



Annual Report

City of Port Lincoln

2007-2008

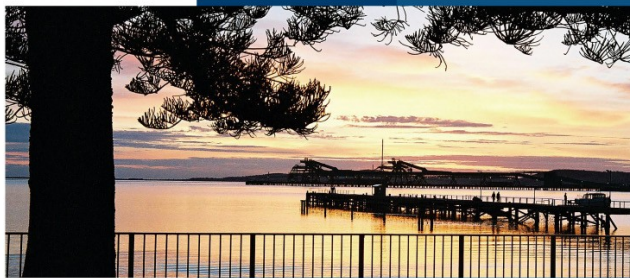
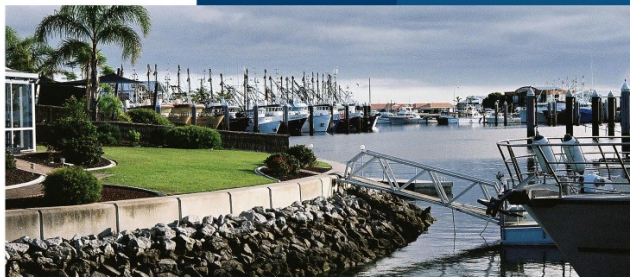


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Mayors Message

The last year has seen Council actively demonstrated by several highly visible projects:

Flinders Highway is a credit to our construction team. They have delivered a wonderful western entrance to the City. The opening of the new Port Lincoln Hotel, with the associated Council projects of the surrounding roads and boardwalk currently being built by Kim Clarke Construction will deliver superb coastal amenities. The Shaen Street drainage project, which captures the Happy Valley stormwater run off, is progressing well.

Less visible but an ever increasing cost to your Council, are waste and recycling activities. At the Hassell Road site, Cell Four has been constructed at over \$950k. Based on the community survey conducted last year Council is moving to a separate recycling bin system, at a ratepayer levy of \$35, and it is our hope this will achieve community desired environmental outcomes. But we need to remember waste handling issues consume an ever increasing proportion of Council's annual revenue.



Council's new area wide Development Plan has finally been approved. We believe it gives far better certainty to proposed development within the City. Similarly, Council's Building Heights DPA should deliver a better planned, more modern CBD, particularly near our seafront lawns.

The issue of mining exports has been of concern to Council over many months. Unfortunately Centrex Metals suffered significant criticism as a consequence of its desire to ship ore out of Port Lincoln. It is not Centrex Metal's fault that NO deep water export site exists on Eyre Peninsula. The State Government EP Deep Sea report delivered to Parliament in 1968 makes clear that Port Lincoln should never have been developed as a deep water harbour. Our region needs a 21st Century deep sea terminal somewhere between Tumbay Bay and Arno Bay. Opportunities do exist. In the mean time, we must encourage mining companies to explore and develop opportunities as Centrex has done, but not at the expense of compromising our fishing industries by exporting from Port Lincoln.

Council's staff continue to be our major asset. Without our staff the City would grind to a halt. The clerical and library staff face ever increasing accounting and auditing processes as a consequence of State Government legislation and audit surveillance. This is an expensive and time consuming process that delivers no real, tangible benefits but the accounting costs are large. The visible impact of these requirements can be seen in staff requirement changes. The outside, construction and maintenance teams' results are evident for all to see... Roads, parks, gardens, footpaths speak for the quality performance of the outside staff.

Gary Heinrich, our Plant and Infrastructure Maintenance Officer resigned to pursue a career in the offshore oil industry, a sad loss to the City. Probably, he is a harbinger of future staff movements given the opportunities for highly qualified and practical people within the national mining and oil industry, even given current international financial uncertainties.

Finally, Council moved its day to day banking arrangements to the Port Lincoln Community Bendigo Bank. There is no doubt financial benefits will flow in time to our community as demonstrated by the Cummins Bank example. Council has also moved some of its financial reserves across to Bendigo Bank.

Councillors and our staff always endeavour to deliver community expectations to the best of our ability. We hope you are generally satisfied with our results.

PETER DAVIS
MAYOR



Chief Executive Officers Message

The 2007/08 financial year has been a year of consolidation for the City of Port Lincoln, completing programs established under the strategic plan 'Towards 2005 and beyond' and commencing new projects under the ten year strategic plan 2007-2017.

Strategies have been established to ensure core infrastructure such as roads, footpaths, drainage and waste systems can be maintained and upgraded while seeking to improve the City aesthetics. Key focal points such as the foreshore, city entrances and parklands are programmed for development and improvement over the next few years.

Council has resolved to continue to absorb new subdivision developments into the existing rate revenue base and not increase the total rate revenue by more than 4% over the life of the ten-year 'Strategic Plan'. This has the effect of 'spreading' the burden of rates across a larger number of properties each year.

The decision by Council to instigate a self imposed 'cap' on rate increases requires staff to be vigilant on costs, continue to explore efficiency improvements in operations and direct effort to core activities.

The City has experienced extensive change across the residential, commercial and industrial sectors and development applications and approvals, although slowing in number, continue to keep our development staff busy.

Council is mindful of the necessity to continually update its Development Plan and as such has commissioned studies and commenced planning review relative to City Building Heights and Design, Rural Living Areas and Residential Growth and incorporating State Planning Policy and guidelines into the City Plan.

As a South Australian Council with one of the smallest ratios of staff to population, our staff are to be congratulated on their ability to produce impressive and professional results, as reflected in this annual report.

I am pleased to commend this annual report for 2007/08.

Geoff Dodd
Chief Executive Officer



Members of Council

Membership of Council following the election as of 20th November 2006

Mayor	Peter Woodley Davis
Councillors	Cr Jillian Parker (Deputy Mayor)
	Cr Michael Bascombe
	Cr Danny Bartlett
	Cr Malcolm Catt
	Cr Tanya Chludil
	Cr Gordon Hartley
	Cr Jim Papazoglov
	Cr Allan Reynolds
	Cr Neville Starke
	Cr Mary Ware



Back Row:

**Cr Danny Bartlett, Cr Tanya Chludil, Cr Gordon Hartley, Cr Malcolm Catt,
Cr Michael Bascombe, Cr Neville Starke**

Front Row:

**Cr Jim Papazoglov, Deputy Mayor Jillian Parker, Mayor Peter Davis,
Cr Mary Ware, Cr Allan Reynolds**

Meeting Attendance

Ordinary Council

Ordinary Council Meetings were held on the first and third Mondays of each month. In 2007/2008 there were 23 Ordinary Council and 2 Special Council meetings held. Attendance was as follows:

Mayor Peter Davis	24
Deputy Mayor Jill Parker	23
Councillor Danny Bartlett	23
Councillor Michael Bascombe	23
Councillor Malcolm Catt	20
Councillor Tanya Chludil	19
Councillor Gordon Hartley	23
Councillor Jim Papazoglov	22
Councillor Allan Reynolds	23
Councillor Neville Starke	23
Councillor Mary Ware	22

Council Development Assessment Panel

The Council Development Assessment Panel (CDAP) met on the second Monday of each month. For the 2007/08 financial year there was a total of 9 CDAP meetings

Mr Bill Watkins	9
Mr David Collins	9
Mr Bruce Green	8
Mr Peter Blacker	6
Cr Jill Parker	3
Cr Jim Papazoglov	8
Cr Danny Bartlett	3
Cr Mary Ware	6
Cr Michael Bascombe	5

Councillors Bartlett and Parker did not renominate for the CDAP in November 2007 and Councillors Bascombe and Ware were appointed

Corporate & Community Services

Katrina Allen, Director Corporate & Community Services

The Corporate and Community Services area of Council is responsible for the efficient and quality delivery of corporate services and governance functions, including:

- Rate revenue generation and collection
- Customer Service
- Financial Management, including daily transactions, budget setting and reviews and preparation of financial reports
- Website and IT
- Records Management & Freedom of Information
- Compliance to legislation across Council
- Cemetery records maintenance
- Maintenance and review of Councils asset register, including development of Asset Management Plans
- Administrative support for Council Committees
- Payroll and Human Resource functions
- Library Services
- Project Management
- Strategic Planning

The Corporate Services area continued supporting the development and implementation of the "corporate image" across Council areas and standardization of documentation.

I commend the administration staff for their commitment to continue providing excellent customer service and support internally, in the face of a busy year, with a number of staff taking maternity leave and temporary staff filling in.

The Library staff continue to provide a valued service to our community and have embraced changes to their customer service practices. Plans are being made to move forward and to increase awareness in our community of the great services the Library can provide.

www.portlincoln.sa.gov.au



Corporate & Community Services

Community Funding Program

The City of Port Lincoln is committed to the development of a vibrant and diverse community by providing financial assistance (either cash or in-kind) through the operation of a Community Funding Program. The administration of the program was reviewed during 2007-2008 and has now been divided into the following four areas:

- Community Events
- Community Development
- Youth Development
- Volunteers

The Community Funding Program is advertised twice in each financial year, namely September and March and applications are only received and assessed during the advertised period. Further information on criteria and application forms required for each of the four areas is available as per Council's policy 7.63.6 Community Funding Assistance, on Council's website www.portlincoln.sa.gov.au.

Over \$30,000 was distributed in 2007-2008

MAJOR RECEIPIENTS FOR 2007-2008 COMMUNITY FUNDING

PL Lions Club	Convention	\$1,000
PL Gymnastics Club	Trampoline matting	\$1,500
Early Intervention & Support Program	Installation of boundary fencing	\$1,500
PL Playgroup	Purchase of toys & craft materials	\$1,150
Dragons Abreast	Admin & Skills Training	\$1,200
PL City Band	Computer & Software	\$1,500
Matthew Flinders Home	Portable Display System	\$650
Riding for the Disabled	Power to Shed	\$1,000
Friends of Parnkalla Trail	Printing of brochure	\$1,500

Corporate & Community Services

Human Resources

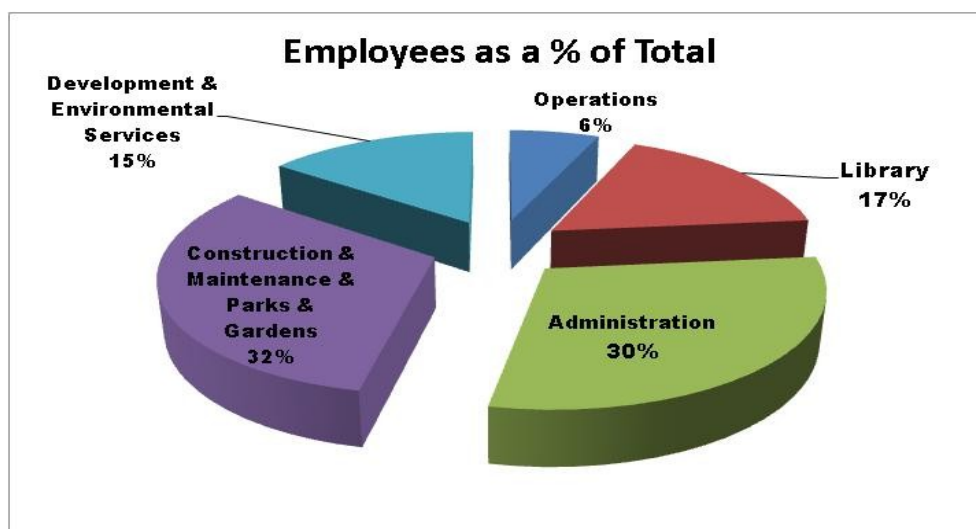
Catherine Wehr, Senior Corporate Services Officer

EMPLOYEES

As at 30 June 2008, the breakdown of Council employees was as follows:

47 employees, including part time and casual staff, the fulltime equivalent being 42.4

Operations	3 employees
Library	8 employees
Administration	14 employees
Construction & Maintenance & Parks & Gardens	15 employees
Development & Environmental Services	7 employees



RISK MANAGEMENT

Occupational Health, Safety and Welfare, Human Resources Policies and Council's Employee Performance Appraisal program under went a major review with Council and employees continuing to maintain a strong focus on Risk Management.

TRAINING

Training identified for each employee as part of Council's Performance Appraisal program continued steadily with an increased focus on Occupational Health, Safety and Welfare.

VOLUNTEER PROGRAM

Council began a complete review of its Volunteer program as part of Council's commitment to continuous improvement, and to meet legislative requirements.

Corporate & Community Services

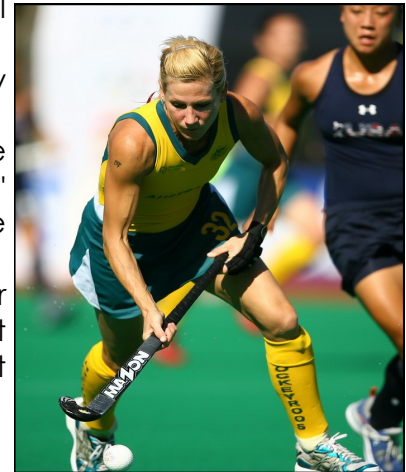
Projects & Grants

Janet Grocke, Manager Special Projects

The Manager Special Project's role within Council covers grant funding, public relations, special events, as sponsored by Council, and special projects.

Special Events

- The Women's International Field Hockey Tests between the Hockeyroos and the Japanese National Team went smoothly over the 4 days they were here with very positive feedback for both Port Lincoln and the Ravendale Sporting complex.
- Assisted Tourism Eyre Peninsula (TEP) to host the Regional Tourism Conference
- Assisted TAFE with advertising and publicity for their very successful Adult Learners Week
- The Port Lincoln Reconciliation activities were completed with the planting of a 'Reconciliation Tree' on the foreshore and interment of a time capsule to be opened in 2032.
- Assisted with Elliot's Big Ride for the Childhood Cancer Association and the Game Fishing Club of SA's Port Lincoln Blue Water Tournament which was held in Port Lincoln for the first time.



Funding

- Council received funding for the Town Jetty upgrade and for fishing platforms at the Axel Stenross Boat Ramp – a total of some \$80,000.
- The \$460,000 grant from the Federally funded Regional Partnerships, which was put on hold over the elections, was not successful due to this funding program being disbanded by the new Federal Government.
- A 10 year plan was presented to the Power Lines Environmental Committee (PLEC) when the PLEC board visited Port Lincoln. This plan outlines over \$2.5M required in funding to underground power lines throughout the CBD



- The Bushfire Mitigation funding granted \$20,000 to the City of Port Lincoln for 2007/2008 with \$40,000 been applied for this coming year
- Funding for the 2010 SA Regional Centre of Culture went to Murray Bridge. Investigated the option of \$500,000 from the Rural Town Development Fund but this has now been linked, by Cabinet, to the 2010 Regional Centre of Culture.

Corporate & Community Services

Projects & Grants (cont.)

Special Projects

- Successfully applied to the Minister for an extension of the Port Lincoln Dry Zone for another 3 years.
- Prepared and administered a disability survey for the Council's Disability and Access Advisory Committee from which a Disability Strategic Plan was prepared and adopted by Council.
- Completed and published the City News



- Attended a Reconciliation Round table at Ceduna and nominated as regional representative for the State Roundtable in Adelaide which I attended.
- Attended the License Accord meetings hosted by SAPOL which looks at crime prevention initiatives in relation to licensed premises and assists with the continuation of the City's Dry Zone.
- Began preparation of the promotion and education program for the start of the extended recycling program. This includes point of sale material, school workshops through Wipe out Waste (WOW), regular column in the paper 'Let's Talk Rubbish', supportive radio and TV advertising and shopping centre promotions etc prior to the rollout of the new bin system.

Corporate & Community Services

Be Active Project—*Mark Fisher*

The City of Port Lincoln on behalf of the EPLGA is hosting the three-year *Be active* Project for the Office for Recreation and Sport and four District Councils (the first year of the project). The project aims to achieve the outcomes of the *Be active* initiative which involves seven government departments increasing physical activity outcomes for South Australians. Four departments, Sport & Recreation, Education, Health and Local Government have been the focus in Port Lincoln.

Sport & Recreation

- Executive Officer for the Port Lincoln Community Sport & Recreation Advisory Committee (monthly meetings plus maintenance of database and mail outs to various sports).
- A member of the management committee which organised the Hockeyroos vs Japan Hockey test series and visit to Port Lincoln.
- Assisted the Port Adelaide Football Club (Power) with their pre-season camp in Port Lincoln.
- Continued future directions discussions with Port Lincoln Soccer.
- Organised a Physical Activity and Club Seminar at Ravensdale.
- Presented to the Port Lincoln Football League's Junior Committee on Child Safe Environments.

Education

- Maintained involvement in the Eyre Peninsula Sports Academy which expanded its course from Australian Football to include Netball, Basketball, Cricket and Hockey.
- Assisted the Navigator College to establish partnerships with the sports based at Ravensdale.
- Assisted the Port Lincoln High School with their entry into the Power Cup.

Health

- Assisted with the Losers are Winners project aimed at assisting people with a BMI greater than 30 to modify their lifestyle.
- Regular meetings with the Regional Healthy Weight Project Coordinator based at the Port Lincoln Hospital.

Local Government

- Membership of the Council's Disability Access Advisory Committee.
- Assistance with the Port Lincoln Tennis Association's relocation project.
- Establishment of the Port Lincoln Sport- Future Directions Funding Program for 08-09



Corporate & Community Services

Library Services

Michael Barker, Library Manager

The 2007 / 2008 year has been very busy. All the major recorded statistics have increased from 2006/07 year, which is very encouraging. The library has been working closely with TAFE creating a good working partnership and environment. The year has seen consolidation of many changes over the last 18 months, and now with a passion and vision to move forward in better and greater ways.



Introduction of wireless internet network.

The introduction of the wireless internet network in 2007 by the Public Libraries SA, has proven very popular especially with tourists. Whilst Public libraries SA have been able to provide statistical data regarding the connections and their downloads, they have not as yet been able to provide the number of connections made through the Port Lincoln site. The decline in the library computer room sessions in the last year would be more than made up for in the wireless internet usage.

Collection Development

The catalogue refining, re-spine labelling and covering of the collection is a time consuming but very worth while project. All the staff have made super efforts in keeping this project rolling. The library has now completed the adult non fiction and this year has seen us move onto a new section of the collection. This project is long term and is making the library's collection easier to search through the catalogue, easier to find items on the shelf and visually more appealing.

House Bound Delivery Service

Library staff and volunteers are currently delivering to 28 house bound library patrons. This essential service has been very much appreciated as the love and passion for reading has not diminished in these patrons. The volunteers commit a great deal of time and energy to keep this service operating with only their sense of pride and fulfilment as reward.

Children's Services

Story time continues to be popular with approximately 380 children attending. The Port Lincoln special school has also been coming to story tome sessions. This has encouraged them to once again write their own stories and make them into books. The library displayed these books and they received very encouraging comments.

Corporate & Community Services

Library Services (cont.)



Authors, Christine and David Harris spoke to school children during a visit Port Lincoln Library in June. It was a treat to witness Christine & David's interaction with a lively group of year 6 and 7's from St Joseph's school.

Book-week was fully booked out this year, which included the entire Port Lincoln Junior Primary school, and staff efforts made it a sensational week.

The Library continued to provide School holiday activities where possible, and their popularity was confirmed by the strong attendances. This and Story time are valued in the Port Lincoln community and promote positive interactions into the world of books from an early age.

Work experience Students.

The Library has had 4 work experience students from the Port Lincoln schools ranging from three days to five days. It was excellent to be able to provide insight into the workings of the library. All students remarked that they had no idea so much went on in a library and the experience had given them a new appreciation of the library and the roll of the library in the community.

Public Libraries Executive Committee

The Library Manager was a member of the Public Libraries Executive Committee. The Executive Committee has an important role to play in representing the strategic interests of the South Australian Public Libraries and Library network; ensuring the long term vitality, and viability for growth, both in the country and the metropolitan areas.

Statistical Database Working Group

Public Libraries Service has been looking at a new electronic statistical gathering database. The new database will enable all South Australian libraries to enter yearly government required statistical information easily and have uniform and usable definitions for the required statistic. It will also provide a very accessible and user friendly information extraction database assisting in benchmarking across the state and Australia.

Comparison Statistics for the last three years

Service	05 - 06	06 - 07	07 - 08
Issues	167,088	170,003	182,021
Circulation Desk Visits	40,777	46,277	52,298
Computer Sessions	8,578	14,256	12,984
Reservations	6,092	5,254	5,584
Door Counter	48,919	96,675	101,658
Net Opac Reservations	0	378	608

Operations

Geoff R Dodd, Director of Operations

The 2007/2008 financial year saw the commencement of some major capital projects by Council and the continuation of Councils commitment to ongoing road and footpath programs around the city.

Street scaping and traffic management works in Tasman Terrace and Light Street was completed in conjunction with the new hotel development. In addition design and tenders for the viewing platform were prepared in readiness for construction in the 2008/2009 financial year.

State and Federal funding was acquired for the construction of a major stormwater drain in Shaen Street. This drain collects stormwater from a large catchment area in the Happy Valley/Garret Road area and is designed to accommodate a 1 in 100 year flood. The \$1.0m project commenced this financial year and will be complete during 2008/2009.



Council commenced a program of improvements to the city entrances with the construction of a entry statement on the Lincoln Highway in conjunction with Rotary. A weed eradication programme was also commenced with the removal of Aleppo pines in two sections on the northern foreshore. Also the widening and reconstruction of a section of the Flinders Highway was undertaken as an improvement of one of Councils western approaches to the City.

Council's footpath construction program was geared up this year with new concrete paths constructed adjacent Dublin Street, Duncan Avenue, Kent Place, Normandy Place, Oxford Terrace and Tally-Hoe Avenue. In addition a number of existing sealed paths were hot-mixed. Future years will see this program continue at this rate as part of Councils commitment to improve on provision of footpaths around the entire Council area.

Operations

Works at Ravendale continued with the construction of club rooms to accommodate baseball and installation of car park lighting in two car park areas.



Waste Management continues to be a high cost for Council with construction of a new waste cell undertaken this year at a cost of \$950,000..



Council continues to increase the amount of car parking available around the CBD with the construction of 22 additional parks in Napoleon Street and 16 new parks adjacent St Josephs's School in the Park Terrace 'triangle'.

Development & Environmental Services

Planning & Development

Bob Milic, Manager Development & Environmental Services

Tony Manuel, Assistant Building Surveyor

Last years annual report showed a steady decline in terms of applications received and value of proposed developments from 2005/06 however the 2007/08 year has defied that trend with an increase in applications received and a significant increase in the value of residential work. The value of work in the Commercial / Industrial sector has continued to decline in a reasonably uniform manner. The table below provides a summary of the figures for the past three years for both Residential and Commercial developments.

YEAR	2005/06	2006/07	2007/08
Number of Applications	390	379	416
Residential Value	\$23.02m	\$18.4m	\$36.2m
Commercial/Industrial Value	\$19.48m	\$13.1m	\$9.9m
TOTAL	\$42.5m	\$31.5m	\$46.1m

The past twelve months has seen the City finalise the Port Lincoln (General) Plan Amendment with the Ministers Approval undertaken in October 2007. The City also finalised the Marine Commercial Zone Development Plan Amendment in June 2008.

Connor Holmes Pty Ltd has undertaken a Building Heights and Design study for the City Centre Zone. This study was completed in mid-2008 and was the basis for a Draft Amendment Plan (DPA) which will undergo public consultation to get a better understanding of the issues. Through the study an amendment to the Development Plan has come into interim operation, thanks to authorisation by the Minister.

A Living Areas Master Plan for the Fringe and Rural Living Area Zone has been undertaken by Jensen Planning and Design. The Living Areas Master Plan is designed to give a clearer indication of future development, land uses, desired future character statements and density policies, amongst others, for those zones. Council has now undertaken the Better Development Plan DPA aimed at providing greater certainty, consistency and ease of use for the community and industry.

Continual Professional Development remains an important part of both Planning and Building qualifications and, although opportunities for training are few and far between (location and timeframe are often the major restrictions), staff endeavour to attend as much as possible to ensure they are being kept up-to-date with current technical information.

Development & Environmental Services

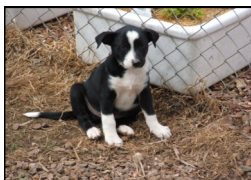
Council's Development and Planning Department strives to provide a professional and efficient service to property owners especially in terms of processing planning and development applications. The Department welcomes any questions or comments on current processes to ensure best possible practice.

Animal Management & General Inspection

Calvin Hoye & Wayne Pope, General Inspectors

Council continues to provide a prompt and efficient service in regards to Animal Management as per the requirements of the Dog & Cat Management Act. During the 07/08 financial year 2552 dogs were registered, generating an income of close to \$57k.

Unregistered dogs and follow up the renewal of lapsed registrations continue to be a challenge. Council receives complaints in relation to dogs wandering at large, and barking dogs. Dog attacks continue to be of concern with several involving attacks on people. Council is continuing to respond efficiently to public complaints regarding animal management.



There has also been an increased focus on parking in the city with the appointment of a second General Inspector. Particular focus has been directed at illegal parking in disabled zones, around educational facilities and on footpaths.

Council continues to monitor vehicles left on Council land through out the city.

With the upcoming Fire Danger Season of 08/09 fast approaching we are looking at all vacant properties in town that exceed the maximum requirements of combustible vegetative fuel loads, with particular attention to the outer areas that adjoin natural bushland.



The future plans of the General Inspectors roles include:

- following up unregistered dogs, and accurate records for the animals owners
- Development and public consultation of an Animal Management Plan
- Monitor and undertake a review of parking in the CBD and retail areas
- Fire Prevention work

Development & Environmental Services

Environmental Health

Aaron Price, Environmental Health Officer

The 2007/08 financial year was a period of significant change for the Priority 1 food organisations (ie. Aged Care, Childcare, and Acute Services). The sector, which serves food to the vulnerable population of the community was required to develop and implement mandatory food safety programs. Council assisted in organising a Food Safety Training course to train staff and prepare them for the transition. Competent participants achieved the unit *Follow Workplace Hygiene Procedures* from the Certificate II in Hospitality (Operations) training package.

The Council's Environmental Health Officer also completed a Diploma in Lead Auditing (Food Safety) through SAI Global and the Department of Health. This training was related to the food safety programs, enabling Council to provide more accurate advice than what would have otherwise been the case.

All food business classifications were reviewed early in the year and adjustments made to the inspection schedule. There were 75 regular inspections conducted and 34 of these required further inspections. Ten separate inspections were conducted as part of investigations following the receipt of complaints.

The greatest number of non compliances identified during inspections involved delicatessens, takeaway premises and hotels/pubs. These issues primarily concerned food storage, food processing, fittings, fixtures and equipment. Seventy of the issues have been resolved through negotiation, 9 by other means (eg. business closure, change of operation format etc.), and 28 were ongoing at the end of the financial year.

Other premises/facilities inspected under the Public and Environmental Health Act included public pools, substandard properties, motel/hotel rooms, public amenities, hairdressing and beauty salons.



There were 3 cases of insanitary conditions and 6 cases of offensive activities.

Known details of waste control systems in Port Lincoln is steadily being entered into the Synergy Software. This will enable the information to be easily accessed when processing development applications or responding to owner enquiries. Eight applications for waste control systems were lodged, pertaining to the installation of new units and the replacement of failing systems.

In 2007/08 Council continued its role in managing the school based immunisation program. Eligible students were offered vaccine courses for Hepatitis B, HPV, Chicken pox, Diphtheria, Tetanus and Pertussis. Council staff were offered the Influenza vaccine. There were 1452 students and 23 staff vaccinated.

The EHO investigated 18 confirmed cases of notifiable diseases for residents of Port Lincoln. Infected persons or their caregivers were provided with information about the infection and appropriate control measures.

The next financial year will see the commencement of the Legionella guidelines and regulations. Council's will be responsible for maintaining a register and conducting annual inspections of cooling towers and warm water systems. One of many challenges facing Council in working to protect the health of its community.

Members Allowances

The Elected Members and the Mayor of the City of Port Lincoln are paid an allowance determined by Council resolution under the Local Government Act, 1999 Section 76.

The allowances paid to Elected Members and the Mayor to perform their functions and duties are reviewed annually and are paid quarterly in advance.

The Chairperson and Independent Members of the Council Development Assessment Panel (CDAP) are remunerated per sitting, as is the independent member of the Corporate Governance Committee. Their involvement and interest in the future developments and strategic and financial goals of the City of Port Lincoln is appreciated.

Membership to various Council Committees and members of boards are re-elected each November

Various Elected Members attended seminars and workshops throughout the year, to enhance their awareness of local government in our community and at a statewide level.

	July to Nov 2007	Nov 2007 to June 2008
Ordinary Council		
Mayor	\$22,000	\$27,000
Deputy Mayor	\$8,800	\$10,000
Elected Members	\$6,600	\$7,000
CDAP		
Chairperson	\$200 per sitting	\$200 per sitting
Independent Members	\$120 per sitting	\$120 per sitting
Corporate Governance Committee		
Independent Member	\$200 per sitting	\$200 per sitting

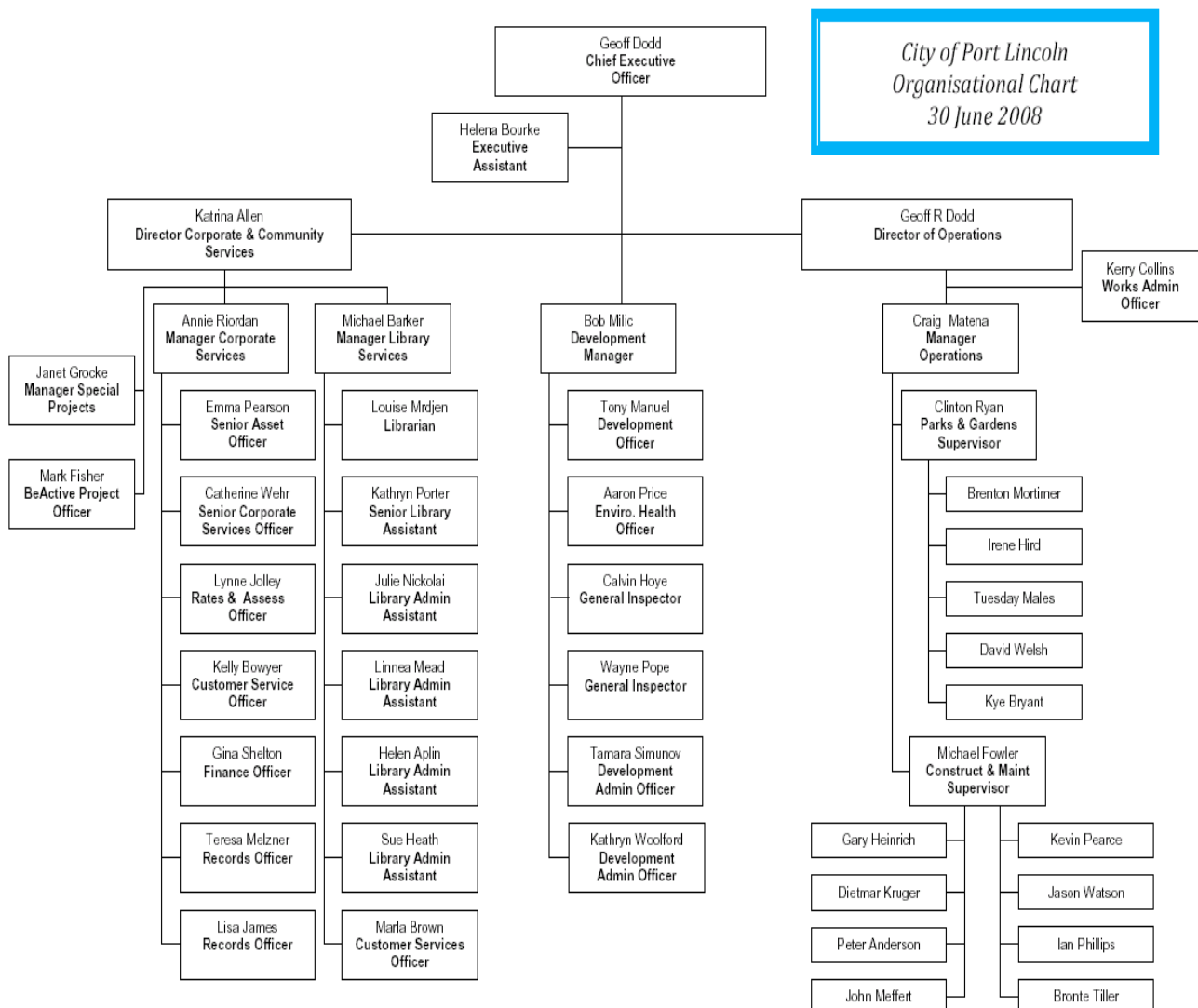
Executive Officers

City of Port Lincoln Senior Executive Officers

Chief Executive Officer	Geoff P Dodd, Assoc Dip Acct, JP
Director of Corporate & Community Services	Katrina Allen, Cert HR & Fin Serv
Director of Operations	Geoff R Dodd, Beng

The Chief Executive Officer, was appointed in June 2005 on a five year performance based employment contract. The Director of Corporate & Community Services role was reinstated in July 2007 following a restructure, and has completed the first year of a five year contract, after a number of years with Council as Manager Corporate Services. The Director of Operations is into the second year of a renewed five year contract. The employment packages of these officers include salary, legislated superannuation benefits, and the private use on Eyre Peninsula, of a designated Council Vehicle.

ORGANISATIONAL CHART



Local Government Act 1999 Legislative Requirements

REGISTERS

Chapter 5, Part 4, Section 68
Register of Interest – Members
Register of Interest – Officers

Chapter 5, Part 4, Section 79
*Register of Members Allowances
and Benefits*

Chapter 7, Part 2, Section 105
Officers Register of Remuneration

Chapter 7, Part 4, Section 116
Officers Register of Interests

Chapter 11, Part 1, Section 207
Community Land Plan 1 and Plan 2

Chapter 11, Part 1, Section 231
Public Roads

Chapter 12, Part 1, Section 252
By Laws

CODE OF CONDUCT

Code of Conduct or Practice documents are available to the public, either at the Council Office or website

www.portlincoln.sa.gov.au

Chapter 5, Part 4, Section 63
*Policy 9.63.3 Code of Conduct – Council
Members*

Chapter 6, Part 5, Section 92
Policy 18.63.1 Code of Practice

Chapter 7, Part 4, Section 110
Policy 18.63.2 Code of Conduct – Staff

POLICIES



Policies required to be listed in this Annual Report.

Chapter 4, Part 5, Section 50
Policy 2.63.1 Community Engagement

Chapter 4, Part 4, Section 49
Policy 7.63.1 Contracts and Tenders

Chapter 10, Part 1, Section 171
Policy 7.63.2 Rating

Chapter 8, Part 3, Section 125
Policy 7.63.5 Internal Control

Chapter 12, Part 2, Section 259
Policy 5.63.1 Order Making

A list of all current policies adopted by the City of Port Lincoln is attached as Appendix B. All policies are available on Councils website

www.portlincoln.sa.gov.au

Local Government Act 1999 Legislative Requirements

FREEDOM OF INFORMATION

Under **Local Government Act 1999** Part 2, Section 9 and the Freedom of information Act 1991, publication of information concerning agencies, Council is required to publish annually its Information Statement pertaining to arrangements and functions Council has in place for the public to access information and documents to enable them to participate in Council's decision making processes and policy formation.

Policy 13.63.1 Privacy is available on councils website

Requests for information will be considered in accordance with the Freedom of Information Act provisions.

Under this legislation, an application fee and a search fee must be forwarded with the completed request form unless the applicant is granted an exemption.



Should the applicant require copies of any documents inspected pursuant to a Freedom of Information request, the charge set out in the Act will apply.

Freedom of Information Request Forms should be addressed to:

City of Port Lincoln
PO Box 1787
PORT LINCOLN 5606

Forms are available at the Council Offices.

Applications will be responded to as soon as possible within the statutory number of days of Council receiving the properly completed Freedom of Information Request Form, together with the application and search fees.

No applications for information under the Freedom of Information Act were received by the City of Port Lincoln during the reporting financial year.

Local Government Act 1999 Legislative Requirements

USE OF SECTIONS 90(2) AND 91(7)

Council will hold all meetings in public except in special circumstances where the public may be excluded from attendance at so much of a meeting as is necessary to receive, discuss or consider in confidence any information or matter listed in Section 90 of the **Local Government Act 1999**.

The number and type of meetings held by the elected members and the meetings where the public was excluded from part or all of that meeting was 8 meetings from a total of 25 Ordinary Meetings.

Eight Minutes of Council were ordered to be held as confidential under Section 91(7) of the **Local Government Act 1999**.



AMENDMENT TO COUNCIL RECORDS

A member of the public may gain access to Council documents to make amendments concerning their personal affairs by making a request under the Local Government Act. A member of the public may then 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 member of the public must enquire in the first instance to the Chief Executive Officer. It may be necessary to complete a Freedom of Information Request Form as indicated above outlining the records that he/she wishes to inspect.

REPRESENTATIONAL QUOTA

It was gazetted on the 13th June 2002 that the City of Port Lincoln, in accordance with the requirements of Section 12(4) of the Local Government Act 1999 has reviewed its composition and elector representation arrangements. The next review will be in 2010 as per the Act.

Pursuant to Section 12(13)(a) of the said Act, the Electoral Commissioner has certified that the review undertaken by Council satisfies the requirements of Section 12 and may therefore now be put into effect as from the day of the first general election held after the expiration of five months from the publication of this notice.

The representation arrangements are as follows:-

- One Mayor
- 10 Councillors
(at large representation)

No wards apply to the Council area.

Average Representational Quota for Councils of a similar size

	No of Electors	Total Members	Represent. Quota
PORT LINCOLN	10864	11	987
LIGHT REGIONAL	10364	11	942
PORT PIRIE	13307	11	1209
COPPER COAST	12410	11	1128
MURRAY BRIDGE	14591	10	1459
WATTLE RANGE	10455	12	871

Local Government Act 1999 Legislative Requirements

DECISION MAKING STRUCTURE OF COUNCIL

Under the system of Local Government established by the **Local Government Act 1999**, Council is established to provide for the government and management of its area at the local level and in particular:-

***Act as a representative, informed and responsible decision-maker
in the interests of its community***

To enact the various roles and functions required of it, Council has adopted strategic objectives, some of which are detailed as follows:

- Provide open, responsive and accountable government
- To be responsive to the needs, interests and aspirations of individuals and groups within its community
- 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 consideration
- To manage its operations and affairs in a manner that emphasises the importance of service to the community
- To seek to provide services, facilities and programs that are adequate and appropriate and seek to ensure equitable access to its services, facilities and programs are available to all members of the community

STRUCTURE & FUNCTIONS OF COUNCIL

The Council consisting of ten Councillors and the Mayor, is the decision making body on all policy matters. Ordinary meetings of the Council were held on the first and third Monday of every month at 7.30 p.m. (except public holidays when meetings were held on the following Tuesday). All meetings were open to the public. A community question time was held at the beginning of each meeting when members of the public had the opportunity to ask a question to Members or Officers of the Council.

STANDING COMMITTEES

Council Development Assessment Panel meets every second Monday at 7.30pm in the Council Chambers.

The Development Assessment Panel has authority of decision-making. All meetings are open to the public. Agendas of Council and the Council Development Assessment Panel are placed on public display no less than three days prior to those meetings. Minutes are placed on display within five days of the meeting being held. Minutes and Agendas are also posted on Councils website

www.portlincoln.sa.gov.au

Local Government Act 1999 Legislative Requirements

BOARDS & ADVISORY COMMITTEES & PROJECT MANAGEMENT TEAMS

Council established a number of Boards and Advisory bodies, which comprise Elected Members, Staff, Government Officers and members of the public, to act in a range of statutory, delegated and advisory roles. The current organisations are:

- Ordinary Council
- Chief Executive Officer Review Committee
- Council Development Assessment Panel
- Disability Access Advisory Committee
- Marina Maintenance Advisory Committee
- Greater City of Port Lincoln Bushfire Prevention Plan Committee
- Southern Eyre Waste Committee
- Corporate Governance Committee (Audit)

The minutes of these meetings are included in the Agenda for the meetings of Council. All reports, which form the basis of recommendations to Council, are also available to the public.

DELEGATIONS

The Chief Executive Officer and other officers have the delegated authority from Council to make decisions on a number of specified administrative and policy matters. These delegations are listed in the appropriate register and are reviewed annually, or as required by Council.

In keeping with the legislative requirement:

- To determine policies to be applied by the Council in exercising its discretionary powers;
- To determine the type, range and scope of projects to be undertaken by the Council; and
- To develop comprehensive management plans, budgets, financial controls and performance objectives and indicators for the operations of the Council, that Council makes decisions, which direct and/or determine its activities and functions. Such decisions include the approval of works and services to be undertaken, and the resources, which are to be made available to undertake such.

Decisions are also made to determine whether or not approvals are to be granted for applications from residents for various forms of development.

Local Government Act 1999 Legislative Requirements

NATIONAL COMPETITION POLICY

Under the requirements LGA Schedule 4 1 (j) and the National Competition Policy and the requirement to report on its application to Council Business, it is reported that for the financial year there were no significant business activities created, undertaken or ceased. There were no complaints received by Council in its application of competitive neutrality in its business dealings.

BY-LAWS

The City of Port Lincoln Council has passed five by-laws which were gazetted on the 1st May 2003. The certified copies are held in a register (15.13.1.1) as per the **Local Government Act 1999** Chapter 12, Part 1, Section 252.

By-Law No. 1	Permits and Penalties
By-Law No. 2	Moveable Signs
By-Law No. 3	Roads
By-Law No. 4	Local Government Land
By-Law No. 5	Dogs

Copies of Councils By-laws are available by request on the website

www.portlincoln.sa.gov.au



BUSINESS PREMISES

The City of Port Lincoln has three business premises:

COUNCIL OFFICE	LIBRARY	DEPOT
Level 1 Civic Centre 60 Tasman Tce PORT LINCOLN	2 London Street (TAFE Building) PORT LINCOLN	1 Bel-air Drive PORT LINCOLN
8621 2300	8688 3622	8621 2340

Human Resource Management

EQUAL EMPLOYMENT OPPORTUNITY

The City of Port Lincoln is wholly committed to the principles of Equal Employment Opportunity and puts these into practice in all instances of new staff appointments, promotions and training opportunities.

In all policies and practices of the Council, there shall be no discrimination relating to sex, marital status, parenthood, race, colour, national origin, physical or mental impairment, religious or political affiliation.

Selection of individuals for employment, promotion or advancement training and staff development will be on the basis of personal merit in fair and open competition according to the skills, qualifications, knowledge and efficiency relevant to the position involved.

Council will utilise and develop the full potential of the Council's human resources and promote employee morale and motivation by establishing staff confidence in personnel practices and employment opportunities.

This Equal Employment Opportunity practice reflects the Council's desire to enjoy a workplace free of discrimination where each person has can progress to the extent of their ability, as opportunities arise.

TRAINING & DEVELOPMENT PRINCIPLES

Council endorses the following aims and principles when applying its training policies and practices. Council's Training and development policy 12.63.10, aims at developing highly skilled, knowledgeable and committed employees and elected members which will result in benefits to the Council, it's community and the individuals themselves. It is Council's intent in the attainment of this goal to;

- establish a working environment in which employees are encouraged to undertake training
- training is actively promoted
- opportunities for recognition, development and advancement are provided
- skills and knowledge are provided to entry level employees.

Training is an investment in the skill development of employees and elected members, which should be directed at achieving the corporate objectives of the Council.

Training should be relevant to the services provided by the Council, meaningful to the participants and directed at improving performance on the job.

All employees and elected members should have access to appropriate training and development opportunities required to perform present and future jobs more competently and to ensure career development opportunities.

Council should be flexible in determining training programs and policies and will consult with employees and elected members on their individual training requirements. Evaluation of training programs and activities will ensure the best use of resources and consistency standards.

Human Resource Management

Training must recognise and comply with legislative requirements, in particular, the Training Guarantee, Occupational Health, Safety, Welfare and Equal Employment Opportunity legislation.

Employee and elected members current and future training and development needs will be identified through an organisational and skills/training needs analysis and the development of individual training and development programs derived through a process of employee/manager consultation as part of Council's appraisal scheme.



Training and development should form a key part of a strategic human resources plan which responds to present and future organisational needs.

Whereas, the responsibility for training and development rests with managers and individual employees, the Senior Corporate Services Officer will fill a strategic role and will be the link for implementing, monitoring and evaluating training and development.

Council will allocate a proportion of its salaries and wages budget to training and development. Activities that are structured, evaluated, meet organisational, departmental or individual requirements and contribute to productivity will be funded from this allocation.

COMMUNITY LAND MANAGEMENT PLANS

As per the Local Government Act 1999, Chapter 11 and Schedule 4 2(e), Council recognises the requirement and need for management plans of its Community and Operational land. Management plans for Community land have been implemented. These plans are to be reviewed during 2008-09.

Community Land Management Plan 1 Recreation, Sports Grounds and Community Facilities

*Includes sporting grounds, clubrooms,
halls, caravan park, museum*

Community Land Management Plan 2 Parks, Gardens & Reserves

Including playgrounds



Council Services

The Council makes decisions on policy issues relating to services that are provided for the Port Lincoln Community and visits to the area. These services currently include:

Accommodation for the Aged	Public Library (jointly with TAFE)
Accommodation for the Disabled	Public Relations and Communications
Advertising Signs Licensing	Public Seating
Beach Cleaning	Recreational Facilities Construction
Boat Ramps	Roads and Footpaths
Bus Stops, Shelters and Seats	Septic Tank Inspection
By-law Administration	Settlers Cottage Museum
Caravan Park	Sister City Relationship
Cemeteries	Statutory Planning
Citizenship Ceremonies	Strategic Planning
Civic Hall/Arts Centre	Street Lighting
Civic Receptions	Street Signage
Community Asset Management	Street Sweeping
Community Development Program	Street Tree Planting
Community Governance	The Aged/Disabled
Community House Support	Tourism Development
Cycle Tracks	Tourist Information
Development Applications	Traffic Control Devices
Development Assessment	Traffic Management
Development Control	Tree Management
Dog and Cat Management	Vertebrate Pest Control
Drainage Works and Flood Control	War Memorials
Economic Development	Waste Disposal
Election of Council Members	Waste Minimisation Program
Environmental Health	Waste Recycling Program
Fire Protection	Weed Control
Foreshore Protection	Youth Advisory Committee
Foreshore Swimming enclosure	Youth Program Support
Garbage Collection	
Health and Food Inspection	
Immunisation Program	
Kerbside Collection of Recyclables	
Litter Bins	
Local History Collection	
Lower Eyre Peninsula Walking Trail	
Monuments and Plaques	
Off Street Parking	
On Street Parking	
Ovals and Sports Fields	
Parking Control	
Parks and Gardens	
Parnkalla Walking Trail	
Playgrounds and Equipment	
Policy Planning	
Public Conveniences	



Community Engagement

Members of the public have a number of opportunities to put forward their views on particular issues before Council. These are:

- (1) Deputations
With the permission of the Committee Chairman or the Mayor, a member of the public can address a Committee or the Council personally or on behalf of a group of residents.
- (2) Presentations to Council
with prior notification and arrangement with the Mayor, a member of the public can address the Council on any issue relevant to Council.
- (3) Petitions
Written petitions can be addressed to the Council on any issue within the Council's jurisdiction.
- (4) Written Requests
A member of the public can write to the Council on any Council policy, activity or service.
- (5) Elected Members
Members of the public can contact their Elected Members of Council to discuss any issue relevant to Council.
- (6) Community Question Time
Members of the public can ask a question directly to the Council at the beginning of each monthly Council Meeting.

The City of Port Lincoln consults with local residents on particular issues that affect their neighbourhood, as per Policy 2.63.1. Below are some examples:

- Residents and electors are eligible to attend meetings at which Council may be making decisions on leasing arrangements of Council reserves by local community groups
- Revocation of Community Land Classifications, road opening and closing proposals
- Residents are notified of some Development Applications requiring the approval of Council. The Development Act exempts a number of applications from public notification. When an application is publicly notified, residents have the opportunity both to write to Council expressing their view of the application and to subsequently personally address the Council before a decision is made.
- Strategic Planning
- Policy amendments to the Development Plan and development proposals of Council wide significance



Council Publications

ACCESS TO PUBLICATIONS

The following documents are available for public viewing on the website or at the Council Office, Level One, Civic Centre, free of charge. Members of the public may purchase copies of these documents at a minimal cost.

- Council Agenda
- Council Minutes
- Standing Committee Agendas & Minutes
- Assessment Book
- Development Assessment Plan
- Council Management Manual

Other publications such as Annual Reports, Financial Statements, Budget documentation, Development Plans etc are also available on Councils website.

For those persons whom don't have internet access, the Port Lincoln Library, in the TAFE Building at 2 London Street, has free public internet access.



COUNCIL MANAGEMENT MANUAL

The Council Management Manual includes:

- Annual Business Plan
- Annual Report & General Purpose Financial Statements
- By-Laws
- Council & Committee Information Booklet
- Delegations
- Policy Manual Index
- Rates Policy
- Register of Elected Members Allowances & Benefits
- Register of Employees Salaries, Wages & Benefits
- Register of Public Streets and Roads
- Schedule of Fees and Charges
- Strategic Plan

The manual is kept at the front Counter of councils administrative office, Level 1, Civic Centre, 60 Tasman Tce, and may be viewed on request.

Strategic Planning

The Port Lincoln Strategic Plan outlines the general direction in which the City Council will focus its activities for the next 10 year period (2007 - 2017) and gives the City Council a framework for managing competing community needs in an equitable and responsible way.

The City of Port Lincoln sought wide community input and involvement in the development of the Plan that included quantitative information gathered through a distributed public survey and from several focus group sessions:

- Elected Member and Senior Staff
- External Stakeholder groups
ie business, government (eg Health Services) Regional Development Board, Chamber of Commerce, Tourism and Education etc
- Council Staff - two or three mixed groups from across all Council departments
- Two Community Sessions.

These sessions led to the development of a final priority setting for strategies and objectives across all local government and supporting areas. Janet Binder, a consultant, was engaged to facilitate the interpretation of the information contained within the Community Surveys and gathered through the focus groups. This information was used to develop the Strategic Plan with Council staff costing the strategies outlined in the plan.

The City of Port Lincoln has identified seven key areas and developed goals, key objectives and strategies to achieve the vision statement.

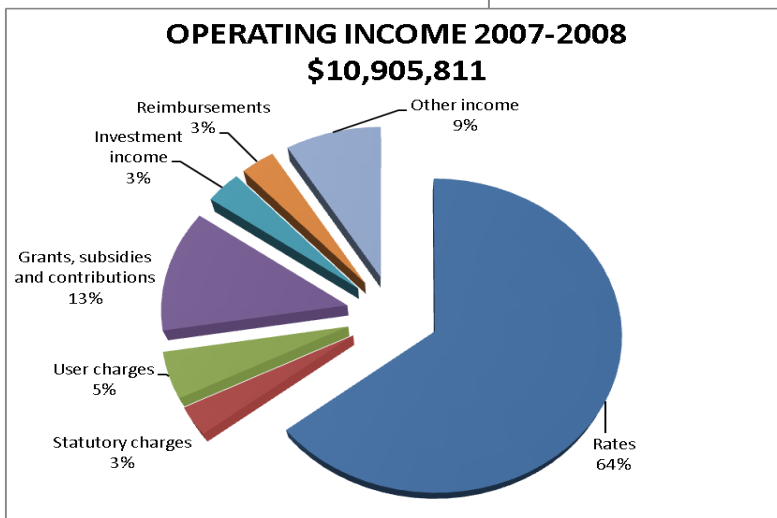
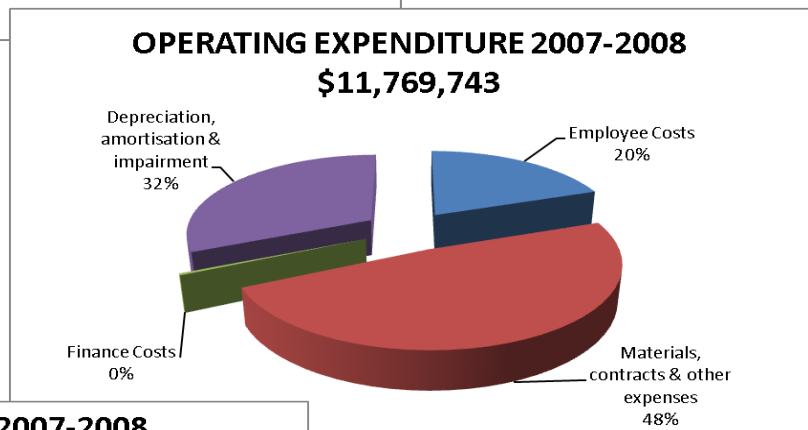
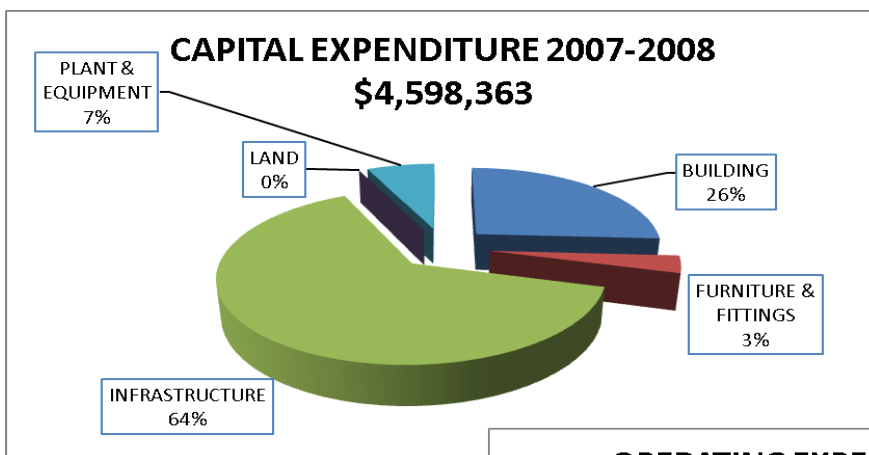


A copy of the Strategic Plan 2007-2017 can be viewed on the website
www.portlincoln.sa.gov.au
or is available for purchase from Councils Civic Centre and Library

Financial Management

A full audited copy of the General Purposes Financial Reports, pursuant to the Local Government Act, 1999, Section 131, is included as Appendix A.

Financial Information at a glance.



Financial Management

OBJECTIVES OF THE 2007-2008 BUDGET

- To adopt a balanced Budget
- To implement a significant Capital Works program
- To maintain restraint on recurrent expenditure.
- To fund all expenditure from operational revenue without loan borrowings.
- To implement the first year of the Strategic Plan 2007-2017.
- To meet Council's Policy of fully funding Staff leave liabilities.
- To maintain a cap on total Rate revenue increases of 4% on previous year.

Council believe the objectives of the 2007-2008 budget and the Strategic Plan 2007-2017 year 1, were achieved in principle.

LONG SERVICE LEAVE RESERVE

The Long Service Leave fund balance as at 30th June 2008 is deemed sufficient to meet future leave liabilities inclusive of accrued annual leave for all current staff.

ANNUAL BUSINESS PLAN & BUDGET 2008-2009

A number of significant factors have influenced the preparation of the City of Port Lincoln Annual Business Plan 2008-2009. These include:

- Cost increases – The increase in the Consumer Price Index (CPI) for Adelaide was 2.7% for the year ended 31 December 2007 however councils typically face higher cost increases due to the higher capital intensive nature of the goods and services purchased. The Local Government Price Index which measures the increase in costs to Local Government was 3.5% for the year ended 30 September 2007.
- Requirements to maintain and improve infrastructure assets to acceptable standards including roads, footpaths, lighting, storm water drainage, street scaping, and the cities open space areas.
- Service and infrastructure needs for a growing population
- New fees/charges imposed by other levels of government ie EPA

In response to these factors, and to minimise the burden on rate-payers, the Annual Business Plan has been prepared within the following guidelines:

- The Annual Business Plan, in line with Councils Strategic Plan 2007-2017, will result in the total revenue raised through general rates increasing by no more than **4 %** above the 2007-2008 rate revenue

Financial Management

- Total operating expenses to be held where possible, within levels of the previous financial years and adjusted by the estimated Local Government Price Index.

The City of Port Lincoln's priorities for 2008-2009 include:

- continuation of the proposed programs for road constructions and reseals, footpaths, and playgrounds within the city
- further development and construction at the Ravendale Sporting Facility
- continued rollout of the water re-use scheme
- CBD Upgrades

The major projects and capital works planned for the 2008-2009 financial year and the Annual Business Plan have been prepared to deliver the Council objectives for the year as identified in the Strategic Plan 2007-2017.

FUNDING THE BUSINESS PLAN

Consistent with the City of Port Lincoln's Strategic Plan 2007-2017 an operating surplus, after depreciation add backs, and Capital Expenditure and Revenue is being targeted in 2008-2009. The operating surplus measures the difference between operating revenue and expenses for the period.

As per Section 123(7)(a)(b) and (8) of the Local Government Act 1999, the City of Port Lincoln Annual Budget was adopted 23 June 2008

		\$,000
Est Cash at beginning of Reporting Period		\$3,425
<u>Estimated Revenue</u>		
General Rate Income	\$ 7,030	
Grants new or upgraded Assets	\$ 1,004	
Other Income	<u>\$ 4,967</u>	
Total Estimated Income 2008-09		\$13,001
<u>Estimated Expenditure</u>		
Operational Expenditure	\$10,661	
Capital Expenditure	\$ 4,516	
<u>Less Depreciation add back</u>	<u>(\$2,774)</u>	
Total Estimated Expenditure 2008-09		<u>(\$12,403)</u>
Cash at end of Reporting Period		<u>\$ 4,023</u>
Estimated INCREASE		
in cash as at 30 th June 2009		\$ 598

For further information refer to Council Publication "Annual Business Plan for the Year ended 30th June 2009 can be viewed on councils website

www.portlincoln.sa.gov.au

or purchased from the front counter. A Summary Annual Business Plan is also available and was included with the first Rates Notice for 2008-2009.

Financial Management

FINANCIAL CONTROLS

Council Staff are required to employ methods of analysing costs and revenues associated with all operations of Council. The Financial system utilised by Council Staff, Synergysoft and UVCodes, documents adopted budgets and actual operational costs as they occur and are presented to Council in a monthly and quarterly reporting format. All project costs are available to relevant staff as required.

As required under the Local Government Act 1999 and Accounting Regulations, comparison reports between actual and budget performance of all Council operations are presented to Council for the quarters ending September, December and March of each financial year. Adjustments to the budget projections are presented to Council and made quarterly to give an accurate estimation of the financial status of Council as at the forthcoming June 30th.

Council contracts the services of a qualified Auditing Company, Dean Newbery & Partners, to oversee the procedures employed by Council Staff and the financial presentation of data to Council and the Public. Public perception and opinion are sought on major projects undertaken by Council.

The Corporate Governance Committee review most financial information, prior to it being presented to Council. They consider the strategic plan and community expectations in the decision making process of allocating Council finances.

SUMMARY

The budget and annual business plan process undertaken by Council, endeavour to present accurate financial reports and forecasts of the financial status of Council throughout the year.

Council welcomes enquiries from all interested parties on any items pertaining to the Budget process and Budget contents and documentation. Enquiries can be directed to Elected Members or to Council's Senior Staff.

LOAN BORROWINGS

As at 30th June 2008 the City of Port Lincoln has a liability of \$622k with the LGFA. This is a fully funded Community Loan to the Ravendale Community Sports Centre Inc., repayable over a 15 year period. Refer to note 6 of the notes to the financial statements for further information regarding repayment of the loan by the Ravendale Community Sports Centre Inc.



Competitive Tendering & Cost Effective Services

PURCHASING POLICIES

Council continues to strive to give value for money in service delivery to the ratepayers of the City of Port Lincoln through the adoption and utilization of Purchasing and Procurement Policies.

In compliance with Section 49 of the **Local Government Act 1999**, Council has adopted policies encompassing the following.

- The contracting out of services
- Competitive tendering and the use of other measures to ensure that services are delivered cost-effectively
- The use of local goods and services
- The disposal of land or other assets surplus to maintaining efficient operations.

Examples of competitive tendering undertaken have been the tendering and contracting out of the following services.

- Recycling kerbside collection
- Audit services
- Road construction, surfacing and resurfacing
- Footpath and foreshore maintenance
- Public Toilet maintenance
- Electrical
- Plumbing
- Building Maintenance
- Tree trimming and removal
- Environmental monitoring of waste disposal system
- Paving
- Street Sweeping
- Material Carting



Further to the purchase of goods and services at the most cost effective price, Council also utilises local suppliers when price competitive as outlined in the City of Port Lincoln policy number 7.63.1 Contracts, Tendering and Purchasing.

BUY LOCAL POLICY

Purchases are to be made from the supplier offering the lowest price for an acceptable quality, having regard to all purchasing policies adopted by Council.

Where price and quality offered by two or more suppliers are equal, preference is to be given to any supplier within the region.

APPENDIX A

General Purpose Financial Reports For the Year Ended 30th June 2008

APPENDIX B

List of Council Policies For the Year Ended 30th June 2008

POLICY INDEX 20080630



Category	Policy Description	No	Reviewed by:
Animal Management	Galah Culling	1.63.1	Operations
Community Relations	Community Engagement (Formally Public Consultation)	2.63.1	Director Corp & Comm
	Awards Register	2.63.2	Executive Assistant
	Banners	2.63.3	Operations
	Flags	2.63.4	Executive Assistant
Development Control	Inspections	3.63.1	Planning & Inspectorial
	Charitable Organisations Fees	3.63.2	Planning & Inspectorial
	Development Application Fees	3.63.3	Planning & Inspectorial
	Sheds & Caravans	3.63.4	Planning & Inspectorial
	Make Lincoln Green Project	3.63.5	Planning & Inspectorial
	Liquor Licences	3.63.6	Manager Corp Services
Environmental Management	Order Making	5.63.1	Management Team
	Burning	5.63.2	Planning & Inspectorial
	Burning for Bushfire Prevention	5.63.3	Planning & Inspectorial
	Garbage Bin Collection	5.63.4	Operations
	Garbage Disposal Concession	5.63.5	Operations
	Onsite Sewage Management	5.63.6	Planning & Inspectorial
	Waste Minimisation	5.63.7	Operations
	Rainwater Tank Rebate	5.63.8	Operations
Financial Management	Contracts, Tenders & Purchasing	7.63.1	Manager Corp Services
	Rates	7.63.2	Manager Corp Services
	Telephone Accounts	7.63.3	Manager Corp Services
	Internal Control	7.63.5	Manager Corp Services
	Community Funding Assistance	7.36.6	Director Corp & Comm
	National Competition Policy	7.63.7	Manager Corp Services
	Rates Concession Scheme	7.63.8	CEO
Fleet Management	Private Vehicle Use	8.63.1	Director Corp & Comm
	Vehicle Plant Replacment	8.63.2	Director Operations
Governance	Single Casual Vacancy	9.63.1	Executive Assistant
	Council Decisions Review	9.63.2	Director Corp & Comm
	Code of Conduct - Elected Members	9.63.3	Director Corp & Comm
	Petitions	9.63.4	Executive Assistant
	Deputations	9.63.10	Executive Assistant
	Policy Amendments	9.63.11	Executive Assistant
	Training & Development - Elected Members	9.63.12	Executive Assistant
	Award for Graduating Student	9.63.13	Executive Assistant
Council Meeting Documents	9.63.14	Executive Assistant	

POLICY INDEX 20080630



Category	Policy Description	No	Reviewed by:
Human Resource Management	Design & Purchasing Guidelines	12.16.3	OHS Committee
	Contracting	12.16.4	OHS Committee
	Asbestos	12.16.5	OHS Committee
	Roadworks Signage Audit Procedure	12.16.6	OHS Committee
	Accident Investigation & Reporting	12.16.7	OHS Committee
	Electrical Safety Cables & Equipment	12.16.10	OHS Committee
	Workstation Ergonomics	12.16.14	OHS Committee
	OHS Consultation	12.16.16	OHS Committee
	Consultative Committee	12.16.17	OHS Committee
	Drugs & Alcohol	12.16.18	OHS Committee
	Fire Wardens	12.16.20	OHS Committee
	First Aid	12.16.21	OHS Committee
	Hazardous & Dangerous Substances	12.16.23	OHS Committee
	Jewellery	12.16.29	OHS Committee
	Manual Handling	12.16.30	OHS Committee
	No Smoking	12.16.32	OHS Committee
	Animal Handling	12.16.33	OHS Committee
	Volunteers & Work Experience Management	12.16.34	OHS Committee
	OHS&W and Injury Management Policy	12.16.36	OHS Committee
	OHS Working Outdoors	12.16.37	OHS Committee
Employee Management			
	Recruitment & Selection	12.63.2	Senior Corp Serv Officer
	Emergency Services Membership	12.63.3	Senior Corp Serv Officer
	Removal Expenses	12.63.7	Senior Corp Serv Officer
	Retirement Gifts	12.63.8	Senior Corp Serv Officer
	Salary Sacrifice Rental Payments	12.63.9	Senior Corp Serv Officer
	Employee Performance and Development	12.63.10	Senior Corp Serv Officer
	Code of Conduct - Staff	12.63.12	Senior Corp Serv Officer
Salary Packaging	12.63.13	Senior Corp Serv Officer	
Information Management	Privacy	13.63.1	Manager Corp Services
	Email	13.63.2	Director Corp & Comm
	Records Management	13.63.3	Manager Corp Services
	Collection Development	13.63.4	Library Manager

POLICY INDEX 20080630



Category	Policy Description	No	Reviewed by:
Infrastructure	Footpath Construction & Contribution	14.63.1	Operations
	Footpaths & Laying Electrical Cables	14.63.2	Operations
	Signage	14.63.3	Operations
	Stormwater Drains	14.63.4	Operations
	Theft & Vandalism	14.63.5	Operations
	Tree Management	14.63.6	Operations
	Recreation Trail	14.63.7	Operations
	Private Works	14.63.8	Operations
	Development Driveway Access	14.63.9	Operations
Legal Provisions	Public Liability Insurance	15.63.1	Manager Corp Services
Property Management	Council Chamber Use	16.63.1	Executive Team
	Resident Funded Housing	16.63.3	Manager Corp Services
	Reserve Hire	16.63.4	Manager Corp Services
	Playgrounds	16.63.5	Operations
Social, Cultural & Community	Conditional Dry Zone	17.63.1	Manager Special Projects
	Library Internet Access	17.63.2	Library Manager
	Library Visitors	17.63.3	Library Manager
	Library Unattended Children	17.63.4	Library Manager
	Fisher's Memorial	17.63.5	Executive Assistant
	Chauffer Cars	17.63.6	Executive Assistant
Strategic Management	Code of Practice	18.63.1	Director Corp & Comm
	Crest & Logo	18.63.3	Management Team
	Code of Conduct - Library Patrons	18.63.4	Library Manager
Technology & Communication	Mobile Phones	19.63.1	Manager Corp Services
	Desktop Standards	19.63.2	Manager Corp Services
	Computer & System Use	19.63.3	Manager Corp Services
Traffic Management	Footpath Commercial Use	20.63.1	Planning & Inspectorial



City of Port Lincoln

Annual Report
2007-2008

APPENDIX C

**Eyre Peninsula Local Government
Association Annual Report
For the 2007-2008**

ANNUAL REPORT



2007/2008



Forward by President, Mayor Jim Pollock

As always, the 2007/08 year has been a fairly full one for Eyre Peninsula Local Government Association.

Throughout the year, we have grappled with a new Charter that is now close to being finalised and is out of our hands. As part of this process, members have endorsed a more tightly aligned role in keeping with our core business as local government providers. This has involved a review of our Executive Officer position, the reduction in hours for the next year and the narrowing of the focus for the role. In addition, we have a draft strategic plan that should be adopted early in 2008/09 and will reflect our targeted focus.

On the lobbying front, our biggest challenge has been the draft legislation associated with the state's strategic plan targets in relation to Marine Parks. Lead by Mayor Allan Suter, District Council of Ceduna, we were able to clearly voice our objections to the draft legislation and expect to have further interest as the new legislation is implemented.

Many Member Council continue to be involved with the emerging mining interests on Eyre Peninsula and this has involved a look at the infrastructure requirements, especially in relation to wharf facilities and associated freight corridors. In addition, water supplies are a challenge and all Members await the EP Long Term water Plan, as well as looking at solutions locally.

Our major event, the Annual Conference, was hosted this year by District Council of Kimba and was another most successful event. Their efforts, in conjunction with many organisations in their community, were certainly appreciated by all who attended and they are to be congratulated for the excellent event. During the conference, major sponsors, Norman Waterhouse, informed us that they were making available 20 tickets to the Disney High School Musical on Ice performance at the Entertainment Centre. We offered those tickets to schools on Eyre Peninsula with Karcultably and Wudinna Area Schools using them. The students were greatly appreciative of the opportunity they were given; some even reporting it was their first time seeing ice-skating and for many, the first time seeing a major show. Norman Waterhouse was very generous in making the tickets available to us.

Later in the year, we were advised of the resignation of two of our long-serving CEOs in John Rumbelow (Streaky Bay) and Peter Aird (Lower Eyre Peninsula.) All Members would join me in thanking John for his commitment to local government in general and our organisation in particular, and wish him well for his well-earned retirement. No doubt much fishing will be involved. Peter has taken on the role of Airport Manager at Lower Eyre Peninsula and we certainly hope for continued involvement with him. His efforts over the years have also been considerable and we thank him sincerely for his contribution as CEO, to both his Council and to EPLGA.

To Senior Vice President, Julie Low, a big thank you for your efforts in many areas over the year, and also to Jr Vice President Eddie Elleway. It's always good to know

that there is a good team round you in any organisation. In that light, thanks must also go to Sonya Young for her very capable administrative role, especially in relation to meeting minutes and organisation. Finally, too, to Diana Laube for her work as Executive Officer in this, her first year.

In concluding, I must also give a big thank you to all members for your co-operation and commitment throughout the year. We look forward to the year ahead knowing it will have its own challenges, but also knowing that, by working together, we can achieve much for Eyre Peninsula.



Mayor Jim Pollock, Corporation of the City of Whyalla

REPORT AGAINST BUSINESS PLAN 2007/08

PRELIMINARY:

Last Year's Business Plan was drafted after only 2 weeks in the position so attempted to set the strategic agenda based on "unfinished business" predominantly resulting from the 2005 Review done by Collins Anderson. The Plan aimed at the following:

- 1 EPLGA Reform (both structural and charter)**
- 2 High priority strategic projects of significance to Eyre Peninsula Councils.**

EPLGA REFORMS.

KPIs [Key performance Indicators] for 2007/08:

Number	Key Performance Indicator	Outcome
KPI 1	<i>The interim SSU becomes an operational aspect of the EPLGA and its reporting protocols are evident in the Agenda papers</i>	Abandoned. Endorsed by December 2007 meeting

KPI 2	Benefits achievable through shared services provision are quantified	This is to remain as an item on our Strategic Plan
KPI 3	Service Agreements are prepared and scheduled	No further action
KPI 4	The Charter is amended and Gazetted	Charter amended and currently awaiting the gazettal.

PERFORMANCE REPORT.

Of the four (4) KPIs identified above, only one is on track to be achieved - the amendment of the Charter. At time of writing, we are awaiting the final processes and the documentation currently sits with the Office of State/Local Government Relations.

To enable a more solid legal framework, the advice from Wallmans was that our Charter should start from scratch. Initially, the difficulty for Wallmans was our request that we needed a document that would enable EPLGA to run a Business Unit in order to allow the delivery of some shared services directly from EPLGA. This was outlined, and endorsed by members, as part of the Structural Review presented by Collins Anderson Management in 2005.

However, under the direction from the September 2007 meeting, the CEOs met to identify a preferred draft of the Charter to present to members, with Wallmans lawyer, Mark Sallis, also present. At that meeting, it was clear that amongst CEOs, there was a preference to:

- Abandon all consideration of running a Shared Services business unit through EPLGA. There was a belief that, to do so, would duplicate governance requirements already in place in Councils.
- Return EPLGA to its core function of local government, tightly aligned to promoting issues of concern for Members.

Following that meeting, the draft Charter was amended by Wallmans in line with the CEOs direction, and this version was only amended in a minor way before all Councils were able to sign off the new direction.

However, there was a request from CEOs that the issues of discussion about opportunities under shared services delivery could best take place at EPLGA and an interest in ensuring this remains on our Strategic Plans as an item.

PRIORITY PROJECTS.

The Business Plan suggested that a number of key projects under the following broad categories would possible involve EPLGA action:

- **Regional Infrastructure development.**
- **Regional Planning**
- **EPLGA Corporate/PR**

KPI Targets for 2007/08:

KPI 5	Quality road data is included with our regional strategy and priorities identified	Road review carried out by Tonkin Engineering with revised priority listing endorsed by Members (Feb 2008.) Furthermore, members suggested the next review 2010 with a meeting to discuss methodology for that review to take place in 2009.
KPI 6	There is a reduction in the volume of solid waste going to landfill on Eyre Peninsula	Councils continuing dialogue on Waste issues and recycling, through quarterly meeting coordinated through EPLGA. Jointly seeking co-operative opportunities and continued exchange of ideas between Councils.Reduction in waste volume happening due to Council efforts.
KPI 7	A Regional Recreation & Sport Infrastructure Strategy is written and adopted by member Councils	Position paper written and endorsed by Members, May 2008.
KPI 8	A regional succession strategy is written and implemented	Still on the agenda. Wendy Campana has requested meeting with Rob Wallace and CEOs during Septemebr 2008 meeting.
KPI 9	The Bushfire Co-ordination and Collaboration project findings are disseminated	Back with Councils for use in their planning.
KPI 10	The new Strategic Plan is adopted.	On the table and due to be picked up at July 4 th meeting, 2008. Delay has been as a result of changed focus from December 2007 meeting plus review of Executive Officer position endorsed May 2008.
KPI 11	The website has been upgraded	Finalised January 2008
KPI 12	The newsletter is printed and circulated each month	Instigated June 2007

PERFORMANCE REPORT.

The identified KPIs from this section of the Business Plan have been met to a satisfactory degree with the delays identified in the table above.

In addition to that, there were a few key issues that arose for EPLGA action including:

- **New Marine Parks legislation.** EPLGA lobbying, along with other sectors of industry, was key to achieving certain amendments to the initial draft of the Bill tabled by Minister Gail Gago. Our chief concerns were in relation to the community consultation processes and the level of Economic Impact Statements that the state government was prepared to demand as part of the process. This will require ongoing monitoring and the most recent SAROC meetings have heard concerns voiced, based especially on the poor economic impact studies prepared in relation to the state government's shared services reform. The response from treasury is that it isn't possible to prepare regional impact studies.
- **Roads.** A number of issues were discussed including dealing with freight ESA counts during drought periods, passing lanes on the Lincoln Highway, changes associated with freight routes and heavy vehicles, risk at railway crossings. Following the most recent drought year, road conditions have obviously continued to be a priority issue for all District Councils.
- **EPNRM and RDB issues.** The issue of the levy amount and levy collection for EPNRM has now been taken up as a state-wide issue and is largely being moved forward by LGA. In addition, EPNRM is undergoing a review of its entire structure and the May meeting of EPLGA heard from Chairperson Mr Brian Foster, that it is likely that future budgets will be less ambitious than the inaugural one. EPLGA should continue to seek ways to better engage with EPNRM which has had a huge workload over its first few years of operation. For those Members who co-fund the Eyre Regional development Board, many issues associated with the funding agreements have been discussed at EPLGA level although little can be resolved as each Council adds its own signature to the agreement. The 2008/09 year is likely to be the year that those Members look to the state government to increase their funding of the Boards. Currently, many RDBs around the state are calling on funding from their local Councils well in excess of the initial 1:3 formula that was agreed to.

what they want from the organization. For 2008/09, the mandate is for an organisation that limits itself to local government issues and in promoting joint concerns of Members. It sees the return to an Executive Officer working 3 days per week although some flexibility is available should major issues arise.

Diana Laube
Executive Officer

ANNUAL MEETING SCHEDULE, 1981-2020.

The following schedule is currently being followed for the hosting of the annual conference of the EPLGA:

1981	DC Tumby Bay	2001	DC Cleve
1982	Whyalla CC	2002	DC Streaky Bay
1983	DC Ceduna	2003	DC Elliston
1984	DC Lower Eyre Peninsula	2004	DC Tumby Bay
1985	DC Kimba	2005	Whyalla CC
1986	Port Lincoln CC	2006	DC Ceduna
1987	DC Le Hunte	2007	DC Lower Eyre Peninsula
1988	DC Franklin Harbour	2008	DC Kimba
1989	DC Cleve	2009	DC Wudinna
1990	DC Streaky Bay	2010	DC Franklin Harbour
1991	Port Augusta CC	2011	DC Cleve
1992	DC Elliston	2012	DC Streaky Bay
1993	DC Tumby Bay	2013	DC Elliston
1994	Whyalla CC	2014	DC Tumby Bay
1995	DC Ceduna	2015	Whyalla CC
1996	DC Lower Eyre Peninsula	2016	DC Ceduna
1997	Dc Kimba	2017	DC Lower Eyre Peninsula
1998	Port Lincoln CC	2018	Port Lincoln CC
1999	DC Le Hunte	2019	DC Kimba
2000	DC Franklin Harbour	2020	DC Wudinna

OVERALL STATEMENT.

The 2007/08 year was one that began with a new Executive Officer and that saw members re-consider

JOHN D. EWEN & ASSOCIATES

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Chartered Accountant

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MURRAY BRIDGE OFFICE: By Appointment
127 Swanport Road, Murray Bridge

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF EYRE PENINSULA LOCAL GOVERNMENT ASSOCIATION

We have audited the accompanying Financial Report of the Eyre Peninsula Local Government Association which comprises the balance sheet as at 30 June 2008 and the income statement and statement of changes in equity for the year ended on that date, a summary of significant accounting policies, other explanatory notes and the Chief Executive Officer's declaration as set out on pages 1 – 5.

THE CHIEF EXECUTIVE OFFICER'S RESPONSIBILITY FOR THE FINANCIAL REPORT

The Chief Executive Officer is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations) the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 1999*. This responsibility includes establishing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

AUDITOR'S RESPONSIBILITY

Our responsibility is to express an opinion on the financial report based on my audit. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Association, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

AUDITOR'S INDEPENDENCE DECLARATION

In conducting our audit we have complied with the independence requirements of the *Local Government Act 1999*, the *Local Government (Financial Management) Regulations 1999* and the Australian professional accounting bodies.

AUDIT OPINION

In our opinion the financial report of the Eyre Peninsula Local Government Association is properly drawn up:

- a) To give a true and fair view of :
 - i) the Association's state of affairs as at 30 June 2008 and changes in equity resulting from operations and cashflows for the year ended on that date.
 - ii) the other matters required by the Local Government Act 1999 to be dealt with in the financial statements.
- b) According to the Local Government Act 1999, together with the Local Government Act 1999 (Financial Management) Regulations 1999 made under that Act; and
- c) According to Australian Accounting Standards and mandatory professional reporting requirements.

Signed at Adelaide this 7th day of October 2008

JOHN DEWEN
JOHN DEWEN & ASSOCIATES
CHARTERED ACCOUNTANT

AUDITOR'S INDEPENDENCE DECLARATION

Auditor's Independence Declaration Under Section 16A of the Local Government (Financial Management) Regulations 1999 to The Members of Eyre Peninsula Local Government Association

I confirm that, for the audit of the financial statements of the Eyre Peninsula Local Government Association for the year ended 30 June 2008, I have maintained my independence in accordance with the requirements of APES 110 – Code of Ethics for Professional Accountants, Section 290, published by the Accounting Professional and Ethical Standards Board, in accordance with the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 1999* made under that Act.

This statement is prepared in accordance with the requirements of Regulation 16A (4) *Local Government (Financial Management) Regulations 1999*.

Signed at Adelaide this 7th day of October 2008

JOHN DEWEN
JOHN DEWEN & ASSOCIATES
CHARTERED ACCOUNTANT

EYRE PENINSULA LOCAL GOVERNMENT ASSOCIATION

INCOME STATEMENT

For the year ended 30th June 2008

	Note	2008 \$	2007 \$
INCOME			
Interest Received		12,703	9,994
Membership Fees	3	121,000	118,460
Reimbursable Expenses		1,080	1,178
Project Management Fees		4,305	3,000
		<u>139,088</u>	<u>132,632</u>
EXPENSES			
Administration		8,189	13,229
Audit Fees		850	800
Bank Charges		47	75
Computer Expenses		454	298
Employee Expenses		63,924	58,190
Legal Fees		6,113	200
Insurance		918	894
Marketing Promotion		-	45
Meeting Expenses		3,497	1,059
Motor Vehicle Expenses		11,085	11,021
President's Expenses		750	750
Project Expenses		6,000	-
Secretarial Service		15,485	15,485
Telephone		328	
Travel Expenses		3,309	3,037
		<u>120,949</u>	<u>105,083</u>
SURPLUS/(DEFICIT)		<u>18,139</u>	<u>27,549</u>

EYRE PENINSULA LOCAL GOVERNMENT ASSOCIATION

BALANCE SHEET

As at 30th June 2008

	Note	2008 \$	2007 \$
ASSETS			
Cash and cash equivalents		142,322	133,318
Receivables – GST		3,736	4,346
Prepaid Expenses		2,455	-
TOTAL CURRENT ASSETS		<u>148,513</u>	<u>137,664</u>
LIABILITIES			
Trade and other payables	4	9,227	4,827
Unspent Grants	2	<u>67,265</u>	<u>78,956</u>
TOTAL LIABILITIES		<u>76,492</u>	<u>83,783</u>
NET ASSETS		<u><u>72,021</u></u>	<u><u>53,882</u></u>
ACCUMULATED FUNDS			
Balance brought forward		53,882	26,333
Change in Financial Position Resulting from Operations		18,139	27,549
ACCUMULATED FUNDS AT THE END OF THE FINANCIAL YEAR		<u>72,021</u>	<u>53,882</u>

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
For the year ended 30 June 2008

1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Local Government Act 1999.

The financial report has been prepared in accordance with the requirements of the Local Government Act 1999 and the following Australian Accounting Standards.

AASB 1031 Materiality
AASB 110 Events after the Balance Sheet Date
AASB 119 Employee Benefits
AASB 107 Cash and Cash Equivalents.

No other applicable Accounting Standards, Urgent Issues Group Interpretations or other authoritative pronouncements of the Australian Accounting standards Board have been applied.

The financial report has been prepared on an accruals basis and is based on historic costs and does not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

The following material accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this financial report.

(a) Employee Benefits

Provision is made for the Association's liability for employee benefits arising from services rendered by employees to balance date. Employee benefits that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled, plus related on-costs. Liabilities for employee benefits not expected to be paid or settled within 12 months are measured using a shorthand method which produces a result not materially different from the liability measured using the present value of expected future cash outflows method.

(b) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at-call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities on the balance sheet.

EYRE PENINSULA LOCAL GOVERNMENT ASSOCIATION

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
For the year ended 30th June 2008**

2. PROJECTS

	1/7/2007 Brought Forward	Income	Expenditure	Unspent
Regional Capacity Building	40,806	31,487	30,740	41,553
Bushfire Collaboration	18,198	19,636	37,834	-
EP Coastal Development Strategy	25,952	-	240	25,712
Active Communities	-	50,000	50,000	-
Marketing/PR Manual	(6,000)	6,000	-	-
	<u>78,956</u>	<u>107,123</u>	<u>118,814</u>	<u>67,265</u>

3. MEMBERSHIP FEES

	2008 \$	2007 \$
District Council of Ceduna	11,752	13,273
District Council of Cleve	8,802	10,201
District Council of Elliston	7,457	9,044
District Council of Franklin Harbour	7,712	9,513
District Council of Kimba	7,429	9,196
District Council of Le Hunte	7,777	9,438
District Council of Lower Eyre Peninsula	13,212	14,441
District Council of Streaky Bay	9,027	10,479
District Council of Tumby Bay	9,937	11,326
City of Whyalla	21,955	21,549
City of Port Lincoln	15,940	-
	<u>121,000</u>	<u>118,460</u>

4. TRADE & OTHER PAYABLES

Accrued Expenses – employee entitlements	4,079	1,934
Trade Creditors	2,706	42
Payroll Liabilities	2,442	2,851
	<u>9,227</u>	<u>4,827</u>

CHIEF EXECUTIVE OFFICER'S STATEMENT

I, DIANA LAUBE the person for the time being occupying the position of CHIEF EXECUTIVE OFFICER of EYRE PENINSULA LOCAL GOVERNMENT ASSOCIATION do hereby state that the Financial Statements of the Association for the 30 June 2008 financial year are to the best of my knowledge presented fairly and in accordance with accounting procedures which have been maintained in accordance with the *Local Government Act 1999*, and the *Local Government (Financial Management) Regulations 1999* made under that Act.


Signed

Dated 30th Sept. 08

STATEMENT OF THE BOARD OF MANAGEMENT MEMBERS

In the opinion of the Board of Management of the Eyre Peninsula Local Government Association the accompanying Financial Report attached hereto, are drawn up so as to present fairly the results of the Association for the year ended 30 June 2008, and the state of affairs of the Association as at 30 June 2008, there are reasonable grounds to believe that the Association will be able to pay its debts as and when they fall due.

Signed 3rd day of OCTOBER 2008

in accordance with a resolution of the Board of Management


Member


Member