REGIONAL COUNCIL OF GOYDER

GOYDER South Australia's Heartland	***FREEDOM OF INFORMATION STATEMENT***	**Department**	Governance
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		Responsibility:	CEO

This information statement is published by Regional Council of Goyder (Council) in accordance with Section 9(1a) of the Freedom of Information Act 1991 (FOI Act)

Subject to certain restrictions, the FOI Act gives members of the public a legally enforceable right to access information held by South Australian Government agencies such as Councils. The FOI Act requires the Council to publish at intervals of not more than 12 months. The purpose of this statement is to assist members of the public to identify the functions and decision making processes of Council, detail the type of information held by Council and advises how it can be accessed by the public.

An updated Information Statement will be published on Council's website each financial year. This statement was published on **26 August 2026.**

1. STRUCTURE AND FUNCTIONS OF COUNCIL

The Council consists of the Principal Member, referred to as the Mayor *and* 6 Council Members who represent residents and ratepayers in four wards the Council area.

1.1 Council is a body corporate as constituted under the *Local Government Act 1999* (the Local Government Act) and is established to provide for the government and management of its area at the local level and, in particular[i1]

a) to act as a representative, informed and responsible decision-makers in the interest of its community; and

b) to provide and co-ordinate various public services and facilities and to develop its community and resource in a socially just and ecologically sustainable manner; and

c) to encourage and develop initiatives within its community for improving the quality of life of the community; and

d) to represent the interests of its community to the wider community; and

e) to exercise, perform and discharge the powers, functions and duties of local government under the Local Government Act and other acts in relation to the area for which it is constituted.

Pursuant to section 7 of the Local Government Act, the functions of the Council are [2]:

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1 Section 6 *Local Government Act 1999*

2 Section 7, *Local Government Act 1999*

a) to plan at the local and regional level for the development and future requirements of its area;
b) to provide services and facilities that benefit its area, its ratepayers and residents, and visitors to its area;
ba) to determine the appropriate financial contribution to be made by ratepayers to the resources of the council;
c) to provide for the welfare, well-being and interests of individuals and groups within its community;
d) to take measures to protect its area from natural and other hazards and to mitigate the effects of such hazards;
e) to manage, develop, protect, restore, enhance and conserve the environment in an ecologically sustainable manner, and to improve amenity;
f) to provide infrastructure for its community and for development within its area (including infrastructure that helps to protect any part of the local or broader community from any hazard or other event, or that assists in the management of any area);
g) to promote its area and to provide an attractive climate and locations for the development of business, commerce, industry and tourism;
h) to establish or support organisations or programs that benefit people in its area or local government generally;
i) to manage and, if appropriate, develop, public areas vested in, or occupied by, the Council;
j) to manage, improve and develop resources available to the Council;
k) to undertake other functions and activities conferred by or under an Act.

Pursuant to section 8 of the Local Government Act, the Council must act to uphold and promote observance of the following principles in the performance of its roles and functions:

a) provide open, responsive and accountable government;

b) be responsive to the needs, interests and aspirations of individuals and groups within its community;

c) participate with other Councils, and with State and national governments, in setting public policy and achieving regional, State and national objectives;

d) give due weight, in all its plans, policies and activities, to regional, State and national objectives and strategies concerning the economic, social, physical and environmental development and management of the community;

e) seek to co-ordinate with State and national government in the planning and delivery of services in which those governments have an interest;

ea) seek to collaborate, form partnerships and share resources with other Councils and regional bodies for the purposes of delivering cost-effective services (while avoiding cost-shifting among Councils), integrated planning, maintaining local representation of communities and facilitating community benefit;

f) seek to facilitate sustainable development and the protection of the environment and to ensure a proper balance within its community between economic, social, environmental and cultural considerations;

g) manage its operations and affairs in a manner that emphasises the importance of service to the community;

h) seek to ensure that Council resources are used fairly, effectively and efficiently and Council services, facilities and programs are provided effectively and efficiently;

i) seek to provide services, facilities and programs that are adequate and appropriate and seek to ensure equitable access to its services, facilities and programs;

ia) seek to balance the provision of services, facilities and programs with the financial impact of the provision of those services, facilities and programs on ratepayers;

j) achieve and maintain standards of good public administration;

k) ensure the sustainability of the Council's long-term financial performance and position.

Whilst the majority of the functions of the Council are set out in the Local Government Act, it also has functions under other pieces of legislation including:

- Planning, Development and Infrastructure Act 2016;
- South Australian Public Health Act 2011;
- Food Act 2001;
- Road Traffic Act 1961; and
- Dog and Cat Management Act 1995.

The way in which the functions of the Council affect members of the public include the nature of the services, facilities and programs provided by the Council that benefit the Council's community. The Council is required to use its resources fairly, effectively, and efficiently as well as ensure equitable access. Decisions made by the Council can affect the community as a whole or individuals as the Council is responsible for the government and management of its area at a local area. The Council's regulatory role can affect members of the pubic who act in contravention of legislation. Further, the Council imposes rates and charges on ratepayers which is used to fund the activities of the Council. Rating decisions can affect individuals and groups within the Council's community differently.

2.1 PUBLIC MEETINGS

Ordinary meetings of the Council are held on the third Tuesday of every month, in the Burra Council Chambers at the Burra Office, commencing at 1.00pm. All meetings are open to the public, with the exception of any matters subject to an order of confidentiality. Notices of all meetings of Council and Committees are available on the website. From time to time a special meeting may be called.

One of the main opportunities for the community to gain information about the business of Council is its agendas and associated reports prepared for Council and Committee meetings. Agendas, including minutes of the previous meetings are provided on Councils website www.goyder.sa.gov.au

Printed copies can be provided on request from Council's principal office Burra Council Office 1 Market Square Burra SA 5417] (on payment of a fee (if any) fixed by the Council).

Notice of a meeting is on display at Councils principal office and will be published on the website until the completion of the relevant meeting. *Members of the public are welcome to attend Council and Section 41 Committee meetings.*

2.2 Council Committees and Subsidiaries

Section 41 of the *Local Government Act 1999* allows Council to establish Committees

- to assist Council in the performance of its functions,
- to inquire into and report to Council on matters within the ambit of Councils responsibilities,
- to provide advice to the Council,
- to exercise, perform or discharge delegated powers, functions, or duties.

Committees streamline Council business and assist in the performance of its functions. The members of Committees and their Terms of Reference are determined by the Council.

Committees meet at intervals determined by their Terms of Reference and make recommendations to Council. Meetings of Committees are open to the public with the exception of any matters subject to an order of confidentiality (section 90 of the Act), and are publicly notified in the same way as Council Meetings.

Chapter 6 of the *Local Government Act 1999* and the *Local Government (Procedures at Meetings) Regulations 2013* prescribe the way meetings of a Council and its Committees are to be conducted.

The following committees have been formed under Section 41 of the Local Government Act;

- Audit and Risk Committee
- Performance Management Panel (CEO)
- Goyder Bushfire Prevention Advisory Committee
- Goyder Youth Advisory Committee

Other Committees

Goyder Building Fire Safety Committee

The Goyder Building Fire Safety Committee is established under Section 157(17) of the Planning, Development, and Infrastructure Act 2016. The BFSC is established for the purposes of acting as the 'appropriate authority' (as that term is defined in the PDI Act) in respect of all fire safety matters arising under the PDI Act (including those commenced under Section 71 of the Development Act 1993).

Mid North Regional Assessment Panel

The Mid North Regional Assessment Panel (MNRAP) was constituted as a relevant authority under Section 84(1)(c)(ii)(A) by the Minister. The following Councils agreed to enter into a Memorandum of Understanding acknowledging their consent to constitute the Panel, and to otherwise facilitate the constitution and operation of the Panel:

1. Clare & Gilbert Valleys Council;
2. Regional Council of Goyder;
3. Northern Areas Council; and
4. Wakefield Regional Council.

The Panel meets as required.

External Committee/Boards/Associations
Council participates in some external Committees, Boards and Associations, comprising of Elected Members, staff and the public.

2.3 Delegations

The Council exercises a range of statutory powers and functions. Most of these powers and functions can be delegated by the Council[3].The Chief Executive Officer has delegated authority from Council to make decisions on specified matters. Delegations made by the Council under the Local Government Act 1999 are reviewed by the Council within 12 months after the conclusion of each periodic election. The Council's Delegations Register reflects the delegated authority from the Council to the CEO (and subsequently any further sub-delegations). A record of delegations is available on Councils website.

2.4 Administration

Council employs a number of people to implement the decisions of Council. This is generally known as the Council Administration. It is headed by the Chief Executive Officer.

Four separate divisions report to the Chief Executive Officer:

- Finance & Administration
- Infrastructure and Technical Services
- Office of the Chief Executive Officer
- Community Engagement and Development

2.5 Services to the Community

Council is required by legislation to:

- Determine policies to be applied by the Council
- Develop and adopt Strategic Management Plans
- Prepare and adopt annual business plans and budgets

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3 Section 44, *Local Government Act 1999*

- Establish an Audit and Risk Committee
- Develop appropriate policies, practices and processes of internal control
- Set performance objectives
- Establish policies and processes for dealing with complaints, requests for service, and internal review of Council decisions
- Determine the type, range and scope of projects to be undertaken by the Council
- Deliver planning and development, dog and cat management, fire prevention and certain public health services
- Provide the necessary administrative services to support Council's functions

Other services and activities are provided through the decision-making processes of Council in response to local needs, interests and aspirations of individuals and groups within the community to ensure that Council resources are used equitably.

3. PUBLIC PARTICIPATION

Members of the public are encouraged to participate in Governance of Council and in particular in the formulation of strategic policies and in the delivery of Council's functions. There are a number of opportunities to express their views on particular issues before Council. These include:

a) **Deputations to Council** – With the written permission of the Presiding Member of the Section 41 Committee or the Mayor a member of the public can address a Section 41 Committee or the Council personally or on behalf of a group of residents for up to *5* minutes on any item that is relevant to that Committee or the Council, depending on the number of deputations scheduled for a particular meeting. Refer to the Council website for requirements.

b) **Petitions** – Written petitions can be addressed to the Council on any issue within the Council's jurisdiction. Refer to the Council website for requirements.

c) **Presentations -** Presentations provide an opportunity for an organisation, Council officer(s) or member of the public to provide a Section 41 Committee or the Council with information relevant to a matter currently under consideration. The duration is 5 minutes and is limited to one presentation per meeting.

d) **Council Members** – Members of the public can contact the Elected Members of Council to discuss any issue relevant to Council. Contact details for all Members are available on Council's website.

e) **Written Requests** – Members of the public can write to Council on any Council policy, activity or service.

f) **Become a member of a Committee -** Some Committees of Council invite participation by community members. Advertisements are placed on Councils website and sometimes advertised in local papers seeking applications.

g) **Community Consultation -** Council is committed to open, honest, accountable and responsible decision making. Council's Community Engagement Charter and Community

Engagement Policy facilitates effective communication between Council and the community, encouraging community involvement and partnerships in planning and decision making. The policy sets out the steps Council will take in relation to public consultation and ensures that the most cost-effective methods of informing and involving the community, which are appropriate for specific circumstances and consultation topics, are used. The policy is available via Council's website.

h) **Attending Council Meetings** – Members of the community are encouraged to attend Council and Section 41 Committee meetings that are open to the public.

4. ACCESS TO COUNCIL DOCUMENTS

4.1 Documents held by Council

Most information and documentation held by Council is available for public viewing and is readily available without recourse to the *Freedom of Information Act 1991* and we invite you to discuss your information needs with us.

Records System: Council operates an electronic records and document management system for the effective management of Council's records.

Land and Property Information System – Council's Land and Property Information system contains property related information (valuation, rates, ownership details) on each property in the Council area.

4.2 Policies and publicly accessible information

Current Policies can be accessed from Council's website. Policy | Goyder Regional Council

Any new policy adopted by Council after publication of this statement will be similarly available.

Pursuant to section 132 and Schedule 5 of the Local Government Act[4] the following categories of documents are available on Council's website. Upon request a printed copy can be provided (on payment of a fee (if any) fixed by the Council).

- Reviews of council constitution, wards and boundaries
- Registers and Returns
- Codes
- Meeting papers
- Information and briefing session papers
- Policy and administrative documents
- By-laws

All general inquiries regarding access to Council documents should be made to council@goyder.sa.gov.au or at the Council Office at Burra or Eudunda.

4 Section 132, *Local Government Act 1999*

5. FREEDOM OF INFORMATION APPLICATION FEES AND PROCESSING CHARGES

Freedom of Information requests to the Council are to be addressed to:

Freedom of Information Officer
1 Market Square
Burra SA 5417

An FOI application form is available on Council's website.
Freedom of Information | Goyder Regional Council

Requests for information not publicly available will be considered in accordance with the FOI Act. Under this legislation, applicants seeking access to documents held by Council need to provide sufficient information to enable the documents to which the application relates to be identified.

If the documents relate to the applicant's personal affairs, proof of identity may be requested.

Applications must be made in accordance with the requirements set out in the FOI Act and will be dealt with by an accredited FOI officer on behalf of the Council. In dealing with an application under the FOI Act, consultation with third parties may be required. The Council will provide to the applicant written notice of its determination. There are rights of internal and external review where an applicant is dissatisfied with a determination.

In addition to the application fee, other fees and charges may be payable for dealing with an application.

No fee is required for current concession holders or if payment of the fee would cause financial hardship[5]. At all times Council retains a discretion to waive, reduce or remit a fee for any reason it thinks fit.

If, in the Council's opinion, the cost of dealing with an application is likely to exceed the application fee, an advance deposit may be requested. The request will be accompanied by a notice that sets out the basis on which the amount of the deposit has been calculated. The accredited FOI Officer will endeavour to work with the applicant to define the scope of the request and the costs involved.

5.1 Amendment to Council Records

Under the FOI Act, persons may request a correction to any information about themselves that is incomplete, incorrect, misleading, or out of date.

To gain access to these Council records, a person must complete and lodge with Council an application form as indicated above outlining the records that they wish to inspect.

[5] *Section 5, Freedom of Information (fees and Charges) Regulations 2018*

If it is found that these records require amendment, details of the necessary changes are to be lodged with Council's accredited FOI Officer. There are no fees or charges for the lodgement, or the first two hours of processing of this type of application and where there is a significant correction of personal records and the mistakes were not the applicant's, any fees and charges paid for the original application will be fully refunded.

6. RECORDS

All records should be treated in accordance with Local Government GDS40.

7. REVIEW AND EVALUATION

This document shall be reviewed by Council annually as required by legislation or on change to legislation or aspects included in this policy that could affect the health and safety of workers.

8. REVIEW HISTORY

Document History	Version No:	Issue Date:	Description of Change:
	1.0	Aug 2018	Adopted
	2.0	July 2019	Reviewed and amended
	2.0	July 2020	Reviewed with minor amendments ESO
	3.0	July 2021	Reviewed with minor amendments ESO
	4.0	July 2022	Reviewed with minor amendments in relation to LG Reforms
	5.0	Aug 2023	Reviewed with minor amendments EA/GO
	6.0	July 2024	Reviewed with amendments following the commencement of various provisions in the Statutes Amendment (Local Government Review) Act 2021
	6.1	July 2025	Reviewed with further amendments following commencement of various provisions in the Statutes Amendment (Local Government Review) Act 2021
	6.1	Aug 2026	Reviewed with minor amendments

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