE.

- LEGEND**
- EXISTING GAS MAIN (HIGH H2 PRESSURE)
 - EXISTING GAS MAIN (MEDIUM M2 PRESSURE)
 - PROPOSED GAS MAIN (MEDIUM M2 PRESSURE)
 - EXISTING UNNUMBERED VALVE
 - EXISTING NUMBERED VALVE
 - EXISTING REGULATOR VALVE
 - EXISTING REGULATOR
 - PROPOSED REGULATOR
 - EXISTING STOPP OFF TEE

PIPE LENGTHS

LENGTH (M)	DIAMETER (MM)	PIPE TYPE
78	40	P8 DIRECT BURIAL
453	63	P8 DIRECT BURIAL
1362	50	P8 DIRECT BURIAL
29	100	S11 DIRECT BURIAL

CAUTION

THIS PLAN INDICATES ALIGNMENTS AND DETAILS FOR THE CONSTRUCTION OF PROPOSED MAINS REPLACEMENT WORKS. EXISTING PIPE / ASSETS ARE SHOWN AS INDICATIVE OR MAY NOT BE SHOWN AT ALL. TO ENSURE ACCURATE AND UP TO DATE INFORMATION ON EXISTING ASSETS THE GIS MAPPING MUST BE REFERRED TO PRIOR COMMENCING WORKS OR DETERMINING SUPPLY POINTS.



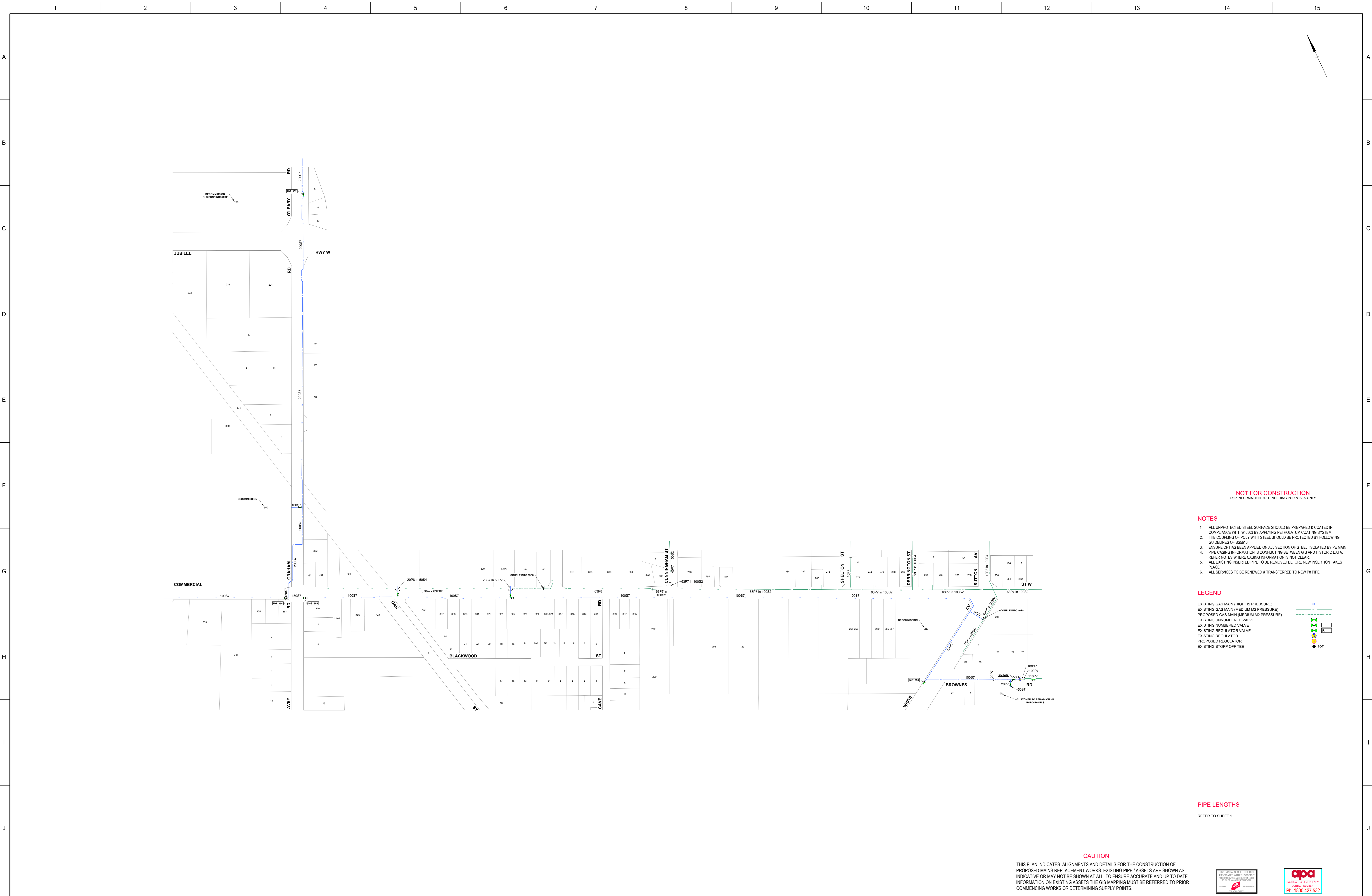
REV	DATE	DRW	DES	CHK	APP	REFERENCE DRGS	DRG No
A	15/03/2023	J. B.	K. B.	R. S.	K. B.	-	-
1							
2							



THIS DRAWING, AND THE INFORMATION AND DETAILS CONTAINED IN IT ARE CONFIDENTIAL AND ARE THE PROPERTY OF APA GROUP. ANY USE MUST BE AUTHORISED BY APA GROUP.

NAME	DATE
J. BENYO	15/03/2023
K. BOUCHER	13/02/2023
R. SHRESTHA	20/03/2023
K. BOUCHER	4/04/2023

PIECEMEAL REPLACEMENT			
PRELIMINARY PLAN MOUNT GAMBIER			
PROJECT No	MAXIMO No	SHEET	DRG No
-	-	1 of 2	-
			REV A



NOT FOR CONSTRUCTION
FOR INFORMATION OR TENDERING PURPOSES ONLY

NOTES

1. ALL UNPROTECTED STEEL SURFACE SHOULD BE PREPARED & COATED IN COMPLIANCE WITH W853 BY APPLYING PETROLATUM COATING SYSTEM.
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LEGEND

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- EXISTING GAS MAIN (MEDIUM M2 PRESSURE)
- PROPOSED GAS MAIN (MEDIUM M2 PRESSURE)
- EXISTING UNNUMBERED VALVE
- EXISTING NUMBERED VALVE
- EXISTING REGULATOR VALVE
- EXISTING REGULATOR
- PROPOSED REGULATOR
- EXISTING STOPP OFF TEE

PIPE LENGTHS
REFER TO SHEET 1

CAUTION
THIS PLAN INDICATES ALIGNMENTS AND DETAILS FOR THE CONSTRUCTION OF PROPOSED MAINS REPLACEMENT WORKS. EXISTING PIPE / ASSETS ARE SHOWN AS INDICATIVE OR MAY NOT BE SHOWN AT ALL. TO ENSURE ACCURATE AND UP TO DATE INFORMATION ON EXISTING ASSETS, THE GIS MAPPING MUST BE REFERRED TO PRIOR COMMENCING WORKS OR DETERMINING SUPPLY POINTS.



REV	A	PRELIMINARY PLAN REVISION	15/03/2023	J. B.	K. B.	R. S.	K. B.	-	-
		DATE	DRW	DES	CHK	APP	REFERENCE DRGs	DRG No	
	1								
	2								



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K. BOUCHER	4/04/2023
PROJECT No	MAXIMO No
-	-

PIECEMEAL REPLACEMENT	
PRELIMINARY PLAN MOUNT GAMBIER	
SHEET 2 of 2	DRG No -
REV A	

4.3 Return of Unspent SLRP Funds

Reports for Discussion

From: Alyssa Bates, Grants Coordinator
Meeting: LG Transport Advisory Panel 27 September 2023
ECM: 796372

Recommendation

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.**

Background

On 12 May 2023, the LGA Board of Directors approved the Return of Unspent SLRP Funds Policy¹ (the Policy). The Policy applies to all projects funded under the SLRP from 2022-23 onwards (Item 2.1) and at the discretion of the LGTAP prior to 2022 (Item 2.2).

Discussion

Two projects have reported unspent SLRP funds at the completion of their SLRP funded projects. It is recommended that the unspent SLRP funding associated with the following projects provided at Table 1 is returned to the SLRP:

Table 1. Unspent SLRP funds recommended to be recovered from Council.

Year Funded	Council	Project	SLRP funding	SLRP underspent	Rationale
2022-23	Adelaide Hills Council	Tiers Road Lenswood	\$330,000 (Supplementary Local Roads)	\$66,167	Return of Unspent SLRP Funds Policy, Item 5.5. SLRP funding between \$100,001-\$500,000: if unspent SLRP funding is more than \$20,000 the LGA will arrange for all unspent SLRP funds to be returned.
2022-23	City of Marion Council	Quailo Avenue & Barramundi Drive, Hallet Cove	\$142,500 (Identified Local Roads)	\$54,038.70	Return of Unspent SLRP Funds Policy, Item 5.5. SLRP funding between \$100,001-\$500,000: if unspent SLRP funding is more than \$20,000 the LGA will arrange for all unspent SLRP funds to be returned.

¹ <https://www.lga.sa.gov.au/resources/documents/members-only-files/member-services/infrastructure-and-assets/slrp/Return-of-Unspent-SLRP-Funds-Policy-Board-approved-12-May-2023.pdf>

4.5 SLRP Policy Manual and LGTAP Terms of Reference - review

Reports for Discussion

From: Alyssa Bates, Grants Coordinator
Meeting: LG Transport Advisory Panel 27 September 2023
ECM: 796366 Attachment 796262 and 796265

Recommendation

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.

Background

The LG Transport Advisory Panel will review the SLRP Policy Manual and LGTAP Terms of Reference following each Grant round, to ensure these documents remain up-to-date and relevant.

Draft revisions will be presented at the next LGTAP meeting for final review and approval, and the updated SLRP Policy Manual and LGTAP Terms of Reference will be provided to the LGA Board of Directors for endorsement.

Discussion

SLRP Policy Manual

The SLRP Policy Manual (version 2) was reviewed by the LGTAP at its meeting on 29 September 2022. Amendments were proposed to the LGA Board of Directors and a revised SLRP Policy Manual (version 3) was endorsed on 2 March 2023.

The following amendments are recommended to the SLRP Policy Manual, taking into consideration the new Return of Unspent SLRP Funds Policy and issues identified by the SLRP Coordinator during the application and assessment process for the 2023-24 SLRP grant round.

Table 1. Proposed Amendments to the SLRP Policy Manual

Item/Section	Proposed Amendment	Reason
Section 1 (whole text)	<p>The Special Local Roads Program (SLRP) has been in place in South Australia since 1984. Managed by the LGA, the SLRP provides funding to South Australian councils for the construction and maintenance of strategic and significant local roads, through an annual competitive grant round.</p> <p>All South Australian councils, regardless of their membership or affiliation with a Regional LGA are eligible to apply directly to the</p>	To be consistent with current assessment process, remove reference to the MSRC, and ensure the Commission's responsibilities are properly referenced.

Item/Section	Proposed Amendment	Reason
	<p>LGA. Each year the Local Government Transport Advisory Panel calls for applications for SLRP funding from councils.</p> <p>Funding for an annual competitive SLRP grant round is provided from the following Federal Grant programs:</p> <ul style="list-style-type: none"> • 15% of identified local roads component of the Commonwealth Financial Assistance Grants. • 15% of South Australia's Supplementary Local Road Funding (in available years). • 15% of South Australia's allocation of the Roads to Recovery Program. <p>The LGA is responsible for facilitating the SLRP application process, and the monitoring and acquittal of SLRP funded projects. The funding sources for the SLRP, and subsequent distribution of funds to successful SLRP applicants, is the responsibility of the SA Local Government Grants Commission (the Commission)</p> <p>The LGA established the Local Government Transport Advisory Panel (LGTAP) to oversee the governance and operations of the SLRP. This includes considering applications for SLRP funding and making recommendations to the LGA Board of Directors. The LGA Board, in turn, makes recommendations to the Commission for its consideration. The Commission makes its recommendations to the State Minister for Local Government for endorsement of its recommendations and the approval of the Federal Minister for Regional Development, Local Government and Territories for approval. Executive support for LGTAP is provided by the LGA Secretariat.</p> <p>Each year LGTAP calls for applications for SLRP funding from councils. Following the closure of the application period, the LGA undertakes a preliminary review of all applications. Applications received from Councils that are affiliated with a Regional LGA are also referred to their respective Regional LG to provide feedback and comments. This process ensures that proposed projects are strategic to the region.</p> <p>The LGTAP then assesses all applications received, taking into consideration the comments provided as part of the preliminary assessment process. The LGTAP analyses applications in accordance with all adopted LGTAP policies which assures transparency and accountability in its assessment process and resolutions.</p> <p>Following its assessment, the LGTAP provides recommendations to the LGA Board of Directors for endorsement, which in turn, makes recommendations to the Commission for its consideration before recommendations are made to the State and Federal Ministers for Local Government for approval.</p> <p>The LGTAP is governed by the LGTAP Terms of Reference.</p>	

Item/Section	Proposed Amendment	Reason
Figure 1.	Removal of reference to MSRC and incorporate the preliminary internal LGA review.	Consistent with current process.
Item 3.1	Add additional sentence to Equal Access: Access will continue to be provided on the condition that the local government body maintains its contributions of Federal Government Grant funding to the SLRP.	To clarify this requirement.
Item 4.1	Add “and contribute to the SLRP” to the end of the sentence.	To clarify this requirement.
Item 4.3	Remove	Repeated in Section 5 (fits better).
Item 4.4	Re-number to 4.4 and amend to “Projects with multiple stages over multiple years are encouraged. Each stage must be submitted on an annual basis as a separate application and should be able to be completed within the financial year that funding was awarded; and each application will be assessed independently on its merits. Commitment of funding for one stage does not provide any guarantee or commitment that future stages will be funded.”	To confirm that it is the intention that each project (or project stage) must be completed within the current financial year.
Item 4.6	Re-number to 4.5 and add additional point: “The applicant fails to return unspent SLRP funds if requested by the LGA and the SA Local Government Grants Commission”	Consistent with Return of Unspent SLRP Funds Policy
Item 5.1	Re-number to 6.1 and amend text to: Each year, via the LGA, the LGTAP will announce the opening of the grant round to all eligible South Australian Councils and Regional LGA’s.	Clearer wording and does not constrict the LGA to specific distribution methods.
Item 5.4	Re-number to 6.4 and amend to “Late applications including attachments will not be accepted, except in relation to clause 6.5.”	Current wording contradicts the next item.
Item 5.9	Re-number to 6.9 and amend to “LGTAP reserves the right to seek further information from applicants at any point in the assessment process to confirm a project’s eligibility for funding. This includes the ability for LGTAP to invite applicants to attend LGTAP meetings to discuss their application.”	To incorporate all of Item 4.3
Assessment Criteria Criteria 2	Re-number Assessment Criteria to Section 7 (from 6). Add the following dot point at the end: <ul style="list-style-type: none"> Is the scope of works eligible for funding? Does the project include works that are not eligible for funding? 	This is currently not listed in the criteria as a consideration for assessment.
Section 7	Remove from its current location (immediately after the Assessment Criteria) and insert after Item 4. Re-number to Item 5. Amend 5.1 to include examples of eligible project works: “5.1 SLRP funding is intended to be used for construction and maintenance of sealed and unsealed roads, and bridges. Examples of eligible project works include: <ul style="list-style-type: none"> Road widening and shoulder widening 	This information should appear earlier in the document. The SLRP Policy Manual is currently not clear on exactly what project works are in scope and out of scope.

Item/Section	Proposed Amendment	Reason
	<ul style="list-style-type: none"> • Road sealing or re-sealing • Installation of traffic calming infrastructure • Repair to non-road areas that were unavoidably damaged as part of the project, such as repair of existing footpaths.” <p>Include the following examples to 5.2 (ineligible expenditure):</p> <ul style="list-style-type: none"> • Street scaping work • Work to non-road areas, such as the creation of footpaths, curb ramps and pedestrian refuges • Installation, relocation or maintenance of street trees. 	
Item 8.1	<p>Delete and replace with the following:</p> <p>8.1 As part of the application process all grant recipients are required to accept the terms and conditions the grant recipient will comply with should the application be successful. All successful applicants will be notified in writing to specify the monitoring and reporting requirements and confirming the following:</p> <ul style="list-style-type: none"> (a) Approved project details (b) Project start and end date (c) Approved SLRP funding and funds management requirements, as applicable (d) Monitoring and reporting requirements/schedule (e) Any other conditions recommended by the LGTAP. 	<p>Detail regarding the Funding Agreement is not relevant. Including text to ensure the successful applicant adheres to the requirements of the Policy Manual.</p>
Item 8.2	<p>Amend to: “Grant recipients are required to provide regular reports to the LGA via the LGA’s electronic grant management system. Reports submitted via email or post will not be accepted, unless at the discretion of the SLRP Coordinator.”</p>	<p>Remove reference to the Funding Agreement.</p> <p>Include ability for projects funded prior to the introduction to Smarty Grants to submit reports via email.</p>
Item 8.6	<p>Replace the word ‘will’ with ‘may’ in the sentence: “When a report is overdue by 30 days, the LGA may issue a Final Reminder...”</p>	<p>To allow this to be at the LGA / LGTAP’s discretion rather than a firm requirement.</p>
Item 8.8	<p>Add the words ‘also required’ in the sentence: “Recipients with projects funded out of the Roads to Recovery Pool of the SLRP are also required to provide quarterly progress updates (of construction/current progress and expenditure) to the Grants Commission”</p>	<p>Slight alteration to include ‘are also required to provide’ to ensure it is clear that both reports are required.</p>
Item 13.1	<p>Amend to: “The recommendations from LGTAP and the LGA Board of Directors is confidential information until a final decision and announcement by the relevant Federal Minister. For this reason, information about the status of applications will only be provided in confidence to the relevant Councils and Regional LGA’s until a decision is made by the relevant Federal Minister.”</p>	<p>Re-written to reflect the current process, as LGA informally advises the applicants and Regional LGAs prior to the formal announcement.</p>

Item/Section	Proposed Amendment	Reason
Item 13.2	Delete	Repetition of Item 13.1
Item 13.5	Re-number to 13.4 and amend to: "The LGA will announce the successful grant applicants directly in writing and on the LGA's publicly accessible web site, following the announcement and decision of the relevant Federal Minister."	To follow current process to allow the LGA to notify successful applicants of their project details (item 8.1) and provide a timeline for this to happen.
Item 14	<p>14. Terms and Conditions</p> <p>14.1 As part of the application process, all Grant recipients are required to:</p> <ul style="list-style-type: none"> a. Accept and adhere to the terms and conditions attaching to the SLRP funding it is awarded as set out in this SLRP Policy Manual b. Provide all reports in relation to its expenditure of the funding and the project as and when requested by the LGA, and c. Allow LGA access to all of its books and records in connection with the expenditure of the funding and the project for audit purposes as and when requested by the LGA. 	New Item to ensure that successful applicants adhere to the terms and conditions of this policy manual. This wording mirrors the application form.

LGTAP Terms of Reference

LGTAP reviewed the LGTAP Terms of Reference at its meeting on 29 September 2022 and did not recommend any amendments be made at the time.

The following amendments are recommended to the LGTAP Terms of Reference.

The most significant change is to make the wording clearer that the LGTAP will not provide the SLRP Annual Report to the LGA AGM but will provide an update as part of the LGA's annual update. This is consistent with the current process and the other LGA sub-committee and program requirements.

Table 2. Proposed Amendments to the LGTAP Terms of Reference

Item/Section	Proposed Amendment	Reason
Item 5.6.1	Correct typo in second dot point.	Typo
Item 8.4	Correct punctuation	Typo
Item 10.8.2	Amend to: "When an out of session resolution is sought, Committee members will be provided with a written report and recommendation and will be given five business days to respond in writing."	Clearer wording
Item 11.3	Amend to: 11.3 Reporting	To make the wording clearer that the LGTAP will not provide the SLRP

Item/Section	Proposed Amendment	Reason
	<p>11.3.1 LGTAP will provide an annual report to the Board of Directors summarising:</p> <ul style="list-style-type: none"> a. the discharge of the LGTAP responsibilities and functions under these Terms of Reference; b. the activities of the SLRP during the previous year; c. any other relevant information. <p>11.3.2 LGTAP will report annually to the LGA Annual General Meeting as part of the LGA's annual update.</p>	<p>Annual Report to the LGA AGM but will continue to provide a report with the LGA annual update.</p>

Attachments

Attachment A: SLRP Policy Manual – Proposed Update

Attachment B: LGTAP Terms of Reference – Proposed Update

Special Local Roads Program Policy Manual

Adopted by the LGA Board of
Directors on **DATE**

About this Document

This document contains the policies that govern the operations of the Special Local Roads Program (SLRP).

Approval

Issued / Approved	DATE
Next Review	October 202 4 ³
LGA File Reference	ECM- 787865 <u>796262</u>
Responsible Officer	Special Local Roads Program Coordinator
Relevant Legislation	Local Government Act 1999
Related Documents	LGA Grant Management Framework ECM 697821 Local Government Transport Advisory Panel Terms of Reference ECM 771613

Review History

Document History	Version No:	Issue Date:	Description of Change
	1.0	2017	Consolidated Terms of Reference, Guidelines, Policy and Processes for the Special Local Roads Program (ECM 646745).
	2.0	2022	Comprehensive review of all content in response to SLRP Review. Terms of Reference for the Local Government Transport Advisory Panel excised into separate document (ECM 771613).
	3.0	202 3 ²	Review as part of continued process improvement following the conclusion of the 2022 SLRP Grant round (ECM 787865).
	<u>4.0</u>	<u>2024</u>	<u>Annual review (ECM 796262).</u>

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1. About the Special Local Roads Program

The Special Local Roads Program (SLRP) has been in place in South Australia since 1985.

Managed by the LGA, the SLRP provides funding to South Australian councils for the construction and maintenance of strategic and significant local roads, through an annual competitive grant round.

All South Australian councils, regardless of their membership or affiliation with a Regional LGA are eligible to apply directly to the LGA. Each year the Local Government Transport Advisory Panel calls for applications for SLRP funding from councils.

~~Since its inception, it has supported South Australian councils to construct and maintain significant and strategic local roads that otherwise would exceed an individual council's capacity.~~

~~Its existence is built on the premise that the local government sector as a whole benefits from councils pooling a portion of their road funding to deliver more strategic outcomes.~~

Funding for an annual competitive SLRP grant round is provided from [the following Federal Grant programs](#):

- 15% of identified local roads component of [the](#) Commonwealth Financial Assistance Grants.
- 15% of South Australia's Supplementary Local Road Funding (in available years).
- 15% of South Australia's allocation of [the](#) Roads to Recovery [Program](#).

The LGA is responsible for facilitating the SLRP application process, and the monitoring and acquittal of SLRP funded projects. The funding sources for the SLRP, and subsequent distribution of funds to successful SLRP applicants, is the responsibility of the SA Local Government Grants Commission (the Commission)

The LGA ~~operates established~~ the Local Government Transport Advisory Panel (LGTAP) to oversee the governance and operations of the SLRP. This includes considering applications for SLRP funding and making recommendations to the LGA Board of Directors. The LGA Board, in turn, makes recommendations, which flow, to the South Australian Local Government Grants Commission for its consideration. The Commission makes its recommendations to the State Minister for Local Government for endorsement of its recommendations and the approval of the Federal Minister for Regional Development, Local Government and Territories for approval, and relevant State and Federal ministers for approval. Executive support for LGTAP is provided by the LGA Secretariat.

Each year LGTAP calls for applications for SLRP funding from councils. Following the closure of the application period, the LGA undertakes a preliminary review of all applications. Applications received from Councils that are affiliated with a Regional LGA are also referred to their respective Regional LG to provide feedback and comments. This process ensures that proposed projects are strategic to the region. ~~To ensure that proposed projects are strategic and regional in nature, Regional LGA's (Eyre Peninsula, Legatus, Limestone Coast, Murraylands and Riverland, Southern and Hills and Spencer Gulf Cities) and the Metropolitan Strategic Roads Committee (MSRC – established by the LGA's GAROC committee in lieu of a metropolitan 'regional' LGA) are asked each funding year to review and comment on applications proposed by their members.~~

The LGTAP then assesses all applications received, taking into consideration the comments provided as part of the preliminary assessment process. Applications received and comments provided by Regional LGAs and MSRC are then considered by LGTAP, who propose an annual program of works across SA for the allocation of funding from the SLRP. The LGTAP analyses applications in

accordance with the all adopted LGTAP policies ~~(this document)~~ which assures transparency and accountability in its assessment process and resolutions decisions.

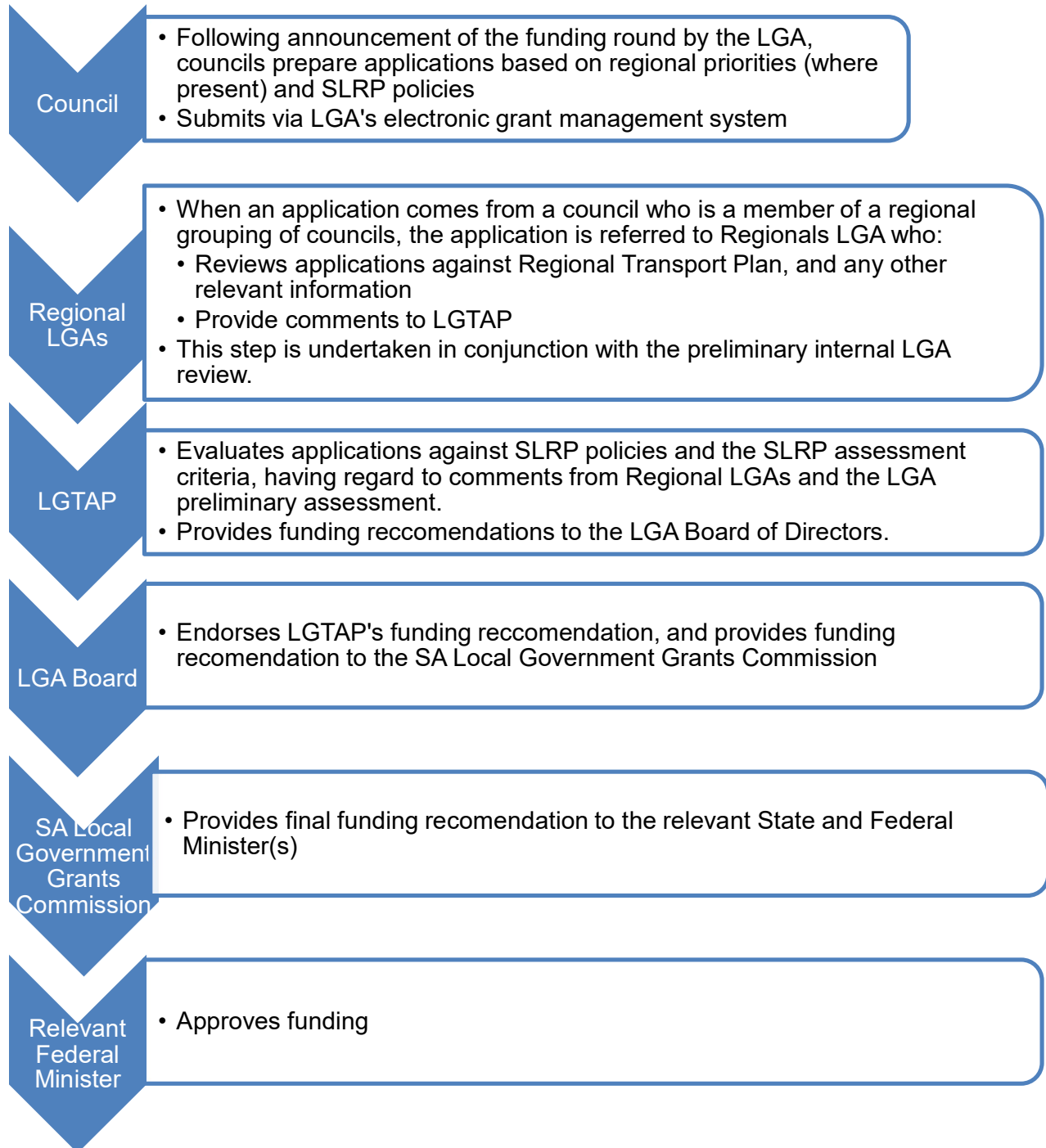
Following its assessment, the LGTAP provides recommendations to the LGA Board of Directors for endorsement, which in turn, makes recommendations to the ~~South Australian Local Government Grants~~ Commission for its consideration before recommendations are made to the State and Federal Ministers for Local Government for approval.

The LGTAP is governed by the LGTAP Terms of Reference.

The SLRP application, assessment and approval process is summarised in Figure 1, with further detail of these processes outlined in the remainder of this document.

Figure 1: Overview of SLRP application, assessment and approval process

**** this has been updated ****



2. SLRP Objectives

- 2.1 The objectives of the Special Local Roads Program are to:
- a. Prioritise the construction and maintenance of strategic and significant local roads whose benefits exceed the boundary of the council and its community.
 - b. Support the delivery of local roads in an orderly and coordinated manner through evidence-based decisions that draw upon the best available State, Regional and Local plans.
 - c. Demonstrate accountability and transparency in the administration of the program.

3. SLRP Guiding Principles

3.1 The principles that guide the operations of the SLRP are:

Strategic and significant

The SLRP exists to facilitate the construction and maintenance of strategic and significant roads whose benefits exceed the boundary of the council and its community.

Sector approach

The existence of the SLRP reflects a shared understanding that local government delivers better outcomes for the community when it works together.

Equitable across regions

The SLRP seeks a degree of equity across South Australia's regions, so that strategic and significant roads are developed across the state.

Equal access

All South Australian local government bodies should have access to the SLRP regardless of their membership to any local government association and/or regional grouping of councils. [Access will continue to be provided on the condition that the local government body maintains its contributions of Federal Government Grant funding to the SLRP.](#)

Transparent

SLRP assessment criteria and application processes are clear, and decisions are made in an open and accountable manner.

Evidence based

Funding recommendations are based on the best available evidence, and consistent with regional transport plans where they exist.

3.2 LGTAP are required to adhere to these guiding principles in assessing SLRP applications.

3.3 In the case of apparent conflict between SLRP Assessment Criteria (refer Section 6) and the Guiding Principles, the Guiding Principles take precedence.

4. Eligibility

4.1 The SLRP is open to all South Australian local government bodies who are recipients of Commonwealth Financial Assistance Grants [and contribute to the SLRP](#).

4.2 To be considered eligible, an application to the SLRP must:

- a. be received in writing via the LGA's electronic grant management system using the standard SLRP Application Form
- b. include a written confirmation of the eligible council(s) financial commitment to the project
- c. include attachments containing supporting evidence as requested on the SLRP Application Form-
- d. Include a Council Contribution of no less than one-third of the total project cost for rural and regional councils, and no less than one-half of the total project cost for metropolitan councils.

~~4.3 LGTAP reserves the right to request additional information at any point in the application process to confirm a project's eligibility for funding.~~

4.44.3 There is no minimum or maximum project value, however LGTAP will consider the principle of achieving a degree of equity across South Australia's regions when considering higher value applications and/or multiple projects from any given region.

4.54.4 Projects with multiple stages over multiple years are encouraged. Each stage must be submitted on an annual basis as a separate application [and should be able to be completed within the financial year that funding was awarded](#); and each application will be assessed independently on its merits. Commitment of funding for one stage does not provide any guarantee or commitment that future stages will be funded.

4.64.5 LGTAP may deem an applicant ineligible from one or more funding rounds based on performance in previous projects if:

- a. The applicant has breached their conditions of funding as outlined in the Funding Agreement
- b. The applicant has utilised SLRP funding for purposes other than the defined project outputs and outcomes
- c. The applicant failed to deliver the project outputs and outcomes
- d. The applicant has failed to complete their project within agreed time frames [and/or](#)
- e. The application has failed to report on their project [and/or](#)

e.f. The applicant fails to return unspent SLRP funds if requested by the LGA and the SA Local Government Grants Commission.

4.6 The LGA will maintain a register of all breaches for the purpose of clause 4.64.5.

5. Eligible expenditure

5.1 SLRP funding is intended to be used for construction and maintenance of sealed and unsealed roads, and bridges. Examples of eligible project works include:

- Road widening and shoulder widening
- Road sealing or re-sealing
- Installation of traffic calming infrastructure
- Repair to non-road areas that were unavoidably damaged as part of the project, such as repair of existing footpaths.

5.2 SLRP funding cannot be used for the following:

- Infrastructure or asset management planning
- Preliminary design work and/or project planning
- Purchase of equipment or land
- Grant writer, auspice or auditor fees
- Ongoing maintenance costs not directly related to the project
- Projects that are traditionally funded through other sources
- Administrative or corporate overhead costs not directly attributable to the project
- Existing staff wages
- Street scaping work
- Work to non-road areas, such as the creation of footpaths, curb ramps and pedestrian refuges
- Installation, relocation or maintenance of street trees.

5.6. Application and Assessment Process

~~5.16.1~~ Each year, via the LGA, the LGTAP will announce the opening of the grant round to all eligible South Australian Councils and Regional LGA's via a Latest News item on the LGA website and direct email to the SLRP distribution list. The announcement SLRP distribution list will contain contact details of all eligible South Australian local governments (regardless of membership to any regional groupings of councils), regional local government associations and previous applicants.

5.26.2 Each grant round will be open for a minimum of four and maximum of eight weeks.

5.36.3 LGTAP only accepts applications through the dedicated grant round, but the LGA Board reserves the right to:

- a. Change the timing of the grant round
- b. Change the closing date and time of a grant round
- c. Postpone or cancel a grant round.

5.46.4 Late applications including attachments will not be accepted, except in relation to clause 6.5.

5.56.5 The SLRP Coordinator can grant an extension to an application for up to five business days if:

- a. The applicant contacts the LGA prior to the due date clearly stating the reasons for the request; or
- b. there is an outage associated with the LGAs electronic grant management system.

5.66.6 Once applications are received on the LGA's electronic grant management system:

- a. If the applicant is a member of a regional grouping of councils, the LGA will provide access to the application and all supporting documentation to the relevant regional grouping of councils on the electronic grant management system. Regional groupings of councils will then be given two weeks to provide their comments directly into the electronic grant management system.
- b. If the applicant is not a member of a regional grouping of councils, LGTAP will proceed to directly assess the application.

5.76.7 To assist LGTAP, the LGA's SLRP Coordinator will undertake a preliminary assessment of all applications, and provide this information to LGTAP.

5.86.8 LGTAP members will be provided with access to all applications in full, including any attachments. They will also be provided with the preliminary assessment from the SLRP Coordinator. LGTAP will evaluate all applications on a competitive basis against:

- a. Objectives and Guiding Principles of the SLRP (refer Sections 2 and 3)
- b. SLRP Assessment Criteria (refer Section 6)
- c. Comments from the relevant regional grouping of councils (if applicable).

5.96.9 LGTAP reserves the right to seek further information from applicants at any point in the assessment process to confirm a project's eligibility for funding. This includes the ability for LGTAP to invite applicants to attend LGTAP meetings to discuss their application.

5.106.10 LGTAP will make recommendations to the LGA Board of Directors about projects eligible and suitable for funding. LGTAP will consider applications and make recommendations in confidence in accordance with the LGA's Meeting Procedures, noting that it is the prerogative of the relevant State and Federal Minister to approve and announce successful projects.

5.116.11 The LGA Board of Directors will review LGTAP's recommendations, and endorse these to the SA Local Government Grants Commission. The LGA Board will consider LGTAP's recommendations in confidence in accordance with the LGA's Meeting Procedures, noting that it is the prerogative of the relevant State and Federal Minister to approve and announce successful projects.

5.126.12 The SA Local Government Grants Commission will then consider the LGTAP's approved recommendations and make recommendations to the State Minister for endorsement. The State Minister forwards the Commission's recommendations to the Federal Minister, who approves them.

5.136.13 The Federal Minister advises the State Minister when the grants are approved and the State Minister writes to all Mayors, Members of Parliament and local governments to advise that the grants have been approved.

6.7. Assessment criteria

6.47.1 The following table contains the SLRP Assessment Criteria that LGTAP will use to assess applications:

	Criteria	Weighting
1.	<p>Road purpose</p> <p>To what extent does the application demonstrate a strategic and significant purpose for the road?</p> <p>Key considerations include:</p> <ul style="list-style-type: none"> • What are the primary and secondary purposes¹ of the road? • Are these purposes significant and strategic? • How well are these purposes evidenced? • To what extent is the application aligned with local, regional, state and national road/transport plans and strategies? • Is the council's future intention and ownership of the road clearly outlined? 	30%
2.	<p>Scope of works</p> <p>How well does the application outline an acceptable and achievable scope of works to support the road's desired purpose?</p> <p>Key considerations include:</p> <ul style="list-style-type: none"> • How well does the application outline the extent of the project and scope of works? • What is the gap between current and desired construction and maintenance standard of the road; and how well is this gap addressed by the project? • How well does the application justify the project in terms of the key parameters of traffic volumes, heavy vehicle loading, presence of parking/cycling (built up areas only) and the speed environment? • Is the project 'shovel ready' and able to be delivered within the proposed timeframes? • <u>What evidence is there of project planning and design work? Is the level of documentation provided commensurate to the size and complexity of the project?</u> • <u>Is the scope of works eligible for funding? Does the project include works that are not eligible for funding?</u> <p>Further information about road construction and maintenance parameters is provided in Appendix A.</p>	20%

¹ The SLRP has adopted the following definitions to assist determining the strategic and significant purpose of a road:

Freight – facilitates industry development by linking key industries to major transport routes and contributes to efficient movement of large volumes of heavy freight vehicles.

Tourism – provides access to tourism sites and locations, and enables people to view scenic attractions in a safe and enjoyable manner.

Community access – provides for overall development of the community through enhanced access to community facilities, services and amenities, whilst minimising the impact of heavy vehicles on the community. Providing or improving access to individual properties is not considered a community access purpose.

	Criteria	Weighting
3	<p>Value for money</p> <p>To what extent does the project represent value for money?</p> <p>Key considerations include:</p> <ul style="list-style-type: none"> • What is the cost to bring the road to the desired standard? • What evidence is provided regarding the project costings and timeframes? How realistic are these? • How detailed and accurate are the cost estimates? • Does the project represent value for money having regard to the road's purpose? • What other funding sources are committed? What other funding sources is the council exploring? • What is the amount of Council contribution toward the overall cost of the project? Does it meet or exceed the minimum standard? Does the Council's contribution support the SLRP funds to deliver more/greater outcomes, thereby achieving greater value for money? 	20%
4.	<p>Benefits of the project</p> <p>To what extent does the application outline the economic, access, safety and environmental benefits of the project?</p> <p>Key considerations include:</p> <ul style="list-style-type: none"> • What are the economic benefits of the projects for road users, regional economic development and/or road owners? • What are the access benefits in terms of improved connection, contribution to the road network, reduced congestion and access to other types of transport? • What are the safety benefits in areas including reduction of the risk of conflict, overtaking opportunities, access for community and emergency services, and removal of hazards? • What are the environmental benefits in terms of reduction of pollution, the impact of heavy vehicles on communities and reducing reliance on road transport? <p>Further information about potential project benefits is provided in Appendix B.</p>	30%

7. Eligible expenditure

~~7.1 SLRP funding is intended to be used for construction and maintenance of sealed and unsealed roads, and bridges.~~

~~7.2 SLRP funding cannot be used for the following:~~

- ~~• Infrastructure or asset management planning~~
- ~~• Preliminary design work and/or project planning~~
- ~~• Purchase of equipment or land~~
- ~~• Grant writer, auspice or auditor fees~~
- ~~• Ongoing maintenance costs not directly related to the project~~
- ~~• Projects that are traditionally funded through other sources~~
- ~~• Administrative or corporate overhead costs not directly attributable to the project~~
- ~~• Existing staff wages.~~

8. Monitoring and Reporting

~~8.1 The LGA will provide all grant recipients with a funding agreement which will include: As part of the application process all grant recipients are required to accept the terms and conditions the grant recipient will comply with should the application be successful. All successful applicants will be notified in writing to specify the monitoring and reporting requirements and confirming the following:~~

~~(a) Approved project details~~

~~(a)(b) Project start and end date~~

~~(b)(c) Approved SLRP funding and funds management requirements, as applicable~~

~~(c)(d) Monitoring and reporting requirements/schedule~~

~~(d)(e) any other conditions recommended by the LGTAP.~~

~~8.2 Grant recipients are required to provide regular progress reports to the LGA via the LGA's electronic grant management system in accordance with the reporting schedule in their Funding Agreement. Reports submitted via email or post will not be accepted, unless at the discretion of the SLRP Coordinator.~~

~~8.3 The LGA will maintain a portal with information about current and completed SLRP projects on the public-facing section of the LGA website, along with LGTAP agendas and minutes (excluding any information retained in confidence).~~

- 8.4 The LGA will update LGTAP regarding the progress of the current projects, any overdue progress reports, project completions and discontinued projects at each meeting.
- 8.5 If an applicant fails to meet a reporting deadline, they will receive a regular reminder from the LGA to provide their overdue report.
- 8.6 When a report is overdue by 30 days, the LGA will-may issue a Final Reminder outlining the consequences of not adhering to the reporting requirements. Consequences may include an inability to access SLRP funding in future years.
- 8.7 The LGA reserves the right to request additional reporting at any time.
- 8.8 Recipients with projects funded out of the Roads to Recovery Pool of the SLRP are also required to provide quarterly progress updates (of construction/current progress and expenditure) to the Grants Commission upon request and provide an Annual Report to the Grants Commission in line with the Funding Conditions for the Roads to Recovery Program (noting that the Commission is required to submit reports to the Commonwealth).

9. Extensions

- 9.1 All requests for extensions must be made in writing through the LGA's electronic grant management system.
- 9.2 Any request for extensions must identify the revised timeframes, explain the rationale for the extension and any impacts this will have on the achievement of original project outcomes.
- 9.3 Project extensions of up to 12 months are approved by the SLRP Coordinator. The SLRP Coordinator reserves the right to seek feedback from LGTAP on any extension request.
- 9.4 Any project extension beyond 12 months (including cumulative extensions totalling twelve months) must be approved by the LGTAP. LGTAP reserves the right to seek advice from the LGA's Audit and Risk Committee, and/or escalate an extension request to the LGA Board of Directors.

10. Changes in scope

- 10.1 All requests to change the project scope must be made in writing through the LGA's electronic grant management system.
- 10.2 All requests to change the project scope are to be determined by LGTAP, having regard to the objectives, guiding principles and assessment criteria of the SLRP, and the financial impact of the change of scope.
- 10.3 LGTAP reserves the right to seek advice from the LGA's Audit and Risk Committee and/or LGA Board before determining the outcome of a Change in Scope application.

11. Discontinued projects

- 11.1 Grant recipients must report to the LGA as soon as practicable if the project cannot be completed.
- 11.2 If the project is discontinued, the LGA will arrange for unspent funding to be returned to the SLRP to be held in the SA Local Government Grants Commission's Account with the Local Government Finance Authority (LGFA) for LGTAP to recommend to the Grants Commission how the funds should be redistributed.
- 11.3 If the project is partially completed the recipient may be required to complete the final report stating clearly the outcomes achieved. The report must include a financial statement and the LGA will arrange for remainder of the funding to be returned to the SLRP.

12. Returned Funds

- 12.1 Funds from projects delivered under budget or discontinued projects may be required to be returned to the SLRP to be held in the SA Local Government Grants Commission's Account with the LGFA for redistribution in the next SLRP Grant round.

13. Feedback and complaints

Application outcomes

- 13.1 The recommendations from LGTAP and the LGA Board of Directors is confidential information until a final decision and announcement by the relevant Federal Minister. For this reason, ~~no~~ information about the status of applications will be available only be provided

in confidence to the relevant Councils and Regional LGA's until a decision is made by the relevant Federal Minister.

~~13.2 The LGA will inform all applicants of the outcome of their grant applications within 10 business days of the decision of the relevant Federal Minister.~~

~~13.3~~13.2 The outcome of the application as determined by the relevant Federal Minister is final.

~~13.4~~13.3 The LGA will provide feedback to unsuccessful applicants upon request based on the summary comments recorded by the LGTAP and the LGA Board.

~~13.5~~13.4 The LGA will provide written updates regarding the outcomes of all grant applications on the LGA's publicly accessible web site. The LGA will announce the successful grant applicants directly in writing and -on the LGA's publicly accessible web site, following the announcement and decision of the relevant Federal Minister.

Grant management processes

~~13.6~~13.5 Applicants are encouraged to provide feedback on the application process through the electronic grant management system. The feedback will be reviewed by LGA staff upon the completion of each grant round. Any changes relating to the feedback will be incorporated into future grant rounds. The LGA will only provide written feedback to the applicant if it is specifically requested.

Complaints

~~13.7~~13.6 Complaints regarding a decision of the relevant Federal Minister, and/or the recommendation of LGTAP or the LGA Board must be made in writing. The LGA will:

- a. Acknowledge receipt of the complaint within five working days
- b. Provide the complainant with an update on the status of their complaint within 20 working days of receiving the complaint
- c. The LGA will inform LGTAP regarding all written complaints and any actions taken
- d. The LGA reserves the right to seek feedback on a written complaint from the LGTAP, the LGA Audit and Risk Committee and/or the LGA Board.

14. Terms and Conditions

14.1 As part of the application process, all Grant recipients are required to:

- a. Accept and adhere to the terms and conditions attaching to the SLRP funding it is awarded as set out in this SLRP Policy Manual
- b. Provide all reports in relation to its expenditure of the funding and the project as and when requested by the LGA, and
- c. Allow LGA access to all of its books and records in connection with the expenditure of the funding and the project for audit purposes as and when requested by the LGA.

Appendix A - Road Construction Parameters

The critical parameters are:

- Traffic volume (in AADT - Annual Average Daily Traffic per Austroads Definition);
- Heavy vehicle loading (expressed in "Equivalent Standard Axles" ie ESA's, for the design life of the pavement);
- Presence of parking/cyclists (built up areas only); and
- Speed environment.

Applications must also include surface type (ie simply "surfaced" vs "unsurfaced") as a further initial parameter before standards can be applied.

The choice of "surfaced" vs "unsurfaced" is not, however, completely unrestricted. Common sense and engineering judgement, has been used to apply some restrictions, such as:

- only "Category A - Formed and Sheeted" unsurfaced roads (as defined in the LGA's Unsurfaced Roads Manual) should be permitted as an option in built up areas;
- only "Category A - Formed and Sheeted" unsurfaced roads should be permitted as an option for roads in non-built up areas with "freight" as the primary purpose; and
- only "Category D - Tracks" unsurfaced roads should be permitted as an option for roads with "tourism" as the primary purpose and "4WD" as the second level within that purpose.

Considering the above factors, it is possible to select appropriate standards for defining whether a road is fit for its purpose. These standards have been grouped under four fundamental headings, namely:

a) Speed Environment

Design speed is a key standard which applies in both "built up" and "non-built up" areas, collectively reflecting such fundamental parameters as vertical profile, horizontal geometry and site distance, all leading to a particular safe travel speed.

In built up areas, the average flow speed (both in off-peak conditions and in peak hour) reflects the degree of congestion in the road segment, collectively reflecting the capacity of the cross-section layout (through lanes vs mixed through/turning lanes), capacity of intersections and number of access points onto the road.

b) Dimensions

Overall carriageway width is a measure of the overall width of the road surface required to safely handle the type and volume of traffic. Carriageway width (bridges) provides an added measure of the minimum clearance requirement for points of restricted access (and high construction cost) where shoulders may not be cost effective to provide.

Lane width is a measure of "through lane" requirements, particularly as they apply to multi-laned roads. Lane width is highly dependent on traffic volumes, and the presence of a high percentage of heavy vehicles, such as on freight routes. In built up areas, allowing room for on-street parking and/or cyclists can add up to 2.1 metres to the recommended width of the kerbside lane on a freight route, where at least one through lane is required (bicycle and freight movements are incompatible).

Consideration should be given to providing for cycling movements on the adjacent road network or with off-road facilities, where this is not possible, the width above applies).

In non-built up areas, shoulder width is also a key dimension, reflecting the need to allow vehicles room for pulling off of the main carriageway (such as due to a breakdown), or to recover in the event of accidentally running off the main carriageway. The standard for shoulder width increases significantly with increase in traffic volume. Whilst for normal circumstances shoulders do not need to be sealed, designated cycle routes require between one and three metres of sealed shoulder (depending on the speed environment) in addition to normal sealed carriageway requirements. Sealed shoulders can also be worthwhile on some sections of road to reduce the risk of run-off road crashes.

Height clearance is a major consideration for freight routes, and also where buses (commuter or tourist) use the route.

c) **Geometry**

Whilst basic geometric considerations are covered by "design speed" under the speed environment heading, special consideration needs to be given to horizontal curve radius (particularly in hilly areas where isolated curves can be very tight) due to the problems of heavy vehicle tracking (corner cutting) creating a significant safety risk for on-coming vehicles.

Vertical grade is also a key consideration, particularly for freight routes, because of the high safety risks associated with the large uphill speed differential between commercial vehicles and cars, and the potential for loss of control (including break failure) on steep downhill grades (similarly for routes used by vehicles towing caravans).

In built up areas, critical to the movement of large vehicles (freight and, occasionally, buses) is intersection turning radius, while roundabout lane width and roundabout radius are also two major considerations for safe movement of commercial vehicles and buses.

d) **Strength/Durability**

Traditionally, pavement strength has not been directly specified, but has been reflected in design pavement depths chosen after site investigation of sub-soil conditions, knowledge about the available sub-base and/or base course material strengths and traffic loading predictions have been taken into account. Such a methodology is very site specific. As a more practical alternative, this report specifies pavement thickness as an indicator of overall pavement strength.

Whilst suitable for surfaced roads, pavement thickness is not a suitable indicator of pavement strength for unsurfaced roads. As an alternative, road quality categories (defined in the Local Government Association of SA's "Managing Unsealed Roads in South Australia" publication) are proposed. These categories range from a graded track (Category D) through to a fully formed and engineered road (Category A).

Individual bridge/culvert mass limits are a second important strength related design consideration. Often, the overall route classification may be down-graded due to one or two isolated bridges having a lower capacity and being unable to be bypassed.

Surface roughness has been included as a measure of strength related performance of a road pavement as it ages. Although some examples of high roughness counts reflect



initial poor construction standards, it is generally more likely that high roughness is a sign of a deteriorating pavement which manifests itself in general deformation, rutting and high levels of pavement defects. High roughness of a road surface also has a potential economic cost to vehicles using the road, particularly heavy vehicles, in terms of extra wear and tear on the vehicle and possible damage to the load.

Appendix B - Road Benefit Criteria

a) Economic

Does the road proposal provide a?

Road user benefit, such as:

- Reduce delays and operating costs for heavy vehicles.
- Provide direct access to major industrial developments, freight generators and specific facilities such as grain silos, wineries, processing plants, etc.
- Facilitate a higher classification of freight movements (eg commercial to B-double).
- Facilitate direct access for intermodal transport operations:
 - Rail
 - Sea
 - Air
- Assist export of products by improving quality (market condition) and reducing impacts of dust, etc.
- Provide direct access to new industrial precincts.

Community benefit, such as:

- Benefit regional employment and sustain communities
- Assist attraction of economic investment to region

Road owner benefit, such as:

- Reduce the road maintenance effort

b) Access

Does the road proposal?

- Reduce traffic congestion.
- Link areas of particular land uses to strategic routes.
- Provide a higher standard alternative route.
- Complement the existing arterial road network.
- Provide improved access to key population centres.
- Ensure communities are not isolated by flooding.
- Act as a collector road for local traffic and for heavy traffic.
- Provide all weather access.
- Provide access to other types of transport as a passenger intermodal connector:
 - Bus
 - Rail

- Air

c) Safety

Does the road proposal?

- Reduce conflicts between tourist, freight and commuter traffic.
- Contribute to safer travel and reduced accidents.
- Provide safe overtaking opportunities and reduce frustration and fatigue.
- Reduce exposure to travel risk.
- Provide access for school buses.
- Provide access for emergency services.
- Remove traffic from city/town areas.
- Reduce road roughness and potential dust hazards.
- Reduce the impact of roadside hazards such as culverts and overhanging trees.

d) Environmental

Does the road proposal?

- Reduce environmental pollution:
 - Air
 - Noise
 - Water
- Minimise impact of heavy vehicles on local community.
- Reduce reliance on road transport and encourage other forms of transport.



148 Frome St
Adelaide SA 5000
GPO Box 2693
Adelaide SA 5001
T (08) 8224 2000
E lgasa@lga.sa.gov.au

www.lga.sa.gov.au

Local Government Transport Advisory Panel Terms of Reference

Adopted by the LGA Board of
Directors on **DATE**

Local Government Association of South Australia
Local Government Transport Advisory Panel
Terms of Reference

Adopted by the LGA Board of Directors on **DATE**

1. Establishment

To support the governance and operations of the Special Local Roads Program (SLRP), the Board of Directors (the Board) of the Local Government Association of South Australia (LGA) has resolved to establish a committee to operate as an independent and objective advisory committee to the Board, and to discharge the functions as determined by the Board.

2. Terms of Reference

- 2.1. These Terms of Reference set out the functions to be discharged by LGTAP.
- 2.2. The operation of the Terms of Reference may be altered by the Board either generally or in respect of specific circumstances by resolution. A resolution for the purposes of this clause 2.2 will be reported to all members of LGTAP within 7 business days of the meeting of the Board at which the resolution was passed.

3. Status

- 3.1. LGTAP is a committee of the LGA and is responsible to the Board for the discharge of its functions.

4. Objectives

- 4.1. LGTAP is responsible for providing oversight of the governance and operations of the SLRP. This includes providing strategic oversight of grant rounds, assessing applications for SLRP funding and providing recommendations to the Board regarding strategic local road projects suitable for funding in accordance with SLRP policy. LGTAP is also responsible for overseeing the management and reporting of active projects funded from the SLRP.
- 4.2. LGTAP provides advice and recommendation to the LGA Board who in turn provides advice and recommendations to the SA Local Government Grants Commission in accordance with the SLRP policies.

5. Membership

- 5.1. The membership of the LGTAP will comprise of:
 - 5.1.1. One Director from the LGA Board (**Director Member**) appointed by the Board, who shall be the Chair
 - 5.1.2. One senior representative of the LGA to provide an holistic whole of local government sector perspective as appointed by the LGA CEO

- 5.1.3. At least two and no more than four representatives of South Australian councils with requisite skills and experience in infrastructure planning and delivery, and/or grant management, and who are appointed by the Board (**Sector Members**). At least one sector member should come from a Greater Adelaide council and at least one sector member should come from a Regional council.
- 5.1.4. The Executive Officer of the SA Local Government Grants Commission as the representative of the Minister for Planning and Local Government
- 5.1.5. One representative of Minister for Infrastructure and Transport
- 5.2. Each member of LGTAP, with the exception of the Sector Members, will have a proxy member to attend meetings in their absence.
- 5.3. The term of office for members of LGTAP will be:
 - 5.3.1. Two years for the Director Member and will align with the bi-annual LGA elections of the Board. The Board may implement transitional arrangement to achieve this term, in the first instance, following the adoption of these Terms of Reference.
 - 5.3.2. Four years for the Sector Members, with appointments occurring every two years. The Board may implement transitional arrangements to achieve this term, in the first instance, following the adoption of these Terms of Reference.
 - 5.3.3. There is no term limit for the members nominated by the Minister for Planning and Local Government, Minister for Infrastructure and Transport and LGA CEO.
- 5.4. Director Member and proxy
 - 5.4.1. Appointment of the Director Member and proxy to LGTAP will be made by the LGA Board, as resolved from time to time.
 - 5.4.2. A casual vacancy in the position of a Director Member or proxy will occur if that member is no longer a Director on the LGA Board.
 - 5.4.3. The Board may resolve to re-appoint a Director Member or proxy on this Committee for up to two consecutive terms.
 - 5.4.4. The Director Member should ideally have knowledge, skills and experience in infrastructure planning and delivery, project management, local government, and governance.
 - 5.4.5. If required, training and development will be sourced and provided to the Director Member on matters/subjects within the LGTAP Terms of Reference.
- 5.5. Appointment and removal of the Sector Members will be managed by the LGA's Nominations Committee, who will facilitate an Expression of Interest (EOI) process and make recommendations to the LGA Board. The Board may appoint a Sector Member for up to two consecutive terms.
- 5.6. Members Skills and qualification
 - 5.6.1. All members will collectively bring the following knowledge, skills and experience to LGTAP:
 - sound project management, financial management and governance skills.
 - knowledge in infrastructure planning and delivery, and grant management.

- an understanding of local government and the operations of councils, and/or relationship with the local government sector.

5.7. Each member of LGTAP must:

- 5.7.1. Undertake their role as a committee member honestly and act with reasonable care and diligence in the performance and discharge of functions and duties.
- 5.7.2. Not make improper use of information acquired by virtue of their position as a committee member to gain, directly or indirectly, an advantage for himself or herself or for another person or to cause detriment to the LGA or any of its controlled entities.
- 5.7.3. Not make improper use of their position as a committee member to gain, directly or indirectly, an advantage for himself or herself or for another person or to cause detriment to the LGA or any of its controlled entities.
- 5.7.4. Not act in any matter where the committee member has a conflict of interest.

6. Basis of Operation

- 6.1. The LGTAP is responsible to the Board. It does not have any delegations or authority to implement actions in areas over which the Chief Executive Officer has responsibility.
- 6.2. The Committee does not have any management functions and is therefore independent of management.

7. Responsibilities

7.1. Board

- 7.1.1. The Board will receive, consider and respond to any report or recommendation provided to the Board by the LGTAP.

7.2. LGTAP

- 7.2.1. LGTAP will report the outcomes from LGTAP meetings to the Board.
- 7.2.2. LGTAP will make recommendations to the Board regarding any matter considered by the Committee.
- 7.2.3. LGTAP will fulfil its functions under these Terms of Reference in a timely, objective and professional manner.
- 7.2.4. Individual Committee members will bring their respective skills, expertise, and regulatory knowledge to assist the Committee to achieve its objectives.

7.3. Director Member

- 7.3.1. The Director Member will act as a conduit between LGTAP and the Board, and raise matters (within the scope of the LGTAP Terms of Reference) with the LGTAP, on behalf of the Board.
- 7.3.2. The Director Member will provide context for any recommendation of LGTAP.

7.3.3. The Director Member will provide a verbal report to the Board on key matters being considered by LGTAP at each Board meeting at which the minutes of the LGTAP are to be considered by the Board.

7.4. LGA Chief Executive

7.4.1. The LGA Chief Executive will make available to the LGTAP information of the LGA which is relevant to the functions of the SLRP.

7.4.2. The LGA Chief Executive will ensure that administrative, executive and program management support, as well as other resources are made available to LGTAP to enable the Committee to discharge its obligations under these Terms of Reference.

8. Functions of the LGTAP

8.1. LGTAP will assist the LGA in its role managing the SLRP for the benefit of South Australian councils and local government entities.

8.2. LGTAP will submit reports on the status of the SLRP to the LGA Board following each Committee Meeting.

8.3. LGTAP will review the SLRP policies every two years and submit any proposed changes to the LGA Board.

8.4. LGTAP will facilitate an annual grant round of the SLRP in accordance with the SLRP policies. As part of this role, LGTAP will assess and evaluate all applications for SLRP funding, and provide recommendations to the Board regarding strategic local road projects suitable for SLRP funding.

8.5. LGTAP will receive and evaluate regular progress reports from grant recipients in relation to funded projects, and report on the status of projects to the Board.

8.6. LGTAP may provide advice regarding the project management of funded projects, including extension requests, in accordance with SLRP policy.

8.7. The chairperson of the LGTAP will meet with the Audit and Risk Committee of the LGA or the LGA's external auditor on request.

8.8. LGTAP will ensure that the SLRP is being delivered in accordance with the LGA's policies and procedures, including the LGA's Grant Management Framework.

8.9. LGTAP will consider and respond to any other matter relating to the SLRP referred to the Committee by the President of the LGA or the relevant State Government Ministers.

8.10. The LGTAP will:

8.10.1. ensure that the Board is informed of:

8.10.1.1. any actual or potential breaches of the SLRP Policies and Procedures that it is aware of; and

8.10.1.2. any SLRP funded project that it is aware of that has or is anticipated to materially exceed the approved project budget or time frame, or where there has been or anticipated to be a failure by a grant recipient, a breach of legislative, or any other item materially impacting the project.

- 8.10.2. make recommendations to the Board on any matter relevant to these Terms of Reference.
- 8.10.3. review these terms of reference bi-annually and make recommendations to the Board for any changes.

9. Sub-Committees

LGTAP may establish sub-committees consisting of any person with relevant experience, skill or expertise for any purpose and determine the terms of reference for such sub-committees.

10. Meetings

10.1. Resolution of the Board

Requirements under this clause 10 may be altered, supplemented or replaced by resolution of the Board.

10.2. Frequency of meetings and venue

- 10.2.1. LGTAP will meet at least three times per year at a venue and time determined by the Committee Chair;
- 10.2.2. LGTAP may meet remotely using video conferencing technology; and
- 10.2.3. The Chair of LGTAP or the Board may convene additional meetings of the LGTAP.

10.3. Chairperson

- 10.3.1. The chairperson of the LGTAP will be the Director Member, appointed by the Board; and
- 10.3.2. The representative of the LGA appointed by the LGA CEO shall act as the chairperson for the LGTAP meetings in the absence of the Chairperson.

10.4. Meeting procedure

LGTAP will adopt the LGA's meeting procedures. This includes the ability for LGTAP to discuss items in confidence in accordance with these procedures.

10.5. Attendance

- 10.5.1. Meetings of LGTAP will be closed to the public.
- 10.5.2. Relevant LGA staff may attend meetings of LGTAP on an ex officio basis; and
- 10.5.3. LGTAP may invite any person to attend its meetings.

10.6. Minutes

- 10.6.1. Minutes will be kept of all LGTAP meetings including a record of the actions of the Committee; and
- 10.6.2. Within five business days of a LGTAP meeting, the chairperson will review and confirm the draft minutes. The draft minutes will then be circulated to the LGTAP members for comment and if necessary, amendment before being certified as correct by the chairperson at the next meeting of LGTAP.

10.7. Quorum

A quorum for a LGTAP meeting is 4 members.

10.8. Out of session resolutions

- 10.8.1. The Committee may be asked to consider an item of business out of session.
- 10.8.2. When an out of session resolution is sought, Committee members will be provided with a written report and recommendation; and will be given five business days to respond in writing.
- 10.8.3. Out of session reports may or may not be accompanied with an out-of-session meeting to discuss the item.
- 10.8.4. Out of session resolutions will be formally noted in the minutes of the next LGTAP meeting.

11. Other

11.1. Performance assessment

The LGTAP will assess its performance against the delivery of the SLRP Policy Manual and these Terms of Reference annually.

11.2. Induction

- 11.2.1. There will be a program for inducting new members to the LGTAP.

11.3. Reporting

- 11.3.1. LGTAP will provide an annual report to the Board of Directors ~~and the LGA Annual General Meeting~~ summarising:

- (a) the discharge of the LGTAP responsibilities and function under these Terms of Reference;
- (b) the activities of the SLRP during the previous year;
- (c) any other relevant information.

11.3.2 LGTAP will report annually to the LGA Annual General Meeting as part of the LGA's annual update.

12. Access to information

- 12.1 LGTAP is entitled, acting through the Chief Executive, to access any information or discuss matters with staff of the LGA secretariat.
- 12.2 The Committee is authorised, at the LGA's expense, to obtain outside legal or other professional advice on any matter within its Terms of Reference.
- 12.3 Subject to confidentiality requirements as determined by the Board or the LGTAP, a copy of the Committee agenda, reports and minutes will be published on the LGA website for public viewing.

13. Remuneration and Expenses

- 13.1. No remuneration is payable to LGTAP members.

- 13.2. Expenses reasonably incurred in carrying out the role of a member of the LGTAP will be reimbursed by the LGA in accordance with the LGA's Board and Committee Member Allowances and Expenses Policy.



Local Government Association
of South Australia

The voice of local government.

148 Frome St
Adelaide SA 5000

GPO Box 2693
Adelaide SA 5001

T (08) 8224 2000

F (08) 8232 6336

E lgasa@lga.sa.gov.au

www.lga.sa.gov.au

4.6 SLRP 2024-25 Grant Round timeline

Reports for Discussion

From: Alyssa Bates, Grants Coordinator
Meeting: LG Transport Advisory Panel 27 September 2023
ECM: 795978

Recommendation

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.

Discussion

The purpose of this paper is to provide the LGTAP with a suggested timeframe for delivering the 2024-25 SLRP Grant round.

The timeline includes the following LGTAP meeting dates:

- Wednesday 31 January 2024 - to ensure that potential amendments to the *SLRP Policy Manual, LGTAP Terms of Reference and/or Return of Unspent SLRP Funds Policy* are endorsed by the LGA Board at its February meeting prior to the opening of the grant round.
- Wednesday 29 May 2024 – to allow time for a follow-up meeting, to be held two weeks later if required, should further information need to be provided by SLRP applicants.

Table 1: Proposed 2024-25 SLRP Grant round timeline

Date	Activity
Wednesday 31 January 2024	LGTAP Meeting (10am – 12pm)
9am Monday 4 March 2024	SLRP 2024-25 Grant Round applications open
Wednesday 13 March 2024	SLRP Online Information Session (via Zoom)
4pm Monday 29 April 2024	SLRP 2024-25 Grant Round applications close
Thursday 2 May 2024	Applications provided to relevant Regional LGAs for comments (initial LGA assessment to be conducted concurrently).
Thursday 16 May 2024	Regional LGA comments due to SLRP Coordinator
Wednesday 22 May 2024	Agenda Papers provided to LGTAP
Wednesday 29 May 2024	LGTAP Meeting (10am - 1pm)
Thursday 13 June 2024	Additional LGTAP Meeting for follow-up, if required (10am – 12pm) LGTAP final recommendations to be finalised.
Thursday 4 July 2024	Agenda Papers to LGA Board
Thursday 18 July 2024	LGA Board of Directors Meeting

4.7 LGTAP Annual Review

Reports for Discussion

From:	Alyssa Bates, Grants Coordinator	
Meeting:	LG Transport Advisory Panel	27 September 2023
ECM:	796026	Attachment 796028

Recommendation

That the LG Transport Advisory Panel:

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

Discussion

Item 11.1 of the LGTAP Terms of Reference requires the LGTAP to assess its performance against the SLRP Policy Manual and LGTAP Terms of Reference annually.

To assist the LGTAP to meet this requirement a draft questionnaire has been developed (Attachment A).

Following the Panel's approval of the draft questions, the final questionnaire will be distributed via Survey Monkey to each Panel member in October 2023 for their individual input.

The outcomes of the LGTAP 2023 Review will be presented to the LGTAP at their meeting in January 2024 and to the LGA Board at their meeting in March 2024.

To ensure that these timeframes are met, the survey responses are required to be submitted to the LGA Secretariat by Friday 12 January 2024.

Attachments

Attachment A: draft LGTAP 2023 Review Questionnaire

Survey Monkey Questionnaire – LG Transport Advisory Panel

2023 Review

The LG Transport Advisory Panel (LGTAP) is responsible for providing oversight of the governance and operations of the Special Local Roads Program (SLRP).

This includes providing strategic oversight of grant rounds, assessing applications for SLRP funding, and providing recommendations to the LGA Board of Directors regarding strategic local road projects suitable for funding in accordance with SLRP policy.

The LGTAP is also responsible for overseeing the management and reporting of active SLRP funded projects.

The purpose of this survey is to assist the LGTAP to meet its requirement to assess its performance against the delivery of the SLRP Policy Manual and the LGTAP Terms of Reference annually.

Please rate the LGTAP's performance and capabilities in each of the following practice statements.

Roles and Responsibilities

The LGTAP understands its role and responsibilities in line with the LGTAP Terms of Reference and SLRP Policy Manual.

<input type="radio"/> Strongly Agree	<input type="radio"/> Agree	<input type="radio"/> Neutral	<input type="radio"/> Disagree	<input type="radio"/> Strongly Disagree
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The LGTAP is satisfied with its access to the information within the LGA and its subsidiaries.

<input type="radio"/> Strongly Agree	<input type="radio"/> Agree	<input type="radio"/> Neutral	<input type="radio"/> Disagree	<input type="radio"/> Strongly Disagree
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Do you have any comments related to the LGTAP roles and responsibilities? (***Descriptive response***)

LG Transport Advisory Panel Composition

The LGTAP possess the appropriate knowledge, abilities, skills, and characteristics to effectively carry out its duties and responsibilities.

<input type="radio"/> Strongly Agree	<input type="radio"/> Agree	<input type="radio"/> Neutral	<input type="radio"/> Disagree	<input type="radio"/> Strongly Disagree
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Do you have any comments related to the LGTAP's effectiveness to carry-out its duties? (***Descriptive response***)

 **Special Local Roads Program**

The LGTAP effectively assesses and evaluates all applications for SLRP funding.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
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The LGTAP has the capacity to provide recommendations to the LGA Board of Directors regarding strategic local road projects suitable for SLRP funding.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
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The LGTAP regularly received and evaluates progress reports for SLRP funded projects and reports on the status of projects to the LGA Board of Directors.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
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The LGTAP responds to requests for SLRP project extensions and SLRP change in scope applications in a timely and considered manner.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
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The SLRP is being delivered in accordance with the LGA's policies and procedures.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
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Do you have any comments related to the LGTAP's ability to oversee the oversight and governance of the SLRP? (***Descriptive response***)

 **Terms of Reference**

The LGTAP's current Terms of Reference are still appropriate.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
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The LGTAP feel that its current Terms of Reference outline its duties and responsibilities effectively.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
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The LGTAP has effectively discharged its responsibilities and functions under its Terms of Reference.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
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Do you have any comments related to the LGTAP's Terms of Reference? **(Descriptive response)**

 **Other Functions and Responsibilities**

The LGTAP assesses its performance annually against the delivery of the SLRP Policy Manual and LGTAP Terms of Reference.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
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The LGTAP is satisfied with the frequency of its review of the SLRP policies, procedures and its Terms of Reference.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
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Do you have any comments related to the LGTAP's policies and procedures? **(Descriptive response)**

 **Communication**

The LGTAP has maintained open communication with the LGA Board of Directors.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
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The LGTAP has ensured that the LGA Board of Directors is informed of any SLRP funded project that it is aware of that has exceeded the approved project budget or time frame, or where there has been or anticipated to be a failure by a grant recipient, a breach of legislation, or any other item materially impacting the SLRP.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
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 **LG TAP Meetings**

The LGTAP is satisfied with the following aspects of its meetings:

- duration and format of committee meetings

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
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- frequency of meetings

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
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- preparation and attendance of Panel members

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
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- performance of the Panel Chair

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
----------------	-------	---------	----------	-------------------

- reporting to the LGA Board on the meeting outcomes and recommendations

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
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Do you have any comments related to the conduct and management of the LGTAP meetings? (***Descriptive response***)

 **Overall effectiveness of the LGTAP**

Overall, how effective is the LGTAP?

Very Effective	Effective	Neutral	Not Effective
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Do you have any comments related to the effectiveness of the LGTAP? ***(Descriptive response)***

 **Secretariat Support**

The LGTAP is satisfied with the induction provided to new LGTAP members.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
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The LGTAP is satisfied with the level of support and communication provided by the LGA Secretariat.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
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The LGTAP is satisfied with the timeliness of the distribution of the Agenda and Papers prior to each meeting.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
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The LGTAP is satisfied with the quality of the Agenda and Papers.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
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What could the Secretariat do MORE of? ***(Descriptive answer required)***

What could the Secretariat do LESS of? ***(Descriptive answer required)***

Do you have any comments related to the support provided by the LGA Secretariat? ***(Descriptive response)***

4.8 SLRP Improvement Action Plan

Reports for Discussion

From: Alyssa Bates, Grants Coordinator
Meeting: LG Transport Advisory Panel 27 September 2023
ECM: 795980

Recommendation

That the LG Transport Advisory Panel:

1. Notes the update on progress made toward the SLRP Improvement Action Plan.
2. Agrees to remove the action to establish an MOU from the SLRP Implementation Action Plan.

Background

In June 2020, Hudson Howell's was engaged by the LGA to undertake a review of the governance, policies and processes for the SLRP. Hudson Howell presented their report to the LGA in November 2020 which included the SLRP Improvement Action Plan.

This Agenda Paper provides the LG Transport Advisory Panel with an update on the progress made toward the SLRP Improvement Action Plan.

Discussion

Seven actions were recommended by Hudson Howell in the SLRP Improvement Action Plan.

Five actions are complete – it is worth noting that the LGTAP Terms of Reference and the SLRP Policy Manual will continue to be reviewed yearly as part of a process of continued improvement for the program.

One action remains ongoing – the SLRP Communication Plan is in preparation. A communication plan specific to the 2023-24 SLRP Grant round has been completed.

One action has not been completed, and it is proposed to remove this action from the Action Plan – discussions have occurred between the LGA and the SA Local Government Grants Commission with advice provided to the LGA that the Federal Government is unlikely to sign an MOU for this program due to the nature of the funding.

Table 1. Progress toward the SLRP Improvement Action Plan

Ref	Finding / Action	Action Description	Status	Risk Rating	Due Date	June 2023 Update
Governance						
1	LGTAP Terms of Reference	Review and update Terms of Reference for LGTAP to articulate its role and responsibilities.	Complete	Low	Mar-22	LGTAP TOR will be reviewed yearly as part of the process for continued improvement.

Ref	Finding / Action	Action Description	Status	Risk Rating	Due Date	June 2023 Update
2	SLRP MOU / MOAA	Establish new MOU / MOAA to confirm the existence of the SLRP and key roles and responsibilities.	Not Commenced	High	Dec-22	Not yet commenced. Discussions have occurred between LGA and the Grants Commission which have indicated that this action will not proceed.
3	Funding for SLRP management	Evaluate options and confirm funding model for the management of the SLRP.	Complete	High	Dec-22	The LGA Board has agreed to resource the administration of the SLRP as an LGA member service.
Policy and Guidelines						
4	SLRP Guidelines and Policies	Review and update SLRP Guidelines and Policies.	Complete	High	Mar-22	The SLRP Policy Manual will continue to be reviewed yearly as part of the process for continued improvement.
Process and Engagement						
5	Smarty Grants	Complete the transition to the Smarty Grants electronic grant management system to manage all SLRP applications, process reports and application information.	Complete	High	Jun-22	All SLRP Grant functions onward will be conducted via Smarty Grants.
6	SLRP Website	Review and update the SLRP website, ensuring it is publicly accessible and contains relevant information about the SLRP, LGTAP and current projects.	Complete	High	Sep-22	SLRP website is updated regularly to provide up-to-date information regarding the current/upcoming Grant round and endorsed SLRP projects.
7	Communications Plan	Develop and implement an SLRP Communications Plan.	Commenced	Medium	Jun-22	Draft SLRP Communication Plan is in preparation. A Communication Plan specifically for the 2023-24 SLRP Grant funding round has been developed.