

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY

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Dear Member,

NOTICE OF MEETING

Notice is hereby given pursuant to Clause 6 of the Charter that a meeting for the GRFMA Board has been called for:

DATE: Thursday 15 April 2021
TIME: 9:45am
PLACE: Adelaide Hills Council
Torrens Valley Community Centre
45 Albert Street, Gumeracha



David E Hitchcock

EXECUTIVE OFFICER



The Barossa Council

Gawler



AGENDA

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY BOARD

ORDINARY MEETING

**9:45am Thursday 15 April 2021
Adelaide Hills Council**

**Torrens Valley Community Centre
45 Albert Street, Gumeracha**

1. Meeting of the Board

- 1.1 Welcome by the GRFMA Chairperson
- 1.2 Present (please sign the Attendance Register)
- 1.3 Apologies
- 1.4 Appointment of Observers
- 1.5 Declarations of Interest

2. Confirmation of Minutes

- 2.1 GRFMA Ordinary Meeting Minutes..... Page 4
- 2.2 GRFMA Special Meeting Minutes..... Page 12
- 2.3 GRFMA Special Meeting Confidential Minutes..... Page 16
- 2.4 Actions on Previous Resolutions..... Page 17
- 2.5 Matters Arising from the Minutes

3. Questions on Notice

Nil

4. Motions on Notice

Nil

5. Presentations

Nil

6. Audit Committee..... Page 19

Minutes of the meeting held on 10 March 2021 are attached.

7. Technical Assessment Panel

Nil

8. Reports

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9. Correspondence

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10. Confidential

10.1	GRFMA Strategic Plan	Page 39
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11. Urgent Matters Without Notice

12. Next Meeting

Date and Time: Thursday 17 June 2021
Host: The Barossa Council

13. Closure

Agenda Item: 2.1
Committee: Board
Meeting Date: 15 April 2021
Title: GRFMA Ordinary Meeting Minutes

Recommendation:

That the Minutes of the Gawler River Floodplain Management Authority Board meeting held 11/2/2021 be confirmed as a true and accurate record of that meeting.

Refer attachment.

MINUTES

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY BOARD

9:45am Thursday 11 February 2021
Light Regional Council – 93 Main Street, Kapunda SA 5373

1. Meeting of the Board

1.1 Welcome by the GRFMA Chairperson

Mr Ian Baldwin formally welcomed Board Members, Deputy Board Members, Observers and the Executive Officer and opened the 123rd meeting of the Board.

1.2 Present

- Mr Ian Baldwin, Independent Board Member, Chair
- Cr Terry-Anne Keen, Adelaide Plains Council, Board Member
- Mr James Miller, Adelaide Plains Council, Board Member
- Cr Malcolm Herrmann, Adelaide Hills Council, Board Member
- Mr Ashley Curtis, Adelaide Hills Council, Board Member
- Mayor Bim Lange, The Barossa Council, Board Member
- Mr Gary Mavrinac, The Barossa Council, Board Member
- Cr Paul Koch, Town of Gawler, Board Member
- Mr Sam Dilena, Town of Gawler, Board Member
- Mr Greg Pattinson, City of Playford, Board Member
- Mr Andrew Philpott, Light Regional Council, Deputy Board Member
- Mr David Hitchcock, Executive Officer

1.3 Apologies

- Cr William Close, Light Regional Council, Board Member
- Mr Brian Carr, Light Regional Council, Board member
- Cr Peter Rentoulis, City of Playford, Board Member
- Cr Clint Marsh, City of Playford, Deputy Board Member

1.4 Appointment of Observers

GRB 21/01 Observers
Moved: Cr T Keen
Seconded: Mr A Philpott

That Cr John Lush, Adelaide Plains Council, Deputy Board Member be appointed as Observer.

CARRIED UNANIMOUSLY

1.5 Declarations of Interest

Nil

2. Confirmation of Minutes

2.1 GRFMA Ordinary Meeting Minutes

GB21/02 GRFMA Ordinary Meeting Minutes
Moved: Mr G Mavrinac
Seconded: Mr J Miller

That the minutes of the Gawler River Floodplain Management Authority Board meeting held 10/12/2020 be confirmed as a true and accurate record of that meeting.

CARRIED UNANIMOUSLY

It was noted that item 20/85 be amended to indicate the year of the GRFMA Schedule of Meetings is for 2021 rather than 2020.

2.2 GRFMA Ordinary Meeting Confidential Minutes

GB21/03 GRFMA Ordinary Meeting Confidential Minutes
Moved: Mr J Miller
Seconded: Cr T Keen

That the Confidential Minutes of the Gawler River Floodplain Management Authority Board Confidential meeting held 10/12/2020 be confirmed as a true and accurate record of that meeting.

CARRIED UNANIMOUSLY

2.3 Actions on Previous Resolutions

- 18/07 – It was noted that outcomes had not yet been achieved with this item. It was agreed that the matter would be raised at the next Gawler River Flood Mitigation Project Group meeting as an option to progress desired actions.
- 19/63 – Explanation was provided regarding options for facilitating suitable storage of GRFMA records.

3. Questions on Notice

Nil

4. Motions on Notice

Nil

5. Presentations

Nil

6. Audit Committee

The February 2021 GRFMA Audit Committee meeting has been deferred to March 2021 to coordinate consideration of the GRFMA 2021/2022 Draft Budget prior to the proposed GRFMA Special Meeting (Budget considerations).

7. Technical Assessment Panel

Nil meetings.

8. Reports

8.1 Strategic Management Plan

GB21/04 Strategic Management Plan

Moved: Mr J Miller

Seconded: Cr M Herrmann

That the Executive Officer seeks quotations from interested consultants for offer of service to provide a body of work to facilitate establishment of a five-year GRFMA Strategic Management Plan (2026).

CARRIED UNANIMOUSLY

During discussion of the report members agreed to the following alterations to the Request for Quotation document for the GRFMA Strategic Management Plan:

- Insert further detail to identify that consultancy payment schedules will be based on progressive results, eg provision of a progress report mid-term, provision of the draft report, completion and approval of the final document/plan.
- Amendment of Table 1 (Page11) to more specifically identify that consultation will be targeted to key stakeholders such as landholders, industry groups (Aus Veg, HORTEx), rather than general public wide consultation.

8.2 Charter Review 2

GB21/05 Charter Review 2

Moved: Mr G Pattinson

Seconded: Mr A Philpott

That the GRFMA notes progress of work being undertaken regarding cost sharing principles and data collation for the proposed funding model.

CARRIED UNANIMOUSLY

8.3 Stormwater Management Plan

GB21/06 Stormwater Management Plan

Moved: Mr S Dilena

Seconded: Cr T Keen

That the GRFMA:

1. *Notes the report; and*
2. *Requests the GRFMA Chair to determine a suitable future date to call a special meeting to consider SMP tender submissions received and consideration of submission of application to the SMA for supporting funding.*

CARRIED UNANIMOUSLY

Further Special Meeting Agenda items subsequently identified at GB21/09 and GB 21/10.

8.4 Gawler River Flood Mitigation

GB21/07 Gawler River Flood Mitigation

Moved: Cr M Herrmann

Seconded: Mr S Dilena

That the GRFMA receives the report.

CARRIED UNANIMOUSLY

GB21/08 Adelaide Plains Council

Moved: Mr J Miller

Seconded: Cr T Keen

That the GRFMA receives the Adelaide Plains Council minute extract 2021/047, as tabled, determining the Councils view on the Gawler River Floodplain Management projects.

CARRIED UNANIMOUSLY

10:54am – the meeting adjourned at for a short break.

11:09am – the meeting reconvened.

8.5 Financial Report

GB21/09 Financial Report

Moved: Mr A Philpott

Seconded: Mr G Pattinson

That the GRFMA:

1. *Receive the financial report as at 31 January 2021 showing a balance of \$216,828.48 total funds available; and*
2. *Endorse the Special Meeting agenda, to be scheduled in March 2021, to also include:*
 - *Budget Review 2 (BR2)*
 - *GRFMA Business Plan 2021/2022 and Draft 2021/22 Budget*

CARRIED UNANIMOUSLY

8.6 Bruce Eastick North Para Flood Mitigation Dam - Repairs

GB21/10 Bruce Eastick North Para Flood Mitigation Dam - Repairs

Moved: Mr A Curtis

Seconded: Cr P Koch

That the GRFMA:

1. *Accepts the offer of services from LGA Procurement, at cost \$4,000 ex GST, to undertake full management of the Tender and Contract management process for Bruce Eastick North Para Flood Mitigation Dam – Repairs;*
2. *Requests the Tender scope to:*
 - a. *separately identify which items of repair will be undertaken by the GRFMA and what other repairs might be undertaken with available resources.*

- b. advise that the GRFMA will consider merits of any alternate designs for facilitating repairs.*
3. *Notes LGA Procurement will facilitate subsequent Tender Evaluation & Recommendation report/s for GRFMA consideration; and*
4. *Considers likely repair costs, should a successful tender be determined, in the 2021/2022 GRFMA budget estimates considerations.*

CARRIED UNANIMOUSLY

8.7 Bruce Eastick North Para Flood Mitigation Dam – Safety Emergency Plan

GB21/11 Bruce Eastick North Para Flood Mitigation Dam – Safety Emergency Plan
Moved: Cr M Herrmann
Seconded: Mr J Miller

That the GRFMA receives the report.

CARRIED UNANIMOUSLY

8.8 Inquiry into the Stormwater Management Authority

GB21/12 Inquiry into the Stormwater Management Authority
Moved: Cr M Herrmann
Seconded: Mr G Pattinson

That the GRFMA endorses the 7/01/2021 submission provided to the Statutory Authorities Review Committee regarding the inquiry into the Stormwater Management Authority.

CARRIED UNANIMOUSLY

Members noted the current restrictive framework governing Stormwater Management and a need for broader reform to facilitate strategic flood analysis and mitigation initiatives.

9. Correspondence

Nil

10. Confidential

11:35am – the Executive Officer left the meeting.

10.1 Executive Officer Review

GB21/13 Executive Officer Review
Moved: Cr M Herrmann
Seconded: Cr T Keen

That:

1. *Pursuant to Section 90(2) of the Local Government Act 1999, an Order is made that the public be excluded from attendance at the meeting, with the exception of:*
 - *Observers*

In order to consider in confidence agenda item 10.1 Executive Officer Review pursuant to Section 90(3)(a)(e) of the Local Government Act 1999 on the basis that:

(a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead);

(e) matters affecting the security of the council, members or employees of the council, or council property, or the safety of any person;

This matter is confidential because the information herein provides information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of the Executive Officer.

2. *On the basis of this information, the principle that meetings of the GRFMA Board should be conducted in a place open to the public has been outweighed in this instance: the Board consider it necessary to consider this matter in confidence.*

CARRIED UNANIMOUSLY

11:35am – the confidential session commenced.

10.1 Executive Officer Review

GB21/14 Executive Officer Review

Moved: Mr A Philpott

Seconded: Mr S Dilena

That the GRFMA:

1. *Acknowledges the continuing effective and efficient services provided by the Executive Officer in compliance with the current Consultancy Agreement (Contract No: 1/20); and*
2. *Requests the Chairman to convey the above acknowledgment to the Executive Officer by letter on the Board's behalf for the purpose of this Interim Review.*

CARRIED UNANIMOUSLY

10.1 Executive Officer Review

GB21/15 Executive Officer Review

Moved: Mr S Dilena

Seconded: Cr M Herrmann

That:

1. *Pursuant to Section 90(2) and Section 91(7) of the Local Government Act 1999, the GRFMA orders that the following aspects of item 10.1 Executive Officer Interim Review be kept confidential in accordance with the GRFMA Boards reasons to deal with this item in confidence pursuant to section 90(3)(a)(e) of the Local Government Act 1999:*
 - *Report for Item 10.1.*
 - *Attachment for item 10.1.*
2. *This order shall operate until reviewed and determined as part of the annual review by the Authority.*

CARRIED UNANIMOUSLY

11:40am – the confidential session concluded.

11:40am – the Executive Officer returned to the meeting.

11. Urgent Matters Without Notice

Nil

12. Next Meeting

Date and Time: Thursday 15 April 2021 at 9:45am

Host: Adelaide Hills Council – venue to be Gumeracha

13. Closure

The Chairperson thanked the members for their attendance and contributions and closed the meeting at 11:42am.

Chair _____ Date _____

Agenda Item: **2.2**
Committee: **Board**
Meeting Date: **15 April 2021**
Title: **GRFMA Special Meeting Minutes**

Recommendation:

That the Minutes of the Gawler River Floodplain Management Authority Board Special Meeting held 17/03/2021 be confirmed as a true and accurate record of that meeting.

Refer attachment

MINUTES

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY SPECIAL BOARD

9:45am Wednesday 17 March 2021
City of Playford Civic Centre – 10 Playford Boulevard, Elizabeth

1. Meeting of the Board

1.1 Welcome by the GRFMA Chairperson

Mr Ian Baldwin formally welcomed Board Members, Deputy Board Members, Observers and the Executive Officer and opened the 124th meeting of the Board.

1.2 Present

- Mr Ian Baldwin, Independent Board Member, Chair
- Cr Terry-Anne Keen, Adelaide Plains Council, Board Member
- Ms Alyssa Denicola, Adelaide Plains Council, Deputy Board Member
- Cr Malcolm Herrmann, Adelaide Hills Council, Board Member
- Mayor Bim Lange, The Barossa Council, Board Member
- Cr Russel Johnstone, The Barossa Council, Deputy Board Member
- Cr Paul Koch, Town of Gawler, Board Member
- Mr Sam Dilella, Town of Gawler, Board Member
- Cr William Close, Light Regional Council, Board Member
- Mr Andrew Philpott, Light Regional Council, Deputy Board Member
- Mr Greg Pattinson, City of Playford, Board Member
- Mr David Hitchcock, Executive Officer

1.3 Apologies

- Mr James Miller, Adelaide Plains Council, Board Member
- Mr Ashley Curtis, Adelaide Hills Council, Board Member
- Mr Gary Mavrinac, The Barossa Council, Board Member

1.4 Appointment of Observers

GRB 21/16 Observers
Moved: Cr T Keen
Seconded: Mr G Pattinson

That Cr John Lush, Adelaide Plains Council, Deputy Board Member be appointed as Observer.

CARRIED UNANIMOUSLY

1.5 Declarations of Interest

Nil

2. Confidential Matters

2.1 Tenders Stormwater Management Plan

GB21/17 Tenders Stormwater Management Plan
Moved: Cr T Keen
Seconded: Cr M Herrmann

1. *That pursuant to Section 90(2) of the Local Government Act 1999, an Order is made that the public be excluded from attendance at the meeting, with the exception of:*

- *Executive Officer*
- *Observers*

in order to consider in confidence agenda item 2.1 Tenders Stormwater Management Plan pursuant to Section 90(3)(d) of the Local Government Act 1999 on the basis that:

- i) *commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and*
 - (ii) *would, on balance, be contrary to the public interest.*
2. *This matter is confidential because the information herein provides commercial terms and conditions for provision of services to deliver a Stormwater Management Plan for the Gawler River and would provide advantage to a third party for negotiations regarding the service.*
 3. *On the basis of this information, the principle that meetings of the GRFMA Board should be conducted in a place open to the public has been outweighed in this instance: the Board considers it necessary to consider this matter in confidence.*

CARRIED UNANIMOUSLY

9:55am confidential session commenced.

The meeting considered advice from the GRFMA Stormwater Management Plan Management Team in consideration of tender submissions for delivery of the Gawler River Stormwater Management Plan.

GB21/18 Tenders Stormwater Management Plan
Kept in confidence

Refer Confidential minutes.

GB21/19 Tenders Stormwater Management Plan
Moved: Cr T Keen
Seconded: Cr R Johnstone

1. *That pursuant to Section 90(2) and Section 91(7) of the Local Government Act 1999, the GRFMA orders that the following aspects of item 2.1 Stormwater Management Plan be kept confidential in accordance with the GRFMA Boards reasons to deal with this item in confidence pursuant to section 90(3)(d) of the Local Government Act 1999:*

- *Report and attachments for Item 2.1*
 - *Minutes relating to deliberations of Item 2.1*
2. *This order shall operate until terms of agreement are reached with the preferred contractor or until reviewed within twelve (12) months in accordance with the Act , whichever is sooner.*

CARRIED UNANIMOUSLY

10:27am confidential session concluded.

3. GRFMA Budget Review 2 (2020/2021)

GB21/20 GRFMA Budget Review 2 (2020/2021)
Moved: Cr W Close
Seconded: Mr A Philpott

That the GRFMA adopts the 2020/2021 Budget Review 2 Documents February 2021 and the variances contained as its amended and current budget for the period ended 30 June 2021.

CARRIED UNANIMOUSLY

4. Draft GRFMA 2021/2022 Business Plan and Draft GRFMA 2021/2022 Budget

Amendments to the business plan requested:

- Page 7 – Amend wording to reflect current cost estimates for the Gawler River 2016 Flood Review report recommendations for works to be undertaken to indicative costs of \$41 Million.
- Page 8 – Fourth dot point: Add following words “The GRFMA recognises the in-kind contribution of the City of Playford in provision of a Project Manager to facilitate development of the Plan”.

GB21/21 Draft GRFMA 2021/2022 Business Plan and Draft GRFMA 2021/2022 Budget
Moved: Mr G Pattinson
Seconded: Mr S Dilena

That the GRFMA:

1. *Notes the report.*
2. *Adopts the Draft 2021/2022 GRFMA Annual Business Plan as amended and Draft 2021/2022 Budget .*
3. *Following receipt of Constituent Council feedback, considers adoption of the GRFMA draft Annual Business Plan and Annual Budget at the June 2021 meeting.*

CARRIED UNANIMOUSLY

13. Closure

The Chairperson thanked the members for their attendance and contributions and closed the meeting at 10:37am.

Chair _____ Date _____

Agenda Item: **2.3 Confidential**
Committee: **Board**
Meeting Date: **15 April 2021**
Title: **GRFMA Special Meeting Confidential Minutes**

Recommendation:

That the Confidential Minutes of the Gawler River Floodplain Management Authority Special Meeting held 17/03/2021 be confirmed as a true and accurate record of that meeting.

Refer attachment.

Agenda Item: 2.4
Committee: Board
Meeting Date: 15 April 2021
Title: Actions on Previous Resolutions

Number	Resolution	Action
18/07	That the GRFMA: 1. Receives the report; 2. Supports proposed development of a Levee Bank Management (Gawler River Floodplain) information and guideline document by the Adelaide & Mt Lofty Ranges Natural Resources Management Board (AMLRNRMB); 3. Requests the Executive Officer to initiate a meeting with Constituent Council planning and engineering staff and AMLRNRMB staff to facilitate adoption of: a. a suitable and consistent Development Consent process (where appropriate) for applications for approval to undertake construction and maintenance of levee banks; and b. approved Best Practice Operating Procedures under the relevant Natural Resources Management Plans.	Follow up with DEW in conjunction with the Gawler River Flood Mitigation Program GRFMA has volunteered to participate in a pilot project for this process.
19/63	That the Executive Officer be requested to seek quotations for scanning of GRFMA records currently held at the Barossa Council	Inquiries have been made on suitable options and then will be made with State Records for storage
21/04	That the Executive Officer seeks quotations from interested consultants for offer of service to provide a body of work to facilitate establishment of a five-year GRFMA Strategic Management Plan (2026).	Refer Agenda item 10
21/10	That the GRFMA: 1. Accepts the offer of services from LGA Procurement, at cost \$4,000 ex GST, to undertake full management of the Tender and Contract management process for Bruce Eastick North Para Flood Mitigation Dam – Repairs; 2. Requests the Tender scope to: a) separately identify which items of repair will be undertaken by the GRFMA and what other repairs might be undertaken with available resources. b) advise that the GRFMA will consider merits of any alternate designs for facilitating repairs. 3. Notes LGA Procurement will facilitate subsequent Tender Evaluation & Recommendation report/s for GRFMA consideration; and 4. Considers likely repair costs, should a successful tender be determined, in the 2021/2022 GRFMA budget estimates considerations.	In progress

Number	Resolution	Action
21/18	The meeting considered in confidence advice from the GRFMA Stormwater Management Plan Management Team in consideration of tender submissions for delivery of the Gawler River Stormwater Management Plan.	Refer Agenda Item 8.3
21/21	That the GRFMA: <ol style="list-style-type: none">1. Notes the report.2. Adopts the Draft 2021/2022 GRFMA Annual Business Plan as amended and Draft 2021/2022 Budget .3. Following receipt of Constituent Council feedback, considers adoption of the GRFMA draft Annual Business Plan and Annual Budget at the June 2021 meeting.	Constituent Councils provided with correspondence detailing the Draft Annual Business Plan and Draft Budget on 18/3/2021

Agenda Item: **6**
Committee: **Board**
Meeting Date: **15 April 2021**
Title: **GRFMA Audit Committee Meeting Minutes**

Recommendation:

That the Minutes of the Gawler River Floodplain Management Authority Audit Committee meeting held 10/03/2021 be received.

Refer attachment

MINUTES

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY AUDIT COMMITTEE MEETING

Wednesday 10 March 2021

Dean Newbery and Partners – 214 Melbourne Street, North Adelaide SA 5006

1. Present

- Mr Peter Brass, Independent Member, Chair
- Cr Malcolm Herrmann, Adelaide Hills Council
- Mr Greg Pattinson, City of Playford
- Mr David Hitchcock, Executive Officer

2. Apologies

Nil

3. Previous Minutes – 25/11/2020

GAC21/01 Previous Minutes – 25/11/2020

Moved: Cr Herrmann

Seconded: Mr Pattinson

***Recommendation:** That the minutes of the previous GRFMA Audit Committee meeting held on 25 November 2020 be adopted as a true and correct record of that meeting.*

CARRIED

4. Business Arising from the Minutes

Nil

5. General Business

5.1 GRFMA Annual Audit Plan (2021/22) - Dean Newbery and Partners

Ms Whitney Sandow, Auditor, Dean Newbery and Partners was in attendance to discuss the GRFMA Annual Audit Plan (2021/22). Members noted agreement with the proposal with interest in ensuring Audit completion dates aligned with GRFMA Meeting dates for certification of Statements.

GAC21/02 GRFMA Annual Audit Plan (2021/22) - Dean Newbery and Partners

Moved: Cr Herrmann

Seconded: Mr Pattinson

That the GRFMA Audit Committee receive the Audit Strategy for the year ending 30 June 2021

CARRIED

11:15am Ms Whitney Sandow left the meeting.

5.2 GRFMA Budget Review 2

Members noted reduction of travel expenses and current allocation of \$50,000 for portion of Stormwater Management plan costs. With balance to be included in the 2021/2022 GRFMA Draft Budget considerations, including possible financing options. Members also advised that establishment of the Stormwater Management Plan is to be accounted as an operational cost and recommended contracts not be signed until funding approval has been endorsed by the Stormwater Management Authority.

GAC21/03 GRFMA Budget Review 2
Moved: Mr Pattinson
Seconded: Cr Herrmann

That the Audit Committee:

1. *Notes GRFMA 2021/2022 Budget Review 2.*
2. *Requests the Executive Officer provide the documents to the 17 March 2021 GRFMA Special meeting for consideration as its amended and current budget for the period ended 30 June 2021.*

5.3 2021- 2022 GRFMA Business Plan and 2021-2022 Draft Budget

Members noted matters relating to the Stormwater Management Plan and GRFMA Strategic Plan budget provisions.

Amendments to the Business Plan were noted:

- Amend page 2 to reflect new farm gate value to \$355 Million.
- Amend page 8 to identify that any new funding formula proposal is subject to Constituent Council approval.

GAC21/04 2021- 2022 GRFMA Business Plan and 2021-2022 Draft Budget
Moved: Mr Pattinson
Seconded: Cr Herrmann

That the GRFMA Audit Committee:

1. *Notes the report.*
2. *Requests the Executive Officer provide the Draft 2021/2022 GRFMA Annual Business Plan and Draft 2020/2021 Budget documents as amended to the 17 March 2021 GRFMA Special meeting for consideration.*

CARRIED

5.4 Responsible Officer – GRFMA Policies

GAC21/05 Responsible Officer – GRFMA Policies
Moved: Cr Herrmann
Seconded: Mr Pattinson

That the GRFMA Audit Committee:

1. *Notes the report.*
2. *Revisit the matters relating to GRFMA Responsible Officer requirements at the time of the next scheduled GRFMA Policy review process.*

CARRIED

Date	Audit Committee meeting schedule 2020/2021	Action
December 2020	Operation of the Regional Subsidiary – Business Plan progress. Annual cost estimates and budget variations consideration.	Completed
March 2021	Annual Budget and Business Plan Review; External Audit Plan and Schedule 2021.	Completed
June 2021	Annual cost estimates and budget variations consideration.	
August 2021	Annual Financial Statements – Audit report; 2020/2021 – Auditor to attend.	

6. Next Meeting

June 2021

7. Closure

The Chair thanked the members for their attendance and contributions and closed the meeting at 12:05pm.

Chair _____ Date _____

Agenda Item:	8.1
Committee:	Board
Meeting Date:	15 April 2021
Title:	Gawler River Floodplain Mitigation

Recommendation:**That the GRFMA:**

- 1. Notes the report.**
 - 2. Receives the late report and further considers how the GRFMA might respond to matters contained in the report.**
-

The 2020-21 State Government Budget has allocated \$9 Million for Gawler River flood mitigation works.

Budget extract:

This initiative provides \$9 Million over the three years 2022-23 for a range of Gawler River projects aimed at reducing flood risks across the Northern Adelaide Plains. It is envisaged that these projects will deliver new infrastructure to improve flood preparedness as well as reduce the risk and impact of flood damage to assets. The government will partner with local councils to deliver the full scope of works.

State Government Budget Allocation

- \$9 Million over three years.
- Operating expenditure (grant).
- Delivered through the Storm Water Management Fund.
- Local Government co-contribution details to be determined.
- Any infrastructure constructed or upgraded to be owned by GRFMA or Constituent Council.
- DEW to recruit a dedicated project manager.

Key projects and partnerships

1. Removal of trees following Hillier bushfire, \$350k-\$370k (Town of Gawler/Light Regional Council).
2. Construction of a drainage system for Virginia, Carmelo and Park Road drain, \$3.8M (City of Playford).
3. New control structures (Gawler West, North Para, Nuriootpa), flood warning infrastructure, flood warning levels, \$1Mil (GRFMA).
4. Northern Floodway early works, existing levee banks, river survey and works. \$3.8 M (GRFMA, DEW, DIT, Landscape Boards).

A joint State /Local Government Steering Committee has now been established to provide strategic direction and garner high-level stakeholder buy-in to develop and implement flood risk mitigation and hazard management in the Gawler River catchment.

Two sub-committees have also been established: a Project Delivery Group to oversee the delivery of the four “no regrets” projects, and a Business Case Group to oversee the development of the longer term solutions for flood mitigation in the Gawler River.

All Committees have commenced operations and deliberations.

Following a recent Steering Committee meeting, discussion, between Mr I Baldwin (GRFMA Chair), Mr S Green (Playford CEO), Mr H Inat (Gawler CEO) and Mr J Miller (Adelaide Plains CEO), noted need for all local Government /GRFMA representatives to have the same understanding and collective response regarding the funding initiative, continuing participation, project delivery and expectations for co-contribution.

A the time of writing this report a meeting to facilitate suitable discussion was scheduled for 7 April 2021.

Issues to be included for discussion were:

- DEW/State Treasury advice that the four projects be commenced by end of the 21/22 financial year with co-contribution by councils being finalised. (Councils have not included consideration for 21/22 budgets).
- Steering Committees “assumption” that council co-contributions to projects may be re-purposed/re-allocated for further flood mitigation purposes e.g., NFP further investigation and implementation/SMP associated works/BENPFMD options. (Previous indication that co-contributions would be re-allocated.)
- DEW expectations that the GRFMA and Constituent Councils were further advanced in determining co-contribution for Projects 3&4. (Difficult to do without project scoping being prepared and agreement by councils for proportional co-contribution.)
- SA Govt. process to be applied to facilitate project funding. (Flow Chart to be prepared by DEW/Treasury.)
- DEW requirement for GRFMA and respective Constituent Councils to sign off on Project 1 & 2 prior to next Steering Committee Meeting – 13 May 2021.
- Councils will soon complete their budget preparation cycle for the 2021/22 financial year with risk of no provision being made for projects identified.
- Before making any decisions Councils and GRFMA will require reasonable and sufficient information in support of any project proposals i.e. justification, description, design and costing.
- It will also be important to determine the varying amounts that might be payable by GRFMA and each of the Constituent Councils. This is a discussion that will need to occur at GRFMA and ultimately be supported by the Constituent Councils.

The GRFMA Chair, Mr Ian Baldwin and GRFMA Executive Officer are also scheduled to meet Ms. Cate Hart, Executive Director, Environment, Heritage and Sustainability, Department for Environment and Water on the 14/04/2021 to discuss matters relating to projects 3 & 4.

Clearly there are a number of issues in play at the moment that need to be brought to conclusion.

Given the 15/4/2021 GRFMA Agenda compilation closes before all matters can be articulated in this report, a separate late report will be provided to Board Members on the afternoon of 14/04/2021 following the meeting with Ms Hart.

This late report will summarise the discussions from meetings of the 7 April and 14 April 2021 so that Board Members will be best informed at the 15/04/2021 GRFMA Meeting.

Agenda Item:	8.2
Committee:	Board
Meeting Date:	15 April 2021
Title:	Charter Review 2

Recommendation:**That the GRFMA:**

- 1. Receives the report.**
 - 2. Notes the Working Group recommendation that:**
 - a) current application of even shares for funding of Operation of the GRFMA to remain.**
 - b) any new percentage formula contribution requirement should only apply to new projects; and**
 - c) current Charter percentage formula contribution for Capital works and Maintenance to Dam infrastructure should remain unchanged.**
-

The 20/12/2020 GRFMA resolution 20/86 provides:

That the GRFMA:

- 1. Receives the report.*
- 2. Endorses expenditure of up to \$10,000 to enable the Charter Review 2 Working Group to engage resources to compile and evaluate required data so that the Group can further understand and validate its deliberations regarding identified funding principles and formula to be applied in any proposed funding model.*
- 3. Requests the Working Group to complete its deliberations expeditiously with endorsement to seek support of the GRFMA Chair to call a Special Meeting, if required, to consider the recommendation of the preferred funding model, and to enable further consultation with Constituent Councils.*

The Charter Review 2 Working Group have been progressing evaluation and completion of the proposed funding model considerations. See Agenda item 8.2 of the 11 February 2021 GRFMA Meeting for more detailed information.

The Charter Review 2 Working Group further met on 22/03/2021 to receive presentation from Water Technology on the draft cost sharing model that has now been developed to assist assessment of the cost sharing split for future mitigation works among the six GRFMA Constituent Councils. The cost of preparation of the model was \$5,480.

The Working Group generally supported the model as presented and requested further information in regard to:

- How are the CPI and Rates used in the calculator?
 - Why does the Adelaide Plains Council area have zero contribution to the peak water inflow?
 - Should watercourses greater than (inclusive) the 4th order or 5th order be used for waterway length calculations?
-

The Working Group are now seeking to test the model and have further requested Water Technology, subject to cost and provisions of GRFMA resolution 20/86, to:

1. Utilise the model template to cost out pre flood and post flood damages and damages mitigated for each of the six council based on the Northern Floodway project.
2. If feasible determine what the order of cost damages would be for the Riverlea development in event of a similar 2016 flood event without the Northern Floodway and how much will be mitigated by diverting the water into Buckland Lake.
3. Depending on outcomes of 1 and 2 above determine how the model might work with the raising of the Bruce Eastick Dam by the 10 mtrs as proposed.

Discussions have now commenced with Water Technology on feasibility and cost of testing the model as above.

The Working Group will then meet further to progress finalisation of the model for GRFMA and Constituent Council consideration.

Current key agreements established by the Working Group in relation to the funding model and recommendation 6 of the Charter Review 2 report are:

- a) The current application of even shares for funding of Operation of the GRFMA to remain i.e. 16.66% per council for costs applicable to Administration and Gawler River Mark 2 consultancies should remain unchanged.
- b) Any new percentage formula contribution requirement should only apply to new projects.
- c) The current Charter percentage formula contribution for Capital works and Maintenance to Dam infrastructure should remain unchanged.
- d) No retrospective changes to the Schedule of Constituent Council's Interest in Net Assets as at 30 June 2020 should be made.

Charter Review 2 (Tate) Report Recommendations

1. *That the Authority's legal structure continue as a Regional Subsidiary under s43 of the Local Government Act 1999.*
2. *That at this stage the GRFMA continue to have a representative Board of an Elected Member and staff member from each Council (and an independent chair).*
3. *That consideration be given to an arrangement between the CEO's of the Constituent Councils to ensure that the combined staff appointments to the Board include all relevant skills.*
4. *That consideration be given to amending clause 4.3.2 of the GRFMA Charter so that Deputy Members attending Board meetings in their own right and not in place of the Member may be permitted to speak with approval of the meeting, rather than having the same right to speak as Members.*
5. *That the GRFMA proactively build relationships with relevant South Australian Government Departments and agencies, separately and together, to build understanding of the issues relating to the Gawler River and to assist with strategies, plans, and advice including about external funding.*
6. *That the GRFMA and Constituent Councils consider the four funding model options set out in section 10.5 of the report, starting from a consideration of funding principles and then potential scenarios for modelling (possibly through Finance and Engineering staff of the Constituent Councils). In doing so note that option 7, though relatively complex, had the highest rating against funding principles from the analysis conducted.*
7. *That the GRFMA develop and implement a clear, resourced strategy for achieving external funding, including consideration of a 'broker' to identify and pursue funding opportunities.*

Agenda Item:	8.3
Committee:	Board
Meeting Date:	15 April 2021
Title:	Stormwater Management Plan

Recommendation:**That the GRFMA.**

- 1. Receives the report.**
 - 2. Requests regular progress reports on delivery of the Stormwater Management Plan be provided to future GRFMA meetings.**
-

The 17/3/2021 GRFMA Special Meeting considered, in confidence, recommendation by the Stormwater Management Plan Management Team the preferred tender submission for delivery of the Gawler River Storm Water Management Plan.

Following deliberation, the GRFMA resolved that the matter remain confidential until terms of agreement were reached with the preferred tender contractor or until reviewed within twelve (12) months in accordance with the Act, whichever is sooner. Contract terms and matters relating to financing of the works have now been finalised and the previously confidential resolution **GB21/18** is now released for public information.

That the GRFMA:

- 1. Notes receipt of tender submissions for delivery of the Gawler River Stormwater Management Plan.*
- 2. On advice from the GRFMA Stormwater Management Plan Management Team and subject to funding contribution approval from the Stormwater Management Authority accepts Water Technologies as the preferred tender submission of \$185,144; noting there may be additional costs relating to the project such as peer review of the final plan.*
- 3. Directs the GRFMA Executive Officer to immediately submit application to the Stormwater Management Authority for support for a 50% funding contribution of up to \$100,000, toward the Gawler River Stormwater Management Plan.*
- 4. Notes the GRFMA Special Meeting report 4 GRFMA 2021/2022 Business Plan and 2021/2022 GRFMA Draft Budget outlining further information on budget funding allocations for the Plan.*
- 5. Following completion of the items above and receipt of formal funding approval from the SMA, the Board authorises the GRFMA Executive Officer to undertake actions to execute required tender contract documentation and SMA Grant Agreement requirements.*

In summary:

- The Storm Water Management Authority have now resolved to approve a contribution of up to \$100 000 to the Gawler River Stormwater Management Plan. The GRFMA Executive Officer has advised of acceptance and completed the funding documents. See attached letter of offer.
 - Contract terms and conditions for provision of service have now been agreed and executed with Water Technology.
 - Works to deliver the Gawler River Stormwater Management Plan have now commenced.
-



DEW-D0014066817

Mr David Hitchcock
Executive Officer
Gawler River Floodplain Management Authority

via email: davidehitchcock@bigpond.com

Level 5, 81-95 Waymouth Street
ADELAIDE SA 5000

c/-GPO Box 1047
ADELAIDE SA 5001

Telephone: (08) 8124 4787
Email: sma@sa.gov.au

www.sma.sa.gov.au

Dear Mr Hitchcock

SMA 204/21 Gawler River Stormwater Management Plan

The board of the Stormwater Management Authority (the Authority) has considered your application for funding support for the preparation of a stormwater management plan (SMP) for the Gawler River. I am pleased to inform you that the Authority made the following resolution:

Resolution OOS 2021/1: The Authority resolved to approve a contribution of up to \$100 000 to the Gawler River Floodplain Management Authority for the Gawler River Stormwater Management Plan.

Enclosed with this letter is a draft agreement outlining the terms and conditions by which the Authority would be pleased to provide a grant to the Gawler River Floodplain Management Authority (GRFMA). Please consider the attached draft agreement and indicate GRFMA's acceptance at your earliest convenience, so that I may prepare the agreement to be executed.

If you have any queries, please contact me directly on telephone 8124 4787 or email david.trebilcock2@sa.gov.au.

Yours Sincerely

David Trebilcock
GENERAL MANAGER

Date: 31 March 2021

Agenda Item:	8.4
Committee:	Board
Meeting Date:	15 April 2021
Title:	ARTC Bridge

Recommendation:

That the GRFMA requests the Executive Officer seek establishment of a Levee Bank Management (Gawler River Floodplain) information guideline document and Best Practice Operating Procedures document with the Gawler River Flood Mitigation Business Case Committee.

On the 25 February 2021 the GRFMA Executive officer received a telephone call from a landholder on the northern side (Adelaide Plains) of the newly replaced ARTC Bridge over the Gawler River.

The landholder advised of concerns that the levee bank reinstatement adjacent his land, following the bridge replacement, was now too high and likely to cause issues when the next flood occurs.

This view based on this is the area that usually breaks out and as the land holder they have always maintained a slightly lower levee bank so that the flood waters had a “safety valve” with somewhere to overflow rather than a total break out. The now higher levee bank level would not facilitate this anymore.

Informal advice from Water Technology supported the view that having a section of levee immediately upstream of the bridge that tends to breach first, may well be sensible.

Given the bridge replacement works were nearing completion an onsite meeting with the landholder was immediately facilitated. Persons attending included Adelaide Plains Council and, City of Playford representatives, ARTC and Bardavcol as the Bridge build contractor.

The onsite meeting determined that the Bridge build contractor had previously surveyed the height of the “old” levee bank before removal and the new levee bank had been constructed to that previous level.

All parties present agreed the the newly constructed section of levee bank should remain as is, however further consideration should be given to managing the upstream levees to facilitate overflow options rather than total break outs.

This is consistent with the as yet to be established policy the GRFMA has been pursuing in development of a Levee Bank Management (Gawler River Floodplain) information guideline document and Best Practice Operating Procedures document.

It is suggested delivery of this policy be pursed within the process of the recently established State Government Gawler River Flood Mitigation projects. Refer 15/4/2021 GRFMA Meeting Agenda item 8.1.

Agenda Item:	8.5
Committee:	Board
Meeting Date:	15 April 2021
Title:	Finance Report

Recommendation:

That the GRFMA receives the financial report as at 31 March 2021 showing a balance of \$259,944.36 total funds available.

Financial Report

See attachments for the monthly reconciliations:

- ✧ Reconciliation to 31/03/2021
- ✧ Balance Sheet 31/03/2021
- ✧ Budget result to 31/03/2021

Tabled below Executive Officer Activities report.

Activity	Oct	Nov	Dec	Jan	Feb	Mar
To keep maintained the business office of the Authority.	8	14.75	4.5	13.75	10.5	3.5
To prepare the Business Plan, Budgets and reports in a timely manner.				3.75		20
To liaise with Councils, and Stakeholders to foster the outcomes of the Business Plan.	5.25	15.5	4	10.5	10.5	11
To attend all meetings of the GRFMA, to prepare agendas, minutes and correspondence as required.	14.75	13	16.75	1.25	12.5	11
TOTAL	28	43.25	25.25	29.25	33.5	45.5

Reconciliation Report266 Seacombe Road
Seacliff Park SA 5049

ABN: 12 925 534 861

Email: davidehitchcock@bigpond.com

ID No.	Date Memo/Payee	Deposit	Withdrawal
--------	-----------------	---------	------------

Account: 1-1110 Bank SA Account
Date Of Bank Statement: 3/30/2021
Last Reconciled: 2/28/2021
Last Reconciled Balance: \$99,646.04

Cleared Cheques

EFT	3/2/2021	David Hitchcock	\$4,422.00
EFT	3/2/2021	Ian Baldwin	\$1,100.00
GJ000073	3/22/2021	MYOB monthly subscription	\$55.00
SC033021	3/30/2021	Safe deposit fee	\$5.00
Total:			\$0.00 \$5,582.00

Cleared Deposits

GJ000072	3/1/2021	Lease payment Wilson	\$110.00
Total:			\$110.00 \$0.00

Reconciliation:

AccountRight Balance On 3/30/2021:	\$94,174.04
Add: Outstanding Cheques:	\$0.00
SubTotal:	\$94,174.04
Deduct: Outstanding Deposits:	\$0.00
Expected Balance On Statement:	\$94,174.04

Transaction History Report

Please advise any error or unauthorised transaction promptly to the bank

Account name GAWLER RIVER FLOODPLAIN MANAGEMENT
Account number 010 0101 248 140
BSB 105-010
Currency AUD
Opening balance 99,646.04CR
Transaction period from 01/03/2021 to 31/03/2021

Date	Description	Serial number	Debit	Credit	Balance
01/03/2021	OSKO DEPOSIT 01MAR20:34 Inv 21224 RHYS C WILSON			110.00	99,756.04CR
03/03/2021	INTERNET WITHDRAWAL 03MAR15:14 GRFMA Chair Hon Feb 21		1,100.00 ✓		98,656.04CR
03/03/2021	INTERNET WITHDRAWAL 03MAR15:14 EO Services Feb 21		4,422.00 ✓		94,234.04CR
20/03/2021	SAFE DEPOSIT FEE (INC GST)		5.00		94,229.04CR
23/03/2021	MYOB Australia MYOB 1-77382999503		55.00		94,174.04CR
	TOTAL		5,582.00	110.00	94,174.04CR

Reconciliation Report266 Seacombe Road
Seacliff Park SA 5049

ABN: 12 925 534 861

Email: davidehitchcock@bigpond.com

ID No.	Date Memo/Payee	Deposit	Withdrawal
--------	-----------------	---------	------------

Account: 1-1130 LGFA Investment Account
Date Of Bank Statement: 3/30/2021
Last Reconciled: 2/28/2021
Last Reconciled Balance: \$165,732.20

Cleared Deposits

IE033021	3/30/2021 Int LGFA	\$38.12	
Total:		\$38.12	\$0.00
Reconciliation:			
AccountRight Balance On 3/30/2021:		\$165,770.32	
Add: Outstanding Cheques:		\$0.00	
SubTotal:		\$165,770.32	
Deduct: Outstanding Deposits:		\$0.00	
Expected Balance On Statement:		\$165,770.32	

Council Deposits

Transaction Statement from 01-Mar-2021 to 31-Mar-2021 inclusive

Deal	Date	Transaction	Interest Rate	Amount	Balance
Gawler River General					
Council Dep - 24HR Mthly					
	01-03-2021	Opening Balance	0.30		\$165,732.20
58319	01-03-2021	CAPITALISE INTEREST	0.30	\$38.12	\$165,770.32
	31-03-2021	Closing Balance	0.30		\$165,770.32
Accrued interest for period 01-Mar-2021 to 31-Mar-2021				<u>\$42.20</u>	
Total Gawler River General - Council Dep - 24HR Mthly				\$42.20	

Summary

Gawler River Floodplain Management Authority	Accrued Interest
Gawler River General	\$42.20
Grand Total	\$42.20

Local Government Finance Authority of South Australia

Suite 1205
147 Pirie Street
ADELAIDE SA 5000
Phone (08) 8223 1550 Fax (08) 8223 6085
www.lgfa.com.au
ABN: 80 189 672 209

Profit & Loss [Budget Analysis]

July 2020 To June 2021

266 Seacombe Road
Seacliff Park SA 5049ABN: 12 925 534 861
Email: davidehitchcock@bigpond.com

	Selected Period	Budgeted	\$ Difference
Income			
Admin of GRFMA			
Member Subscriptions	\$145,935	\$145,935	\$0
Interest LGFA	\$879	\$1,000	(\$121)
Interest Bank SA	\$2	\$100	(\$98)
Other	\$100	\$15	\$85
Total Admin of GRFMA	\$146,916	\$147,050	(\$134)
Maint Flood Mit Scheme			
Council Subscriptions	\$50,300	\$50,300	\$0
Total Maint Flood Mit Scheme	\$50,300	\$50,300	\$0
Total Income	\$197,216	\$197,350	(\$134)
Gross Profit	\$197,216	\$197,350	(\$134)
Expenses			
Admin of GRFMA			
Executive Officer Contract	\$39,180	\$55,000	(\$15,820)
Adv, printing, stationery post	\$367	\$1,295	(\$928)
Insurance PL & PI	\$4,809	\$6,530	(\$1,721)
Audit Committee	\$1,950	\$2,900	(\$950)
Audit Fees	\$5,000	\$5,500	(\$500)
Bank Fees	\$41	\$125	(\$84)
Legal Fees	\$0	\$2,200	(\$2,200)
Honorarium - Chairperson	\$5,000	\$8,500	(\$3,500)
Other	\$2,841	\$6,000	(\$3,159)
Total Admin of GRFMA	\$59,188	\$88,050	(\$28,862)
Gawler River Scheme Mark 2			
Consultancies	\$27,686	\$80,736	(\$53,050)
Total Gawler River Scheme Mark 2	\$27,686	\$80,736	(\$53,050)
Maint Flood Mitigation Scheme			
Maintenance Contractors	\$7,400	\$97,650	(\$90,250)
Rates & Levies	\$124	\$300	(\$176)
Total Maint Flood Mitigation Scheme	\$7,524	\$97,950	(\$90,426)
Depreciation			
Depreciation	\$0	\$321,163	(\$321,163)
Total Expenses	\$94,399	\$587,899	(\$493,500)
Operating Profit	\$102,818	(\$390,549)	\$493,367
Total Other Income	\$0	\$0	\$0
Total Other Expenses	\$0	\$0	\$0
Net Profit/(Loss)	\$102,818	(\$390,549)	\$493,367

Balance Sheet

As of March 2021

266 Seacombe Road
Seacliff Park SA 5049ABN: 12 925 534 861
Email: davidehitchcock@bigpond.com

Assets		
Current Assets		
Bank Accounts		
Bank SA Account	\$94,174.04	
LGFA Investment Account	\$165,770.32	
Total Bank Accounts		\$259,944.36
Other Current Assets		
Trade Debtors	\$44,341.55	
Debtor	\$53.66	
ATO Payments & Refunds	(\$2,786.00)	
Total Other Current Assets		\$41,609.21
Total Current Assets		\$301,553.57
Non-Current Assets		
Infrastructure	\$25,245,000.00	
Accum. Depr. Infrastructure	(\$3,786,562.50)	
Land	\$477,000.00	
Access Roads	\$84,000.00	
Accumulated Dep Access Rd	(\$8,600.00)	
Total Non-Current Assets		\$22,010,837.50
Total Assets		\$22,312,391.07
Liabilities		
Current Liabilities		
GST Liabilities		
GST Collected	\$19,633.70	
GST Paid	(\$15,785.69)	
ATO Payments & Refunds	\$4,385.00	
Total GST Liabilities		\$8,233.01
Other Current Liabilities		
Accrued Expense	\$36,567.00	
Total Other Current Liabilities		\$36,567.00
Total Current Liabilities		\$44,800.01
Total Liabilities		\$44,800.01
Net Assets		\$22,267,591.06
Equity		
Accumulated Surplus	\$15,957,461.00	
Asset Revaluation Reserves	\$8,681,973.10	
Retained Earnings	(\$2,486,350.00)	
Current Year Surplus/Deficit	\$114,506.96	
Total Equity		\$22,267,591.06

This report includes Year-End Adjustments.

Agenda Item: **9.1**
Committee: **Board**
Meeting Date: **15 April 2021**
Title: **Adelaide Plains Council - Appointment of Deputy Board Member**

Recommendation:

That the Minutes of the letter from Adelaide Plains Council regarding the appointment of a deputy Board Member be noted.

Refer attachment.

Our Ref: D21/5576

5 February 2021

Mr David Hitchcock, Executive Officer
Gawler River Floodplain Management Authority
266 Seacombe Road
SEACLIFF PARK SA 5049

By email: davidehitchcock@bigpond.com

Dear David

Re: Appointment of Administration Deputy Board Member – Gawler River Floodplain Management Authority

As you may be aware, Council's GRFMA Deputy Member, Ms Sheree Schenk, has taken 2021 off for maternity leave, thus leaving a vacancy. To that end, Council, at its Ordinary Meeting held on 27 January 2021, considered item 14.1 – *Appointment of Administration Deputy Board Member – Gawler River Floodplain Management Authority* and resolved as follows:

14.1 Appointment of Administration Deputy Board Member – Gawler River Floodplain Management Authority

Moved Councillor Lush

Seconded Councillor Keen

2021/ 007

“that Council, having considered Item 14.1 – Appointment of Administration Deputy Board Member – Gawler River Floodplain Management Authority, dated 27 January 2021, receives and notes the report and in doing so nominates Council's Acting General Manager – Governance and Executive Office, Ms Alyssa Denicola, as the Administration Deputy Board Member on the Gawler River Floodplain Management Authority until 30 December 2021.”

CARRIED

For email distribution purposes, please note Alyssa's email address is adenicola@apc.sa.gov.au.

Yours sincerely



James Miller
Chief Executive Officer

Agenda Item:	10
Committee:	Board
Meeting Date:	15 April 2021
Title:	GRFMA Strategic Management Plan

Recommendation:

That:

- 1. Pursuant to Section 90(2) of the Local Government Act 1999, an Order is made that the public be excluded from attendance at the meeting, with the exception of:**

- Executive Officer; and**
- Observers**

in order to consider in confidence agenda item 10.1 Quotations Strategic Management Plan pursuant to Section 90(3)(d) of the Local Government Act 1999 on the basis that:

- i) commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and**
 - (ii) would, on balance, be contrary to the public interest.**
- 2. This matter is confidential because the information herein provides commercial terms and conditions for provision of services to deliver a GRFMA Strategic Plan and would provide advantage to a third party for negotiations regarding the service.**
 - 3. On the basis of this information, the principle that meetings of the GRFMA Board should be conducted in a place open to the public has been outweighed in this instance: the Board consider it necessary to consider this matter in confidence.**
-

At the 11/02/2021 GRFMA meeting it was resolved (GB21/04) *That the Executive Officer seeks quotations from interested consultants for offer of service to provide a body of work to facilitate establishment of a five-year GRFMA Strategic Management Plan (2026).*

In accordance with that resolution Request for Quotation documentation was provided to four individual constituencies, identified as having scope and relevance to providing the required services.

GRFMA Procurement and Operations Policy extract 9.30 - Contracts not exceeding \$20,000

9.31 - Subject to the Local Government Act and any other Act or Law and these procedures, where the value or estimated value of a contract for the supply of goods, rendering of a service or the construction of works does not exceed \$20,000, written quotations shall be obtained so as to ensure a reasonable measure of competition and the most advantageous quotation received having regard to value for money, quality, suitability and other relevant considerations, shall be accepted.

Two quotation submissions were received.

Evaluation of the two submissions received is now being undertaken in accordance with the previously established evaluation criteria matrix.

On the basis that the quotation submissions received contain commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, it is recommended this matter be further discussed under Confidential.

The confidential report 10.1. will be provided to Board Members as a late report, separate from this Agenda document.