



# City of Port Lincoln

## ANNUAL REPORT 2018-2019

Adopted by Council 18 November 2019  
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# CAPTURE PORT LINCOLN IN A FRAME



Courtesy of Kane Taylor



Courtesy of Kane Taylor



Courtesy of Callum Forsyth

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## MESSAGE FROM THE MAYOR

In November 2018 Council elections were undertaken, with 4 Councillors being re-elected (Councillors, Davis, Broadfoot, Davies and Jolley) and five new Councillors elected for the first time (Councillors Dodd, Linn, Rowsell and Ritchie). I was elected as the new Mayor, taking over from Bruce Green who had decided not to stand for this election. Councillor Faye Davis was elected by the Council as the Deputy Mayor.

The first six months of Council was taken up with significant training programs and familiarisation in our new roles. This task was assisted greatly by the old hands who had remained in Council.

Our new Council inherited some major projects that were still in the construction phase. The Leisure Centre being the most significant and difficult from a project perspective. Unfortunately, the building company engaged to undertake the construction of the Leisure Centre went into liquidation with the project half-finished. Council elected to take over the management of the construction. This created some challenges for Council and the Council Staff that were handled well, with minimal delays and through hard work, controlled and limited cost overruns. I cannot compliment the staff involved in this project highly enough.

We also inherited the major flood mitigation construction project for Liverpool and Eyre Streets. This major works has again been handled well by the council staff and is expected to be completed within the laid down timeframes.

The focus for the future will be on finances, our strategic planning and policy formulation that compliments the City and its environment, while ensuring that we remain a viable and sustainable city for our rate payers and their children, grandchildren and families.

Brad Flaherty

Mayor



## MESSAGE FROM THE CEO

The 2018/2019 year has seen a number of developments and reform to the organisational structure, decision making and financial planning that focusses on service delivery outcomes for the community.

The introduction of the Business Managers to manage the operational functions of Councils infrastructure and regulatory services and corporate and community services provides a systematic mechanism for improved processes, communication and decision making. With the internal structures continually being reviewed and evolving, Council is now focusing its attention on improving the effective and productive delivery of services and general customer relations.

Financial management is an area of significant note as Council continues to review its long term financial planning with the primary aim of ensuring operating deficits are transferred into ongoing operating surpluses, sound cash reserves are established and Council has the capacity to replace and maintain existing and new assets, while maintaining current service levels. To enhance this focus, Council's Audit and Risk Committee has been restructured to provide greater oversight of the controls and internal strategic financial functions, with an emphasis on Council achieving its short and long term financial goals as established in line with the required financial indicators.

There has been a continued commitment to maintaining and upgrading the City's infrastructure and asset upgrade programs including footpaths, road reseals and open space development. Major projects including the leisure centre expansion and Liverpool street pump station have been a significant investment with considerable Council resources being allocated. The leisure centre has been a challenging project for the council as a result of the building contractor being placed into liquidation that resulted in Council agreeing to manage the project to ensure completion. This decision has required a significant commitment from a resource perspective and building key relationships with all sub-contractors involved.

Other key projects include the continued upgrade of the Parnkalla Trail at the wharf precinct; a staged project with the trail being a significant community asset. The upgrade to the trail ensures the safety of all users within the wharf precinct that has been achieved due to the continued relationship between Council and Flinders Ports in maintaining the access to this area.

The cruise ship visits and welcome program continues to be a success for the community in not just showcasing Port Lincoln but maintaining the close relationship with the South Australian Tourism Commission. With the program increasing and the interests of other communities to be actively involved around the state, the Port Lincoln Cruise Ship Program was showcased at the Annual Local Government Association Conference in April 2019. The continued effort of the staff, Council volunteers and all others that are involved is commended and greatly appreciated making the program the success that it is.

In November 2018 the Council general elections were held and we saw an increase in the generated interest in the community which saw three candidates nominate for the position of Mayor and 12 candidates contest for the nine Councillor positions and resulted in a number of changes to the elected members of the Council. The changes included the election of Brad Flaherty as the new Mayor along with Geoff Dodd, Robyn Rowsell, Peter Linn, Jack Ritchie and Valerie Staunton being elected as new Councillors. The election has seen the re-election of Linda Davies, Peter Jolley, Andrea Broadfoot and Faye Davis who was appointed as the new Deputy Mayor. I take the opportunity to thank the retiring Mayor Bruce Green for his contribution to the Council along with retiring Councillors Neville Starke,

Deputy Mayor, and Danny Bartlett, with further thanks to the contributions made by Jim Papazoglov and Diana Mislov who were not re-elected.

To conclude, Council's future is being planned as part of the Masterplanning project associated with the foreshore, CBD and marina, and will drive a number of developments, projects, directions and outcomes for the new City Vision and Strategic Plan. With a number of proposed major developments and projects being planned for the Lower Eyre Peninsula in the future, it is imperative that Council's financial position, organisational structure and decision making remains flexible and robust, to capitalise on these challenges and opportunities for the future benefit of the City.

Stephen Rufus  
Chief Executive Officer



## CITY OF PORT LINCOLN OUR COMMUNITY, OUR PLACE

### Introduction

The City of Port Lincoln, recognised as the 'Seafood Capital of Australia', is a regional city located approximately 650km west of Adelaide, by road. Port Lincoln's connectivity by air, serviced by South Australia's busiest regional airport and only a 45 minute flight from Adelaide, enhances the City as the major service centre for the Southern Eyre Peninsula communities. The City continues to experience moderate economic and urban growth. The City covers an area of approximately 30.4 square kilometres and is located at the base of Eyre Peninsula, on one of the world's largest protected natural harbours, and is one of the most picturesque areas of South Australia. The lifestyle opportunities of the area are without parallel.

Boston Bay is a major feature that defines the character of the City of Port Lincoln. Boston Bay is one of the largest protected natural harbours in the world and is three times the size of Sydney Harbour. The natural setting of Boston Bay and the foreshore open space support recreational activities and entice people to live in and visit the City of Port Lincoln.



*Photo Courtesy of Craig Musselwhite*

### Our Vision

Council's Strategic Directions Plan 2016-2026, which was adopted in February 2016, continues to guide the future of Port Lincoln. The Council Vision reflects the Port Lincoln community's shared vision for the future, to be delivered through the Plan's goals, objectives and strategic actions for the period 2016-2026. The Vision for Port Lincoln is:

***"A progressive, vibrant and safe coastal city that is an attractive place in which to live, work and grow"***

## Our Mission

Council's commitment to the Vision will be demonstrated by:

- Providing services and infrastructure that meet the needs of our community
- Building a safe environment for our community
- Improving community wellbeing and environmental sustainability.

## Our Principles and Values

Council members and staff are committed to applying the following principles and values to guide the decision-making and conduct of Council business and operations:

- honesty and transparency in all things we do
- accountability and fiscal responsibility
- being responsive to our community's needs
- awareness of and responsiveness to emerging trends
- being socially responsible
- providing community spaces and facilities which meet Risk Management requirements
- providing safe work places for employees and contractors
- providing leadership to the community
- actively engage and communicate with the community and external stakeholders.

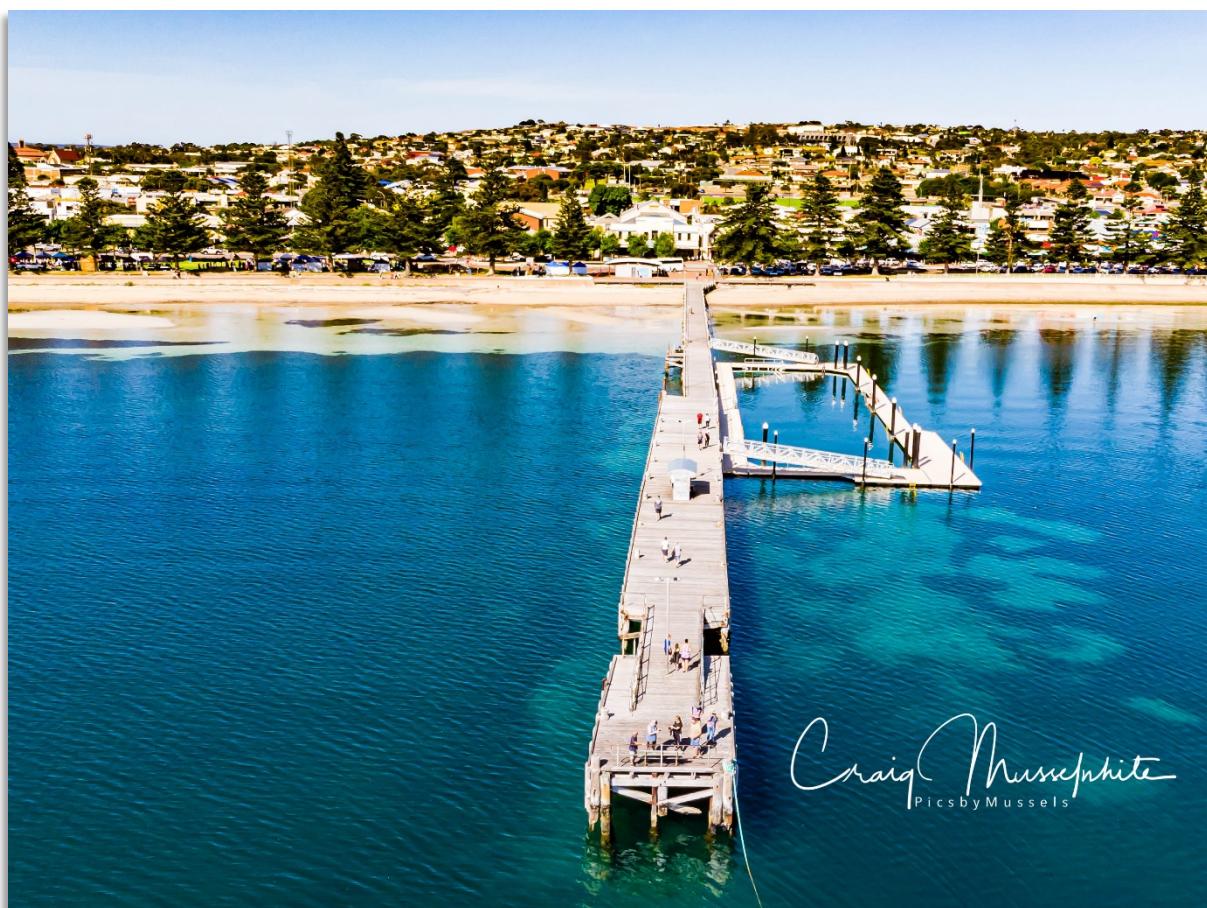


Photo Courtesy of Craig Musselwhite

## Our Goals

Council has aligned its Goals, Objectives and Strategic Actions to achieve the Vision and meet the needs of the city and the wider community. Council's projects and activities for the 2018/2019 year were developed and set to align with the objectives of the Strategic Directions Plan 2016-2026 and other Strategic documents, plans and strategies that all contribute to achieving Council's Goals.

### Council's Goals for 2016-2026



#### Economic Growth and Vitality

A dynamic local economy that is sustainable and supported to respond to opportunities and attract new investment.



#### Livable and Active Communities

A community supported to be healthy, active and involved.



#### Accountable Governance and Leadership

Council values effective community advocacy and partnerships.



#### A Clean Green Resilient Environment

An environment managed now and into the future.



#### Sustainable Service Delivery and Productive Community Assets

A customer focused, equitable and sustainable service delivery to the community.



Photo Courtesy John White

## EXECUTIVE SERVICES

### Strategic Management Plans

Council's Corporate Planning Framework defines the relationship between adopted Strategic Management Plans incorporating the Strategic Directions Plan, Infrastructure and Asset Management Plan (IAMP) and Long Term Financial Plan (LTFP). Other plans and strategies adopted from time to time such as the Annual Business Plan, Annual Budget and other related reporting commitments compliment the suite of Strategic Planning documents to guide Council in its financial and management decision making process.

Council adopted the Strategic Directions Plan 2016-2026 in February 2016 and subsequent to the Local Government Elections held in November 2018, Council have commenced the process of reviewing the current Strategic Directions Plan which is planned to be adopted in early 2020, after engagement and consultation with the community and stakeholders.

Council reviews its Infrastructure and Asset Management Plan (IAMP) and Long Term Financial Plan (LTFP) annually, and are aligned to reflect the Council's planned on-going service delivery, asset maintenance, renewal, upgrade and construction works, and the estimated costs and revenues proposed for our City over the next ten-year period. This assists Council to make informed, responsible and financially sustainable decisions during the development of the Annual Business Plan and Annual Budget, whilst working towards achieving the best possible outcomes for the City, community and stakeholders. Both the IAMP and LTFP were reviewed and updated using the most current available infrastructure and financial data and were adopted by Council 18 June 2018 as Council's IAMP and LTFP for 2019-2028.

### Community Land Management

Management Plans are developed for all Community Land; foreshores, public reserves, parklands and other land and buildings under Council's care and control. A review of Council's Community Land Management Plans is due for review in the next two years in order to reflect the strategic direction established by the 2018-2019 Open Space Strategy and 2019-2020 DRAFT Masterplan for the Foreshore, CBD and Marina Precincts. These plans identify each land parcel and include any existing plans that may affect the land, such as the Development Plan and its zoning criteria. They also identify any trusts or dedications over the land that may affect the use of the premises and they identify any relevant legislation that applies to the land, including State and Federal Acts and regulations and relevant local by-laws.

### Annual Performance

Each year Council prepares an Annual Business Plan that determines the programs, projects and outcomes that support our city's Vision, Goals and Objectives.

A full list of the projects included in the 2018/2019 Annual Business Plan and Council's performance against the Plan is detailed in Appendix A. The following is a summary of activities undertaken in 2018/2019 that supported the objectives of Council's Strategic Management Plans.

- \* *Investigate the feasibility of increasing tourism and event attraction resulting in the appointment of a Tourism Development Officer;*
- \* *Statutory review and adoption of five by-laws that expired on 31 December 2018;*

- \* Completion of November 2018 Local Government elections;
- \* Continued implementation of shared services arrangement to provide Work Health & Safety and Risk Management services for District Council of Tumby Bay and Building Assessment Service support for District Council of Ceduna and District Council of Lower Eyre Peninsula.
- \* Continued Investigation of other Shared Services opportunities with Eyre Peninsula Councils;
- \* Financial support for on-going activities of Community House, West Coast Youth and Community Support, Muroto Friendship City Exchange, Tunarama, Salt Festival, Teakle Auto Sprint and Port Lincoln City Band Fame Awards.

## **Elections**

Local Government Elections are held every four (4) years to determine the membership of each Council, with the elections being conducted in accordance with the provisions of the Local Government (Elections) Act 1999.

The nomination period opened Tuesday 4 September 2018 and closed at 12 noon Tuesday 18 September 2018. During the nomination period, a total of 15 candidate nominations were received (12 nominations for area councillor and 3 nominations for mayor) meaning that an area councillor election and an election for the position of Mayor would be contested.

Voting for the Election concluded at 5pm on Friday 9 November 2018, with the scrutiny and counting of votes conducted on Saturday 10 November 2018. The conduct of the election was overseen by the appointed Local Deputy Returning Officer, Ms Katrina Allen.

After the count had been completed on Saturday 10 November 2018, provisional declarations were made in the presence of any scrutineers by the Local Deputy Returning Officer with the results confirmed in writing by the Electoral Commission on Monday 19 November 2018.

### Elected Members 2014-2018

Elected Members are elected to represent the community for a four year term. The table below is the details of the Elected Members from July 2018 to November 2018.

<b>Mayor</b>	Mayor Bruce Green
<b>Councillors</b>	Cr Neville Starke (Deputy Mayor)
	Cr Danny Bartlett
	Cr Andrea Broadfoot
	Cr Linda Davies
	Cr Faye Davis
	Cr Peter Jolley
	Cr Graham Mantle
	Cr Diana Mislov
	CR Jim Papazoglov

## Elected Members 2018-2022

In accordance with Section 60 of the *Local Government Act 1999* a member of Council must make an undertaking to discharge the member's duties conscientiously and to the best of his or her ability. At a Special Council Meeting held 4 December 2019 the newly elected members of Council made a declaration in the presence of a Justice of the Peace that:

*'having been elected or appointed to the office of a member of the City of Port Lincoln undertake to faithfully and impartially fulfil the duties of office in the public interest, to the best of my judgment and abilities and in accordance with the Local Government Act 1999'.*

The following were elected for the next four years.

<b>Mayor</b>	Mayor Brad Flaherty
<b>Councillors</b>	Cr Faye Davis (Deputy Mayor)
	Cr Andrea Broadfoot
	Cr Linda Davies
	Cr Geoff Dodd
	Cr Peter Jolley
	Cr Peter Linn
	Cr Jack Ritchie
	Cr Robyn Rowell
	CR Valerie Staunton



**Back Row L to R:** Cr Linda Davies, Cr Andrea Broadfoot, Cr Geoff Dodd, Cr Jack Ritchie, Cr Peter Jolley, Cr Peter Linn. **Front Row L to R:** Cr Robyn Rowell, Mayor Brad Flaherty, Deputy Mayor Faye Davis, Cr Valerie Staunton

### *Ordinary Council*

Prior to the Local Government Elections held in November 2018, Ordinary Council meetings were held on the first and third Mondays of each month. From July 2018 to November 2018 there were nine (9) Ordinary Council meetings and two (2) Special Council Meetings.

At a Special Council meeting held 4 December 2018, the newly Elected Council resolved that Ordinary Council meetings would only be held on the third Monday of the Month. From the start of term of the new Council until 30 June 2019 there have been seven (7) Ordinary Council meetings and two (2) Special Council Meetings.

Attendance from 1 July 2018 to 9 November was as follows:

Elected Member	Ordinary Council	Special Council
<b>Mayor Bruce Green</b>	<b>9</b>	<b>2</b>
<b>Cr Neville Starke (Deputy Mayor)</b>	<b>4</b>	<b>-</b>
<b>Cr Danny Bartlett</b>	<b>8</b>	<b>2</b>
<b>Cr Andrea Broadfoot</b>	<b>8</b>	<b>2</b>
<b>Cr Linda Davies</b>	<b>8</b>	<b>2</b>
<b>Cr Faye Davis</b>	<b>6</b>	<b>2</b>
<b>Cr Peter Jolley</b>	<b>8</b>	<b>2</b>
<b>Cr Graham Mantle</b>	<b>9</b>	<b>2</b>
<b>Cr Diana Mislov</b>	<b>9</b>	<b>2</b>
<b>Cr Jim Papazoglov</b>	<b>9</b>	<b>2</b>

Attendance from 1 December 2018 to 30 June 2019 was as follows:

Elected Member	Ordinary Council	Special Council
<b>Mayor Brad Flaherty</b>	<b>7</b>	<b>2</b>
<b>Cr Faye Davis (Deputy Mayor)</b>	<b>6</b>	<b>1</b>
<b>Cr Andrea Broadfoot</b>	<b>6</b>	<b>1</b>
<b>Cr Linda Davies</b>	<b>6</b>	<b>2</b>
<b>Cr Geoff Dodd</b>	<b>7</b>	<b>2</b>
<b>Cr Peter Jolley</b>	<b>6</b>	<b>2</b>
<b>Cr Peter Linn</b>	<b>6</b>	<b>1</b>
<b>Cr Jack Ritchie</b>	<b>7</b>	<b>1</b>
<b>Cr Robyn Rowsell</b>	<b>7</b>	<b>2</b>
<b>Cr Valerie Staunton</b>	<b>6</b>	<b>2</b>



*Elected Member Training and Development Activities*

The following table details the training and development activities undertaken by Elected Members from 2 July 2018 – 5 November 2018.

	Training and Development	Provider
<b>Mayor Green</b>	LGA AGM & Conference	LGASA
<b>Elected Members (Including Mayor)</b>	Caretaker Policy Information Session	Kelley Jones Lawyers

The following table details the training and development activities undertaken by members elected to Council in November 2018 to the 30 June 2019.

	Training and Development	Provider
<b>Mayor Flaherty</b>	EPLGA Board Meetings	EPLGA
	Local Government Roundtable with Premier & Minister Knoll	Government SA
	Mayors Leadership Program	LGASA
	2019 LGA Council Best Practice Showcase & LGA Ordinary General Meeting	LGASA
	Commercial Media Training	LGASA McGuinness Media
<b>Elected Members (Including Mayor)</b>	Elected Member Mandatory Training Modules 1 - 4	LGASA
	EPLGA Annual Conference 2019	EPLGA
	Elected Member Leadership Program (Cr Rowsell)	LGASA
	2019 LGA Council Best Practice Showcase & LGA Ordinary General Meeting	LGASA
	Public Interest Disclosure Information Session for Elected Members	Kelley Jones Lawyers

As well as training and industry conferences, a number of workshops and informal gatherings were held to provide the Elected Members with current knowledge of both statutory requirements and best practice relevant to the role of an Elected Member and updates on operational matters. A list of workshops is provided in the table below

Informal Gatherings / Workshop Title	Month Held	Open to the Public
Strategic Property Review	August 2018	No
Strategic Planning and Projects Workshop	February 2019	No
Regional Development Australia Whyalla & Eyre Peninsula (RDAWEP) Workshop	May 2019	Yes
Draft Precinct Masterplan CBD, Foreshore & Marina	June 2019	No

### *Council Participation*

Council's Mayor and Chief Executive Officer continue their involvement with the Eyre Peninsula Local Government Association (EPLGA) which meets quarterly at various locations on the Eyre Peninsula.

As a regional subsidiary of the 11 Eyre Peninsula Councils, the Annual Report for the EPLGA is required to be incorporated in each Council's Annual Report, and is included as Appendix B.

### *Elected Member Allowances*

In accordance with Section 76 of the Local Government Act 1999, a member of a Council is entitled to receive an annual allowance from the Council for performing and discharging official functions and duties. Allowances are determined by the Remuneration Tribunal and adjusted annually on the anniversary of the last periodic election, to reflect changes in the Consumer Price Index. Council resolved that the annual allowance for Elected Members will be payable quarterly in arrears from 19 November 2018.

The allowance provided under Section 76 is all inclusive, with the exceptions as described in Council Policy [9.63.2 Council Member Allowances & Benefits](#), for the additional support and facilities provided to Elected Members and those exclusively provided to the Mayor.

Pursuant to the South Australian Remuneration Tribunal Determination No.6 of 2018, the annual allowance for a councillor will be the allowance determined for Group 3 Councils. A Mayor or Principal Member allowance will be four times that of the Councillor Allowance, with a Deputy Mayor or Presiding Member of a Committee allowance being 1.25 times the annual allowance for councillors.

Ordinary Council (Group 3)	Annual Allowance
<b>Mayor</b>	<b>\$55,600</b>
<b>Deputy Mayor &amp; Committee Presiding Members</b>	<b>\$17,375</b>
<b>Elected Members</b>	<b>\$13,900</b>

### *Delegates and Representatives*

Council members and staff are also nominated to be Council delegates for a number of external bodies and committees. The table on the following page shows the nominated delegates as at 30 June 2019.

External Body	Nominated Delegate/s
Australia Day Council <i>(no appointed time frame)</i>	Stephen Rufus - Chief Executive Officer
Eyre Peninsula Local Government Association (Board)	Mayor Brad Flaherty – Voting Board Member Deputy Mayor Faye Davis – Deputy Member
Eyre Peninsula Old Folks Home	Councillor Peter Jolley
Local Government Association of SA	Mayor Brad Flaherty Deputy Mayor Faye Davis – Proxy Representative
Local Government Finance Authority	Mayor Brad Flaherty Deputy Mayor Faye Davis – Proxy Representative
Lower Eyre Health Advisory Council	Councillor Andrea Broadfoot
Lower Eyre Local Health Cluster Management Group	Councillor Robyn Rowsell
Lower Eyre Peninsula Bushfire Management Committee	Stephen Rufus - Chief Executive Officer Jade Scott – Business Manager Infrastructure & Regulatory Services - Deputy Member
Lower Eyre Peninsula Road Safety Committee	Councillor Peter Linn Jade Scott – Business Manager Infrastructure & Regulatory Services
Port Lincoln Chamber of Commerce & Tourism	Councillor Valerie Staunton
Port Lincoln Risk Assessment Panel (for Dry Zone Exemption proposals)	Janet Grocke – Manager Community Services Jess Burns – Coordinator Development Services
Marina Maintenance Advisory Committee	Councillor Faye Davis
Ravendale Community Sports Centre Board	Councillor Geoffrey Dodd Stephen Rufus – Chief Executive Officer
South Australian Local Government Finance Authority	Mayor Brad Flaherty – Board Member Deputy Mayor Faye Davis – Proxy Representative
Southern Eyre Peninsula Councils Shared Services Working Group	Mayor Brad Flaherty

## Committees and Boards

Council has established a number of Committees, 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 composition, structure, delegated authority and Terms of Reference of these groups are reviewed each year and appointed for the term determined by Council. After the Local Government Elections in November 2018, at a Special Council meeting held 4 December 2018, the new Council resolved to establish three new strategic standing committees in accordance with section 41 of the *Local Government Act 1999*. The minutes of Section 41 Committee meetings are reported to the next available Ordinary Council meeting for receipt and consideration of any recommendations by Council.



The Chairperson and Independent Members of the Council Assessment Panel (CAP), are remunerated per sitting, as is the independent member/s of the Audit and Risk Committee, formerly the Financial Management Audit Committee. The independent members' involvement and interest in the future development and strategic and financial goals of the City of Port Lincoln is appreciated.

CAP		Sitting Fee Per Meeting
Chairperson (Independent)		\$200.00
Independent Members		\$120.00
<b>Risk &amp; Audit Committee</b>		
Chairperson (Independent)		\$320.00
Independent Member		\$250.00

The following pages provides the details of the Council Committees and Boards established under the *Local Government Act 1999* and other legislation.

### City Strategy and Growth Committee

The City Strategy and Growth Committee is established to fulfil the following functions:

- Develop, monitor implementation, review and report on the Council's Strategic Management Plan, Vision and Corporate objectives; and
- Develop, implement, review and report on strategies associated with economic development and growth; and
- To do anything necessary, expedient or incidental to performing or discharging the functions of the Committee as listed herein or to achieving its objectives.

The membership of the committee comprises the Mayor and all Councillors and is required to meet at least two times per year. The City Strategy and Growth Committee was established in December 2018 and did not meet during the period to 30 June 2019.

### City Services and Projects Committee

The City Services and Projects Committee is established to fulfil the following functions:

- Develop performance standards, monitor implementation, measure effectiveness, review and report on the delivery of services;
- Develop, monitor implementation, review and report on projects linked to the implementation of the Strategic Management Plan and Asset Management Plan; and
- To do anything necessary, expedient or incidental to performing or discharging the functions of the Committee as listed herein or to achieving its objectives.

The membership of the committee comprises the Mayor and all Councillors and is required to meet at least two times per year. The City Services and Projects Committee was established in December 2018 and met twice during the period to 30 June 2019.

<b>Elected Member</b>	<b>Attendance</b>
Mayor Brad Flaherty	1
Cr Faye Davis (Deputy Mayor)	1
Cr Andrea Broadfoot	2
Cr Linda Davies	1
Cr Geoff Dodd	2
Cr Peter Jolley	2
Cr Peter Linn	1
Cr Jack Ritchie	2
Cr Robyn Rowsell	2
Cr Valerie Staunton	2

### City Sustainability and Governance Committee

The City Sustainability and Governance Committee is established to fulfil the following functions:

- Develop, monitor, review and report on the Council's long term financial management plan and asset management plan; and
- Develop the Annual Business Plan and Budget in accordance with Council's Strategic Management Plan, Long Term Financial Management Plan, Asset Management Plan and Service Delivery Standards; and

- Monitor, review and report on the implementation of the Annual Business Plan and Budget; and
- Develop, monitor, review and report Council's governance framework, policies and procedures; and
- Develop, monitor, review and report on Council's risk management framework; and
- To do anything necessary, expedient or incidental to performing or discharging the functions of the Committee as listed herein or to achieving its objectives.

The membership of the committee comprises the Mayor and all Councillors and is required to meet at least two times per year. The City Sustainability and Governance Committee was established in December 2018 and met three times during the period to 30 June 2019.

<b>Elected Member</b>	<b>Attendance</b>
Mayor Brad Flaherty	2
Cr Faye Davis (Deputy Mayor)	3
Cr Andrea Broadfoot	2
Cr Linda Davies	2
Cr Geoff Dodd	3
Cr Peter Jolley	3
Cr Peter Linn	2
Cr Jack Ritchie	2
Cr Robyn Rowsell	3
Cr Valerie Staunton	3

#### Council Assessment Panel (CAP)

The Council Assessment Panel is established under Section 82 and 83 of the *Planning, Development and Infrastructure Act 2016* to exercise the development assessment functions and powers under part 4 of the *Development Act 1993* including:

- The consideration of matters submitted by the Assessment Manager relating to assessment and determination of applications for planning consent;
- The consideration of such other assessment matters as may be referred to the Panel by the Assessment Manager;
- The Port Lincoln Council Assessment Panel will hear oral representations from interested parties only as follows:
  - All Category 3 representors who request to be heard (or their nominees);
  - At the Panel's discretion, Category 2 representors who request to be heard (or their nominees);
  - Representors and/or Applicants (or their nominees) for development classified as non-complying, who request to be heard.
- In any case where representors are heard, the Panel will give the applicant (or nominee) the opportunity to respond.
- At its discretion, the Panel will call for and hear specialist technical/professional advice related to assessment.

The Council Assessment Panel is constituted of five members comprising of one member of the Council and four independent members. During the reporting period 1 July 2018 to 30 June 2019 the Council Assessment Panel met three times.

Membership	Attendance
Mr Malcom Catt – Independent (Presiding Member)	3
Mr Michael Bascombe	3
Cr Faye Davis	2
Mr Roger Nourse	2
Mr Peter Blacker	3

#### Building Fire Safety Committee

The Building Fire Safety Committee is established pursuant to Section 71 of the *Development Act 1993* (the Act) and its purpose is to ensure the safety of building occupants by performing inspections to ensure building owners are maintaining appropriate fire safety standards within their buildings. The functions of the Committee are to act as an appropriate authority appointed by Council to:

- Scrutinise the fire safety of buildings that have been identified as having inadequate fire safety provisions;
- Issuing Notices of Fire Safety Defects to building owners;
- Forward advice on Section 71 fire safety notices to the Council administration for inclusion in Section 7 enquiries;
- Negotiate cost effective performance solutions with a building owner to reduce fire safety risk to an acceptable level;
- Issue a Notice of Building Work Required, which details prescribed work that must be carried out in order to bring the building up to an acceptable level of fire safety;
- Initiate enforcement proceedings or other action to ensure a building owner complies with a Notice of Building Work Required;
- Revoke or vary fire safety notices when appropriate;
- Undertake other actions which the Committee elects to do as prescribed under Section 71 of the Act.

Membership of the Committee consist of five members and meet a minimum of two times a calendar year. During the reporting period 1 July 2018 to 30 June 2019 the Building Fire Safety Committee met twice.

Membership	Attendance
Peter Harmer – Building Surveyor (Presiding Member)	2
Theo Theodosiou – Development Services Officer – Building	2
Andrew Sharrad – MFS Representative	2
Valerie Staunton – Elected Member	1

## Audit and Risk Committee

Councils are required under Section 126 of the *Local Government Act 1999* to establish an Audit Committee, with the Committee comprising of at least one independent member.

The Audit and Risk Committee (formerly the Financial Management Audit Committee) is established for the specific purpose of providing advice to the Council in its financial reporting and sustainability, internal controls and risk management systems, public interest disclosure, internal and external audit functions, governance, and other related investigations in accordance with the following:

- Strategic, Financial and Management Planning
- Financial Reporting
- Internal Controls and Risk Management
- Internal Audit
- External Audit
- Governance
- Efficiency and Economy Measures
- Reporting Responsibilities
- Public Interest Disclosure
- Other Matters.

The membership of the committee comprises of three elected members and two independent members. During the reporting period 1 July 2018 to 30 June 2019 the Audit and Risk Committee met twice (including the Financial Management Audit Committee)

<b>Membership July 2018 to November 2018</b> <small>(Formerly Financial Management Audit Committee)</small>	<b>Attendance</b> <small>(July 18- Nov 18)</small>
Greg Eden - Independent Member (Chairperson)	0
Kerry Casanova – Independent Member	1
Councillor Danny Bartlett	1
Councillor Diana Mislov	1
Councillor Peter Jolley	1

<b>Membership December 2018 to current</b>	<b>Attendance</b> <small>(Dec 18 – Jun 19)</small>
Greg Eden - Independent Member (Chairperson)	1
Kerry Casanova – Independent Member	1
Councillor Peter Jolley	1
Councillor Geoff Dodd	1
Councillor Peter Linn	1

### Chief Executive Officer Review Committee

The Chief Executive Officer Committee is established to fulfil the following functions:

- Appraise the performance of the Chief Executive Officer annually using a formal performance appraisal methodology;
- Set performance indicators and objectives based on the objectives included in the position description;
- Review the Officer's remuneration in accordance with the contract of employment on an annual basis;
- Prepare a report for Council on the outcomes of the annual appraisal and include recommendations in respect to the remuneration review; and
- To do anything necessary, expedient or incidental to performing or discharging the functions of the Committee as listed herein or to achieving its objectives.

The membership of the committee comprises of the Mayor and four Council Members and the committee is required to meet at least once per year. During the reporting period 1 July 2018 to 30 June 2019 the Chief Executive Officer Committee met once.

<b>Membership</b>	<b>Attendance</b>
Mayor Brad Flaherty (Chairperson)	1
Cr Andrea Broadfoot	1
Cr Ritchie	1
Cr Davis	1
Cr Rowsell	1

### Leisure Centre Expansion Project Board

The Leisure Centre Expansion Board is established to fulfil the following functions:

- Endorse the Project Implementation Plan (PID);
- Approve funding and expenditure for the project within tolerances delegated by Council;
- Approve changes to the project scope that exceed tolerances allocated to the Project Executive;
- Ensure that the project achieves its objectives and delivers the benefits for which it was originally commissioned;
- Endorse any changes to the planned project objectives;
- Endorse the Post Implementation Review outcomes; and
- To do anything necessary, expedient or incidental to performing or discharging the functions of the Committee as listed herein or to achieving its objectives.

The membership of the Board comprises of five people and must meet at least once a year.

During the reporting period 1 July 2018 to 30 June 2019 the Leisure Centre Expansion Board met four times.

Membership	Attendance
Cr Andrea Broadfoot (Chairperson)	3
Cr Mayor Brad Flaherty	3
Cr Jolley	4
Cr Rowsell	3
Cr Staunton	4

## Council Representation

Section 12(4) of the Local Government Act 1999, (the Act) requires a Council to conduct an elector representation review at least once every eight years. Currently, Council comprises of an Elected Mayor (elected by the whole of the community), a no ward structure and nine area Councillors.



The City of Port Lincoln undertook a full review in accordance with the Act during the 2016/17 financial year. The process involved the preparation of a 'Representation Options Paper' and a 'Representation Review Report' that were available for public consultation in August 2016 and November 2016 respectively. Through the consultation process, the community had the opportunity to make written or verbal submissions to Council. At the conclusion of the review process Council resolved, at its meeting held 19 December 2016, to change its current composition to the following:

- Principal member of the Council continues to be a Mayor, elected by the community
- The Council area not be divided into wards (the existing no wards structure retained)
- The Elected Council will comprise the Mayor and 9 Area Councillors who represent the Council area as a whole

In April 2017, the Electoral Commission South Australia provided Council with certification that the Elector Representation Review had been conducted appropriately and complied with the requirements of the Local Government Act and the notice was Gazetted 30 May 2017 and a public notice was published 1 June 2017. The structure then came into effect at the Local Government Elections held in November 2018. The Minister for Transport, Infrastructure, and Local Government has determined that next review of Council's composition and wards will be undertaken during the period of April 2024 - April 2025 as published in the South Australian Government Gazette 1 August 2019.

The following table provides a comparison of the average representation ratios of regional councils in South Australia which are of a similar size, by elector numbers, to the City of Port Lincoln. The table derived from data provided by the Electoral Commission of SA, current as at last collection of elector figures statistics dated 28 February 2019.

Council	Size by Km2	No. Electors	No Elected Members Including Mayor	Quota
<b>WATTLE RANGE</b>	3924	8444	12	703
<b>LOXTON WAIKERIE</b>	7957	8158	11	741
<b>YORKE PENINSULA</b>	5834	8770	12	730
<b>LIGHT REGIONAL</b>	1278	10316	11	937
<b>PORT LINCOLN</b>	<b>30.4</b>	<b>10360</b>	<b>10</b>	<b>1036</b>
<b>PORT AUGUSTA</b>	1153	9481	10	949
<b>COPPER COAST</b>	773	11226	10	1122
<b>VICTOR HARBOUR</b>	386.5	12313	10	1231
<b>PORT PIRIE</b>	1761	12790	10	1279
<b>MURRAY BRIDGE</b>	1832	14334	10	1433

## Council Decision Making Structure

Under the system of Local Government established by the Local Government Act 1999, Council is responsible for the government and management of its area at the local level and in particular, it must:

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

The Elected Members are responsible for the direction of the Council and for making significant decisions on community matters. City of Port Lincoln Council governs on behalf of the community, setting directions and priorities for the administration, particularly through its adopted Strategic Management Plans.

Council meetings and informal gatherings are conducted in accordance with the Local Government Act 1999 and Regulations and are open to the public unless otherwise determined.

## Delegations

Councils have certain functions and duties, which they must perform, and certain powers which they may exercise, pursuant to the Local Government Act 1999 as well as a range of other Acts. In most cases, the relevant Acts place these obligations and powers directly with the Council. As it is not practical or efficient for the Council as a body of Elected Members to perform the many operational activities that are required in the day-to-day administration of the Council's roles and functions, Section 44 of the Local Government Act 1999 allows a Council to formally delegate many of its powers and functions to the Chief Executive Officer, who may then sub-delegate these powers and functions to other responsible officers. Council may also delegate its powers and functions to a Committee of Council.

All delegations made by the Council can be revoked at any time and do not, except in limited circumstances, prevent Council from acting in a matter itself. An Officer to whom a delegation has been made may choose not to exercise that delegation and may bring a matter direct to Council or another Officer with delegations, for determination.

Pursuant to Section 44 of the Local Government Act 1999, the City of Port Lincoln's Delegations Register is reviewed by Council at least once in every financial year. These Delegations are located on Council's website [www.portlincoln.sa.gov.au](http://www.portlincoln.sa.gov.au).

## Council Policies, Registers & Codes

Pursuant to Section 125 of the Local Government Act 1999 (the Act) councils are required to have appropriate policies, practices and procedures of internal control in order to ensure that they carry out their activities in an efficient and orderly manner, ensure adherence to management policies, safeguard community assets, and secure (as far as possible) the accuracy and reliability of Council records.

Council's policies, codes and registers are accessible to the public via Council's website and/or at the principal Council Office located in the Civic Centre.

### Registers

Council retains the following information pursuant to the Local Government Act 1999 and the Local Government (Elections) Act 1999;

- Section 44 –Delegations Register
- Section 68 - Register of Interest – Members
- Section 73, 74, 75 & 75A – Register of Conflict of Interest
- Section 79 - Register of Members Allowances & Benefits
- Section 105 - Officers Register of Salaries
- Section 116 - Officers Register of Interest
- Section 188 - Fees & Charges Schedule
- Section 196 - Community Land Plan 1 and Plan 2
- Section 207 - Community Land
- Section 231 - Public Roads
- Section 252 - By-Laws

### Codes

The following Code of Conduct and Code of Practice documents are available to the public, either at the Council Office or on Council's website [www.portlincoln.sa.gov.au](http://www.portlincoln.sa.gov.au)

- Section 63 - Code of Conduct for Council Members Policy 9.63.3
- Section 92 - Code of Practice – Access to Meetings and Documents Policy 18.63.1
- Regulation 6 - Code of Practice – Council and Committee Meetings Policy 18.63.2
- Section 110 - Code of Conduct for Council Employees Policy 12.63.12

### Policies

The City of Port Lincoln Council has adopted various Policies to assist in the governance of its operations. Council Policies are developed and reviewed pursuant to the requirements of the Local Government Act 1999 and other applicable legislation.

Council has determined that its policies will be reviewed as required by legislation or every four years from “last date adopted” or on significant change to legislation, if there are no statutory review requirements.

A full list of Council Policies is available on Council’s website [www.portlincoln.sa.gov.au](http://www.portlincoln.sa.gov.au). The following list only includes Council’s mandated Policies.

- 3.63.1 Building & Swimming Pool Inspection Policy
- 9.63.17 Caretaker Policy
- 3.63.9 Complaint Handling under Code of Conduct Policy
- 9.63.19 Complaints Handling Policy
- 7.63.1 Contracts, Tenders, Purchasing & Disposal Policy
- 9.63.20 Council Members Allowance & Benefits Policy
- 9.63.12 Council Members Training & Development Policy
- 7.63.5 Internal Control Policy
- 9.63.2 Council Decisions Review Policy
- 14.63.13 Naming of Roads Policy
- 5.63.1 Order Making Policy
- 9.63.24 Prudential (Project Management) Policy
- 2.63.1 Public Consultation & Community Engagement Policy
- 18.63.7 Service & Program Reviews Policy
- 9.63.25 Informal Gatherings Policy

## **Freedom of Information**

### Freedom of Information Statement

Under Schedule 5 of the Local Government Act 1999 and Part 2, Section 9 of the *Freedom of Information Act 1991*, relating to publication of information concerning agencies, Council is required to publish annually its Information Statement pertaining to the arrangements and functions that Council has in place for the public to access information and documents to enable participation in Council’s decision making processes and policy formulation.

The City of Port Lincoln “Freedom of Information Statement” is available on Council’s website and is reviewed annually.

Requests for information are considered in accordance with the *Freedom of Information Act 1991* 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 of the documents inspected pursuant to a Freedom of Information request, the charge set out in the Act will apply.

Freedom of Information application forms can be accessed from the State Records Website [FOI Application Forms](#). Applications are 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.

### Applications Received

One (1) application under the Freedom of Information Act was received by the City of Port Lincoln during the 2018/2019 financial year. After extensive searches were undertaken, no documents were found in relation to the request.

Council did not receive any FOI referrals from other agencies during the reporting period.

### 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 1999. 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.

### **By-Laws**

In 2017/2018 the City of Port Lincoln completed a review of its current suite of By-laws as required under section 246 of the Local Government Act 1999, after considering referrals from the Dog and Cat Management Board, Minister for Transport and Infrastructure and feedback from the community. The five By-laws were adopted at the Ordinary Council meeting held on Monday 18<sup>th</sup> June 2018 and came into operation on 6<sup>th</sup> November 2018.

Council's current By-laws are listed below and can be located on Council's website at [www.portlincoln.sa.gov.au](http://www.portlincoln.sa.gov.au)

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

### **Internal Review of Council Actions**

Under Section 270(8) of the *Local Government Act 1999*, Council must, on an annual basis, initiate and consider a report that relates to:

- (a) the number of applications for review made under this section; and
- (b) the kinds of matters to which the applications relate; and
- (c) the outcome of applications under this section; and
- (d) such other matters as may be prescribed by the regulations.

During the 2018/2019 financial year Council did not receive any formal applications pursuant to Section 270(8) of the *Local Government Act 1999* to review a decision or service of Council.

## Confidentiality

### Use of Sections 90(2) and 91(7), Local Government Act 1999

Council holds all meetings in public except where it is necessary and appropriate that the public 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.

During the 2018/2019 reporting year Council made 14 orders under Section 90(2) & (3) of the Act as detailed in the following table. The table also shows whether and for how long any documents were retained in confidence after the Council's deliberations.

Orders Pursuant to Section 90(2)&(3)of the Local Government Act 1999 2018 - 2019				
Meeting Date	Subject	Section 90(2)(3)	Section 91(7)	Status as at 30 June 2019
3/9/18	Confidential Order to Remain - Lukin Stage Three Land Division - Reserve Encroachment and Community Land Status	90(3)(h) & (i)	Report, attachments and discussion be retained in confidence for a period of 12 months	Retained
3/9/18	Confidential Order to Remain - Construction of the Leisure Centre Stadium Expansion Works - Re-tender evaluation	90(3)(k)	Report, attachment, discussion and minutes be retained in confidence for a period of 12 months after completion of the project	Retained
2/10/18	Confidential Order to Remain - Lukin Stage Three Land Division - Reserve Encroachment and Community Land Status	90(3)(h) & (i)	Report, attachments and discussion be retained in confidence and be further reviewed before the expiry of 12 months by the Chief Executive Officer	Retained
15/10/18	Confidential Order to Remain - Strategic Property Review - Status Update Report October 2018	90(3)(b), (i) & (ii)	Report, discussion and minutes to be retained in confidence for a period of 24 months and that this order be reviewed every 12 months.	Retained
18/2/19	Confidential Order to Remain - Liverpool Street Pump Station - Contractor	90(3)(b), (i) & (ii)	Report, discussion and minutes relevant to item 17.1 Liverpool Street Pump Station - Contractor to be retained in confidence for a period of three months	Retained
18/2/19	Confidential Order to Remain - CEO Performance Review Process	90(3)(e)	Report, discussion and minutes relevant to item 17.2 CEO Performance Review to be retained in confidence for a period of six months	Released

Orders Pursuant to Section 90(2)&(3)of the Local Government Act 1999 2018 - 2019				
Meeting Date	Subject	Section 90(2)(3)	Section 91(7)	Status as at 30 June 2019
5/4/19	Confidential Order to Remain - CEO Performance Review Process	90(3)(e)	Prescribed Information relevant to Agenda Item 6.1 Chief Executive Officer Annual Performance Review Report be retained in confidence for a period of three months	Released
15/4/19	Confidential Order to Remain - CEO Performance Review Process	90(3)(e)	Report, discussion and minutes relevant to item 17.2 Chief Executive Officer Annual Performance Review Report to be retained in confidence for a period of 12 months	Retained
20/5/19	Competitive Neutrality Complaint	90(3)(b) (i) & (ii) 90(3)(d)(i) & (ii)	Presented item relevant to Agenda Item 17.1.1 Competitive Neutrality Complaint be retained in confidence until January 2022, in order to align with the Agreement for the Management and Operation of the Port Lincoln Leisure Centre (CONTRACT201615) and that this order be reviewed every 12 months.	Retained
3/6/19	Lincoln Cove Marina - 27 Jubilee Drive, Portion of Crown land Section 939 and Marina Pontoon Licence	90(3)(d)(i) &(ii)	Reports, attachments, discussion and minutes presented relevant to Item 6.1 Lincoln Cove Marina-27 Jubilee Drive, Portion of Crown land Section 939 and Marina Pontoon Licence be retained in confidence for a period of 24 months.	Retained
3/6/19	Matthew Flinders Care Services Use of Drainage Reserve	90(3)(d)(i) &(ii)	Reports, Attachments, Discussion and Minutes presented relevant to Agenda Item 6.2 - Matthew Flinders Care Services Use of Drainage Reserve be retained in confidence for a period of 3 months	Retained
12/6/19	Financial Position associated with sub-contractor negotiations to complete the expansion works	90(3)(d)(i) &(ii)	Reports, attachments, discussion and minutes presented relevant to Item 6.1 Financial position associated with sub-contractor negotiations to complete the expansion works be retained in confidence for a period of 12 months	Retained

Orders Pursuant to Section 90(2)&(3)of the Local Government Act 1999 2018 - 2019				
Meeting Date	Subject	Section 90(2)(3)	Section 91(7)	Status as at 30 June 2019
17/6/19	Leisure Centre Expansion Project - Status Report	90(3)(d)(i) &(ii)	Reports, attachments, discussion and minutes presented relevant to Item 17.1 Leisure Centre Expansion Project - Status Report be retained in confidence for a period of 12 months	Retained
17/6/19	Lincoln Cove Marina - 27 Jubilee Drive, Portion of Crown land Section 939 and Marina Pontoon Licence	90(3)(d)(i) &(ii)	That having considered Agenda Item 17.3 - Lincoln Cove Marina – 27 Jubilee Drive, Portion of Crown Land Section 939 and Marina Pontoon Licence under Section 90(3)(d)(i) and (ii) of the <i>Local Government Act 1999</i> , the Council, pursuant to section 91(7) of that Act, orders that the reports, attachments, discussion and minutes presented relevant to Agenda Item 17.3 - Lincoln Cove Marina – 27 Jubilee Drive, Portion of Crown Land Section 939 and Marina Pontoon Licence be retained in confidence for a period of 24 months.	Retained

Section 91(9) of the Local Government Act, 1999 requires Council, once in every financial year, to review confidential orders made pursuant to Section 91(7) of the Act to determine whether the orders to retain documents in confidence will remain in force or be revoked. Revoked orders result in all confidential documents relating to the order being released to the public.

Council Register of Confidential Orders were under review as at 30 June 2019 and details of orders retained and released will be reported in the next annual report. Confidential orders remaining operative from the period after 4 June 2012 are also shown in the following table.

Orders Remaining Operative Pursuant to Section 91(7) of the Local Government Act 1999 4 June 2012 - 30 June 2019				
Meeting Date	Subject	Section 90(2)(3)	Section 91(7)	Status as at 30 June 2019
4/6/12	Drainage Easement	(a)	Until formal contractual arrangements are executed	Released
15/12/14	CEO Performance Review Report	(a)	Until conclusion of Mr Rob Donaldson's contract as CEO	Released
20/4/15	Possible Asset Disposal – Kirton Court Units	(a)(b)	Until negotiations with interested parties are concluded, and reviewed every 12 months	Released
18/5/15	Land Formerly Owned by Council – Windsor Ave	(b)	For 24 months and that this order be reviewed every 12 months	Released

<b>Orders Remaining Operative</b> <b>Pursuant to Section 91(7) of the Local Government Act 1999</b> <b>4 June 2012 - 30 June 2019</b>				
<b>Meeting Date</b>	<b>Subject</b>	<b>Section 90(2)(3)</b>	<b>Section 91(7)</b>	<b>Status as at 30 June 2019</b>
15/6/15	Financial Management Audit Committee Meeting 3 June 2015 – Land Formerly Owned by Council	(g)	For 24 months and reviewed every 12 months	Released
3/8/15	Strategic Land Acquisition - Toy Box	(b)	Until completion of contract documentation and reviewed every 12 months	Released
3/8/15	Council Contribution to Major Project Investigation	(j)	Until project details are released by the project proponent and reviewed every 12 months	Released
4/4/16	CEO Performance Review 2014-2015	(a)	Until Mr Rob Donaldson's contract as the CEO is concluded	Released
2/5/16	Barngarla Native Title Claim – Negotiation Directions	(i)	Until publication of the Federal Court judgment, reviewed every 12 months	Retained
16/5/16	Major Event Proposal – Teakle Auto Sprint	(d)	Until event details publicly announced including sponsorship and reviewed every 12 months	Released
4/7/16	Barngarla Native Title Claim	(i)	Until final agreement of Barngarla Native Title Claim Settlement Indigenous Land Use Agreement and reviewed every 12 months.	Retained
1/8/16	Property Acquisition and Disposal Options - Civic Centre	(b)	Until matter concluded and/or any commercial dealings completed, and reviewed every 12 months.	Retained
5/9/16	Asset Disposal – Determination of Price - Kirton Court Units	(b)	Until conclusion of all contracts in relation to the assets being disposed of, reviewed every 12 months.	Released
7/11/16	Lease of the First Floor of the Nautilus Arts Centre	(b)	Until lease and related negotiations are completed, and reviewed every 12 months.	Released
7/11/16	Possible Property Acquisition - Jubilee Drive	(b)	Until matter concluded and/or any commercial dealings completed, and reviewed every 12 months.	Retained
21/11/16	Confidential Order to Remain - Barngarla Native Title Claim – Dedication of Crown Land	(i)	Report, attachments, agenda and minutes be retained until the completion of the Indigenous Land Use Agreement in relation to the Barngarla Native Title Determination and reviewed every 12 months.	Retained
5/12/16	Confidential Order to Remain - Review of Strategic Land Holding - Adelaide Place	(b)(i)	Report, agenda and minutes be retained until the matter is concluded, or publicly announced, and reviewed every 12 months.	Released
19/12/16	Confidential Order to Remain – Progress Status report on Possible Sale of Vacant Land Parcels - (Passat, Follett, Mitton, Bernard, King)	(b)	Report, agenda and minutes relevant to resolutions CO 16/278, CO 16/279, CO 16/280 and CO 16/282 be retained until the relevant land disposals have been completed or are no longer to be pursued by Council.	Released

**Orders Remaining Operative  
Pursuant to Section 91(7) of the Local Government Act 1999  
4 June 2012 - 30 June 2019**

<b>Meeting Date</b>	<b>Subject</b>	<b>Section 90(2)(3)</b>	<b>Section 91(7)</b>	<b>Status as at 30 June 2019</b>
16/1/17	Confidential Item to Remain – Staff Matter	(a)	Documents and/or minutes be retained for a period of <b>five (5) years</b> and reviewed after 12 months.	Retained
6/2/17	Confidential Order to Remain in Force - Minutes of the CEO Review Committee Meeting – 18 January 2017	(a)	Documents and minutes be retained until such time as Mr Rob Donaldson's contract as CEO is concluded.	Released
20/2/17	Confidential Order to Remain in Force - Review of Strategic Land Holding - Adelaide Place	(b)(j)	Report, agenda and minutes be retained until concluded, or publicly announced, and reviewed every 12 months.	Released
1/5/17	Confidential Order - Tunarama Festival – Funding Request	(a)	ATTACHMENT to Report (REP201730) be retained in confidence for at least two (2) years, and reviewed every 12 months.	Released
15/5/17	Confidential Order - Queen's Baton Relay - Council Selected Baton bearer Nomination	(d)	Documents and minutes be retained until the Baton bearers for the Queen's Baton relay have been publicly announced with the exception of necessary advice to the selected candidate/s and reviewed every 12 months.	Released
15/5/17	Confidential Order - Progress on Sale of Vacant Land Parcel - Mitton Ave	(b)	Report and minutes retained until relevant land disposals are completed or no longer pursued by Council, and reviewed every 12 months.	Released
15/5/17	Confidential Order - Possible Property Disposal - Adelaide Place	(b)	Report, attachments and minutes be retained until contractual documents are signed in final form and reviewed every 12 months.	Released
31/5/17	CEO Performance Review – Consideration of Quotations Received for Shared Services Arrangements	(k)	Documents and minutes be retained until formal contractual arrangements are executed with the successful consultant.	Released
3/7/17	Confidential Attachment EOI201723 - Financial Management Audit Committee – Non Council Membership		ATTACHMENT be retained for 12 months, and reviewed every 12 months.	Released
3/7/17	Confidential Order - Possible Land Disposal - Marina Hotel Boardwalk	(b)	Documents and minutes be retained until consideration of the commercial terms of the matter is concluded or progression of the matter requires public release of the proposal and relevant details, and reviewed every 12 months.	Released

<b>Orders Remaining Operative</b> <b>Pursuant to Section 91(7) of the Local Government Act 1999</b> <b>4 June 2012 - 30 June 2019</b>				
<b>Meeting Date</b>	<b>Subject</b>	<b>Section 90(2)(3)</b>	<b>Section 91(7)</b>	<b>Status as at 30 June 2019</b>
20/7/17	Confidential Order to Remain - Chief Executive Officer Recruitment – Review of Consultancy Applications - Appointment of Consultant	(k)	Documents and minutes be retained until formal contractual arrangements are executed with the successful consultant.	Released
7/8/17	Confidential Order to Remain – Possible Land Disposal - 3 Adelaide Place	(d)	Report, attachments, minutes be retained until contractual documents are signed in final form and reviewed every 12 months.	Released
8/9/17	Confidential Order to Remain - Chief Executive Officer Recruitment	(a)	Documents and minutes be retained until conclusion of contract negotiations.	Released
18/9/17	Confidential Order to Remain - Chief Executive Officer Recruitment	(a)	Reports, attachments, minutes be retained until conclusion of contract negotiations and reviewed every 12 months.	Released
18/9/17	Confidential Order to Remain - Marina Precinct Asset Matters	(d)	Minutes be retained for a period of 12 months and reviewed every 12 months.	Released
18/9/17	Confidential Order to Remain - Possible Land Acquisition - Marina Precinct	(b)	Report be retained until details of the referenced property sale are released through Council's normal process, and reviewed every 12 months.	Released
3/10/17	Confidential Order to Remain - Appointment of a Person to Act as Chief Executive Officer	(b)	Report and attachments be retained for a period of 12 months and reviewed every 12 months.	Released
3/10/17	Confidential Order to Remain - Strategic Property Review – Progress Report	(b)	Report, attachments and minutes be retained for a period of 24 months and reviewed every 12 months.	Retained
6/11/17	Confidential Order to Remain - Kirton Court Retirement Village – Offer to Purchase Unit 5	(b)	Agenda, Report, attachments and Minutes be retained until conclusion of all contracts in relation to the asset being disposed of, and reviewed every 12 months.	Released
4/12/17	Confidential Order to Remain - Marina Walkway - Short Term Lease & Fee Review	(b)	Agenda, Report, attachments and Minutes be retained until the conclusion of all negotiations in relation to asset under consideration, and reviewed every 12 months.	Released
18/12/17	Confidential Order to Remain – Strategic Property Review	(b)	Report, attachment, minutes be retained for 24 months reviewed every 12 months.	Retained
5/3/18	Confidential Order to Remain - Human Resource Matter	(a)	Discussion relevant to Agenda Item 19.1 be retained in confidence for a period of 12 months and that this order be reviewed every 12 months.	Released

<b>Orders Remaining Operative</b> <b>Pursuant to Section 91(7) of the Local Government Act 1999</b> <b>4 June 2012 - 30 June 2019</b>				
<b>Meeting Date</b>	<b>Subject</b>	<b>Section 90(2)(3)</b>	<b>Section 91(7)</b>	<b>Status as at 30 June 2019</b>
9/3/18	Confidential Order to Remain - Waste Management Services Contract Tenders	(k)	The Report, Discussion and Minutes relevant to Agenda Item 19.1 Waste Management Services Contract Tenders be retained in confidence for a period of 6 months.	Released
3/4/18	Confidential Order to Remain - Strategic Property Review - Progress Report April 2018	(b)	Report, attachment, minutes be retained for 24 months reviewed every 12 months.	Retained
9/4/18	Leisure Centre Expansion Project Board Confidential Order to Remain - Leisure Centre Expansion Construction Tender Evaluation	(k)	Presented information be retained in confidence for a period of 12 months after completion of the project	Retained
9/4/18	Confidential Order to Remain - Leisure Centre Expansion Construction Tender Evaluation	(k)	Agenda Item 5.1 Leisure Centre Expansion Construction Tender Evaluation report, discussion and minutes be retained in confidence for a period of 12 months or completion of the resulting contract, whichever occurs first.	Retained
10/4/18	Confidential Order to Remain - Leisure Centre Expansion Contract Tenders	(k)	Presented information be retained in confidence for a period of 12 months after completion of the project	Retained
16/4/18	Confidential Order to Remain - Appointment of the preferred tenderer to undertake the construction of the Leisure Centre Stadium Expansion Works	(k)	Presented information to be retained in confidence for a period of 12 months after completion of the project.	Retained
7/5/18	Confidential Order to Remain - Organisational Structure and Functional Review	(e)	Organisational Structure and Functional Review Report - May 2018 be retained in confidence until 31 May 2018	Released
21/5/18	Confidential Order to Remain - Lincoln Cove Marina - 27 Jubilee Drive, Portion of Crown Land Section 939 and 11 Jubilee Drive	(d)	Report, attachments & minutes be retained in confidence for a period of 12 months	Released
5/6/18	Adjourned meeting Confidential Order to Remain - Construction of the Leisure Centre Stadium Expansion Works - Tender Negotiations Update	(k)	Presented information be retained in confidence for a period of 12 months after completion of the project	Retained
18/6/18	Confidential Order to Remain - Construction of the Leisure Centre Stadium Expansion Works - Tender Negotiations Update	(k)	Presented information be retained in confidence for a period of 12 months after completion of the project	Retained

<b>Orders Remaining Operative</b> <b>Pursuant to Section 91(7) of the Local Government Act 1999</b> <b>4 June 2012 - 30 June 2019</b>				
<b>Meeting Date</b>	<b>Subject</b>	<b>Section 90(2)(3)</b>	<b>Section 91(7)</b>	<b>Status as at 30 June 2019</b>
25/6/18	Confidential Order to Remain - Chief Executive Officer Probationary Review	( e )	The Presented Information be retained in confidence for a period of 1 month	Released
3/9/18	Confidential Order to Remain - Lukin Stage Three Land Division - Reserve Encroachment and Community Land Status	(h) & (i)	Report, attachments and discussion be retained in confidence for a period of 12 months	Released
3/9/18	Confidential Order to Remain - Construction of the Leisure Centre Stadium Expansion Works - Re-tender evaluation	(k)	Report, attachment, discussion and minutes be retained in confidence for a period of 12 months after completion of the project	Retained
2/10/18	Confidential Order to Remain - Lukin Stage Three Land Division - Reserve Encroachment and Community Land Status	(h) & (i)	Report, attachments and discussion be retained in confidence and be further reviewed before the expiry of 12 months by the Chief Executive Officer	Retained
15/10/18	Confidential Order to Remain - Strategic Property Review - Status Update Report October 2018	(b)	Report, discussion and minutes to be retained in confidence for a period of 24 months and that this order be reviewed every 12 months.	Retained
	Confidential Order to Remain - Liverpool Street Pump Station - Contractor	(b)	Report, discussion and minutes relevant to item 17.1 Liverpool Street Pump Station - Contractor to be retained in confidence for a period of three months	Released
2/10/18	Confidential Order to Remain - Lukin Stage Three Land Division - Reserve Encroachment and Community Land Status	(h) & (i)	Report, attachments and discussion be retained in confidence and be further reviewed before the expiry of 12 months by the Chief Executive Officer	Released
18/2/19	Confidential Order to Remain - Liverpool Street Pump Station - Contractor	(b)	Report, discussion and minutes relevant to item 17.1 Liverpool Street Pump Station - Contractor to be retained in confidence for a period of three months	Released
18/2/19	Confidential Order to Remain - CEO Performance Review Process	( e )	Report, discussion and minutes relevant to item 17.2 CEO Performance Review to be retained in confidence for a period of six months	Released
5/4/19	Confidential Order to Remain - CEO Performance Review Process	( e )	Prescribed Information relevant to Agenda Item 6.1 Chief Executive Officer Annual Performance Review Report be retained in confidence for a period of three months	Released

**Orders Remaining Operative  
Pursuant to Section 91(7) of the Local Government Act 1999  
4 June 2012 - 30 June 2019**

<b>Meeting Date</b>	<b>Subject</b>	<b>Section 90(2)(3)</b>	<b>Section 91(7)</b>	<b>Status as at 30 June 2019</b>
9/4/18	Leisure Centre Expansion Project Board Confidential Order to Remain - Leisure Centre Expansion Construction Tender Evaluation	(k)	Presented information be retained in confidence for a period of 12 months after completion of the project	Retained
10/4/18	Confidential Order to Remain - Leisure Centre Expansion Contract Tenders	(k)	Presented information be retained in confidence for a period of 12 months after completion of the project	Retained
16/4/18	Confidential Order to Remain - Appointment of the preferred tenderer to undertake the construction of the Leisure Centre Stadium Expansion Works	(k)	Presented information to be retained in confidence for a period of 12 months after completion of the project.	Retained
5/6/18	Adjourned meeting Confidential Order to Remain - Construction of the Leisure Centre Stadium Expansion Works - Tender Negotiations Update	(k)	Presented information be retained in confidence for a period of 12 months after completion of the project	Retained
18/6/18	Confidential Order to Remain - Construction of the Leisure Centre Stadium Expansion Works - Tender Negotiations Update	(k)	Presented information be retained in confidence for a period of 12 months after completion of the project	Retained
3/9/18	Confidential Order to Remain - Construction of the Leisure Centre Stadium Expansion Works - Re-tender evaluation	(k)	Report, attachment, discussion and minutes be retained in confidence for a period of 12 months after completion of the project	Retained
15/10/18	Confidential Order to Remain - Strategic Property Review - Status Update Report October 2018	(b)	Report, discussion and minutes to be retained in confidence for a period of 24 months and that this order be reviewed every 12 months.	Retained
18/2/19	Confidential Order to Remain - Liverpool Street Pump Station - Contractor	(b)	Report, discussion and minutes relevant to item 17.1 Liverpool Street Pump Station - Contractor to be retained in confidence for a period of three months	Released
15/4/19	Confidential Order to Remain - CEO Performance Review Process	( e)	Report, discussion and minutes relevant to item 17.2 Chief Executive Officer Annual Performance Review Report to be retained in confidence for a period of 12 months	Retained
20/5/19	Competitive Neutrality Complaint	90(3)(b) (i) & (ii) 90(3)(d) (i) & (ii)	Presented item relevant to Agenda Item 17.1.1 Competitive Neutrality Complaint be retained in confidence until January 2022, in order to align with the Agreement for the Management and Operation of the Port Lincoln Leisure Centre (CONTRACT201615) and that this order be reviewed every 12 months.	Retained

<b>Orders Remaining Operative</b> <b>Pursuant to Section 91(7) of the Local Government Act 1999</b> <b>4 June 2012 - 30 June 2019</b>				
<b>Meeting Date</b>	<b>Subject</b>	<b>Section 90(2)(3)</b>	<b>Section 91(7)</b>	<b>Status as at 30 June 2019</b>
3/6/19	Lincoln Cove Marina - 27 Jubilee Drive, Portion of Crown land Section 939 and Marina Pontoon Licence	90(3)(d)(i)&(ii)	Reports, attachments, discussion and minutes presented relevant to Item 6.1 Lincoln Cove Marina-27 Jubilee Drive, Portion of Crown land Section 939 and Marina Pontoon Licence be retained in confidence for a period of 24 months.	Retained
12/6/19	Financial Position associated with sub-contractor negotiations to complete the expansion works	90(3)(d)(i)&(ii)	Reports, attachments, discussion and minutes presented relevant to Item 6.1 Financial position associated with sub-contractor negotiations to complete the expansion works be retained in confidence for a period of 12 months	Retained
17/6/19	Leisure Centre Expansion Project - Status Report	90(3)(d)(i)&(ii)	Reports, attachments, discussion and minutes presented relevant to Item 17.1 Leisure Centre Expansion Project - Status Report be retained in confidence for a period of 12 months	Retained
17/6/19	Lincoln Cove Marina - 27 Jubilee Drive, Portion of Crown land Section 939 and Marina Pontoon Licence	90(3)(d)(i)&(ii)	That having considered Agenda Item 17.3 - Lincoln Cove Marina – 27 Jubilee Drive, Portion of Crown Land Section 939 and Marina Pontoon Licence under Section 90(3)(d)(i) and (ii) of the <i>Local Government Act 1999</i> , the Council, pursuant to section 91(7) of that Act, orders that the reports, attachments, discussion and minutes presented relevant to Agenda Item 17.3 - Lincoln Cove Marina – 27 Jubilee Drive, Portion of Crown Land Section 939 and Marina Pontoon Licence be retained in confidence for a period of 24 months.	Retained

## Communications and Community Engagement

This year Council has been working on redeveloping its website using a new Content Management System called Squiz Matrix, offered by the Local Government Association of South Australia, delivering a fresher and modern look and greater functionality. The functionality of the website will continue to improve as we move forward and learn more about its features and the expectations of the community. The new website went live early July 2019. To encourage the community to be more connected to Council's website we ran a 'Capture Port Lincoln in a Frame' photograph promotion and the photos we received have been used on the website and on the inside covers of this report.

The website remains our primary source of information with 39,520 new visitors to our website over the past twelve months. The total number of unique users to visit the website during the reporting period has decreased slightly from previous years, which may be attributed to the increased reach of Council's facebook page. The majority of users accessing our website have used their desktop, down 0.78% from 2017/2018 to 19,265 users, and people accessing the website from their tablet down 1.4% to 4,215 users. However we have seen an increase in users accessing our website via their mobile phone up 2.18% to 17,400 users compared to 16,527 in 2017/2018. This can be attributed to the website being upgraded to be more responsive to mobiles and tablet devices, and Council being able to deliver key information direct to the community through the use of Council's Facebook page.



The number of people that like  
Council's Facebook page as at  
30 June 2019

Facebook numbers continue to grow each day and has become a major tool in delivering information to the community. 1,309 people follow the page @cityofportlincolncouncil.

The facebook page is used to inform the community on a range of topics which includes, but is not limited to:

- Employment opportunities with Council
- Public consultations
- Recycling messages and educational material
- Current Council projects and updates
- Grant funding opportunities
- Infrastructure and Civil Works programs
- Education & Training programs
- Community Awards programs
- Cruise ships
- School Immunisation program
- The new Dog and Cat laws.

Over the past twelve months Council has consulted with the community on array of projects and community programs with the Local Government Council Elections a major focus from July to November 2018.

Council is committed to being open and transparent with the community and incorporates a wide range of methods to inform, consult and engage across a broad spectrum of the community to gain feedback and input into strategic planning matters, programs, projects and services for the future of our City. Staff have continued to use methods that have been effective in the past and utilised the Port Lincoln Foreshore markets and the Digital Billboard at Centenary Oval this year combined with the various tools and channels listed below:

- Targeted invites to stakeholder meetings
- Community Co-design opportunities / street stalls / public forums
- Online surveys with hardcopies made available
- Workshops

- Media Releases
- Public Notices on website and in the Port Lincoln Times
- Radio advertisement with Magic 899 and 765-5CC
- Posters at the Council Office and Port Lincoln Library
- Articles in the Port Lincoln Times each week
- Facebook Posts
- Cash classifieds
- TV commercials on local television
- Digital Billboard at Centenary Oval
- Website
- Media interviews
- Council and Committee Meetings open to the public at the Port Lincoln Council Chambers
- Library E-Newsletter
- Factsheets
- Banners on the foreshore
- E-signatures
- Staff and Elected Members
- SMS messages.

The community are informed of public consultation and engagement opportunities by some or all of either a public notice placed in the local newspaper, Council's website [www.portlincoln.sa.gov.au](http://www.portlincoln.sa.gov.au), Radio adverts or Social Media. In accordance with Council's Public Consultation and Community Engagement Policy, Council has determined that matters that require consultation that are not already prescribed by legislation will have a consultation period of no less than 21 days from the date of the notice.

Council has engaged and consulted on a number of strategic projects and initiatives this year with all exceeding the minimum 21 days allowing extra time for people to provide their feedback. Council also held a number of Master Planning Community Co-Design sessions in December 2018 to give the community the opportunity to provide input and ideas into the development a Draft Master Plan which will be open for public consultation in late 2019.

## Major Projects

Draft Open Space Strategy	16/08/2018 – 7/09/2018	24 days
Pest Bird Management Program	24/05/2019 – 14/06/2019	22 days
Draft Annual Business Plan 2019/2020	24/05/2019 – 21/06/2019	29 days

All submissions received as part as the consultation processes above were considered by Council as part of its decision making process.

Council utilises the local radio station in promoting Council's projects, programs and initiatives ensuring the community have an opportunity to hear our messages, which are also included in the local newspaper and on Council's website and Facebook page.

The following Community programs and initiatives were promoted to the community through community radio:

2018 Mayors Charity Concert	Make a Difference – Vote in your Council Election
Nominate for Council Elections Information Sessions	Xmas Office Closures
Make a Difference – Nominate for Council	Capture Port Lincoln in a Frame Promotion
2019 Australia Day Citizen of the Year Awards Nominations	Recycle Right Messages
	Food Safety Short Course.

Members of the community have the opportunity to provide feedback on Council's services at any time through the online Customer Service Feedback/Complaints Form or by downloading a hardcopy version available on Council's website or by obtaining a form from the Council Administration Office.

### Public Participation in Council Meetings

Council and Committee Meetings are held in the Council Chambers, Level One, Civic Centre, 60 Tasman Terrace, Port Lincoln. Meetings are open to the public and community members are welcome to attend.

Members of the public have a number of opportunities to put forward their views, questions and concerns on particular issues before the Elected Members of Council.

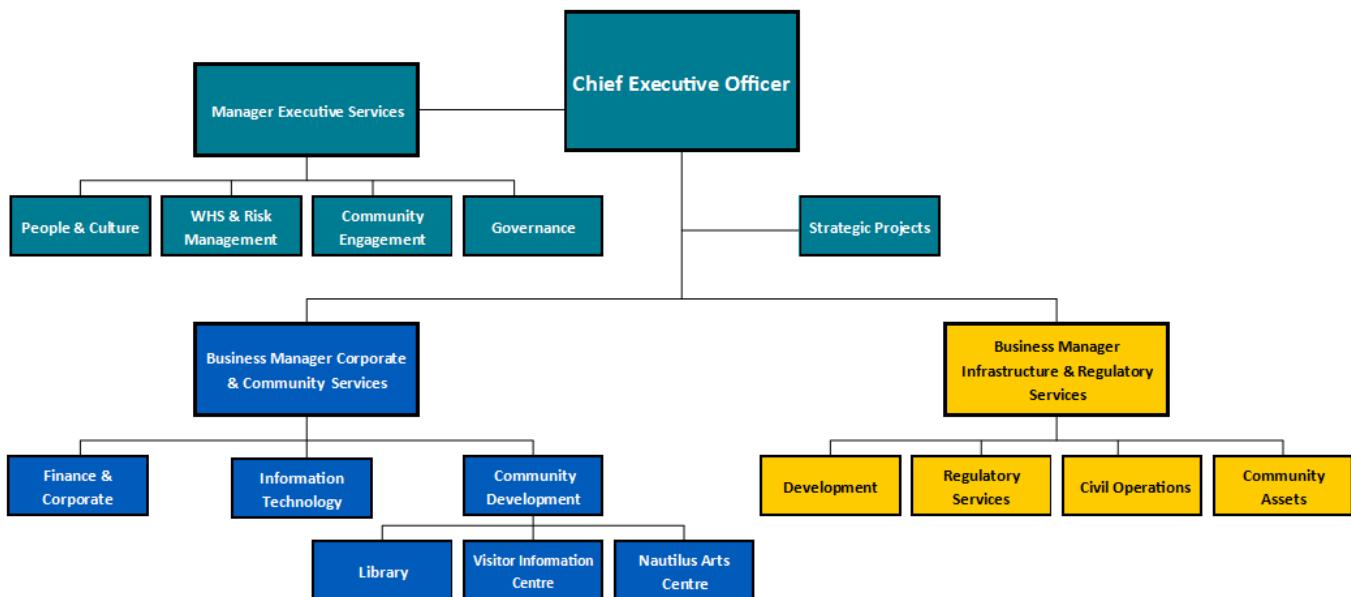
<b>Deputation to Council</b>	With prior notification and approval of the Mayor, a member of the public can address the Council on any issue relevant to Council.
<b>Petitions</b>	Written petitions can be addressed to the Council on any issue within the Council's jurisdiction.
<b>Written Requests</b>	A member of the public can write to the Council about any Council policy, activity or service.
<b>Elected Members</b>	Members of the public can contact their Elected Members of Council to discuss any issue relevant to Council.

## People and Culture

### Management and Staffing

#### *Executive Management Team*

Management and staff of the City of Port Lincoln work for and on behalf of the community in response to the policies and directions set by Council's Elected Members. In 2018/2019, Council had a change of organisational structure and two business managers were engaged as direct reports to the Chief Executive Officer. The diagram below outlines the key function areas. The Chief Executive Officer is responsible for the overall administration of the City of Port Lincoln and for ensuring policies, programs and services are delivered and implemented by staff. Council's Service Profile provides further detail of the services and activities of each area.



### *Allowances and Benefits*

As at the end of the reporting year the following details the allowances, bonuses and benefits that are available as part of senior executive salary packages.

#### Chief Executive Officer

Contract based package

Salary, including Superannuation Guarantee 9.5%

Motor vehicle allowance

Mobile phone allowance

#### Business Managers

Contract based package

Salary, including Superannuation Guarantee 9.5%

Motor vehicle allowance

Mobile phone for Council business

Council maintains a Register of Salaries for all Council employees, pursuant to Section 105 of the Local Government Act 1999, which is available for inspection during business hours, or an extract can be purchased on payment of a fee.

#### *Employee Distribution*

As at 30 June 2019 Council had 73 employees, consisting of 49 full time staff, 17 part time staff and 6 casual employees. The gender balance of Council employees was a female to male ratio of 2:1

The Full Time Equivalent (FTE) staff employed as at 30 June 2019 was 60.26. The distribution of employees across Council Departments was as follows:

Business Areas	Number of Employees	FTE Equivalent
Executive Services	10	9.08
Corporate & Community Services	34 (inc 6 Casuals)	23.05
Infrastructure & Regulatory Services	29	28.13
<b>TOTALS</b>	<b>73</b>	<b>60.26</b>

Council is committed to be an employer of choice to retain and attract the best possible staff. More than three quarters of Council employees (76.7%) have been with Council for more than 2 years, with 23.2% of employees having more than 10 years of service with Council.



#### *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 gender, marital status, sexual orientation, age, 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 based on 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 its human resources and promote employee morale and motivation by maintaining staff confidence in personnel practices and employment opportunities.

Equal Employment Opportunity practice reflects the Council's commitment to provide a workplace free of discrimination where each person can progress to the extent of their ability as opportunities arise.

### *Training and Development Policies*

Council's training policies and practices - including Human Resource Management Manual and 9.63.12 Council Members Training & Development - aim to develop highly skilled, knowledgeable and committed employees and Council Members. This will provide positive outcomes to Council, the community and the individuals themselves. Council endeavours to:

- establish a working environment in which employees are encouraged to undertake training
- actively promote training
- provide opportunities for recognition, development and advancement
- develop the skills and knowledge of entry level employees.

Council has developed a training plan to ensure appropriate budget provisions for training and development are allocated. The training plan also ensures that all Work Health and Safety training is available for all staff as appropriate to their role.

Training should be relevant to the services provided by the Council, meaningful to the participants, and result in improved workplace performance. Training and development forms a key part of a strategic human resources approach that responds to present and future organisational needs.

### *Trainees*

In 2018/2019 saw the completion of the two year commitment to the Regional Youth Traineeship Program through the Minister for Regional Development which aimed to increase regional youth workforce participation. The two trainees that Council engaged in round two of the funding program both successfully completed two Certificate III qualifications with one of the trainees accepting ongoing employment with Council and the other trainee deciding to take the skills learnt through the traineeship program to follow a different career path in the region.

### Risk Management and Work Health and Safety

Council's Work Health and Safety (WHS), Return to Work (RTW) and Risk Management Systems is monitored by the Local Government Associations Workers Compensation Scheme (LGAWCS) by undertaking a key performance indicator (KPI) evaluation bi-annually. A KPI Evaluation Action Plan is developed based on the results which is the key focus of work and aligned with the WHS, RTW and Risk Management Plan.

The WHS & Risk Management Officers have been driving the implementation of the WHS, RTW and Risk Management Plan 2018-20 in consultation with key stakeholders. The plan is monitored and reviewed by the CEO, Executive Management, Senior Management and WHS Committee.

Key Achievements 2018/2019 included:

- Work Health and Safety, Return to Work and Risk Management Evaluation 2018
- 100% completion of 2018 KPI Evaluation Action Plan
- Development of a Quarterly WHS Report to monitor our progress
- Implementation of Skytrust, our online safety system
- Roll out of online Incident and Hazard Reporting and Investigation

## CORPORATE AND COMMUNITY SERVICES

### Message from the Business Manager – David Levey

Corporate and Community Services covers the service areas of Finance, Business and Community Services which includes the Visitor Information Centre, Port Lincoln Library, Nautilus Arts Centre and Port Lincoln Leisure Centre.

The Corporate and Financial Services area incorporates Finance, Rates, Debtors, Creditors, Records Management, ICT Services, Customer Services and Administration.

In order to ensure Council's long term financial sustainability, strong financial management, budgeting, reporting and governance processes are required. With a focus on the financial position and administration of the organisation, Corporate and Financial Services continues to review, update and improve Council processes and reporting in order to meet all legislative requirements whilst ensuring that services to the community are not compromised.

An organisational restructure in 2018/19 resulted in the appointment of the Manager of Corporate and Financial Services, which was filled in January 2019. This allowed the department to redirect finance staff to other areas and an internal audit function was added. The function of the internal auditor role is to report directly to the CEO with regards to the review of Council processes and procedures and to assist in the improvement of internal processes where required.

Significant changes to records management continue to be made with the implementation of electronic records system being the first step towards a “paperless” office environment. The electronic records system has had a positive impact on staffing requirements for records management and as a result some time traditionally allocated to records management has been able to be redirected to other areas within the organisation.

Council's external auditors attended site twice throughout the year. The interim audit was carried out in May 2019, which assessed Council's internal controls and the year-end Balance Date audit was completed in August 2019. The Annual Financial Report for the year ending 30 June 2019 was presented to Council with an unqualified Audit Report and adopted at the Ordinary Meeting of Council held on 21 October 2019 and is included in this Annual Report.

Preparations for the 2019/2020 Financial Year commenced in February 2019 when staff began work on the City's Infrastructure and Asset Management Plan 2020-2029 and Long Term Financial Plan 2020-2029. These were followed by the Draft Annual Business Plan 2019/20 and Draft Annual Budget 2019/20 all of which were released for Community Consultation in May 2019 and were formally adopted by Council at the July 2019 Ordinary Meeting of Council.

Community Services covers a broad range of Council services and activities including the Visitor Information Centre, Port Lincoln Library, Nautilus Arts Centre, Port Lincoln Leisure Centre, Tourism, the Cruise Ship Welcome Program, Community Grant Funding Program, Community Wellbeing Programs and various community events.

The Community Development area assisted with the official opening events for the Skate Park Redevelopment and the Tuna Polar sculpture unveiling. A number of events were also held under the Resonance program enabling world class guitarists to play to the aged community. This program has great potential for Port Lincoln and neighbouring Councils in the coming financial year.

The 2018/19 Cruise Ship season was a great success, with 13 ships visiting Port Lincoln carrying a total of almost 28,000 passengers and crew. Some excellent videos were captured during the season which have been used effectively in promoting Port Lincoln in a number of forums and as far away as Florida, USA. These were also used at the Local Government Association SA '**Showcase Your Council**' conference with Council winning Best Product Stand. The team also assisted the Copper Coast Council in planning Wallaroo's first cruise ship visit in December 2019.



The Visitor Information Centre introduced a new "point of sale" system which increased both efficiency and productivity and allowed staff to accommodate the high demand of sale items, especially during the cruise ship visits. Given the significance of tourism for the City and the region, a Tourism Development Officer was engaged in July 2019. The promotion and support of tourism locally and regionally through the Visitor Information Centre, industry operators and the wider business community along with the effective delivery and implementation of the Council's Tourism Implementation Plan are the major objectives of the new role.

The Port Lincoln Library continues to be one of Port Lincoln's most highly utilised facilities, welcoming almost 74,000 people through their doors. It is a leading resource for the community, providing a wide range of library services and activities. In a year of constant progress, access to computer support and online resources witnessed a noticeable surge in demand, with digital training and other digital programs offered by the Library, such as the Tech Savvy Program, Digital Literacy Support Program and Online Training Program, proving to be very popular with the community.

The Nautilus Arts Centre continues to provide a range of shows to suit Port Lincoln's community and at prices to suit a range of budgets. Exhibitions from local to national exhibitors have attracted a wide cross section of people with both galleries and the foyer area being utilised. The facility continues to be used for conferences, weddings, special events, meeting rooms and the monthly Port Lincoln Markets and cruise ship markets, all of which have been well patronised.

The Port Lincoln Leisure Centre plays a significant role in engaging with the Port Lincoln community which is highlighted by the fact that there were over 123,000 paid visits during the 2018/19 financial year. It is anticipated that the expansion works will be completed in December 2019 and the addition

of a competition standard basketball/indoor stadium court, 3 new squash courts and an outdoor practice court will further enhance and compliment the current facilities on offer, creating a comprehensive multi-use sporting and recreation facility for the community.

## Corporate Services

### Rating & Property Information

Council works hard to ensure that rates are kept to a reasonable level, consistent with the needs of the community and ensuring financially sustainable outcomes. However, providing and maintaining services and facilities to acceptable levels requires funding and Council continually strives to find the right balance between achieving these outcomes and rating increases.

#### *Site Value as Rating Basis:*

The City of Port Lincoln used Site Value as the basis for valuing land for the 2018/2019 financial year. Council considers this method of valuing land provides the fairest method of distributing the rate burden across all ratepayers.

#### *Incentive for early payment of Rates*

Council provided a 2% discount for rates received in full on or prior to the 1<sup>st</sup> quarter due date. Only a small percentage of councils in South Australia offer this incentive.

#### *Rebate of Rates*

Type of Rebate	Number of Rebates	Reason of Rebate	Value of Rebates
<b>Mandatory</b>	7	Education	\$23,834.40
	16	Religious	\$48,133.60
	86	Community	\$58,894.65
	<b>Sub Total</b>		<b>\$130,862.65</b>
<b>Discretionary</b>	28	Community	\$23,475.45
	1	Services for Children	\$1,327.50
	<b>Sub Total</b>		<b>\$24,802.95</b>
<b>TOTAL</b>	<b>138</b>		<b>\$155,665.60</b>

### Financial Performance

#### *Financial Controls*

Section 125 of the Local Government Act 1999 requires Council to have appropriate policies, practices and procedures to assist Council to carry out its activities in an efficient and orderly manner that safeguards Council's assets and secures the accuracy and reliability of Council records. Council utilises proprietary software to manage its financial functions, from which budget and actual performance are measured, reported and analysed. The regular budget review process captures changes in revenue and adjustments to proposed capital works and operational income and expenditure, which provides an accurate estimation of the financial status of Council as at 30 June each year.

The role of the Audit and Risk Committee is to monitor the integrity of the financial statements, review the effectiveness of Council's internal controls and risk management systems and liaise with external auditors on relevant matters.

Section 129 of the Act, Conducts of Audits, requires that the auditor of a council must provide an audit opinion as to whether the internal controls audited are sufficient to provide reasonable assurance that the financial transactions of the council have been conducted properly and in accordance with the law. Integrated risk and control assessment software, based on the criteria in the *Better Practice Model-Internal Financial Controls*, is used to assist Council with the assessment, review and on-going monitoring of internal control practices to meet the mandatory requirements by which local government auditors must assess the internal controls exercised by a council.

Council utilises the services of accounting and audit firm, Dean Newbery & Partners, to perform the external audit of Council's financial controls and Annual Financial Statements.

#### *Loan Borrowings*

Council has undertaken loan borrowings for a number of reasons which include Council loans for infrastructure projects and community loans provided to local community groups and sporting organisations to assist them to self-fund their major infrastructure projects.

A summary of the loans undertaken by Council are detailed in the following table.

Purpose of Loan	Commencement Date	Original Loan Amount	Loan Balance 30 June 2019	Interest Rate	Term of Loan & Completion Date
<b>Council Loans</b>					
Port Lincoln Leisure Centre Site Purchase	August 2015	\$4,213,830	\$3,730,585	4.75%	20 Years August 2035
Port Lincoln Leisure Centre Refurbishment	August 2016	\$4,000,000	\$3,500,000	Variable 3.89%-3.95%	20 Years August 2036
<b>Community Loans</b>					
Port Lincoln Bowling Club – Artificial Greens	July 2013	\$ 419,000	\$217,270	5.60%	10 Years July 2023
Port Lincoln Hockey Association – Resurface Hockey Pitch	October 2017	\$70,000	\$50,383	3.85%	5 Years October 2022
Port Lincoln Golf Club – Installation & Construction of Dam & Irrigation	May 2018	\$575,000	\$528,428	4.55%	10 Years May 2028

#### *Auditor Independence*

Dean Newbery & Partners, with partner and lead auditor Samantha Creten, undertook the audit of Council's internal financial controls and the presentation of financial reports as required for the 2018/2019 financial year (refer Appendix C).

The Local Government (Financial Management) Regulation 14 requires the Chief Executive Officer and Mayor to sign a statement certifying that:

- a) The financial statements comply with relevant legislation and Australian Accounting Standards
- b) The financial statements present a true and fair view of the financial position, results of the operations and cash flows of Council

- c) Internal controls implemented by Council provide a reasonable assurance that its financial records are complete, accurate and reliable and were effective throughout the financial year
- d) The financial statements accurately reflect the accounting and other records of Council and
- e) That the CEO and Mayor have been authorised by the Council to certify the annual financial statements in their final form.

In order to affect this certification process, Council is required to authorise the CEO and Mayor to sign the certification of the statements in their final form when completed. The result of this process is that Council cannot alter the audited financial statements and the final statements will be presented to Council for information only.

Council has not engaged its auditor, Dean Newbery and Partners, to provide any services outside the scope of its functions as Council's auditor.

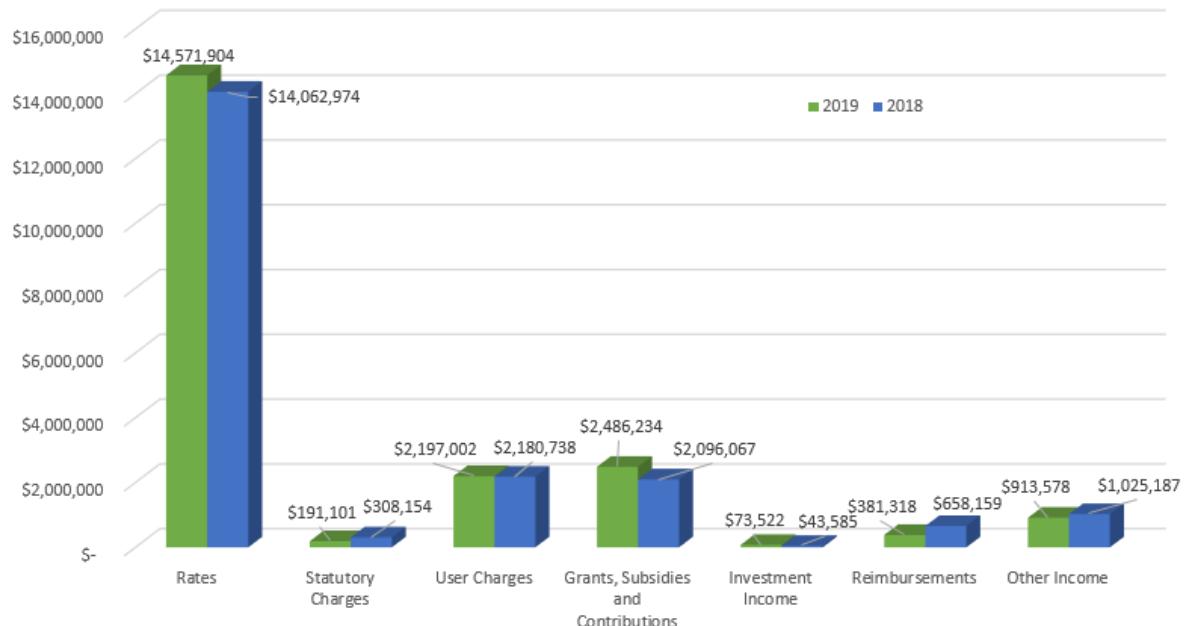
Pursuant to Local Government Act 1999, Section 128(9) and Schedule 4, the remuneration payable for the annual audit of Council's financial statements and interim audit report for the work performed during the 2018/2019 financial year was \$23,911, being \$19,896 for audit services and \$4,015 for travel expenses.



[KG Shreyas Thimmaiah CC BY-SA 4.0](#)

## Financial Performance at a Glance

Income 2018-19 Total \$20,814,658



**Rates/Fixed Charge**



**Waste & Recycling Cost Recovery**



**Animal Registration**



**Fees Nautilus Arts Centre Production & Shop Sales**



**Commonwealth Grants**



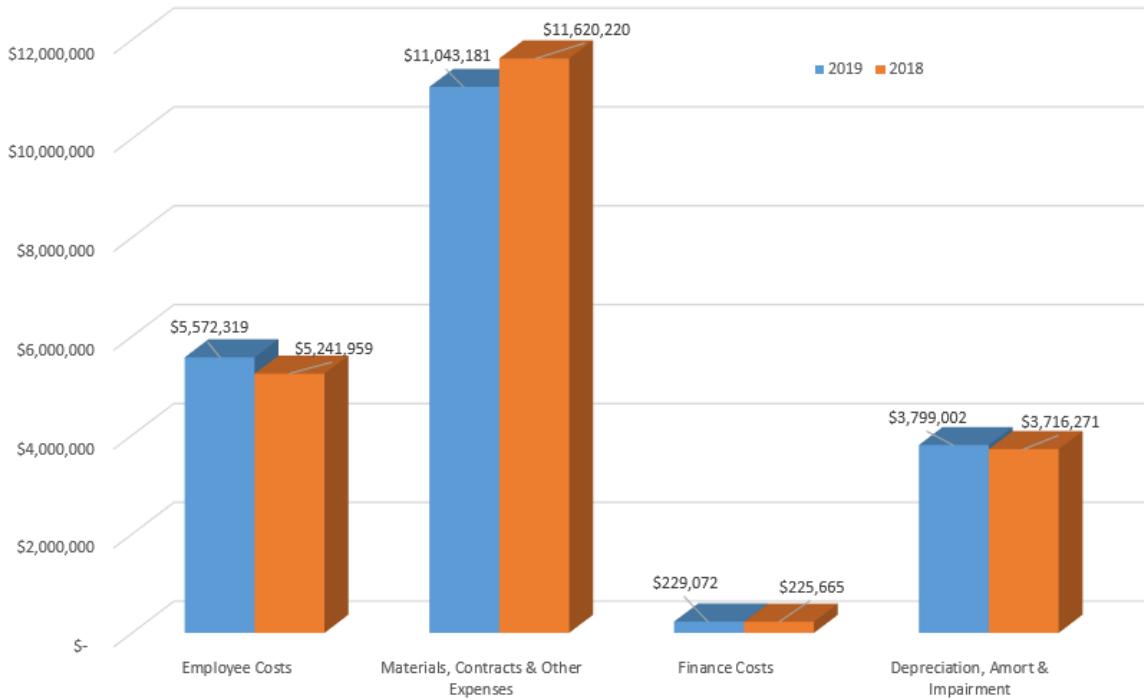
**Investment Income**

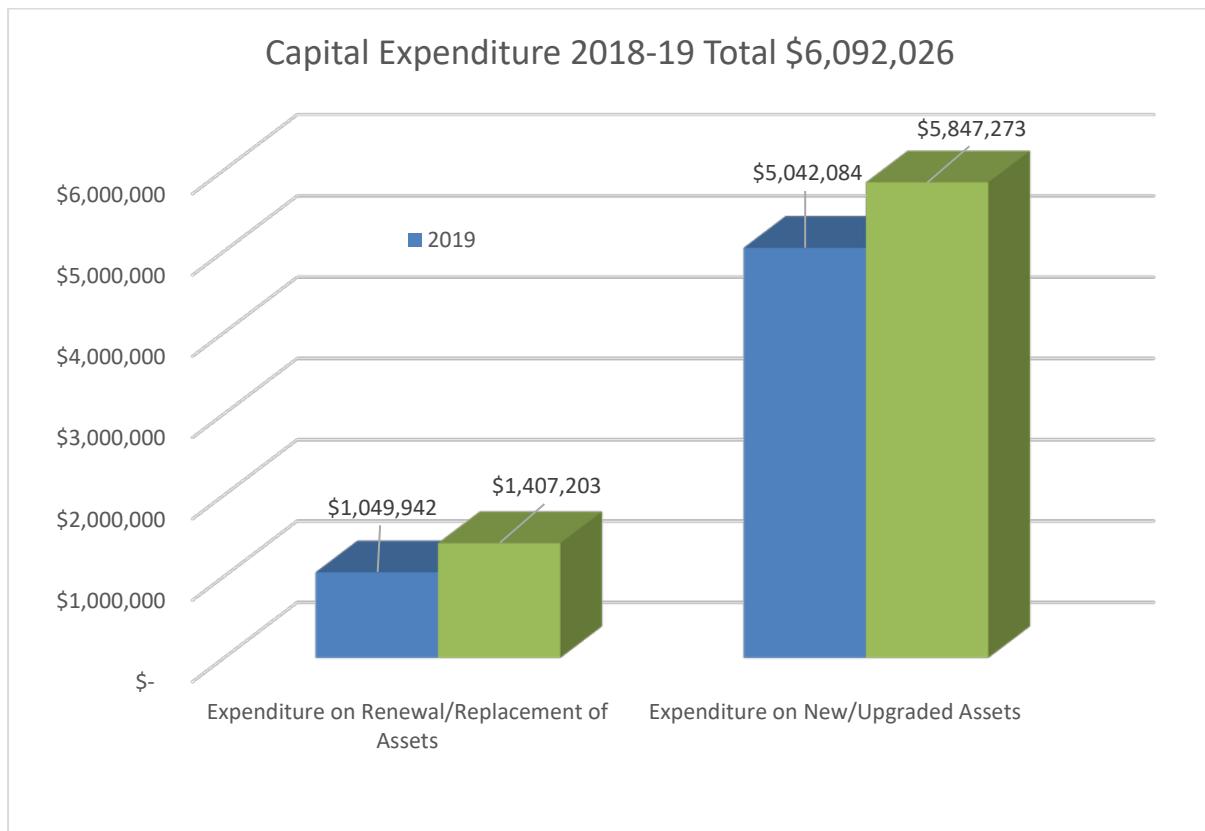


**Reimbursements**



## Expenses 2018-19 Total \$20,643,573

**Salaries & Wages****Waste Management Contract****Utilities****Power Lines Environmental Committee Project Expenses****Leisure Centre Depreciation**



## **MAJOR PROJECTS**

### ***Renewal/Replacement***

- Road Reseals
- Replace Cricket Pitches
- Major and Minor Plant
- Water Reuse Scheme Pump Replacements
- Depot – Main Workshop

### ***New/Upgrade***

- Leisure Centre Expansion
- Liverpool Street Pump Station
- Train Playground Toilets
- Footpath Construction
- Skate Park Expansion

## Records Management

The maintenance of effective, efficient, reliable and compliant records of Council's business and transactions is an internal operational function.

### **Creation of Records in 2018/2019**

Incoming Records	21,780	32% increase
Outgoing Records	10,395	19% increase
Internal Records	8,241	28% increase
<b>Total Records</b>	<b>40,416</b>	<b>28% increase</b>

Council continued with the improved electronic record keeping system by transitioning archived files to an external storage provider. The purpose of this transition was to ensure the security and longevity of archived records.

Council's records management system will undergo a review in 2019/2020 with the aim to gain compliance under State Records General Disposal Schedule 21 (GDS21). In November 2019, State Records will release the new and improved General Disposal Schedule 40 (GDS40) which Council, along with all Local Government Agencies, will begin implementing in early 2020.

## Information Technology

Due to the increasing IT demands within the organisation, an ICT Services officer was employed in September 2018. This role ensures the smooth and efficient day-to-day running of IT and communication services and user support requests across all user sites within Council in addition to attending to various IT projects and tasks.

The following significant IT projects were completed in 2018/2019:

- Windows Server Update which incorporated a full server update and migration from Server 2008 to Server 2016;
- Annual IT Disaster Test Recovery was successfully run for the first time in May 2019 with a full report and results being presented to the Audit and Risk Committee for review;
- Cisco Call Manager Upgrade;
- Active Directory Restructure

## Competitive Tendering and Cost Effective Services

### *National Competition Policy*

Under the requirements of the Local Government Act, 1999 Schedule 4 1(j) and the National Competition Policy there were no significant Council-owned or operated business activities created, undertaken or ceased for 2018/2019.

Council received notification from the Essential Services Commission SA (ESCOSA) in February 2019 advising the Competitive Neutrality Complaint regarding the Port Lincoln Leisure Centre that Council

provided as response to the Department of the Premier and Cabinet in March 2018 had been referred to the Competition Commissioner (Commissioner). ESCOSA was tasked to investigate the matter further, with a view to providing advice to the Commissioner for the Commissioner to make a final determination. Council met with ESCOSA representatives in April 2019 and made their final submissions to ESCOSA and then to the Commissioner in October 2019. Council is waiting for the Commissioner to make his final determination on the matter.

#### *Purchasing Policies and the Provision of Services, Contracts and Agreements*

Council continues to strive to provide value for money in service delivery to the ratepayers of the City of Port Lincoln through the adoption and utilisation of best practice purchasing and procurement policies. Council regularly undertakes reviews of its policies as required by the Local Government Act. The Contracts, Tenders, Purchasing and Disposal Policy 7.63.1 encompasses the following principles:

- ❖ Monetary limits
- ❖ Use of Local Government Corporate Services Supply Agreements
- ❖ Pre-Qualified Contractor Register
- ❖ Quotations, tendering and evaluation
- ❖ Outsourcing Council functions
- ❖ Additional considerations such as environmental, buying locally and Australian made, health and safety
- ❖ Disposal of surplus goods & materials and Council land.

Council is committed to implementing fair, transparent and consistent procurement practices when tendering for goods and/or services and in terms of Council's procurement policy, the following is applied:

- Goods and services for less than \$5,000:
  - Quotations are obtained where applicable.
  - Council purchases from a single source, without first obtaining competing bids, is permitted for low value, low risk goods and services and/or where the supplier already has a successful service history with the Council.
- Goods and services between \$5,000 and \$50,000:
  - Council obtains quotations from prospective suppliers including specification and scope documentation for works, where applicable.
  - Council will aim to achieve up to 3 written quotes.
  - Council will refer to Council's Prequalified Contractor Register where applicable, which provides Council with an efficient method of obtaining goods and services from contractors to meet its operational requirements.
- Goods and services between \$50,000 and \$150,000:
  - Council obtains written quotations from prospective suppliers including specification and scope documentation for works.
  - Where possible, a minimum of three quotations will be obtained, preferably from parties contained within the Pre-Qualified Contractor Register.
  - Public notification will be via advertising through Council's Web Site, Port Lincoln Times Page and Classified Ads.
- Goods and services over \$150,000

- Council issues a tender for proposed goods or services.
- Council may issue a “Select” Request for Tender where a Request for Expressions of Interest has already been issued or where there is reasonable grounds for only dealing with a select group of potential suppliers.
- Invitations to tender shall be advertised in The Advertiser under Local Government Tenders, on Councils website and/or local newspaper on at least one occasion.
- All submissions received are treated in a confidential manner.
- The CEO or his/her nominee shall have custody of the Tender Box, the unopened tenders therein and the Tenders Register.
- The lodgement of Tenders through electronic means is acceptable and these are to be received into the Electronic Tender Box set up for the tender process.

Council has engaged the services of Local Government Association Procurement to conduct an audit of Council’s procurement processes in order to update and improve Council’s processes and prepare a new Procurement Policy for adoption. This process is well underway.

## **Community Services**

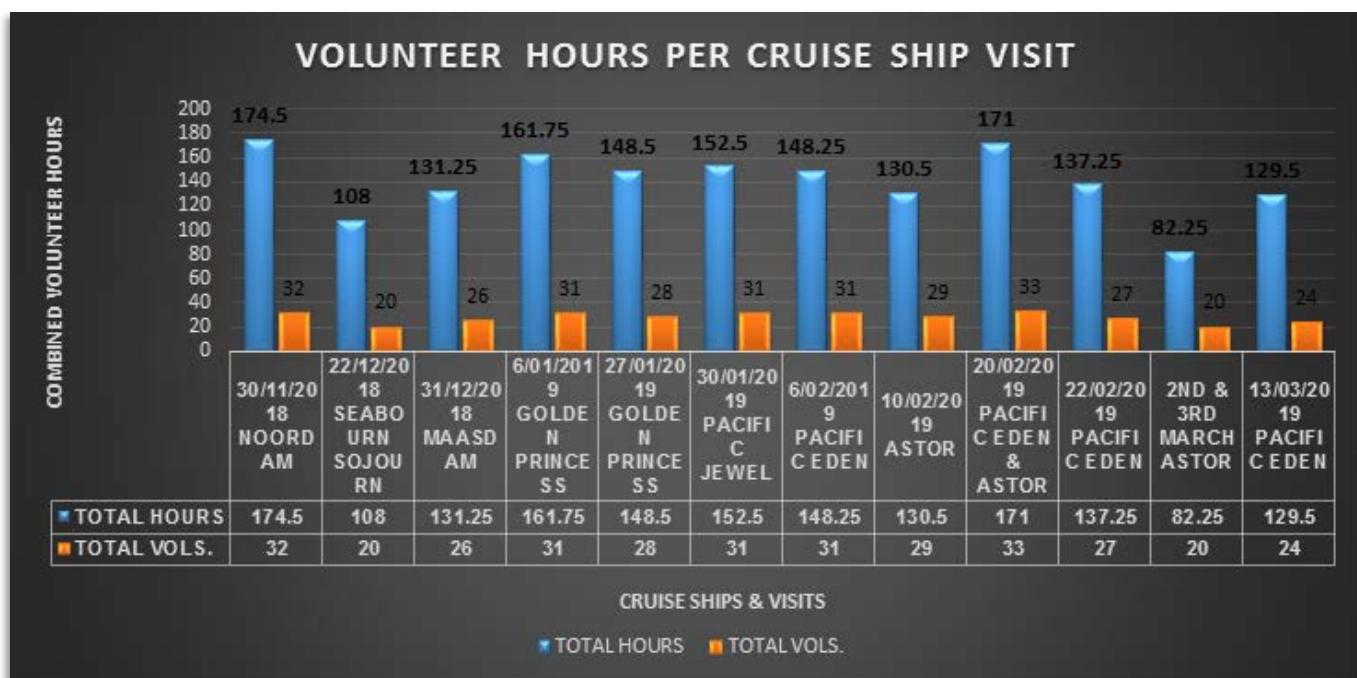
### Community Wellbeing

A pilot project for the Resonance program was successfully held with one event held at the Matthew Flinders Day Care Centre and the other event held at the Port Lincoln Library. For a small cost, Council were able to pay for the musicians, which were organised by the Adelaide Guitar Festival who also paid travel and accommodation costs and organised what was needed at the venues. The venues provided morning/afternoon tea and invited their clients. Given the success of the project, we are looking into expanding into other venues and other Council areas by partnering with District Council of Tumby Bay and District Council of Lower Eyre Peninsula.

### Volunteers

During the 2018/2019 financial year the active volunteers were engaged in programs at the Nautilus Arts Centre, Port Lincoln Library, Mill and Settler’s Cottages and the Cruise Ship Welcome Program. Volunteer hours continue to be calculated and reported each Financial Year.

The Cruise Ship Program has developed into Council’s most extensive volunteer program and the chart below shows the number of Volunteers and Volunteer hours undertaken across the Cruise Ship Welcome Program:



### Community Funding

The City of Port Lincoln supports the development of a vibrant, diverse and connected community by providing financial assistance (either in cash or in-kind) through the Annual Business Plan and Annual Budget process and dedicated Community Grant Funding Program.

In 2017/2018 a new funding distribution model was developed to ensure a robust and equitable process which included Expressions of Interest (EOI) being submitted for evaluation and review.

The following table outlines major community grant funding amounts distributed in the 2018/2019 financial year:

Community Grant Funding - Major	Funding Granted (Cash and in-kind)
PORT LINCOLN TUNARAMA INC.	\$32,500
COMMUNITY HOUSE PT LINCOLN INC	\$10,000
EP AUTOSPORTS CLUB INCORPORATED	\$10,000
WEST COAST YOUTH AND COMMUNITY SUPPORT INC	\$10,000
SOUTHERN EYRE ARTS INCORPORATED - SALT FESTIVAL	\$ 9,100
VARIETY - THE CHILDREN'S CHARITY	\$ 5,454
PORT LINCOLN MUROTO FRIENDSHIP GROUP INC.	\$ 5,000
EYRE FUTURES INC	\$ 5,000
AUSTRALIAN RED CROSS - PORT LINCOLN	\$ 2,500
PORT LINCOLN CITY BAND INC	\$ 2,500
<b>TOTAL</b>	<b>\$92,054</b>

Minor Grant Funding for varying amounts below \$1,000 were also allocated to community groups including Port Lincoln Arts Council, Blue Light (SA), Passionis Productions and Koori Kids.

### Port Lincoln Library

The Library continues to be a meeting place for many and a venue for displays and gatherings. The Spinning and knitting group, card players, Matthew Flinders' Day Centre, Bedford Group, parent groups and children all utilise the Library on a regular basis. The Library provides a venue for study/tutoring sessions, informal meetings, space for individuals to read the newspaper, go online, relax and receive learning support.

**PORT LINCOLN LIBRARY**

A welcoming and inclusive place for all our community

**2018-19 STATISTICS**

**Library Members:** 6269  
**New users registered:** 735  
**People through the doors:** 73985  
**Outreach - home deliveries:** 400 loans: 3514  
**Children's programs:** 215 attendance: 3983  
**Adult programs:** 100 attendance: 1239

**COLLECTION DATA**

**Library holdings -** 27191  
**New items added -** 3925  
**Circulation -** 130383

**DIGITAL DATA**

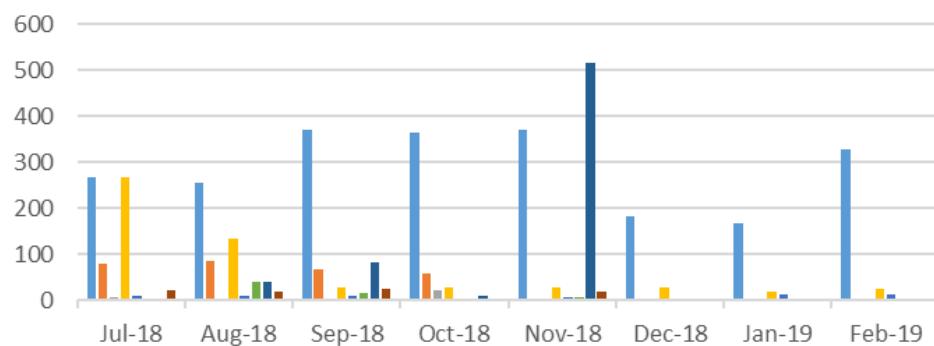
**Digital magazines loans -** 3623  
**ebook loans -** 6776 **audiobook loans -** 3156  
**online training -** 153 courses  
**ancestry searches -** 867  
**Public PC logins -** 4816 **Hours -** 2630  
**Digital literacy support sessions (group and individual) -** approx 850

**PROGRAMS & EVENTS & DISPLAYS**

**ESTHER CAMPION BOOK LAUNCH**

**ADELAIDE GUITAR FESTIVAL RESONANCE EVENT**

### Library Activities - 2018/19



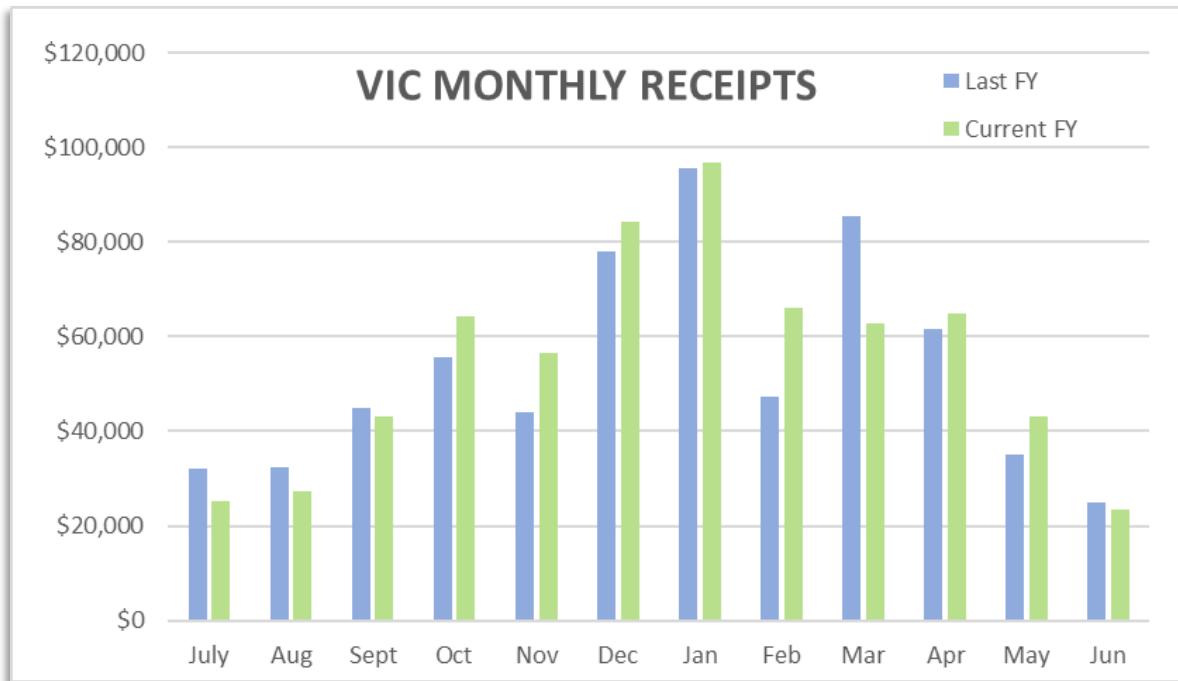
	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19
New users registered	267	255	371	365	370	184	169	329
New items added to collection	81	87	68	58				
Online training courses (logins)	7	3	4	23				
Ancestry database searches	268	135	30	30	28	28	20	26
JP service (avg hours) per month	10	10	10	5	7	5	15	15
Adult events/community programs	0	42	16	6	8			
Adult Event attendees	0	42	82	11	515			
Childrens Event / Storytime	22	20	26	6	21			

### LIBRARY MONTHLY VISITORS

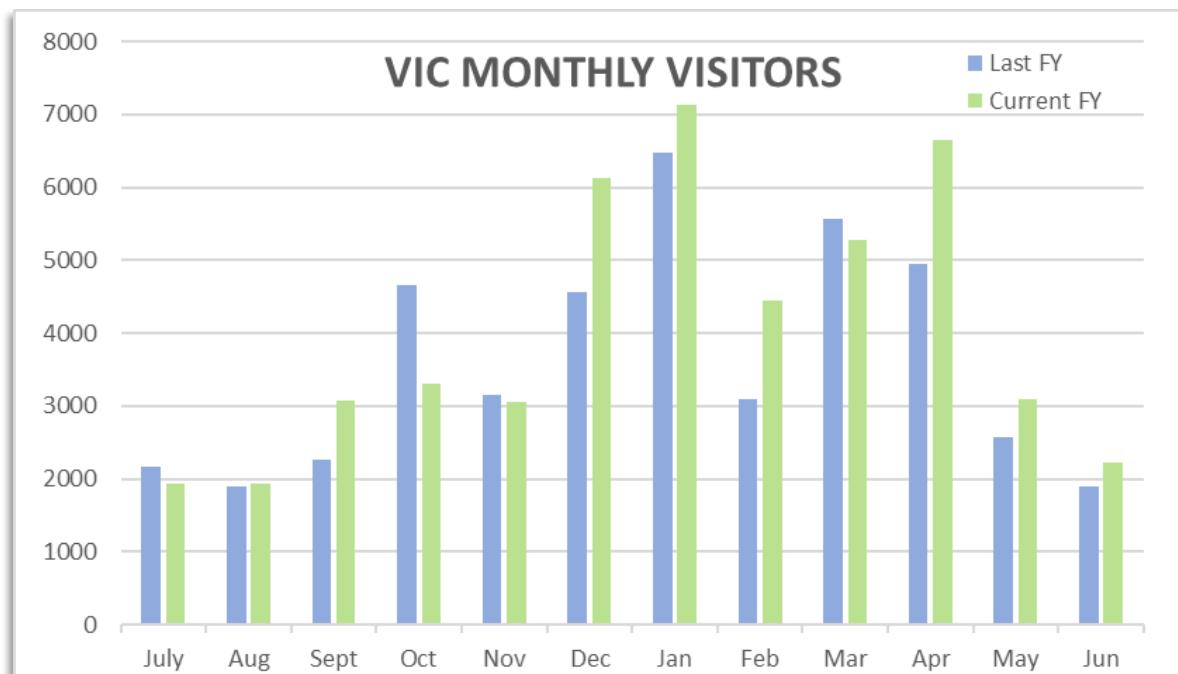


## Tourism

The Visitor Information Centre (VIC) started the financial year slower when compared to the same period last year, however made some significant increases over the equivalent period from October onwards and ending the year with actual receipts being slightly higher than the previous financial year.

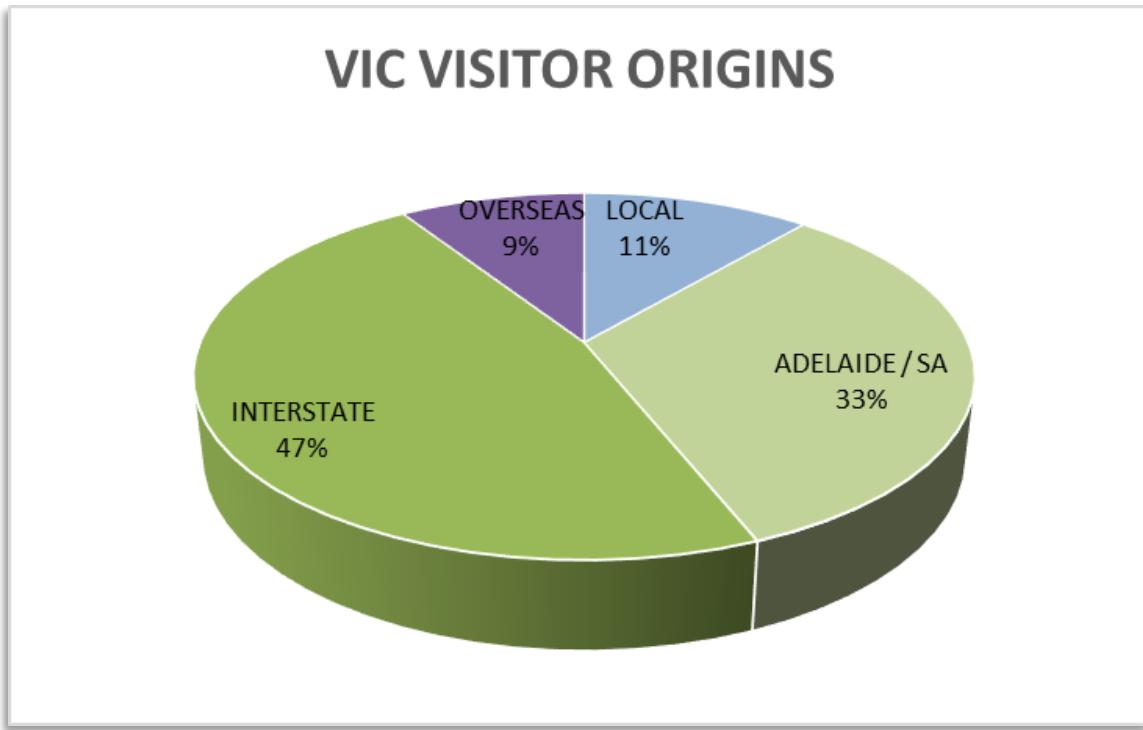


Visitors generally showed a growth in numbers, particularly from December onwards. The increased cruise ship visits, Tunarama Festival and SALT Festival all had a positive impact.



These figures relate to the number of people that come to the counter at the VIC where information on place of origin could be sourced.

Visitors showed a growth in numbers over all categories over the 2018/2019 financial year with growth experienced in all areas other than 'local'. There was a steady growth in interstate visitors from August this year and from overseas visitors during the cruise ship season. The three additional cruise ship visits could be attributed to this growth for both the interstate and overseas markets.



### Cruise Ship Welcome Program

The 2018/19 cruise ship season saw Port Lincoln hosting 13 cruise ships with a total of some 27,000 passengers and crew.

Data provided from the South Australian Tourism Commission via the Australian Cruise Association reflects that the economic contribution from the cruise ships to Port Lincoln was \$8.3 million, with direct expenditure accounting for \$4.2 million. This is an average spend per person of \$155. During the season over 3,000 passengers pre-booked with the cruise line to take a tour in Port Lincoln, with many independent bookings made directly.

The Visit Port Lincoln website is capitalising on those passengers who wish to book direct with a page dedicated to cruise ship on-shore excursions.

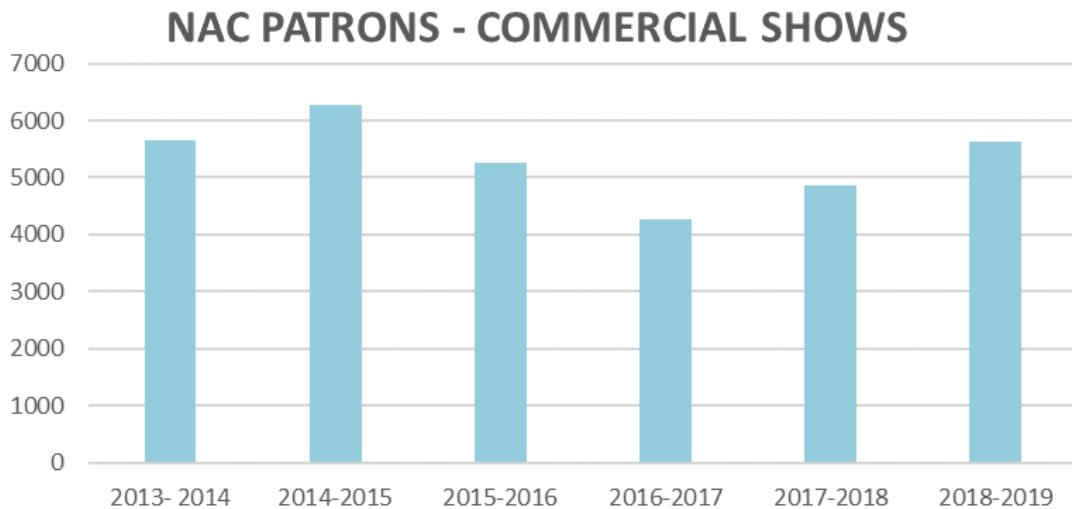
### Nautilus Arts Centre

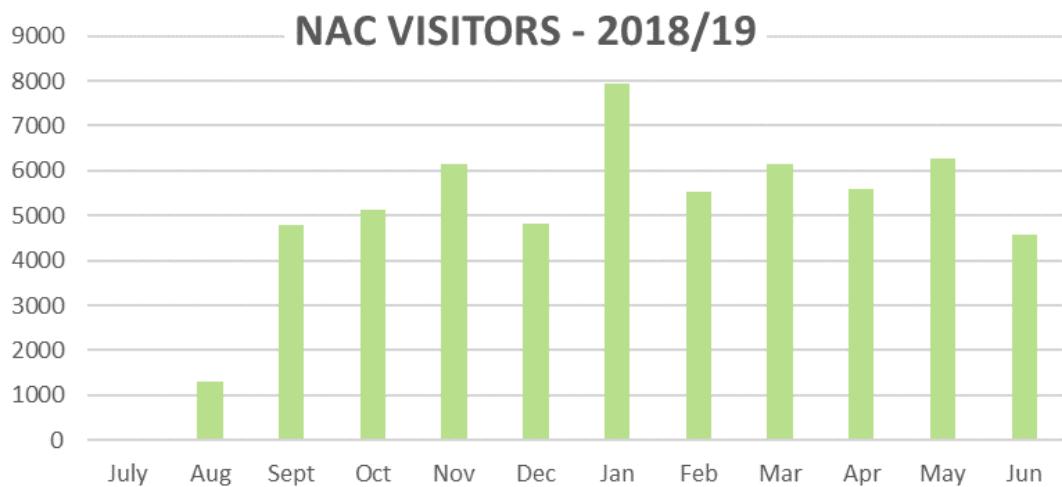
The Nautilus Arts Centre continues to provide a variety of shows engaging all sectors of the community ranging from The Gruffalo to sell out comedian Carl Baron, to dance and theatre. We continue to develop relationships with national theatre companies such as 'Shake & Stir', Country Arts SA, the Port Lincoln Arts Council and the Port Lincoln Art Group, with local artists being showcased during cruise ship visits. The two galleries hosted a number of local and touring exhibitions including the very popular VIETNAM – ONE IN ALL IN exhibition and the 11<sup>th</sup> Port Lincoln Art Prize, which included a number of thought provoking pieces.

An important financial reporting distinction was made in 2018/19 whereby theatre shows were split between Commercial Shows Purchased and Commercial Shows Hired. This is an important distinction as the income generated is significantly different and also provides a greater degree of analysis when reporting.

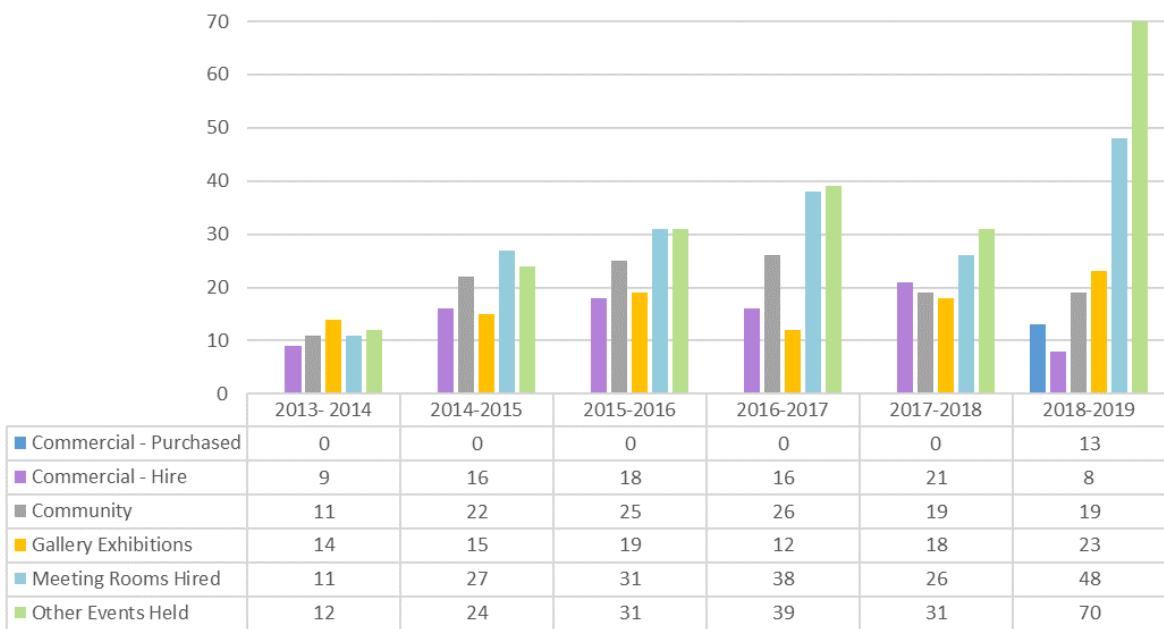


The tables below reflect the various activities for the year:





### NAUTILUS ARTS CENTRE ANNUAL ACTIVITIES



### Grant Funding

The City of Port Lincoln was successful in several grants totalling \$620,000 that were applied for during the 2018/2019 financial year. The details are as follows:

- **Parnkalla trail redevelopment of the wharf precinct.** A \$400,000 grant from the Minister for Planning under the ‘Places for People’ program.
- **Leisure Centre Stadium Redevelopment.** A \$190,000 grant from the Minister for Recreation, Sport and Racing to assist with the redevelopment of the Port Lincoln Regional Leisure Centre Stadium.
- **Stormwater Study.** A \$110,000 grant was received from the Stormwater Management Authority for the designs for the Liverpool Street/Eyre Street Pump Station Project.
- **Cricket Pitch Upgrades.** A \$31,945 grant from Cricket Australia to upgrade the cricket pitches at Ravendale and Poole ovals



### Regional Development Australia – Whyalla and Eyre Peninsula (RDA)

Council continues to contribute financially to Regional Development Australia – Whyalla and Eyre Peninsula (RDA-WEP). Recognising the importance and benefits of promoting tourism and economic growth in the region, Council contributed \$76,725 to the RDA-WEP in the 2018-2019 financial year.

## INFRASTRUCTURE AND REGULATORY SERVICES

### Message from the Business Manager – Jade Scott

The Council and its Administration have continued to make an important contribution to the infrastructure and safety of our community which is evidenced throughout this report. It affirms that our City is a vibrant, friendly and progressive place to live, conduct business and work in; offering our residents, employees, businesses and visitors an enviable location and lifestyle.

We actioned approximately 720 customer request/work orders, collected 13,175 tonnes of waste (of which 2,286 tonnes were recycled), maintained five ovals and irrigated with 148 ML of recycled water, processed 279 development applications, registered 2,766 dogs, managed 284 dog and cat customer requests, and inspected 66 operators for environmental health performance.

This is only a small sample of our undertakings. Importantly these figures do not simply represent activities in isolation; they reflect a commitment to connecting residents with open spaces, businesses and community spaces.

We continued momentum and focus on key projects such as the Parnkalla Trail Wharf Precinct and the installation of the Tuna Poler Statue as well as improvements to our play spaces, namely the Train Park. We commenced construction of the Liverpool/Eyre Street Stormwater Pump Station which is one of the most significant public infrastructure investments to protect commercial property and Liverpool Street from impacts of flooding. This project and that of the Leisure Centre and London Street Bridge have required large investments and challenged our project management resources and financial capacity. As a consequence we have commenced service reviews to focus on increasing value and eliminate waste from our processes and practices. Our workforce and leaders have diligently begun to identify opportunities for improvement to be implemented over the coming financial years.

Council endorsed the Project Plan and Communications Strategy for the Precinct Masterplan Project in October 2018. Through an open market tender process, the contract to undertake the design concept for the Foreshore and streetscape renewal and urban landscape work for the CBD and Marina precincts was secured by Jensen Plus, an architecture and urban design practice based in Adelaide. In line with the Project Plan, the design team led by Jensen Plus with input from Infraplan traffic engineers and Brecknock Consulting's public art and cultural consultants worked in consultation with the Project Steering Group, relevant departments from the City of Port Lincoln and community, government and business stakeholders to develop a draft Foreshore, CBD and Marina Masterplan. The design team conducted extensive stakeholder early engagement to deliver co-design workshops that enabled the community to input into the concept design. Community consultation on the draft Masterplan is expected to take place in October and November of 2019.

## Civil and Operational Services

### Sustainable Resource Management

#### *Waste & Recycling*

The Resource Recovery Centre has continued to operate under the Waste Management Services contract with Veolia Environmental Services.

Veolia Environmental Services commenced their 10-year plus 5-year right of renewal contract in October 2018 and continue to operate with efficiency striving to optimize processes and technology in their management of the landfill site.

Council contributed to the installation of security cameras at the site with no other major capital works being undertaken in 2018/19.



#### *Landfill*

The total amount of solid waste transported to the Veolia Environmental Landfill site, Glenfield – Butler, was 10,570 tonnes with a further 773 tonnes of solid waste going to Cell 4 at the Resource Recovery Centre. The average participation rate for household waste was 81%.

#### *Recycling*

- 1,832 tonnes of recycling was processed and transported to Adelaide and the average participation rate for household recycling was 60%.
- 18 tonnes of E-Waste (e.g. televisions) were received and sent to Adelaide for recycling.
- 218 tonnes of scrap steel were baled and recycled.
- 3,497m<sup>3</sup> of green waste and 90m<sup>3</sup> of timber pallets were received and mulched at the Resource Recovery Centre.

#### *Weighbridge*

The new weighbridge computer and software program installed at the Resource Recovery Centre in the 2017/2018 financial year has now been operational for 12 months.

The provision of more accurate data from the weighbridge has improved the capabilities and efficiencies for collection of data both financial and statistical for reporting requirements.

## Roads, Footpaths & Kerbing

### *Road Construction*

No major road construction was undertaken in the 2018/2019 budget.

### *Road Seal Program*

Council's Road Reseal Program is determined by a road surface manager software program (RSM) which is based on a re-seal expenditure budget of \$660,000 for the 2018/19 financial year.

Roads shown in the table below were resealed.

Road Name	From Description	To Description	Area (m <sup>2</sup> )	Actual Cost
Althorpe Ave	Paringa Ave	Margaret Ave	3110.4	\$24,952.59
Blackman Pl	East Bdy Sari Hall	Mortlock Tce	855	\$7,131.79
Bowling Ave	Telford Ave	New West Rd	1268	\$9,111.08
Broadway St	Yandra Tce	Pavana Cres	768.7	\$5,736.44
Cardiff Rd	Volante St	Hindmarsh St	2293.3	\$17,969.75
Cook St	Stevenson St	Knott St	4461	\$25,675.53
Duncan Ave	18m SE Flinders Ave	9m Nth Wandana Ave	2086.8	\$16,092.97
Eltham Ave	Stevenson St	Knott St	2998.1	\$23,297.18
Flaxman St	Upper Section	End	1569.1	\$9,042.11
Flinders Ave	Duncan Ave	38m East Banksia Cres	801.8	\$6,971.03
Flinders Ave	38m East Flinders Ave	110m West Banksia Cres	1060.6	\$10,137.36
Flinders Hwy	East Bdy Flinders Park	Hallett Pl	2504.2	\$15,506.67
Flinders Hwy Access	Flinders Hwy	Flinders Hwy Access	337.7	\$3,936.85
Ikaros St	Follett St	Heath St	1189.5	\$9,945.20
King St	Entrance Boston Hotel c/p	Exit Boston Hotel C/p	1539.8	\$9,413.09
London St	90m east Brougham Pl	Stevenson St	865.60	\$5,122.28
London St	Knott St	Hindmarsh St	9773.8	\$70,724.48
Lower Flaxman St	Flaxman St	End	403.9	\$4,038.18
Matthew Pl	Ansley Pl	Gliddon St	4955.1	\$38,042.02
Mitton Ave	Swann St	End	1177.5	\$10,890.28
Morialta Cres	Althorpe Ave	Margaret Ave	2312.6	\$17,499.59
Pavana Cres	Moonta Cres	Shepherd Ave	2035.4	\$15,539.39
Penhurst Rd	Oxford Tce	Brockworth Rd	1804.3	\$14,222.82
Porter Street - On Street Carpark	London Street	Washington Street	232.2	\$7,805.00
Porter Street - On Street Carpark	Liverpool Street	Napoleon Street	228.8	\$6,050.00
Porter Street - On Street Carpark	London Street	Washington Street	255.2	\$7,955.00

Road Name	From Description	To Description	Area (m <sup>2</sup> )	Actual Cost
Proper Bay Rd	Pine Freezers Rd	140m NE Pine Freezers Rd	1150	\$10,740.82
Quorna Ave	Margaret Ave	Althorpe Ave	955.3	\$5,323.82
Roxby Rd	Hamilton	Margaret Ave	1171.5	\$9,074.75
Ryan St	Edinburgh St	Boston St	638.6	\$4,005.60
Shepherd Ave	Moonta Cres	Bomar St	1793.7	\$13,813.92
Shepherd Pl	Yandra Tce	Shepherd Ave	640.8	\$4,241.53
Shields St	Tulka Tce	Tobruk St	821.5	\$6,694.73
St Andrews Drive	Jubilee Drive	Bridge Cres	6992	\$52,059.20
Stevenson St	Cardiff Rd	Eltham Ave	2244	\$17,464.18
Stuart Tce	New West Rd	Ocean Ave	3221.5	\$23,757.56
Tacoma St	Coronation Pl	Hecla St	1236.6	\$9,873.56
Trafalgar St	London St	Cook St	2163.2	\$15,727.83
Trafalgar St	Kent Pl	Power Tce	1173.1	\$9,049.11
Trafalgar St	Cardiff Rd	London St	2138.6	\$16,496.70
Wavell Rd	Hindmarsh St	Trafalgar St	2838.2	\$21,732.82
Windsor Ave	Stamford Tce	Proper Bay Rd	5288.6	\$33,085.06
York St	Barnard St	Knott St	1925.9	\$14,806.63
				<b>\$660,756.50</b>

### *Footpath Priority Strategy*

The Footpath Construction Program, in line with Council's Infrastructure Asset Management Plan (IAMP) and Long Term Financial Plan (LTFP), has continued to be implemented.

The minimum desired service standard of a 1.2 metre wide concrete footpath on a least one side of all road segments was adopted.

Key travel generators including proximity to the Central Business District, recreational assets and child care centres were used to formulate a priority footpath program.

### *Footpath Construction*

New footpaths are constructed to maintain the network standard of the IAMP to continue the creation of a fully connected footpath network for residents in Port Lincoln.

The 2018/19 Program included the construction of the following footpaths:

- Cardiff Road – Knott St to Stevenson St
- Brockworth Road – Normandy Pl to Dorset Pl
- Prospect Road – Flinders H'way to McFarlane Ave
- McFarlane Ave – Tennyson Tce to Clyde St

Porter Street footpath from London Street to Edinburgh Street was also undertaken as part of the PLEC Scheme



## Stormwater Management

### *Liverpool Street Pump Station/Rising Main Design Work*

The final design of the new Liverpool and Eyre Street pump station/rising main was approved with for construction to be completed late 2019.

The new facility will improve the current infrastructure in place which performs at about a 2-year Average Recurrence Interval (ARI) standard resulting in a 40% chance of flooding in any given year to a system at about a 20-year ARI flood event reducing the chance of flooding to 5% in a year. The system has been designed with the ability to further increase the pumping capacity to improve the systems performance.

### *Review – Stormwater Management Plan*

Council continues to implement the Stormwater Management Plan (SMP) for maximum risk management outcomes in line with IAMP and LTFP which will assist in the management of future development and planning of stormwater infrastructure within the City.

## Port Lincoln Environment Committee Scheme

### *Streetscape Design – Porter Street and Washington Street*

The streetscape works, including the footpath paving along the section of Porter Street from London Street to Edinburgh Street were completed in conjunction with the Port Lincoln Environment Committee (PLEC) works in the area.

This is a continuation of the implementation of Council's strategic directions CBD 10-year PLEC Program to have all the power lines in the CBD placed underground and streetscape works (including the planting of established street trees), paving and roadworks to complement the area.

## Plant Replacement

### *Fleet Maintenance*

Council's Plant Replacement Policy program was developed to support and ensure the provision of adequate vehicles and plant to ensure efficient, safe construction and maintenance activities are undertaken.

Two major items of plant were purchased in accordance with the replacement program.

- 1) Construction Supervisor's Vehicle:  
– Isuzu Dmax Dual Cab
- 2) John Deere Tractor
- 3) Wiedenmann Oval Mower



## Community Infrastructure Services

### Water Resources Management

Council continued its commitment to minimise potable water in council reserves by irrigating all major parks, reserves and ovals with recycled water. In 2018/19, Council's recycled water treatment plant produced 148 mega-litres of recycled water with the bulk of this being utilised on Council-owned irrigated open space. The balance was used for irrigation of turf at private sites Port Lincoln Racing Club, St Joseph's School and Navigator College.

Engineering design work is also nearing completion for a recycled water connection to irrigate South Point Drive in conjunction with construction of the new Lincoln Cove East Reserve.

### Council Properties and Facilities

#### *Ravendale Scoreboard Replacement*

The electronic scoreboard at Ravendale football and cricket oval was replaced with a full colour screen producing sharper resolution to improve visibility. The new screen includes match day sponsorship options as well as scoring formats covering a multitude of different sports. The scoreboard also integrates with the national MyCricket scoring platform allowing easy use for cricket matches.

#### *Council Office LED Lighting Upgrades*

Old fluorescent tube technology was replaced with energy efficient LED lamps in major Council facilities including the Council Civic Centre Office Tenancies, Visitor Information Centre, Ravendale Community Sports Centre and Council Works Depot. More than 50% of the cost of the upgrade was subsidised through grant funding resulting in a payback period (that is, the time taken for the reduction in electricity costs to repay the cost of the upgrade) of approximately 12 months.

#### *Cricket Pitch Upgrades to Ravendale and Poole Ovals*

A positive step was made towards raising the standard of our sport facilities in 2019 with upgrades to cricket pitches at Poole Oval and both Ravendale Ovals in a project supported by South Australian Cricket Association (SACA) and co-funded by the Australian Cricket Infrastructure Fund. The old concrete pitches were replaced with larger, regulation size pitches that meet the Australian Community Cricket Facility Guidelines. The added width will help beginners playing on these grounds and the upgraded turf covers has resulted in benefits to all users. Permanent synthetic cricket surfaces have been applied to all three pitches, removing the need for placement of mats each week. For winter sports, synthetic grass and rubber compound meeting regulation impact attenuation standards will improve the safety for players and remove the need for placement of soil and rye grasses each year for winter sport.

## Public Places

### *Foreshore, CBD & Marina Precinct Master Plan*

Public consultation and co-design sessions were held in November 2018 marking the start of Council's master planning project focusing on the Foreshore, CBD & Marina precincts and the linkages between them. Targeted sessions with relevant stakeholders along with sessions aimed at the general public were very well attended and helped to shape the basis for the Draft Master Plan that has been recently released. This project will continue to develop as further stages are identified into the coming financial year.



### *Tuna Poler Statue Precinct*

Hundreds gathered to witness the unveiling of 'The Tuna Poler' statue – sponsored by Axel Stenross Maritime Museum, commissioned by Rotary, sculpted by local artist Ken Martin, and funded through generous donations from the local community. Council supported the project through the landscape design, engineering and construction of a dedicated precinct for the public to view and interact with the statue including seating, landscaping and understory plantings beneath the Norfolk pines.



### *Train Playground Toilet Block & Irrigation System*

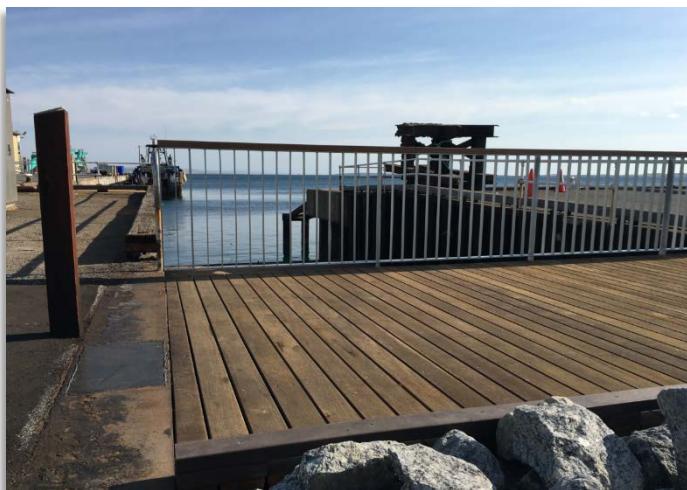
Upgrades to the Train Playground in 2018/19 included the addition of a unisex accessible toilet at the rear of the reserve to cater for the high demand from family groups as well as an irrigation system to keep the grass healthy all year round. Its popularity as well as its location within a residential area and at the head of the Heritage Trail made this location ideal for open space upgrade.



### *Parnkalla Trail – Wharf Precinct*

Construction commenced in 2018/19 on Stage 1B of the Parnkalla Trail upgrade through the wharf precinct in partnership with Flinders Ports financial contributions and matching project funding from the State Government's Development Fund. This stage focused on upgrading the footpath and fencing through the main carpark as well as a bridge across the disused Troubridge Ferry dock to provide a safer route for pedestrians.

Construction of remaining stages from the silos to the Kirton Point refuelling jetty are scheduled to take place through the 2019/20 year.



### *Skate Park Upgrades*

Upgrade of the Port Lincoln Skate Park to incorporate better street skating options and opportunity for beginner skaters was completed in August 2018. An opening event was held in September 2018 attended by Minister for Planning, Stephan Knoll, and Member for Flinders, Peter Treloar. The project received much needed matching grant funding of \$200,000 from the State Government Planning & Development Fund and has resulted in a significant increase in skating numbers and in particular participation from younger children.



## **Development Services**

### Planning and Development

#### *Development Assessment*

The number of Development Applications received during 2018/2019 increased by 30 compared to the previous financial year, which represents an upturn of 12%. Land division application numbers have also increased compared to the previous years with most applications being one or two additional allotments. A breakdown of the applications received is shown in the table below:



Type	Number of Applications			
	2015/16	2016/17	2017/18	2018/19
<b>Development Applications</b>	287	237	234	259
<b>Land Division Applications</b>	22	20	15	20
<b>Total</b>	<b>309</b>	<b>257</b>	<b>249</b>	<b>279</b>
<b>Development Fees received</b>	<b>\$119,360</b>	<b>\$111,683</b>	<b>\$120,736</b>	<b>\$139,080</b>

As indicated in the table below, the value of development approved for Residential purposes shows a slight decrease (-2.5%). There has also been a very marginal decrease in Commercial & Industrial development value compared with the last financial year.

	2013/14	2014/15	2015/16	2016/17	2017/2018	2018/19
Residential Value	\$20,630,000	\$20,390,000	\$21,143,000	\$14,297,017	\$17,056,649	\$16,635,393
Commercial & Industrial Value	\$4,750,000	\$4,033,700	\$3,327,000	\$14,418,285	\$11,219,425	\$11,151,925
Total	\$25,380,000	\$24,423,700	\$24,470,000	\$28,715,302	\$28,276,074	\$27,787,318



#### *Policy Planning*

The City of Port Lincoln did not process any Development Plan Amendments during the 2018/2019 financial year or undergo any major planning policy changes.

The Council is currently preparing to transition to the new Planning, Development and Infrastructure Act 2016, which will replace the Development Act 1993 and be fully operational by July 2020. The Planning and Design Code (the Code) is the cornerstone of South Australia's new planning system. The Code will replace all existing development plans to become the single source of planning policy for assessing development applications across the state. The Code will provide South Australians with planning policy that is consistent and clear, making the planning process quicker, simpler and more equitable. This will help the community to navigate the planning system when building a house, developing a business or progressing large commercial developments.

This is a significant milestone in the state's planning history and represents a major collaboration between the State Planning Commission, the Department of Planning, Transport and Infrastructure (DPTI), local government and the broader practitioner network and community.

## Environment and Regulatory Services

### Community Safety

#### *Animal Management*

New laws were introduced from 1 July 2018 requiring dog and cat owners to have their pets microchipped and those born after 1 July 2018, desexed.

The Dog and Cat Management Board also changed the way dog and cat owners register their dogs in South Australia. The [Dogs and Cats Online](#) central database was also implemented on 1 July 2018 with dog and cat owners now required to register their cats and dogs on the state wide database. The new registration portal is designed to simplify the dog registration process, making it easier to reunite lost dogs with their owners, and help identify and put a stop to puppy farms and reduce euthanasia rates.

The mainstay of Council animal management continues to be wandering dogs, dog attacks and public nuisance complaints (faeces/barking), with Council officers responding to a large number of animal management requests, the majority being dogs wandering at large.

Community interest in cat trap hire remains constant. Our team is considering novel and innovative ways to educate our community about responsible cat ownership.

The Environment & Regulatory team went out to the community holding information stalls at the Million Paws Walk, which provided an opportunity for the public to ask questions around registration, microchipping, desexing and all things dogs and cats. Community Liaison Officers also launched our community dog safety education campaign, focussed on reducing the incident of dog bites to children aged 4-10yrs, which we hope to continue in following financial years.

#### *Parking*

Council Authorised Officers have identified a number of areas in the district that continue to raise safety concerns. These concerns include stopping on yellow lines around school areas and parking on paved footpaths. Council regularly patrols these areas to ensure compliance with the road rules and to ensure time limits are not breeched.

#### 2018-2019 Parking Statistics

Community Parking Complaints Received	17
Expiations issued	91
\$ Value of parking notices	\$6,167



### *Fire Prevention*

The 2018-2019 Fire Season was relatively quiet with only one minor fire causing any concern to residents in the council area. The Fire Prevention Officer conducted inspections throughout the council area and issued 228 notices under *Section 105F of the Fire & Emergency Services Act 2005* formally requesting hazard reduction works to be undertaken.

City of Port Lincoln continues to be represented on the Lower Eyre Bushfire Management Committee and is currently actively involved in the review of the Lower Eyre Bushfire Management Area Plan.

### *Local Nuisance and Litter Control*

Illegal dumping remains a constant issue within the council area. Council staff continue to patrol and monitor known areas of concern to reduce the opportunity for offenders and to ensure a quick clean up. The unsafe disposal of syringes in public areas is becoming a worrying trend, even though Council provides disposal containers in most public toilets and a free drop off service at Priceline pharmacy. As per Section 8 of the Local Nuisance and Litter Act 2016 the following table summarises Council's enforcement activities for 2018-2019.

Nature of Complaint/Matter	Type	No	Warning Letter	Expiations	Prosecution	Abatement	Civil Penalties	Other Regulatory Functions
Local Nuisance	Dust	3	0	0	0	0	0	3
	Odour	2	0	0	0	0	0	2
	Wood Smoke	1	0	0	0	0	0	1
	Animal Keeping/Noise	7	4	0	0	0	0	3
	Unsightly Properties	5	1	0	0	0	0	4
<b>TOTAL LOCAL NUISANCE</b>		<b>18</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>13</b>
Litter Control	Class A ( <i>Asbestos, prescribed substances by regulation</i> )	1	0	0	0	0	0	1
	Class B (Live cigarettes, used syringes, waste glass)	3	0	0	0	0	0	3
	General Litter (food scraps, packaging, furniture, garden clippings, dead animals)	14	2	0	0	0	0	12
<b>TOTAL LITTER CONTROL</b>		<b>18</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>16</b>

### *Public Health*

Council partnered with TAFE SA to provide free food safety training to residents of Port Lincoln. There was a good turn out with 30 participants attending. Feedback from participants and the food business community will see more of these sessions run in the future.

High risk manufactured water systems, substandard properties, hairdressing and beauty salons, public amenities, and public swimming pools were inspected and assessed for compliance with the relevant Codes and Standards.

The tables below summarise Council's regulatory activities and are captured in the 2018/2019 Annual Food Act 2001 report.

Business Type Vulnerable Population	No. of Businesses	Routine Audits (Standard 3.2.1, 3.2.2 & 3.2.3)		Routine Inspections (Standard 3.2.2 & 3.2.3)	
		No. of audits conducted by your council	No. of audits conducted by other councils (In your area)	No. of inspections conducted of auditable businesses	No. of follow-up inspections conducted of auditable businesses
Child Care Centres	2	0	2	0	0
Aged Care Facilities	3	0	3	0	0
<b>TOTAL</b>	<b>5</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>0</b>

Businesses Inspections Information as per Priority Risk Classification				
Risk Classification	Number of Businesses	Routine Inspections Conducted	Follow up Inspections	No. of Inspection resulting from complaints
P1	80	40	7	4
P2	84	12	0	0
P3	52	6	0	0
P4	14	1	0	0
<b>Total</b>	<b>230</b>	<b>59</b>	<b>7</b>	<b>4</b>

The school based immunisation program was again coordinated by Council staff providing the following immunisations to eligible students.

#### Year 8

- human papillomavirus (HPV) vaccine.
- diphtheria, tetanus and whooping cough (pertussis) vaccine

#### Year 10

- meningococcal B vaccine
- meningococcal ACWY vaccine

#### Year 11

- meningococcal B vaccine



*Southern Eyre Peninsula Regional Public Health Plan (SEPRPHP)*

Council is required to review and report on the progress of the implementation of the Southern Eyre Peninsula Regional Public Health Plan to the Chief Public Health Officer every two years with the last report being undertaken in 2018.

Council continues to focus on achieving the objectives of the Southern Eyre Peninsula Regional Public Health Plan through various projects and initiatives in conjunction with Council's ongoing environmental health services.

Some of the initiatives include:

- partnering with TAFE to educate food business on food safety requirements
- provide financial support through the Community Grant Funding Program for projects or events that improve or promote
  - healthy eating
  - opportunities for the community to come together and develop skills or feel connected
  - physical and mental wellbeing
- Development of a draft Master Plan that incorporates public spaces that are accessible to all and encourage incidental physical activity, bicycle lanes, improved footpaths and recognition of Port Lincoln's Aboriginal heritage

Council will continue to work in these spaces and will review and report to the Chief Public Health Officer in 2020.



## APPENDIX A

### Achievements for 2018/2019

The following table shows the project priorities from the adopted 2018/2019 Annual Business Plan and Budget, and their related performance outcomes and progress to June 2019.

Goal Area/s	Project or Initiative	Performance Outcome	Progress to June 2019
Goal 5: Sustainable Service Delivery and Productive Community Assets	<b>Road Renewal Reseals</b>	To keep Council's road network to an acceptable standard. Ongoing Annual Road Renewal Reseals. Council's road network maintained in a satisfactory condition to deliver sustainable service delivery and productive community assets.	Reseals Completed.
Goal 5: Sustainable Service Delivery and Productive Community Assets	<b>Road Renewal Reseals</b>		Additional Reseals included in budget from supplementary funding received. Completed.
Goal 5: Sustainable Service Delivery and Productive Community Assets	<b>Major and Minor Plant replacement</b>	To maintain Council's plant to a service standard required for efficient operations.	All budget purchases have been completed, within overall budget allocations.
Goal 2: Liveable and Active Communities	<b>Skate Park Upgrade and Redevelopment; Retaining Wall Rebuild</b>	1. Repair existing skate bowls 2. Rebuild existing rear stairs and entrance 3. Rebuild perimeter safety fencing 4. Extend street skating obstacles 5. Construct shelter	Completed within total budgeted expenditure.
Goal 5: Sustainable Service Delivery and Productive Community Assets	<b>Kirton Court Water Softener Shed replacement</b>	New water softener shed.	Project completed on time and on budget.
Goal 5: Sustainable Service Delivery and Productive Community Assets	<b>Depot Main Workshop fitout renewal</b>	1. Renovations to main workshop including doors, cladding, skylights, office & store room 2. Install rainwater tanks to harvest rainfall from main depot workshop Offset up to 200kL of potable water for use in wash down bays and other suitable applications	Completed. Additional remedial works identified resulted in the project being slightly over budget. This has been offset by savings in other projects at the depot.
Goal 4: A Clean Green Resilient Environment	<b>Water Re-use Backwash Pump renewal</b>	Replace backwash pump at waste water treatment plant.	Replacement completed.
Goal 2: Liveable and Active Communities	<b>Ravendale Score Board replacement</b>	Replacement of existing scoreboard at Ravendale oval.	Replacement completed.

Goal Area/s	Project or Initiative	Performance Outcome	Progress to June 2019
Goal 2: Liveable and Active Communities	<b>Ravendale Irrigation Pump renewal</b>	Renewal of pump station for effective delivery of irrigation.	Completed within total budgeted expenditure.
Goal 2: Liveable and Active Communities	<b>Library Furniture replacement</b>	Provide seating and shelving that is suitable for the needs of library patrons	Completed within total budgeted expenditure.
Goal 1 Economic Growth and Vitality	<b>LED Lighting replacement for Nautilus Theatre</b>	Technically and sustainable stage lighting that provides for the technical requirements of modern stage productions and shows	Rolled to 19/20.
Goal 1 Economic Growth and Vitality	<b>Power Line Environmental Committee Streetscape Porter Street and Washington Street</b>	Works on Porter Street include paving of footpaths, planting of established trees, kerb reinstatement and on-street carpark sealing in line with the approved streetscape plan adopted by Council.	Completed
Goal 2: Liveable and Active Communities	<b>Footpath Priority Construction</b>	Construct footpaths to support safe movement for pedestrians and cyclists within the City.	Completed.
Goal 4: A Clean Green Resilient Environment	<b>Liverpool Street Pump Station Upgrade</b>	The pump station to be constructed to cater for a 1:20 year ARI event, which is the equivalent to a minimum flow rate of 1200l/s. The main elements including the rising main and pump chamber are to be constructed to allow future upgrades to achieve flow rates in the order of 2800l/s, which is equivalent to a 1:100 year ARI flood protection standard. The electrical components including switch PLE room, emergency generator, switch board and associated controls must be capable of modular expansion to accommodate any future upgrades.	Works commenced and scheduled to be completed by December 2019.
Goal 4: A Clean Green Resilient Environment	<b>Stormwater Management Plan Review</b>	The revision is needed to account for new insights from extensive work that has been undertaken since the original SMP was endorsed. These works, which include 2D flood modelling and assessment of flood damages, have made some priorities of the SMP obsolete. Priority works listed in the original SMP have also been constructed and a new list of priorities is required.	Review Completed. Directions from this review are yet to be finalised.

Goal Area/s	Project or Initiative	Performance Outcome	Progress to June 2019
Goal 5: Sustainable Service Delivery and Productive Community Assets	<b>Weighbridge Software</b>	To provide the capabilities to manage data and produce reports from Council office via direct link to the Resource Recovery Centre.	Completed.
Goal 5: Sustainable Service Delivery and Productive Community Assets	<b>Transfer Station Roller Door</b>	To reduce the amount of litter blown from the transfer station due to the strong winds at the site creating a funnelling effect where the waste transport truck parks	Project cancelled.
Goal 2: Liveable and Active Communities	<b>CBD and Foreshore Precinct Plan, Marina Precinct Master Plan, and Marina Asset Renewal Plan</b>	1. A Master Plan of the three core precincts of the CBD, the adjacent central section of the Parnkalla Trail / Boston Bay Foreshore and the Marina within the context of the wider city urban framework. 2. Precinct Plans for each area, delivering planning and scope of infrastructure development options for the Precincts and an appearance and 'theming' or branding approach for the City in the form of a suite of design guidelines for the Precincts. 3. A more detailed concept design for the Port Lincoln Foreshore Precinct which is in need of renewal.	Draft Master Plan due for release for public consultation September 2019.
Goal 2: Liveable and Active Communities	<b>Tuna Poler Sculpture</b>	To construct the Tuna Poler precinct and install a sculpture being donated by Rotary.	Completed.
Goal 2: Liveable and Active Communities	<b>Parnkalla Trail Wharf Precinct</b>	1. Widen trail at key squeeze points to improve access and safety 2. Upgrade fencing, bollards and balustrades through wharf, carpark, rail and road corridors 3. Renew trail surface and provide line marking 4. Incorporate signage, relics and historical features to enhance the trail experience 5. Provide shelter, lighting & seating to improve trail amenity	Project Commenced. Funding Approved. Works carried over to 2019/20.
Goal 5: Sustainable Service Delivery and Productive Community Assets	<b>Rainwater Tank Installation at Council Works Depot</b>		Deferred pending a compliance audit to occur on the depot.
Goal 2: Liveable and Active Communities	<b>Billy Lights Point replacement of three light poles</b>	Structurally compromised light poles replaced.	Completed within total budgeted expenditure.

Goal Area/s	Project or Initiative	Performance Outcome	Progress to June 2019
Goal 2: Liveable and Active Communities	<b>Train Playground Toilet Block</b>	1. Install single unisex access toilet cubicle 2. Install sewer pumping station to connect to New West Road sewer infrastructure	Completed within total budgeted expenditure.
Goal 2: Liveable and Active Communities	<b>Train Playground Irrigation</b>	1. Install automated irrigation system to turf areas 2. Flow meter to improve water efficiency through instant identification of faults and leaks 3. Include remote programming and rain sensor to improve efficiency in managing irrigation	Completed within total budgeted expenditure
Goal 2: Liveable and Active Communities	<b>Cricket Pitch Covers for Ravendale Ovals</b>	1. Install 2 x new cricket pitch surfaces at Ravendale and purchase 1 x synthetic turf cover for use in winter. 2. Install 1 x new cricket pitch surface at Poole oval and purchase 1 x synthetic turf cover for use in winter. Purchase applicator to install and remove winter covers each season	Completed within total budgeted expenditure. The scope was broadened and additional funding was received to bring the pitches up to a higher standard than initially scoped.
Goal 4: A Clean Green Resilient Environment	<b>Water Re-use Connection for Irrigating South Point Drive Reserve</b>	1. Install new underground reticulation pipe line between re-use water storage tank in Lincoln Cove East Reserve and South Point Drive Reserve 2. Connect reuse line to the existing irrigation system and modify infrastructure to comply with the use of reclaimed water. 3. Contribute proportional costs towards the installation of storage tanks and pumping infrastructure. 4. Offset annual potable water use of 4,354kL on South Point Dr Reserve 5. Offset a large portion of annual potable water cost of \$12,600pa	Project has been deferred to 2019/20. Waiting on drawings to be finalised prior to contractors being sought by tender.
Goal 1 Economic Growth and Vitality	<b>Design Layout for Tourist Information Bay Signage</b>	Design a new layout for consistent use in tourist information bay signage.	Contributed funds allocated to Eyes on Eyre regional procurement process for a model design development. LGA Procurement coordinated tender process.
Goal 4: A Clean Green Resilient Environment	<b>Energy Saving Initiatives for Council Facilities</b>	1. To improve energy efficiencies thereby reducing energy costs to the various user groups 2. To ensure accurate usage by user and potentially reduce supplier charges, eg: Installing individual power feeds.	LED lighting upgrade to Council offices and facilities. Energy audit undertaken at Ravendale. Completed a SAPN audit of street lights.

Goal Area/s	Project or Initiative	Performance Outcome	Progress to June 2019
Goal 2: Liveable and Active Communities	<b>Leisure Centre Expansion</b>	Delivery of a multi-use sporting and recreation facility that is fit for purpose, of a serviceable standard and cost effective into the future.	Leisure Centre Expansion Works were halted on site on 25 March 2019 due to the head building contractor being placed into liquidation. Council resolved to take over the management of the project and works recommenced on site in May 2019. Council and all sub-contractors are working closely together to ensure that works are progressing according to a revised project schedule and the anticipated completion date is early December 2019.
Goal 1 Economic Growth and Vitality	<b>New Chairs for the Nautilus Arts Centre</b>	To enable the NAC to promote itself as the premium large venue for functions having everything in house for 200 people.	Completed.
Goal 1 Economic Growth and Vitality	<b>Air Conditioning for Nautilus Arts Centre Studio Space</b>	To install a dual system air conditioner in the NAC Studio to provide a more comfortable space for regular and casual users.	Completed.
Goal 1 Economic Growth and Vitality	<b>Ergonomic Shelving for the Visitor Information Centre</b>	To provide ergonomic furniture to the VIC staff to enable them to carry out their tasks in comfort and to minimise any risk to their well-being.	Project design completed. Works carried over into 2019/20 financial year
Goal 1 Economic Growth and Vitality	<b>Point of Sale equipment for the Visitor Information Centre</b>	To provide Point Of Sale software and hardware to enable the VIC staff to manage all stock efficiently and provide meaningful reports to Council.	Completed. POS system installed and being used.



**City of  
Port Lincoln**  
*Seafood Capital of Australia*

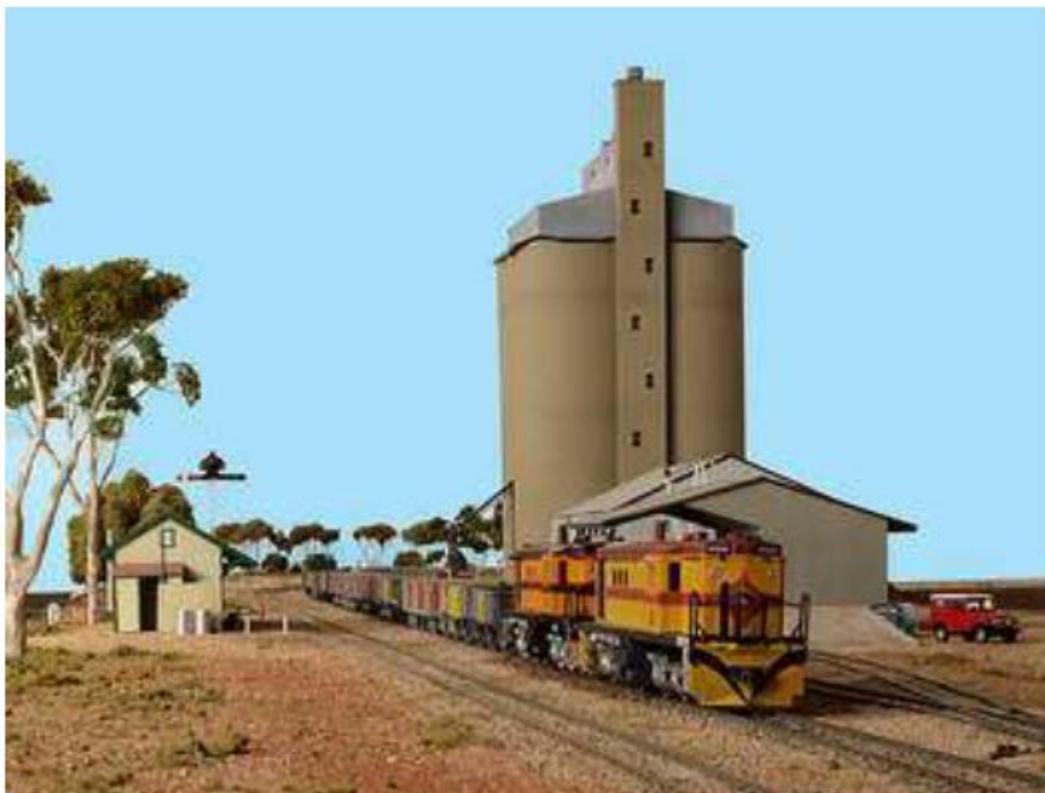
## APPENDIX B

### Eyre Peninsula Local Government Association 2018-2019 Annual Report



EYRE PENINSULA LOCAL GOVERNMENT ASSOCIATION

# *Annual Report 2018/19*





*Cover photo:*  
*Minnipa Siding*



## THE PRESIDENT'S REPORT

This annual report details the last 12 months activity undertaken by the EPLGA, its financial accounts, and operative regional collaborative partnerships. There has been much attention Local government in the last twelve months, with both sides of State Parliament challenging councils and communities to look at areas of potential legislative and operational reform.

The Eyre Peninsula councils are also being challenged to look outside their traditional core business range.

Regional health needs will continue to be an area of focus for our communities, especially around attraction and retention of medical professionals such as GPs and nurses. Our councils are being asked by their communities to take a lead role in this area.

A changing freight dynamic has also been prominent for the Eyre Peninsula with the closure of the EP Rail network in May 2019. Along with this, there is also a need for councils to be proactive and aware of potential changes which might happen with a number of different export port proposals.

The continuing financial challenges of regional councils mean that the EPLGA members will continue to look at innovative ways to deliver services and infrastructure to their communities. This will mean the potential for shared or joint services between councils around some of the core business of councils could be more developed.

The ongoing challenge for the EPLGA Board in this changing environment is to continue and improve its:-

- *Advocacy (and Representation) – the EPLGA being the principal regional advocate for Local Government in the region*
- *Governance – continuing to ensure that our business is conducted in accordance with the law and proper standards*
- *Member Services – the EPLGA to continuing to provide member support services as they are needed*

The EPLGA is a very important conduit between its member councils and the LGA of SA, with the potential for close collaboration to help deliver outcomes for our communities. The advocacy to both State and Federal governments will also be very important, with the need to maximise funding and partnership opportunities.

The vision and goal of the EPLGA continues to be to '**enable Eyre Peninsula councils to excel, innovate, and thrive**', and it has never been more important to the region than now. The region has many emerging opportunities to enhance its governance through cooperation, collaboration and strong leadership

The next twelve months is going to see many developing opportunities as well as the need for change, and we need strong leadership throughout that time. Collaboration and partnerships are key to the longevity and strength of the EPLGA and its member councils. Examples of areas for such collaboration are environment, water, planning, transport and infrastructure, health, agriculture, and tourism policies. In addition, it will be important to have strong representation to the State Parliament around the potential local government reforms, and any impacts they may have on our member councils.

As President of the EPLGA I look forward to leading my fellow EPLGA Board members in recognising the opportunities to be innovative and forward-thinking as a region. It will require the EPLGA Board and member Councils to have strong and accountable leadership, driving the opportunities for change while balancing the strengths which we already have as organisations and a region. This leadership and representation throughout our communities and with other levels of government will mean that the Eyre Peninsula will continue to add to its many strengths in the years to come.

**MAYOR SAM TELFER**



## THE REGION - Snapshot

### *Regional Population and Local Government*

The region has 11 Local Government Authorities (LGAs). The LGAs are: the City of Whyalla and City of Port Lincoln; and the District Councils of Ceduna, Cleve, Elliston, Franklin Harbour, Kimba, Lower Eyre Peninsula, Streaky Bay, Tumby Bay, and Wudinna.

The regional Local Government area population of 54,288 (ABS 2006 Census), 55,654 (ABS 2011 Census) and 55,919 (ABS 2016 Census) comprises about 3.5% of the South Australian population. These people reside in the eleven Council districts, which collectively occupy 43,779km<sup>2</sup> or about 19% of the regional land mass. Most of the population (about 64%) live in the regional cities of Whyalla and Port Lincoln.

LOCAL GOVERNMENT AREA	LAND AREA		POPULATION		
	Km <sup>2</sup>	% of Region	ABS Census 2006	ABS Census 2011	ABS Census 2016
Whyalla	1,032.5	0.44	21,417	22,089	21,828
Port Lincoln	30.4	0.01	13,604	14,086	14,064
Ceduna	5,427.1	2.33	3,574	3,480	3,408
Cleve	4,506.7	1.94	1,899	1,790	1,771
Elliston	6,500.0	2.79	1,132	1,048	1,045
Franklin Harbour	3,283.0	1.41	1,273	1,213	1,298
Kimba	3,986.2	1.71	1,114	1,089	1,061
Lower Eyre Peninsula	4,771.0	2.05	4,404	4,916	5,510
Streaky Bay	6,232.0	2.68	2,021	2,102	2,074
Tumby Bay	2,615.9	1.12	2,538	2,588	2,610
Wudinna	5,393.8	2.32	1,253	1,253	1,250
<b>Collective Local Government (11 LGA's)</b>	<b>43,778.6</b>	<b>18.8</b>	<b>54,288</b>	<b>55,654</b>	<b>55,919</b>

*Table 1: (ABS 2016 Census Local Government Areas data)*

In 2016, the region had 2,860 Aboriginal people comprising 5.1% of the regional LGA population. This was notably above the proportions in South Australia (2.3%). 87% of the region's Aboriginal people (2,497) live in the LGAs of Whyalla, Port Lincoln and Ceduna. The greatest concentration is in Ceduna, where Aboriginal people comprise 21.8% of the Council population.

The regional population grew by 3% from 2006, but this was not consistent across the region as a whole. The District Councils of Ceduna, Cleve, Elliston, Kimba and Wudinna experienced population decline. Population growth was also experienced in the coastal Councils of Franklin Harbour, Streaky Bay, Tumby Bay, Lower Eyre Peninsula, Whyalla and Port Lincoln.

The demographic change is caused by several factors, with the desire for a sea change lifestyle being a key reason. Streaky Bay and Tumby Bay are very desirable coastal locations and new estate developments have been established to cater for growing housing demand, notably by retirees from the agricultural sector.



The higher population growth in the District Council of Lower Eyre Peninsula stems from several locational and lifestyle advantages, including proximity to numerous coastal townships, Port Lincoln and Port Lincoln Airport.

### **Population Ageing**

The regional population is ageing. People aged 65 years and over comprised 18.2% of the regional population, which is above the 15.7% rate for Australia, but below the rate of 18.3% for South Australia.

PEOPLE 65 YEARS OF AGE AND OVER	Region	%	South Australia	%	Australia	%
<b>2006 ABS Census</b>		14.3		15.4		13.3
2006 Median Age		38		39		37
<b>2011 ABS Census</b>		15.5		16.2		14.0
2011 Median Age		39		39		37
<b>2016 ABS Census</b>		18.2		18.3		15.7
2016 Median Age		42		40		38

**Table 2:** (ABS Census 2006, 2011 and 2016).

The population 65 years and over grew by 3.9% from 2006, exceeding the growth rate of 2.9% for South Australia and 2.4% for Australia.

The District Council of Tumby Bay has the oldest population profile with a mean age of 50 whilst Kimba has the youngest population (0 -14 years) – 23.2% of the population.

Projections indicate that South Australia's population aged 65 and over will increase to 22.6% in 2020 and to 25.7% by 2030. It is also known that approximately 30% of young people leave the region each year for employment and study in metropolitan Adelaide. The combination of a growing aged sector and diminishing numbers of young people is not sustainable, and has serious implications for future workforce provision.

Pending Baby Boomer retirements will diminish the labour force of skilled and experienced labour and create employment openings for young people.

### **Regional Economic Snapshot**

The key industries include manufacturing, agriculture, fishing, and aquaculture; however tourism and mining are fast emerging industries with substantial potential for future growth. Industrial diversity is one of the region's greatest attributes, and underpins its comparative advantage and business competitiveness. Diversity is important for economic growth and sustainability, because it provides resilience through not being reliant on a single industry or product for prosperity.

However, industrial diversity is not evenly spread across the region. Manufacturing and steel processing is focused in Whyalla. Agriculture is the key industry in lower Eyre Peninsula, Tumby Bay, Cleve, Elliston, Kimba, Streaky Bay, Franklin Harbour and Wudinna. Nearly all (96%) of the region's aquaculture jobs are provided in Port Lincoln, Lower Eyre Peninsula, Cleve, Ceduna and Franklin Harbour. Most of the region's fishing jobs (76%) are based in Port Lincoln. Tourism activity is predominantly focussed in coastal areas. The region's industries and economy have also changed since 2001. Agriculture has been the primary economic driver in many Council districts. However, larger farming properties, smarter management practices, and new technologies have reduced employment opportunities in agri-businesses, which saw agricultural employment decline between 2001 and 2016.

In the same period, employment in the health care and social assistance industry has grown largely due to the ageing of the regional population and increased demand for aged care services.



These following industries produced almost three-quarters of the region's total exports.

- **mining:** iron and non-ferrous ore, and exploration and mining support services,
- **agriculture:** grains and sheep, and
- **manufacturing:** iron and steel production and processed seafood products.

### ***Regional Economic Summary***

The Eyre Peninsula is a highly productive region, generating exports worth over \$4 billion per annum and GRP of approximately \$4.2 billion. With regional GRP of approximately \$4.2 billion, the Eyre Peninsula provided over 4% of the State economy.

On a per capita basis, as the Eyre Peninsula population is approximately 3.5% of the State population, the region is exceeding its fair contribution to the State economy. However a per capita analysis undersells the importance of the region to the State economy, which needs to be put into context.

- **Agriculture Industry:** The region is renowned for its high quality grains and, on average, produces 40% of the State's wheat crop, approximately 25% of the barley crop and 22% of canola. Approximately 97% of the region's grain crop is exported.
- **Fishing and Aquaculture:** The region is reputed internationally for its premium seafood. On average, the region produces 100% of South Australia's Southern Bluefin Tuna (with approximately 99% of tuna exported to Japan); along with 100% of the State's farmed marine finfish; 97% of oysters, 92% of mussels, and about 62% of the State's abalone production. In total, an estimated 82% of South Australia's seafood product is exported from the Eyre Peninsula. (Regions SA, *Regions in Focus: Whyalla and Eyre Peninsula*, July 2015).

Other State Government economic priorities are to *unlock the full potential of South Australia's resources*, and to enhance State prosperity by *promoting international connections and engagement* to increase exports. The region produces in the vicinity of 45% of GSP for iron and steel manufacturing, which highlights the importance of Whyalla to the State economy.

The region might only contribute approximately 4% of GSP, however the growth and sustainability of the Eyre Peninsula is vital to the achievement of key State Government economic priorities. As an overview, the regional economy is extremely diverse due to the broad range of industries generating exports and GRP. This is a great strength, which underpins the region's comparative advantages and economic resilience.

## **MEMBER COUNCILS 2018/2019**

- City of Whyalla
- City of Port Lincoln
- DC Ceduna
- DC Cleve
- DC Elliston
- DC Franklin Harbour
- DC Kimba
- DC Lower Eyre Peninsula
- DC Streaky Bay
- DC Tumby Bay
- Wudinna DC



## THE LOCAL GOVERNMENT REPRESENTATIVES/ APPOINTMENTS

### EPLGA Board Executive:

<b>President</b>	Mayor Sam Telfer	DC Tumby Bay
<b>Immediate Past President</b>	Mayor Travis Barber (In absence of Mayor Bruce Green – did not stand for election)	DC Streaky Bay
<b>Deputy President</b>	Mayor Claire McLaughlin	City of Whyalla
<b>Chief Executive Officer</b>	Mrs Deb Larwood	DC Kimba

The President (LGA Board and SAROC), Deputy President (Proxy LGA Board), Mayor Johnson (Second SAROC Representative due to Mayor McLaughlin being an Upper Spencer Gulf LGA representative on SAROC) were the nominated representatives to the LGA

### *Regional Governance Panel for Review of Decisions (Pursuant to the Ombudsman's Right to Review report):*

<b>Position</b>	<b>Name</b>	<b>Council</b>
Manager Corporate Services	George Karzis *	DC Elliston
Mayor	Dean Johnson	DC Kimba
Works Manager	Lyndon Keane	DC Kimba
Councillor	Newton Luscombe	Wudinna DC
CEO	Trevor Smith	DC Tumby Bay
CEO	Chris Cowley	City of Whyalla
Councillor	David Knox	City of Whyalla
CEO	Peter Arnold	DC Cleve
Councillor	Chris Tarran	DC Cleve
Ex-Councillor	Diana Laube	DC Lower Eyre Peninsula
Ex-Councillor	Don Millard	DC Lower Eyre Peninsula
Ex-Councillor	Julie Low	DC Lower Eyre Peninsula
Councillor	Steve Woolley	DC Lower Eyre Peninsula
Councillor	Geoff Bayly **	DC Lower Eyre Peninsula

*George Karzis since resigned due to resignation from DC Elliston  
Geoff Bayly deceased*

The Ombudsman's Right to Review Report - Recommendation 5 requires Councils to respond, through the auspices of regional Local Government to establish a regional panel of independent reviewers to assist member Councils in reviewing decisions when required.

### *Chief Executive Officers Committee:*

All Chief Executive Officers of member Councils or nominee in their absence.



**Engineering & Works Committee:**

The committee is comprised of all Engineers, Operations or Works Managers from member Councils or nominee in their absence.

**EP Mineral & Energy Resources Community Development Taskforce (EPLGA Taskforce):**

- Chair – Rob Kerin.
- State Government representatives from Deputy Premier/Treasurer or nominee; Minister for Regional Development or nominee; Member for Giles; Member for Flinders; senior officers from the Department of State Development (non-voting) and the Department of Planning, Transport and Infrastructure (non-voting).
- SACOME – Chief Executive Officer.
- LGA of SA – CEO, Matt Pinnegar or nominee.
- EPLGA – President Mayor Green and Executive Officer, Tony Irvine (non-voting).
- Local Councils – a Mayor and CEO from a Council directly affected by mineral and energy resources or exploration – Mayor Eleanor Scholz (Wudinna); CEO Trevor Smith (Tumby Bay).
- EPNRM – Presiding Member and Regional Manager (non-voting).
- RDAWEP – Chairperson and Chief Executive Officer (non-voting).
- Coordinator Geoff Dodd (non-voting).
- Other members as required for specific purposes (non-voting).

**Eyre Peninsula Power Supply Reference Group:**

The entire EPLGA Board members

**EPLGA Health Working Party**

The EPLGA Board at its 1 December 2017 meeting established a Health Working Party to develop strategies for the recruitment of health professionals for long term careers in the region.

Membership of the Working Party will comprise the President and representatives (Elected Members) from member Councils. Member Councils may seek to be members of the Working Party at any time by applying to the EPLGA Board for inclusion. They may also withdraw as they wish but advise the EPLGA Board of such. Members of the Health Working Party will nominate a proxy to attend a meeting if the member is unable to participate. The EPLGA Executive Officer will be a non-voting member.

The Working Party may invite other relevant parties/State agencies/regional organisations to the meetings as required, but are non-voting, e.g. Minister or nominee, SA Country Health, relevant unions, relevant associations, regional businesses, regional health professionals, local MP's, etc.)

**Joint Planning Board Staff Group**

The EPLGA Board nominated the following persons to the JPB Staff Group:

Chief Executive Officers (1 to Chair):

1. Geoffrey Moffatt (DC Ceduna)
2. Deb Larwood (Chair – DC Kimba)
3. Trevor Smith ( DC Tumby Bay)

Plus current participating Council planning staff and or local contractors working with them in this function:

1. Jen Brewis (DC Streaky Bay)
2. Laurie Collins (DC Kimba, Cleve and Franklin Harbour)
3. Leith Blacker (DC Lower Eyre Peninsula)

The group can meet as requested by the EPLGA Board to discuss the Development, Planning and Infrastructure legislation in relation to joint planning boards from a staff & operational perspective.

**Other Groups**

The Eyre Peninsula Local Government Association Board also has the following groups, which did not meet in 2018/19:-

- Coastal Councils Group
- CWMS Users Group
- Internal Controls Group
- Procurement Group
- Roads Working Group
- Waste Group
- Public Health Plans Group



***Other Regional Organisations:***

**Regional Development Australia Whyalla and Eyre Peninsula Inc:**

Deputy Mayor Bryan Trigg , Chair/Executive  
Cr Colin Carter  
Mayor Allan Suter, Executive Member  
Cr Clare McLaughlin

- DC Cleve
- City of Whyalla
- DC Ceduna
- City of Whyalla

**Eyre Peninsula Natural Resources Management Board:**

Mr Geoffrey Moffatt

(This position was wound during the period up due to the transition to the new Landscapes Board Model)

- CEO, DC Ceduna

**Zone Emergency Management Committee:**

Mayor Brad Flaherty (Presiding Member)  
Tony Irvine, Executive Officer

- City of Port Lincoln
- EPLGA

**Eyre Peninsula Integrated Climate Change Adaptation Committee (now in recess):**

Mayor Sam Telfer  
Tony Irvine, Executive Officer

- DC Tumby Bay
- EPLGA

**Eyre Peninsula Integrated Climate Change Sector Agreement Steering Committee:**

Tony Irvine, Executive Officer

- EPLGA

**South Australian Regional Organisation of Councils (SAROC) Executive Officers Committee:**

Tony Irvine, Executive Officer

- EPLGA

**Eyre Peninsula Water Taskforce:**

Mayor Sam Telfer  
Tony Irvine

- President, EPLGA
- Executive Officer, EPLGA

**EPLGA Board Members 2018/19**

Under the terms of the EPLGA Charter, the following Board appointments were current as at 30 June 2019.

MEMBER COUNCIL	BOARD MEMBER	DEPUTY BOARD MEMBER
Ceduna	Perry Will (Mayor)	Ian Bergmann (D/Mayor)
Cleve	Phil Cameron (Mayor)	Robert Quinn (D/Mayor)
Elliston	Malcolm Hancock (Mayor)	Peter Hitchcock (D/Mayor)
Franklin Harbour	Robert Walsh (Mayor)	Daven Wagner (D/Mayor)
Kimba	Dean Johnson (Mayor)	Megan Lienert (D/Mayor)
Lower Eyre Peninsula	Jo-Anne Quigley (Mayor)	Peter Mitchell (D/Mayor)
Port Lincoln	Brad Flaherty (Mayor)	Faye Davis (D/Mayor)
Streaky Bay	Travis Barber (Mayor)	Philip Wheaton (D/Mayor)
Tumby Bay	Sam Telfer (Mayor)	Robert Randall (D/Mayor)
Whyalla	Clare McLaughlin (Mayor)	Rick Santucci (D/Mayor)
Wudinna	Eleanor Scholz (Mayor)	Ned Luscombe (D/Mayor)



## ANNUAL CONFERENCE AND BOARD MEETINGS SCHEDULE

A highlight on the EPLGA calendar is the Annual Conference, hosted each year by a member Council. To assist in host Council planning, the following conference and Board meeting schedule is included (including the past 12 months meeting and conference locations).

Friday, 7 September 2018	Wudinna
Friday, 7 December 2018	Wudinna
Monday, 25 February 2019	Kimba
Friday, 28 June 2019	Wudinna
Friday, 6 September 2019	Ceduna
Friday, 6 December 2019	Wudinna
Conference Feb/ March 2020 (either last week of Feb & first week of March)	Wudinna
Friday, 26 June 2020	Wudinna
Friday, 4 September 2020	Lower EP
Friday, 4 December 2020	Wudinna
Conference Feb/March 2021 (either last week of Feb & first week of March)	Cowell
Friday, 25 June 2021	Wudinna
Friday, 3 September 2021	Port Lincoln
Friday, 3 December 2021	Wudinna
Conference Feb/ March 2022 (either last week of Feb & first week of March)	Cleve
Friday, 24 June 2022	Wudinna
Friday, 2 September 2022	Kimba
Friday, 2 December 2022	Wudinna
Conference Feb/ March 2023 (either last week of Feb & first week of March)	Streaky Bay
Friday, 30 June 2023	Wudinna
Friday, 1 September 2023	Cowell
Friday, 1 December 2023	Wudinna
Conference Feb/March 2024 (either last week of Feb & first week of March)	Elliston
Friday, 28 June 2024	Wudinna
Friday, 6 September 2024	Cleve
Friday, 6 December 2024	Wudinna
Conference Feb/March 2025 (either last week of Feb & first week of March)	Tumby Bay
Friday, 27 June 2025	Wudinna
Friday, 5 September 2025	Elliston
Friday, 5 December 2025	Wudinna
Conference Feb/March 2026 (either last week of Feb & first week of March)	Whyalla
Friday, 26 June 2026	Wudinna
Friday, 4 September 2026	Tumby Bay
Friday, 4 December 2026	Wudinna
Conference Feb/March 2027 (either last week of Feb & first week of March)	Ceduna
Friday, 25 June 2027	Wudinna
Friday, 3 September 2027	Whyalla



## REPORT OF ACTIVITIES 2018/19

EPLGA core activities always include reacting to legislation and policy changes that may have a negative impact on our region. This year ongoing concerns and/or participation have been with the following matters:

- ▷ Natural Resources Management – joint partnership planning, delivery of services.
- ▷ Regional Recognition/Lobbying – ongoing on various matters as they arise.
- ▷ Mining and Impacts – continuation of the taskforce activities – but Taskforce did not meet.
- ▷ Emergency Management – regional planning and Council planning, followed by implementation.
- ▷ Development, Planning and Infrastructure Act Reform.
- ▷ Coastal Access issues, development of a Coastal Alliance – state-wide.
- ▷ Various roads and waste issues – regional road strategy review.
- ▷ Regional Strategy for LGA – decentralisation and election lobbying.
- ▷ Regional Capacity Funding – General funding and Rubble Royalties.
- ▷ Marine Infrastructure Planning – DPTI, jetty leases, etc.
- ▷ SAROC – meetings and regional Executive Officers' meetings.
- ▷ LGA Governance/Reform – Councils of the Future.
- ▷ Mobile phone black spots - applications.
- ▷ Water planning – state of the resource, etc.
- ▷ Energy planning – resulting from blackouts – renewables, transmission upgrade consultation, hydrogen trial plant, etc.
- ▷ Regional planning – JPB, RDAWEP, EPNRM, DPTI, etc.
- ▷ Financial assistance and supplementary road funding – ongoing issues of South Australia's injustice.
- ▷ Health – local sub-regional issues, public health planning, doctors shortages etc.
- ▷ Outreach Services (last year of this LGA Contract):
  - Regional Procurement;
  - CEO's Committee;
  - Engineering & Works Committee;
  - Regional training and seminars delivery;
  - Shared Services – DPTI pilot; and
  - Long term financial planning;
- ▷ Roadside Native Vegetation – regional planning and management issues.
- ▷ Tourism – RDAWEP - restructure to sub-regional groups, Food and Tourism Prospectus, RV, Coastal Access and Caravan Strategy, Eyes on Eyre etc.
- ▷ Aged Care at the local Council level – Council's role.
- ▷ NHVR impacts on farm machinery movements.
- ▷ Transport Plan and SLRP prioritisation and funding applications.
- ▷ Oil and gas exploration in the Great Australian Bight.
- ▷ Eyre Peninsula railway closure
- ▷ Joint submissions with RDAWEP on various issues.



## PLANS, PROGRAMS AND REPORTS – CURRENT STATUS

### OUTREACH SERVICES PROGRAM (LGA)

The LGA has reviewed the program and whilst in 2018/19 the funding was halved, it will cease as from 2019/20 due to changes to the LGA governance arrangements.

### REGIONAL TRAINING

The Executive Officer of the EPLGA encourages Councils to participate in LGA sponsored training programs and other training sessions/seminars. The Executive Officer provides advice to the LGA on locations and timing of training to avoid clashes with regional seasonal events such as harvest, as well as other scheduled events. As part of the independently conducted Outreach Services Pilot Program survey, the following statement was made with regard to training:

*"Regional Training has been very successful and continues to be supported and valued by officers and elected members."*

Details	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19
Sessions Conducted	22	12	18	10	4	10	13
Participants	236	176	365	202	55	118	311
Estimated Savings	\$264,320	\$197,120	\$408,800	\$226,240	\$61,600	\$132,160	\$348,320

Expense Line	\$ Approx.
Travel	350
Accommodation	150
Meals	100
Lost time	520
<b>Total</b>	<b>1120</b>

*There are also the non-dollar benefits through increased participation and therefore increased skills, experience and networking within the region."*

The sessions ran in the last 12 months were:

Council	Session Name	Session Date	No. of Participants
District Council of Ceduna	i-Responda Essentials	27-Sep-18	14
	i-Responda - Personal Bushfire Safety	27-Sep-18	14
	i-Responda - Bushfire - Plant Operators	27-Sep-18	14
	i-Responda - Bushfire - Working on a Fireground	27-Sep-18	14
	Module 1 - Introduction to Local Government	19-Jan-19	15
	Module 2 - Legal Responsibilities	19-Jan-19	15
	Module 3 - Council & Committee Meetings	20-Jan-19	17
	Module 4 - Financial Management and Reporting	20-Jan-19	18
District Council of Kimba	Chain of Responsibility (COR) and Load Restraint	27-Nov-18	11
City of Port Lincoln	Chain of Responsibility (CoR) and Load Restraint Training	2-Aug-18	17
	i-Responda Essentials	26-Sep-18	7



	Module 1 – Introduction to Local Government	26-Nov-18	25
	Module 2 - Legal Responsibilities	26-Nov-18	25
	Module 3 – Council & Committee Meetings	21-Feb-19	22
	Module 4 - Financial Management and Reporting	21-Feb-19	24
	Project Management for Council Staff	8-Apr-19	19
District Council of Tumby Bay	Chain of Responsibility (CoR) and Load Restraint Training	2-Aug-18	13
Wudinna District Council	Incident Management 3 (IM3)	24-Sep-18	10
	Local Government Liaison Officer Workshop (LGLO)	25-Sep-18	6
	i-Responda Essentials	26-Sep-18	11

A total of 311 participants involved in regional training.

### CORPORATE PLAN 2016 – 19

The Council Mayors and Chief Executive Officers of the EPLGA have contributed to the development of the EPLGA Corporate Plan. It was clear from responses to our 2015 survey that the member Councils placed great importance on the following:

- *advocacy (and representation) – the EPLGA being the principal regional advocate for Local Government in the region;*
- *governance – continuing to ensure that our business is conducted in accordance with the law and proper standards;*
- *member services – the EPLGA to continue to provide member support services as they are needed; and*
- *outreach services – connecting Councils with desirable services offered by the LGA of SA.*

To avoid confusion between the Business Plan prepared by respective Councils, the EPLGA uses the term ‘Management Plan or Corporate Plan’. The Management Plan is for the period 2016 – 2019 and reviewed annually, incorporating an updated annual work plan and budget for the current year. It also includes the current strategic directions of the EPLGA for that period. Each year through the Annual Business Plan process the Corporate Plan Strategies and Actions are refined to those still outstanding or ongoing strategies and actions.

### MANAGEMENT PLAN PERFORMANCE FOR 2017 – 18

#### Goal Area 1.1 Advocacy and Representation

##### *Core Activities*

- 1.1.1 Represent and strengthen the common values of members
- 1.1.2 Represent members and regional objectives in engagement and liaison with key stakeholder agencies – e.g. LGA, DPTI, PIRSA
- 1.1.3 Provide a lobbying platform to promote the interests and issues of member Councils to other levels of government

##### *Comments:*

*Advocacy and representation is demonstrated through lobbying of other levels of government, which occurs as and when needed and often through the SAROC, LGA Board and in collaboration with the other regional organisations. The main issue is representing and strengthening common values of members is getting 11 Councils to be 1 voice. Matters requiring lobbying this financial year included (but not limited to such)*

- *Health – Doctors and professional health shortages and issues*
- *New deep sea port for Eyre Peninsula*
- *Railway Closure*



- **Road network pressure and planning due to railway closure**
- **Joint Planning Board matters**
- **Regional Airports - screening**
- **TAFE - Campus closures (eg Wudinna)**
- **Local heritage listings & procedures**
- **EP Strategy**

#### **Strategic Actions**

- 1.1.4 Develop effective working relationships between the EPLGA and member Councils and external stakeholder agencies and organisations
- 1.1.5 Develop key EPLGA messages to demonstrate maximum alignment to the State Strategic Plan and Economic Priorities, in particular economic reform and jobs, climate change and renewable energy
- 1.1.6 Develop the understanding of and commitment to mutuality of interests to optimise benefit for member Councils across the region from advocacy and partnerships
- 1.1.7 Lead the completion of the Economic Development Strategy and Regional Strategic Plan, and identify and lead the development of regional strategic responses to key issues as and when required.

#### **Comments:**

*Effective working relationships can be challenging through differing opinions. The Regional Joint Planning Board espoused through the Planning, Development and Infrastructure Act 2016 is one such framework that could assist with the above strategic actions. The JPB Pilot concluded as at 30 June 2018, with participating individual Councils required to assess the Business Case early in the 2018/19 year for decision of involvement or not in a regional JPB.*

### **Goal Area 1.2 Governance**

#### **Core Activities**

- 1.2.1 Comply with legislative requirements
- 1.2.2 Identify and pursue the resourcing needs of members
- 1.2.3 Manage EPLGA financial and other resources for maximum member benefit, and based on the principle that recurrent operational expenses must be funded by recurrent operational revenue

#### **Comments:**

*Compliance met.*

#### **Strategic Actions**

- 1.2.4 Investigate and identify options to improve local government and regional governance, including alternative governance models, strategic planning and land use planning for the region
- 1.2.5 Assist member Councils in meeting legislative compliance
- 1.2.6 Develop and manage formal alliance and partnership arrangements with partner agencies and entities - e.g. RDAWEP, EPNRM, EPICCA
- 1.2.7 Pursue collaborative initiatives with partner agencies - e.g. joint submissions on strategic issues with RDAWEP, EPNRM, and EPICCA

#### **Comments:**

*As previously mentioned some actions could be met thorough such initiatives as the JPB Pilot. Assistance to Councils in meeting compliance is mainly focussed on assisting Councils to share and assist one another where expertise is not available, etc. The staff committees are useful in this process. The other regional organisations are encouraged to work closely with member Councils and to investigate opportunities for region wide projects to maximise procurement benefits, etc.*

### **Goal Area 1.3 Member Services**

#### **Core Activities**

- 1.3.1 Maintain the cycle of quarterly meetings to enable collective decision-making and enhance member networking



- 1.3.2 Maintain and support members with the coordination of the annual conference
- 1.3.3 Identify resourcing gaps and needs, and pursue resolutions to key issues in liaison with members
- 1.3.4 Facilitate initiatives to attract funding and investment
- 1.3.5 Provide advisory and support services to Elected Members
- 1.3.6 Coordinate strategic meetings and presentations on key issues; including the provision of key speakers to provide information, contact and support services
- 1.3.7 Coordinate delivery of Council-supported training and development initiatives n the region

**Comments:**

*All core activities are being met with significant success in these activities such as training at a regional level which brings considerable savings to individual Councils.*

**Strategic Actions**

- 1.3.8 Continue to facilitate the activities of the EP Mineral & Energy Resources Community Development Taskforce.
- 1.3.9 Develop value-added services for member Councils, based on collective or regional value and cost-benefit
- 1.3.10 Facilitate and promote the development of shared procurement initiatives
- 1.3.11 Facilitate the development of a regional transport strategy, including the identification of road priorities and road funding proposals
- 1.3.12 Establish and facilitate specialised interest groups, such as Council works managers and compliance staff
- 1.3.13 Maintain communications with member Councils and the regional community through; media releases, website, newsletter and formal means of communication
- 1.3.14 Establish an annual business (work) plan for the Executive Officer to manage and report against

**Comments:**

*Mining taskforce did not meet this financial year and it is planned for the RDAWEP to continue this role on behalf of the EPLGA rather than there be duplication of effort.*

*A regional value statement of the EPLGA is produced at this time of the year and distributed.*

*Shared procurement services is difficult in such a large region, however the City of port Lincoln is trailing the use of LG procurement for all their council requirements. This has the potential for further roll out through out the region.*

*With the railway closure and proposed or actual new port developments the roads strategy is under going a serious review with 'what if' scenarios being included.*

*Regional communications with Councils and other groups is mainly carried out through emails, media releases, staff meetings etc.*

*RDAWEP and the EPNRM Board have, over the last 12 months, worked with the EPLGA and member Councils to add value to regional projects like Eyes on Eyre, where all parties benefit.*

*Again the staff regional committees assist in developing and refining regional strategy recommendation to the EPLGA Board.*

**Goal Area 1.4 Outreach Services**

**Core Activities**

- 1.4.1 Participate in the development of an annual outreach engagement program that aligns with Council and LGA priorities
- 1.4.2 Facilitate the delivery of outreach programs and services being provided by the LGA and its entities
- 1.4.3 Liaise with and report to LGA representatives as required about the provision and delivery of the outreach program

**Comments:**

*All of the above is compliant but will cease in the current format as at 30 June 2019.*

**Strategic Actions**

- 1.4.4 Advocate long-term continuity of the Outreach Services model for optimal effectiveness and efficiency in meeting LGA and EPLGA program objectives, i.e. 3-days per week funded by members and 2-days funded by the LGA
- 1.4.5 Identify key issues impacting on Councils and LGA services desired by Councils, and the support and services required from the LGA to resolve these matters

**Comments:**

*This service will cease at 30 June 2019.*

**KEY PERFORMANCE INDICATORS**

While the measurement of performance is a key component of planning, the nature of the workload for the Executive Officer has typically made KPI setting and measurement difficult. Much of the day-to-day operational activity remains reactive and in response to legislated and policy changes that routinely emerge. However, the following measurement may be an indication of performance for each year.

KPI	MEASURED BY	TARGET SCORE
Member General Satisfaction	Number of formal complaints	Zero complaints from members Actual: Zero complaints received.
Member attendance at meetings, workshops, training	Number of members who are represented	All members Actual: Usually all 11 Councils represented.
Competitive funding secured	Dollars secured	Equal to membership (\$193K) Actual External Funding: (\$226k) Target met.
Achieved annual work plan		All items either achieved or timeframes for completion, and process, in place. Some subject to external funding. Actual: On target
EPLGA is represented at LGA regions meetings	Number of meetings attended	100% Actual: 100%
Co-ordinate regional training activities on EP	Number of days training sessions per year	At least 6 Actual: 13
Annual review of Executive Officer	Final achievement score	Actual: Report of satisfactory performance by President and Executive Committee after surveying all member councils.
Greater media activity	Number of interviews and media releases	At least 1 interview per month. Media releases at least every 2 months. Actual: Met target

**EPLGA COMMITTEE REPORTS**

All Committee minutes are on the EPLGA website for viewing via the following link: - <http://eplga.com.au/>



## USE OF FINANCIAL RESOURCES

The following audited statement indicates another year of solid financial performance.



2<sup>nd</sup> September, 2019

Mr Tony Irvine,  
Eyre Peninsula Local Government Association  
89 Liverpool Street  
**PORT LINCOLN SA 5606**

4 Tasman Terrace, PO Box 2180  
Port Lincoln, SA 5606  
Telephone: (08) 8682 1899  
Facsimile: (08) 8682 1408  
Email: gpk@gpk.com.au  
ABN 64 945 523 972  
ACN 007 909 382

Dear Tony,

**RE: AUDIT OF EYRE PENINSULA LOCAL GOVERNMENT ASSOCIATION  
FOR THE YEAR ENDED 30<sup>TH</sup> JUNE 2019**

We advise that we have now completed our Audit of the Eyre Peninsula Local Government Association for the year ended 30<sup>th</sup> June 2019 and enclose a copy of our Audit Opinion for your records.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance whether the financial report is free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report and therefore may not detect all points of weaknesses in systems and procedures which may exist.

Having completed the Audit we now make the following comments:

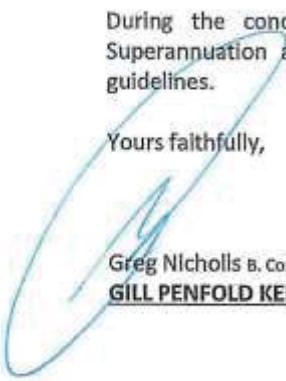
***Internal Controls***

It is our opinion that the Eyre Peninsula Local Government Association has adequate internal controls. During the conduct of our audit we did not make any observations which would contradict this opinion.

***Taxation & Superannuation Liabilities***

During the conduct of our audit we observed that GST, PAYG Withholding and Superannuation are being paid in a timely manner and in accordance with legislative guidelines.

Yours faithfully,

  
Greg Nicholls B.Com, CPA, CTA  
**GILL PENFOLD KELLY PTY LTD**

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

To the members of Eyre Peninsula Local Government Association,

*Report on the financial report*

We have audited the accompanying financial reports, being a special purpose financial report, of Eyre Peninsula Local Government Association, for the year ended 30<sup>th</sup> June 2019.

*The responsibility of the members of the Board for the financial report*

The members of the Board are responsible for the preparation and fair presentation of the financial report and have determined that the accounting policies described in Note 1 to the financial statements which form part of the financial report are appropriate to meet the financial reporting requirements of the Local Government Act 1999 and are appropriate to meet the needs of the members. The Board's responsibility also 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 our audit. No opinion is expressed as to whether the accounting policies used, as described in Note 1, are appropriate to meet the needs of the members. 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 judgement, 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 members of Board, as well as evaluating the overall presentation of the financial report.

The financial report has been prepared for distribution to members for the purpose of fulfilling the Board's financial reporting responsibilities under the Local Government Act 1999. We



disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

*Auditor's opinion*

In our opinion the financial report of the Eyre Peninsula Local Government Association presents fairly the operations and financial position of the association for the year ended 30<sup>th</sup> June 2019.

Gill Penfold Kelly Pty Ltd

Gregory S Nicholls  
2<sup>nd</sup> September 2019  
4 Tasman Terrace, Port Lincoln SA 5606

*Liability limited by a scheme approved under Professional Standards Legislation*



**EYRE PENINSULA LOCAL GOVERNMENT ASSOCIATION**

**FINANCIAL ACCOUNTS  
FOR THE YEAR ENDED  
30TH JUNE 2019**

**CONTENTS**

Statement of Income & Expenditure

Balance Sheet

Notes to the Accounts

Board Certificate

Audit Report

**EYRE PENINSULA LOCAL GOVERNMENT ASSOCIATION****STATEMENT OF INCOME & EXPENDITURE  
FOR THE YEAR ENDED 30TH JUNE, 2019**

		2019	2018
	NOTE	\$	\$
<b><u>INCOME</u></b>			
Grants Received	2	225,413	170,598
Interest Received		8,322	7,647
Project Income - EP Councils	3	5,680	5,680
Membership Fees	4	193,293	184,028
Reimbursable Expenses		307	405
<b><u>TOTAL INCOME</u></b>		<b>433,015</b>	<b>368,358</b>
<b><u>EXPENDITURE</u></b>			
Administration		9,456	9,377
Advertising & Promotion		-	3,245
Audit Fees		1,580	1,500
Bank Charges & Taxes		76	83
Computer Expenses		1,279	810
Employee Expenses		139,563	147,836
Insurance		5,842	5,842
Legal Costs		2,290	1,039
Meeting Expenses		4,402	4,480
President's Expenses		2,250	2,250
Project Expenditure	5	8,974	142,979
Secretarial Services		18,911	18,450
Telephone		1,722	980
Travel & Accommodation		9,640	15,205
<b><u>TOTAL EXPENDITURE</u></b>		<b>205,985</b>	<b>354,076</b>
<b><u>NET SURPLUS/(DEFICIT)</u></b>		<b>\$ 227,030</b>	<b>\$ 14,282</b>

*The accompanying notes form part of these financial statements.*



**EYRE PENINSULA LOCAL GOVERNMENT ASSOCIATION**

<b><u>STATEMENT OF INCOME &amp; EXPENDITURE</u></b>			
<b><u>FOR THE YEAR ENDED 30TH JUNE, 2019</u></b>			
	2019	2018	
	NOTE	\$	\$
Net Surplus/(Deficit)		227,030	14,282
Extraordinary Items		-	-
<b><u>TOTAL NET SURPLUS/(DEFICIT)</u></b>		<b>227,030</b>	<b>14,282</b>
Surplus Funds at July 1		240,526	226,244
<b>SURPLUS/(DEFICIT)</b>		<b>467,556</b>	<b>240,526</b>
<b><u>ACCUMULATED SURPLUS/(DEFICIT)</u></b>			
<b><u>AT 30TH JUNE, 2019</u></b>		<b>\$ 467,556</b>	<b>\$ 240,526</b>

*The accompanying notes form part of these financial statements.*

**EYRE PENINSULA LOCAL GOVERNMENT ASSOCIATION****STATEMENT OF FINANCIAL POSITION**  
**AS AT 30TH JUNE, 2019**

	2019	2018
	NOTE	\$
	\$	\$
<b><u>EQUITY</u></b>		
Accumulated Surplus	\$ 467,556	\$ 240,526
REPRESENTED BY		
<b><u>CURRENT ASSETS</u></b>		
Cash at Bank	6 513,446	281,322
Income Accrued	1,474	1,669
GST Receivable	826	12,884
Prepayments	455	3,781
<b><u>TOTAL ASSETS</u></b>	<b>516,201</b>	<b>299,656</b>
<b><u>CURRENT LIABILITIES</u></b>		
Sundry Creditors	7 3,828	3,836
Creditors	2,196	5,403
Unspent Project Funds	8 -	10,801
Provision for Holiday Pay	16,883	16,412
Prov'n for Long Service Leave	9 25,738	22,678
	<u>48,645</u>	<u>59,130</u>
<b><u>NET ASSETS</u></b>	<b>\$ 467,556</b>	<b>\$ 240,526</b>

*The accompanying notes form part of these financial statements.*

**EYRE PENINSULA LOCAL GOVERNMENT ASSOCIATION****NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30TH JUNE, 2019****NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

1. This financial report is a special purpose financial report prepared for use by Board and members of the association. The Board has determined that the association is not a reporting entity.
2. The financial report has been prepared on historical cost basis and does not take into account changing money values or except where stated current valuations of non-current assets. The statements are prepared on an accruals basis.
3. Provision is made in respect of the association's liability for annual and long service leave at balance date. Long service leave is accrued from an employee's start date. Leave provision is based on current wages as at reporting date, and does not include on-costs.

	2019	2018
	\$	\$
<b><u>NOTE 2 - Grants Received</u></b>		
LGA of SA - Outreach Service	25,000	50,000
LGA of SA - Regional Capacity	<u>200,413</u>	<u>120,598</u>
	<u>\$ 225,413</u>	<u>\$ 170,598</u>

---

<b><u>NOTE 3 - Project Income - EP Councils</u></b>	<b><u>\$</u></b>	<b><u>\$</u></b>
Emergency Management Planning	<u>5,680</u>	<u>5,680</u>

<b><u>NOTE 4 - Membership Fees</u></b>	<b><u>\$</u></b>	<b><u>\$</u></b>
District Council of Ceduna	16,308	15,142
District Council of Cleve	13,738	13,009
District Council of Elliston	12,788	12,045
District Council of Franklin Harbour	12,409	12,209
District Council of Kimba	12,575	12,075
Wudinna District Council	12,764	12,256
District Council of Lower Eyre Peninsula	18,469	16,985
District Council of Streaky Bay	14,666	13,704
District Council of Tumby Bay	15,207	14,115
City of Whyalla	36,063	35,304
City of Port Lincoln	<u>28,306</u>	<u>27,184</u>
	<u>\$ 193,293</u>	<u>\$ 184,028</u>

**EYRE PENINSULA LOCAL GOVERNMENT ASSOCIATION****NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30TH JUNE, 2019**

	2019	2018
	\$	\$
<b><u>NOTE 5 - Project Expenditure</u></b>		
Unspent Funds at 1 July	3,169	-
Committee & Working Group Mtg	(10,801)	(92,210)
Emergency Management Planning	8,247	3,777
EP Integrated Climate Change	3,781	4,042
Agreement Program	-	7,683
Mining Taskforce	495	25,109
CORES EP	2,276	6,828
Coast & Wayfind Assess Project	-	35,000
LIDAR Project	-	90,000
Regional Governance-JPB Pilot	1,779	8,161
Regional HML Signage Project	-	35,250
Regional Roads Strategy	28	8,538
Unspent Funds at 30 June	-	10,801
	<hr/>	<hr/>
	<hr/>	<hr/>
	<hr/>	<hr/>
<b><u>NOTE 6 - Cash at Bank</u></b>		
BankSA Society Cheque Account	16,460	42,782
Bendigo Bank Term Deposit	162,198	158,845
LGFA	334,788	79,695
	<hr/>	<hr/>
	<hr/>	<hr/>
	<hr/>	<hr/>
<b><u>NOTE 7 - Sundry Creditors</u></b>		
PAYG Withheld	2,604	2,612
Superannuation	1,224	1,224
	<hr/>	<hr/>
	<hr/>	<hr/>
	<hr/>	<hr/>
<b><u>NOTE 8 - Unspent Project Funds</u></b>		
Cores - EP	-	2,236
CWMS Group	-	8,565
	-	<hr/>
	<hr/>	<hr/>
	<hr/>	<hr/>
<b><u>NOTE 9 - Prov'n for Long Service Leave</u></b>		
District Council of Tumby Bay	6,562	6,562
Eyre Peninsula Local Govt.		
Association	19,176	16,116
	<hr/>	<hr/>
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**EYRE PENINSULA LOCAL GOVERNMENT ASSOCIATION**  
**BOARD CERTIFICATE**

The Board have determined that the association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

The Board of the association declares that:

- 1 the financial statements and notes present fairly the association's financial position as at 30th June 2019 and its performance for the year ended on that date in accordance with the accounting policies described in Note 1 to the financial statements;
- 2 in the Board's opinion there are reasonable grounds to believe that the association will be able to pay its debts as and when they become due and payable.

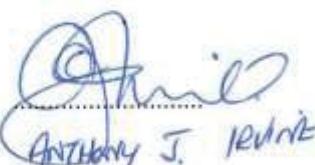
This declaration is made in accordance with a resolution of the Board:

signed

.....

position

PRESIDENT SAM TELFER.

.....  
ANTHONY J. IRWIN

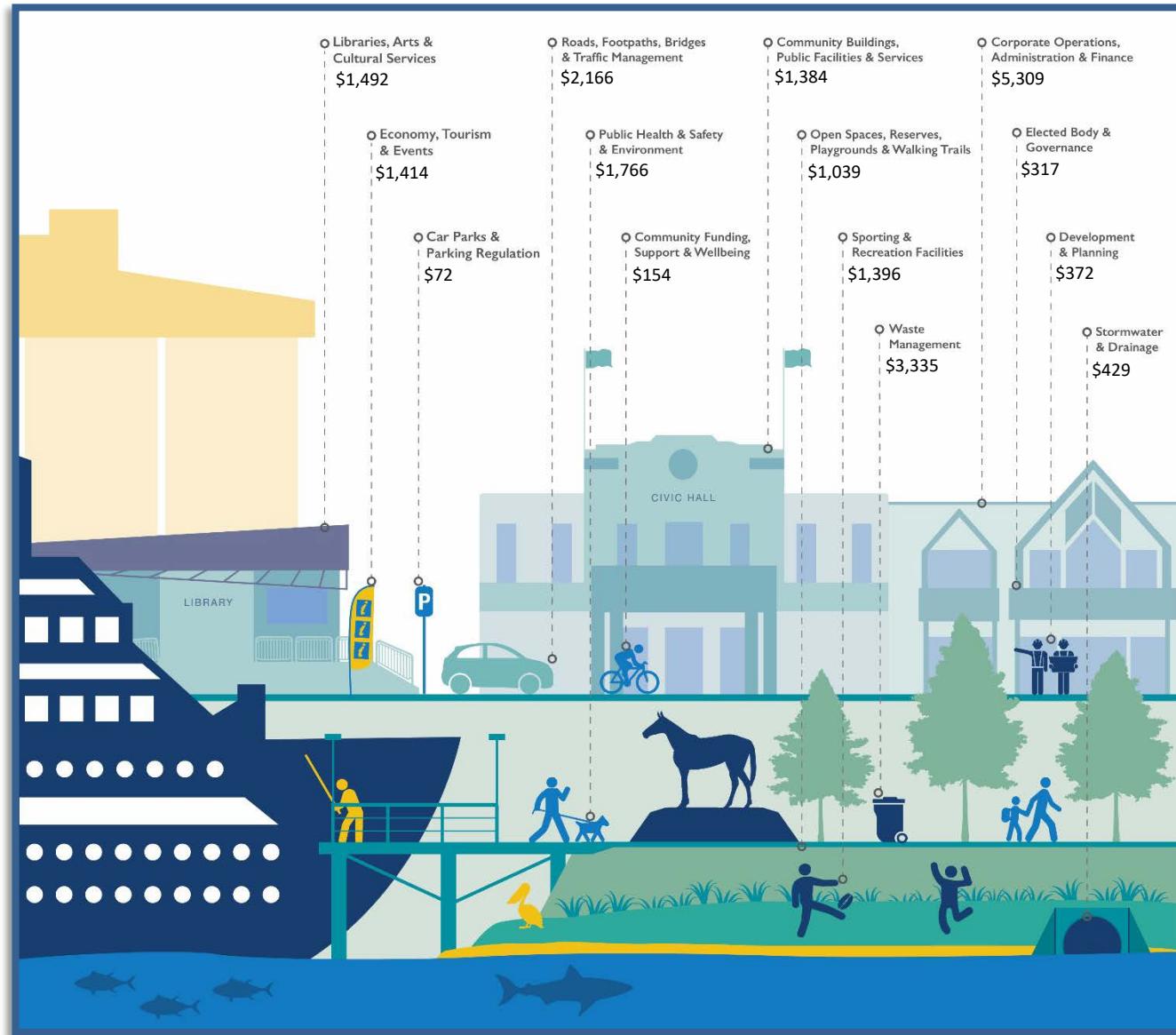
EXECUTIVE OFFICER.

Dated this ....6..... day of SEPTEMBER 2019.

## APPENDIX C

### City of Port Lincoln Audited Financial Statements for the Year Ended 30 June 2019

#### 2018-2019 Operational Expenditure \$'000





# City of Port Lincoln



General  
Purpose  
Financial  
Reports

For the year  
ending  
30 June 2019

Adopted by Council  
21 October 2019

RM: FINAL201952 7.73.1.5

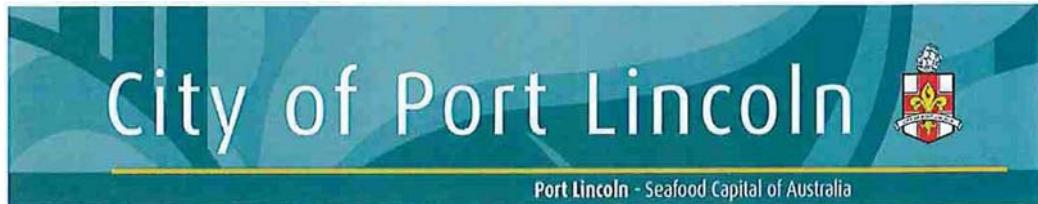
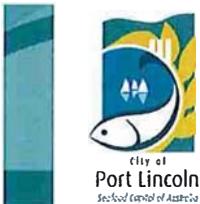




**CITY OF PORT LINCOLN**  
**General Purpose Financial Reports**  
**for the year ended 30 June 2019**

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## ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2019

### CERTIFICATION OF FINANCIAL STATEMENTS

We have been authorised by Council to certify the financial statements in their final form. In our opinion:

- The accompanying financial statements comply with the Local Government Act 1999, Local Government (Financial Management) Regulations 2011 and the Australian Accounting Standards.
- The financial statements present a true and fair view of the Council's financial position at the 30 June 2019 and the results of its operations and cash flows for the financial year.
- Internal controls implemented by the Council provide a reasonable assurance that the Council's financial records are complete, accurate and reliable and were effective throughout the financial year.
- The financial statements accurately reflect the Council's accounting and other records.

  
\_\_\_\_\_  
Stephen Rufus  
**CHIEF EXECUTIVE OFFICER**

  
\_\_\_\_\_  
Brad Flaherty  
**MAYOR**

Date: 29<sup>th</sup> October 2019

**CITY OF PORT LINCOLN**  
**Statement of Comprehensive Income**  
**for the year ended 30 June 2019**

	Notes	2019	2018
		\$	\$
<b>INCOME</b>			
Rates	2	<b>14,571,904</b>	14,062,974
Statutory charges	2	<b>191,100</b>	308,154
User charges	2	<b>2,197,002</b>	2,180,738
Grants, subsidies and contributions	2	<b>2,486,234</b>	2,096,067
Investment income	2	<b>73,522</b>	43,585
Reimbursements	2	<b>381,318</b>	658,159
Other income	2	<b>913,578</b>	1,025,187
<b>Total Income</b>		<b>20,814,658</b>	20,374,864
<b>EXPENSES</b>			
Employee costs	3	<b>6,271,001</b>	5,241,959
Materials, contracts & other expenses	3	<b>10,344,499</b>	11,620,220
Depreciation, amortisation & impairment	3	<b>3,799,001</b>	3,716,271
Finance costs	3	<b>229,072</b>	225,665
<b>Total Expenses</b>		<b>20,643,573</b>	20,804,115
<b>OPERATING SURPLUS / (DEFICIT)</b>		<b>171,085</b>	(429,251)
Asset disposal & fair value adjustments	4	<b>(542,181)</b>	(43,801)
Amounts received specifically for new or upgraded assets	2	<b>2,986,308</b>	2,331,343
Physical resources received free of charge	2	<b>62,475</b>	58,636
<b>NET SURPLUS / (DEFICIT) (transferred to Equity Statement)</b>		<b>2,677,687</b>	<b>1,916,927</b>
<b>Other Comprehensive Income</b>			
Changes in revaluation surplus - infrastructure, property, plant & equipment	9	-	150,400
<b>Total Other Comprehensive Income</b>		-	150,400
<b>TOTAL COMPREHENSIVE INCOME</b>		<b>2,677,687</b>	2,067,327

This Statement is to be read in conjunction with the attached Notes.

**CITY OF PORT LINCOLN**  
**Statement of Financial Position**  
**as at 30 June 2019**

	Notes	2019	2018
		\$	\$
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash and cash equivalents	5	<b>4,577,590</b>	3,476,854
Trade & other receivables	5	<b>1,708,210</b>	1,380,200
Other financial assets	5	<b>101,635</b>	109,321
		<b>Total Current Assets</b>	<b>6,387,435</b>
			<u>4,966,375</u>
<b>Non-current Assets</b>			
Financial assets	6	<b>695,256</b>	827,238
Infrastructure, property, plant & equipment	7	<b>183,244,050</b>	185,400,656
Other non-current assets	6	<b>5,030,937</b>	1,039,510
		<b>Total Non-current Assets</b>	<b>188,970,243</b>
			<u>187,267,404</u>
<b>Total Assets</b>		<b>195,357,678</b>	<u>192,233,779</u>
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Trade & other payables	8	<b>2,879,133</b>	2,107,078
Borrowings	8	<b>459,451</b>	437,416
Provisions	8	<b>760,153</b>	761,773
		<b>Total Current Liabilities</b>	<b>4,098,737</b>
			<u>3,306,267</u>
<b>Non-current Liabilities</b>			
Borrowings	8	<b>7,565,215</b>	8,026,666
Provisions	8	<b>2,382,973</b>	2,267,780
		<b>Total Non-current Liabilities</b>	<b>9,948,188</b>
			<u>10,294,446</u>
<b>Total Liabilities</b>		<b>14,046,925</b>	<u>13,600,713</u>
<b>NET ASSETS</b>		<b>181,310,753</b>	<u>178,633,066</u>
<b>EQUITY</b>			
Accumulated Surplus		<b>37,812,678</b>	35,179,812
Asset Revaluation Reserves	9	<b>142,321,543</b>	142,321,543
Other Reserves	9	<b>1,176,532</b>	1,131,711
<b>TOTAL EQUITY</b>		<b>181,310,753</b>	<u>178,633,066</u>

This Statement is to be read in conjunction with the attached Notes.

**CITY OF PORT LINCOLN**  
**Statement of Changes in Equity**  
**for the year ended 30 June 2019**

		Acc'd Surplus	Asset Rev'n Reserve	Other Reserves	TOTAL EQUITY
2019	Notes	\$	\$	\$	\$
Balance at End of Previous Reporting Period		<b>35,179,812</b>	<b>142,321,543</b>	<b>1,131,711</b>	<b>178,633,066</b>
Restated Opening Balance		<b>35,179,812</b>	<b>142,321,543</b>	<b>1,131,711</b>	<b>178,633,066</b>
<b>Net Surplus / (Deficit) for Year</b>		<b>2,677,687</b>			<b>2,677,687</b>
<b>Other Comprehensive Income</b>					
Transfers between reserves		<b>(44,821)</b>		<b>44,821</b>	-
<b>Balance at end of period</b>		<b>37,812,678</b>	<b>142,321,543</b>	<b>1,176,532</b>	<b>181,310,753</b>
2018					
Balance at End of Previous Reporting Period		33,715,419	142,171,143	679,177	176,565,739
Restated Opening Balance		33,715,419	142,171,143	679,177	176,565,739
<b>Net Surplus / (Deficit) for Year</b>		1,916,927			1,916,927
<b>Other Comprehensive Income</b>					
Changes in revaluation surplus - infrastructure, property, plant & equipment		-	150,400	-	150,400
Transfers between reserves		(452,534)	-	452,534	-
<b>Balance at end of period</b>		<b>35,179,812</b>	<b>142,321,543</b>	<b>1,131,711</b>	<b>178,633,066</b>

This Statement is to be read in conjunction with the attached Notes.

**CITY OF PORT LINCOLN**  
**Statement of Cash Flows**  
**for the year ended 30 June 2019**

	Notes	2019	2018
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		\$	\$
<b>Receipts:</b>			
Rates - general & other		<b>14,374,635</b>	13,978,883
Fees & other charges		<b>191,100</b>	332,635
User charges		<b>2,453,819</b>	3,318,268
Investment receipts		<b>74,857</b>	40,722
Grants utilised for operating purposes		<b>2,486,234</b>	2,253,272
Reimbursements		<b>381,318</b>	723,975
Other revenues		<b>629,344</b>	2,666,073
<b>Payments:</b>			
Employee costs		<b>(6,224,850)</b>	(5,223,833)
Materials, contracts & other expenses		<b>(9,673,131)</b>	(13,277,804)
Finance payments		<b>(229,704)</b>	(223,134)
<b>Net Cash provided by (or used in) Operating Activities</b>	11	<b>4,463,622</b>	4,589,057
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
<b>Receipts:</b>			
Amounts specifically for new or upgraded assets		<b>2,986,308</b>	2,331,343
Sale of replaced assets		<b>42,580</b>	521,439
Repayments of loans by community groups		<b>139,668</b>	61,364
<b>Payments:</b>			
Expenditure on renewal/replacement of assets		<b>(1,049,942)</b>	(1,407,203)
Expenditure on new/upgraded assets		<b>(5,042,084)</b>	(5,847,273)
Loans made to community groups		<b>-</b>	(645,000)
<b>Net Cash provided by (or used in) Investing Activities</b>		<b>(2,923,470)</b>	(4,985,330)
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
<b>Receipts:</b>			
Proceeds from borrowings		<b>-</b>	3,885,000
Proceeds from aged care facility deposits		<b>-</b>	140,000
<b>Payments:</b>			
Repayments of borrowings		<b>(439,416)</b>	(385,125)
<b>Net Cash provided by (or used in) Financing Activities</b>		<b>(439,416)</b>	3,639,875
<b>Net Increase (Decrease) in cash held</b>		<b>1,100,736</b>	3,243,602
Cash & cash equivalents at beginning of period	11	<b>3,476,854</b>	233,252
<b>Cash &amp; cash equivalents at end of period</b>	11	<b>4,577,590</b>	<b>3,476,854</b>

This Statement is to be read in conjunction with the attached Notes

# CITY OF PORT LINCOLN

## Notes to and forming part of the Financial Statements

for the year ended 30 June 2019

### Note 1 - SIGNIFICANT ACCOUNTING POLICIES

The principal accounting policies adopted in the preparation of the financial report are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

#### 1 Basis of Preparation

##### 1.1 Compliance with Australian Accounting Standards

This general purpose financial report has been prepared in accordance with Australian Accounting Standards as they apply to not-for-profit entities, other authoritative pronouncements of the Australian Accounting Standards Board, Interpretations and relevant South Australian legislation.

The financial report was authorised for issue by certificate under regulation 14 of the Local Government (Financial Management) Regulations 2011.

##### 1.2 Historical Cost Convention

Except as stated below, these financial statements have been prepared in accordance with the historical cost convention.

##### 1.3 Critical Accounting Estimates

The preparation of financial statements in conformity with Australian Accounting Standards requires the use of certain critical accounting estimates, and requires management to exercise its judgement in applying Council's accounting policies. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements are specifically referred to in the relevant sections of this Note.

##### 1.4 Rounding

All amounts in the financial statements have been rounded to the nearest dollar.

#### 2 The Local Government Reporting Entity

City of Port Lincoln is incorporated under the SA Local Government Act 1999 and has its principal place of business at Level 1, Civic Centre, 60 Tasman Terrace, Port Lincoln, South Australia. These financial statements include the Council's direct operations and all entities through which Council controls resources to carry on its functions. In the process of reporting on the Council as a single unit, all transactions and balances between activity areas and controlled entities have been eliminated.

#### 3 Income recognition

Income is measured at the fair value of the consideration received or receivable. Income is recognised when the Council obtains control over the assets comprising the income, or when the amount due constitutes an enforceable debt, whichever first occurs.

Where grants, contributions and donations recognised as incomes during the reporting period were obtained on the condition that they be expended in a particular manner or used over a particular period, and those conditions were undischarged as at the reporting date, the amounts subject to those undischarged conditions are disclosed in these notes. Also disclosed is the amount of grants, contributions and receivables recognised as incomes in a previous reporting period which were obtained in respect of the Council's operations for the current reporting period.

In recent years the payment of untied financial assistance grants has varied from the annual allocation as shown in the table below:

	Cash Payment Received	Annual Allocation	Difference	
2016/17	\$1,997,256	\$1,318,558	+	\$678,698
2017/18	\$1,634,732	\$1,554,316	+	\$80,416
2018/19	\$2,013,532	\$1,592,240	+	\$421,292

Because these grants are untied, the Australian Accounting Standards require that payments be recognised upon receipt. Accordingly, the operating results of these periods have been distorted compared to those that would have been reported had the grants been paid in the year to which they were allocated.

The Operating Surplus Ratio and Net Liabilities Ratio disclosed in Note 15 have also been calculated after adjusting for the distortions resulting from the differences between the actual grants received and the grants entitlements allocated.

The actual amounts of untied grants received during the reporting periods (including the advance allocations) are disclosed in Note 2.

### **3.1 Construction Contracts**

Construction works undertaken by Council for third parties are generally on an agency basis where the third party reimburses Council for actual costs incurred, and usually do not extend beyond the reporting period. As there is no profit component, such works are treated as 100% completed. Reimbursements not received are recognised as receivables and reimbursements received in advance are recognised as "payments received in advance".

There are no construction contracts as at 30 June 2019.

### **4 Cash, Cash Equivalents and other Financial Instruments**

Cash Assets include all amounts readily convertible to cash on hand at Council's option with an insignificant risk of changes in value with a maturity of three months or less from the date of acquisition.

Receivables for rates and annual charges are secured over the subject land, and bear interest at rates determined in accordance with the Local Government Act 1999. Other receivables are generally unsecured and do not bear interest.

All receivables are reviewed as at the reporting date and adequate allowance made for amounts the receipt of which is considered doubtful.

AASB 7 Financial Instruments - Disclosures and AASB 9 Financial Instruments commenced from 1 July 2018 and have the effect that non-contractual receivables (e.g. rates & charges) are now treated as financial instruments. Although the disclosures made in Note 13 Financial Instruments have changed, there are no changes to the amounts disclosed.

All financial instruments are recognised at fair value at the date of recognition. A detailed statement of the accounting policies applied to financial instruments also form part of Note 13.

### **5 Inventories**

City of Port Lincoln does not hold inventories as at 30 June 2019.

### **6 Infrastructure, Property, Plant & Equipment**

#### **6.1 Land under roads**

Council has elected not to recognise land under roads acquired prior to 1 July 2008 as an asset in accordance with AASB 1051 Land under Roads. Land under roads acquired after 30 June 2008 has not been recognised as in the opinion of Council it is not possible to reliably attribute a fair value, and further that such value if determined would be immaterial.

#### **6.2 Initial Recognition**

All assets are initially recognised at cost. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition.

All non-current assets purchased or constructed are capitalised as the expenditure is incurred and depreciated as soon as the asset is held “ready for use”. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition, including architects' fees and engineering design fees and all other costs incurred. The cost of non-current assets constructed by the Council includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Capital works still in progress at balance date are recognised as other non-current assets and transferred to infrastructure, property, plant & equipment when completed ready for use.

### **6.3 Materiality**

Assets with an economic life in excess of one year are only capitalised where the cost of acquisition exceeds materiality thresholds established by Council for each type of asset. In determining (and in annually reviewing) such thresholds, regard is had to the nature of the asset and its estimated service life. Examples of capitalisation thresholds applied during the year are given in Note 7. No capitalisation threshold is applied to the acquisition of land or interests in land.

### **6.4 Subsequent Recognition**

All material asset classes are revalued on a regular basis such that the carrying values are not materially different from fair value. For infrastructure and other asset classes where no active market exists, fair value is determined to be the current replacement cost of an asset less, where applicable, accumulated depreciation calculated on the basis of such cost to reflect the already consumed or expired future economic benefits of the asset. Further detail of existing valuations, methods and valuers are provided at Note 7.

### **6.5 Depreciation of Non-Current Assets**

Other than land, all infrastructure, property, plant and equipment assets recognised are systematically depreciated over their useful lives on a straight-line basis which, in the opinion of Council, best reflects the consumption of the service potential embodied in those assets.

Depreciation methods, useful lives and residual values of classes of assets are reviewed annually.

Major depreciation periods for each class of asset are shown in Note 7. Depreciation periods for infrastructure assets have been estimated based on the best information available to Council, but appropriate records covering the entire life cycle of these assets are not available, and extreme care should be used in interpreting financial information based on these estimates.

### **6.6 Impairment**

Assets that have an indefinite useful life are not subject to depreciation and are reviewed annually for impairment. Assets carried at fair value whose future economic benefits are not dependent on the ability to generate cash flows, and where the future economic benefits would be replaced if Council were deprived thereof, are not assessed for impairment.

Other assets that are subject to depreciation are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount (which is the higher of the present value of future cash outflows or value in use).

Where an asset that has been revalued is subsequently impaired, the impairment is first offset against such amount as stands to the credit of that class of assets in Asset Revaluation Reserve, any excess being recognised as an expense.

## **7 Payables**

### **7.1 Goods & Services**

Creditors are amounts due to external parties for the supply of goods and services and are recognised as liabilities when the goods and services are received. Creditors are normally paid 30 days after the month of invoice. No interest is payable on these amounts.

### **7.2 Payments Received in Advance & Deposits**

Amounts received from external parties in advance of service delivery, and security deposits held against possible damage to Council assets, are recognised as liabilities until the service is delivered or damage reinstated, or the amount is refunded as the case may be.

## **8 Borrowings**

Loans are carried at their principal amounts which represent the present value of future cash flows associated with servicing the debt. Interest is accrued over the period to which it relates, and is recorded as part of "Payables". Interest free loans are carried at their nominal amounts.

## **9 Employee Benefits**

### **9.1 Salaries, Wages & Compensated Absences**

Liabilities for employees' entitlements to salaries, wages and compensated absences expected to be paid or settled within 12 months of reporting date are accrued at nominal amounts (including payroll based on costs) measured in accordance with AASB 119.

Liabilities for employee benefits not expected to be paid or settled within 12 months are measured as the present value of the estimated future cash outflows (including payroll based on costs) to be made in respect of services provided by employees up to the reporting date. Present values are calculated using government guaranteed securities rates with similar maturity terms.

No accrual is made for sick leave as Council experience indicates that, on average, sick leave taken in each reporting period is less than the entitlement accruing in that period, and this experience is expected to recur in future reporting periods. Council does not make payment for untaken sick leave.

### **9.2 Superannuation**

The Council makes employer superannuation contributions in respect of its employees to the Local Government Superannuation Scheme. The Scheme has two types of membership, each of which is funded differently. No changes in accounting policy have occurred during either the current or previous reporting periods. Details of the accounting policies applied and Council's involvement with the schemes are reported in Note 18.

## **10 Leases**

Lease arrangements have been accounted for in accordance with Australian Accounting Standard AASB 117.

In respect of operating leases, where the lessor substantially retains all of the risks and benefits incident to ownership of the leased items, lease payments are charged to expense over the lease term.

## **11 GST Implications**

In accordance with UIG Abstract 1031 "Accounting for the Goods & Services Tax"

- Receivables and Creditors include GST receivable and payable.
- Except in relation to input taxed activities, revenues and operating expenditures exclude GST receivable and payable.
- Non-current assets and capital expenditures include GST net of any recoupment.
- Amounts included in the Statement of Cash Flows are disclosed on a gross basis.

## **12 Pending Accounting Standards**

Certain new accounting standards and UIG interpretations have been published that are not mandatory for the 30 June 2019 reporting period and have not been used in preparing these reports.

AASB 7	Financial Instruments – Disclosures
AASB 9	Financial Instruments
AASB 15	Revenue from Contracts with Customers
AASB 16	Leases
AASB 1058	Income of Not-for-Profit Entities

Standards containing consequential amendments to other Standards and Interpretations arising from the above - AASB 2010-7, AASB 2014-1, AASB 2014-3, AASB 2014-4, AASB 2014-5, AASB 2014-6, AASB 2014-7, AASB 2014-8, AASB 2014-9, AASB 2014-10, AASB 2015-1, AASB 2015-2, AASB 2015-3, AASB 2015-4, AASB 2015-5, AASB 2015-6 and AASB 2015-7.

(Standards not affecting local government have been excluded from the above list.)

AASB 15 Revenue from Contracts with Customers and AASB 1058 Income of Not-for-Profit Entities, which will commence from 1 July 2019, affect the timing with which revenues, particularly special purpose grants, are recognised. Amounts received in relation to contracts with sufficiently specific performance obligations will in future only be recognised as these obligations are fulfilled. In these Statements, the sum of \$371,414 has been recognised as 'Amounts received in Advance'.

AASB 16 Leases, which will commence from 1 July 2019, requires that the right of use conveyed by leasing contracts - except leases with a maximum term of 12 months and leases for non-material amounts - be recognised as a form of Infrastructure, Property, Plant and Equipment, and that the lease liability be disclosed as a liability.

As a result of the new accounting procedure, the following changes will be made to balance sheet amounts as at 1 July 2019:

IPP&E Right-of-use asset increase \$453,069

Lease liability increase \$453,069

The effect on profit and loss in future years will be non-material.

## **13 Rehabilitation**

Expenditures relating to ongoing rehabilitation and restoration reduce any provision previously established. The Council annually monitors the liability recorded for landfill rehabilitation and restoration estimates and make adjustment to the liability as required ensuring an accurate projected cost of the liability is showing in the Statement of Financial Position. The Council will be undertaking further detailed reviews of all rehabilitation and restoration liability costs in future years with the assistance of external consultants to ensure all projected costs have been independently verified. The last review was completed 17 November 2015 by GHD Pty Ltd. Council will be engaging external consultants to undertake the next review by December 2019.

**CITY OF PORT LINCOLN**  
**Notes to and forming part of the Financial Statements**  
**for the year ended 30 June 2019**

**Note 2 - INCOME**

	2019	2018
	Notes	\$
<b>RATES REVENUES</b>		
General Rates	11,448,132	10,992,149
Less: Mandatory rebates	(136,570)	(132,091)
Less: Discretionary rebates, remissions & write offs	(92,978)	(93,875)
	<u>11,218,584</u>	<u>10,766,183</u>
<u>Other Rates</u> (including service charges)		
Natural Resource Management levy	655,981	641,088
Recycling Service Charge	417,123	417,476
Waste Collection Sservice Charge	2,156,784	2,115,371
	<u>3,229,888</u>	<u>3,173,935</u>
<u>Other Charges</u>		
Penalties for late payment	104,953	100,621
Legal & other costs recovered	18,479	22,235
	<u>123,432</u>	<u>122,856</u>
	<u>14,571,904</u>	<u>14,062,974</u>
<b>STATUTORY CHARGES</b>		
Development Act fees	89,625	88,727
Town planning fees	39,429	37,137
Health & Septic Tank Inspection fees	2,081	2,830
Animal registration fees & fines	28,613	142,215
Parking fines / expiation fees	9,279	13,175
Other licences, fees, & fines	22,073	24,070
	<u>191,100</u>	<u>308,154</u>
<b>USER CHARGES</b>		
Cemetery/crematoria fees	98,046	92,213
Kirton Court Units Maintenance Charge	25,713	18,518
Resource Recovery Centre	924,084	838,864
Property Rental Income	89,295	80,609
Visitor Information Centre	672,199	671,360
Nautilus Arts Centre Production Centre & Shop Sales	297,508	326,022
Hall & equipment hire	4,642	72,960
Permit Fees/Cost Recovery (footpath, dogs)	15,110	14,270
Sales - general	-	1,883
Water Reuse Sales	66,162	58,421
Sundry	4,243	5,618
	<u>2,197,002</u>	<u>2,180,738</u>

**CITY OF PORT LINCOLN**  
**Notes to and forming part of the Financial Statements**  
**for the year ended 30 June 2019**

Note 2 - INCOME (con't)

<b>INVESTMENT INCOME</b>	<b>2019</b>	<b>2018</b>
	Notes	\$
Interest on investments:		
Local Government Finance Authority	10,201	15,613
Banks & other	18,367	9,179
Loans to community groups	<u>44,954</u>	<u>18,793</u>
	<u><u>73,522</u></u>	<u><u>43,585</u></u>
<b>REIMBURSEMENTS</b>		
- for roadworks	1,727	1,673
- for private works	7,862	20,878
- by joint undertakings	<u>256,069</u>	<u>297,375</u>
- other	<u>115,660</u>	<u>338,233</u>
	<u><u>381,318</u></u>	<u><u>658,159</u></u>
<b>OTHER INCOME</b>		
Insurance & other recoupments - infrastructure, property, plant & equipment	128,484	90,215
Rebates received	129,994	9,491
Plant & Labour Overheads Allocated	<u>655,100</u>	<u>712,197</u>
Sundry	<u>-</u>	<u>213,284</u>
	<u><u>913,578</u></u>	<u><u>1,025,187</u></u>
<b>GRANTS, SUBSIDIES, CONTRIBUTIONS</b>		
Amounts received specifically for new or upgraded assets	2,986,308	2,331,343
Individually Significant Item - Additional Grants Commission Payment	<u>1,090,270</u>	<u>759,114</u>
Other grants, subsidies and contributions		
Untied - Financial Assistance Grant	923,262	875,618
Roads to Recovery	<u>160,951</u>	<u>324,621</u>
Library	<u>110,545</u>	<u>93,549</u>
Social Welfare & Community	<u>38,407</u>	<u>2,293</u>
Public Art & Nautilus Arts Centre	<u>7,090</u>	<u>5,620</u>
Infrastructure		17,789
Tourism	<u>8,012</u>	2,000
Housing & Community Amenities	<u>139,217</u>	
Sundry	<u>8,480</u>	<u>15,463</u>
	<u><u>2,486,234</u></u>	<u><u>2,096,067</u></u>
	<u><u>5,472,542</u></u>	<u><u>4,427,410</u></u>

The functions to which these grants relate are shown in Note 12.

**CITY OF PORT LINCOLN**  
**Notes to and forming part of the Financial Statements**  
**for the year ended 30 June 2019**

**Note 2 - INCOME (con't)**

<b>Sources of grants</b>	<b>2019</b>	<b>2018</b>
	<b>Notes</b>	<b>\$</b>
Commonwealth government		2,174,483
State government		3,049,574
Other		248,485
		<b>5,472,542</b>
		<b>4,427,410</b>

***Individually Significant Item***

In June 2019, Council received advance payment of the Commonwealth Grants Commission Grant ('FAG') allocated to the 2019/2020 financial year. As a result, Council's operating result in the current year has increased by \$1,090,270. This amount also included two lots of Supplementary Road Funding of \$110,579 for both 2019/2020 and 2020/2021.

In June 2018, Council received advance payment of the FAG allocated to the 2018/2019 financial year. As a result the operating result in 2017/2018 increased by \$759,114, however this reduced the operating result of the 2018/2019 by \$759,114. The net effect in 2018/2019 due to misallocation of the FAG over two financial years is a \$331,156 increase on the operating result.

***Conditions over grants & contributions***

*Grants and contributions which were obtained on the condition that they be expended for specified purposes or in a future period, but which are not yet expended in accordance with those conditions, are as follows:*

<i>Unexpended at the close of the previous reporting period</i>	<b>238,802</b>	31,500
<i>Less: expended during the current period from revenues recognised in previous reporting periods:</i>		
Age & Dementia Friendly Communities	(38,407)	-
Parnkalla Trail Wharf Precinct Project Contribution	(88,007)	-
Skate Park Grant Funding	(112,388)	-
Heritage & Cultural Services	-	(31,500)
<i>Subtotal</i>	<b>(238,802)</b>	<b>(31,500)</b>

*Plus: amounts recognised as revenues in this reporting period but not yet expended in accordance with the conditions*

Age & Dementia Friendly Communities	-	38,407
Parnkalla Trail Wharf Precinct Project Contribution	265,340	88,007
Skate Park Grant Funding	-	112,388
Leisure Centre Expansion Project Funding	92,794	-
<i>Subtotal</i>	<b>358,134</b>	<b>238,802</b>

*Unexpended at the close of this reporting period*

<i>Net increase / (decrease) in assets subject to conditions in the current reporting period</i>	<b>119,332</b>	207,302
	<b>358,134</b>	<b>238,802</b>

**PHYSICAL RESOURCES RECEIVED FREE OF CHARGE**

Land & Improvements	<b>62,475</b>	58,636
<b>TOTAL PHYSICAL RESOURCES RECEIVED</b>	<b>62,475</b>	<b>58,636</b>

**CITY OF PORT LINCOLN**  
**Notes to and forming part of the Financial Statements**  
**for the year ended 30 June 2019**

**Note 3 - EXPENSE**

	2019	2018
	Notes	\$
<b>EMPLOYEE COSTS</b>		
Salaries and Wages	5,268,897	4,758,225
Employee leave expense	397,138	228,467
Superannuation - defined contribution plan contributions	18      396,635	430,367
Superannuation - defined benefit plan contributions	18      89,117	53,591
Workers' Compensation Insurance	212,930	142,553
Less: Capitalised and distributed costs	(93,716)	(371,244)
<b>Total Operating Employee Costs</b>	<b>6,271,001</b>	<b>5,241,959</b>
<b>Total Number of Employees</b>	<b>59</b>	<b>57</b>
<i>(Full time equivalent at end of reporting period)</i>		
<b>MATERIALS, CONTRACTS &amp; OTHER EXPENSES</b>		
<u>Prescribed Expenses</u>		
Auditor's Remuneration		
- Auditing the financial reports	23,911	22,900
Elected members' expenses	196,199	205,491
Election expenses	68,109	8,483
Operating Lease Rentals - cancellable leases	26,000	19,789
Operating Lease Rentals - non-cancellable leases		
- minimum lease payments	17      140,453	101,417
Subtotal - Prescribed Expenses	<b>454,672</b>	<b>358,080</b>
<u>Other Materials, Contracts &amp; Expenses</u>		
Waste Management Contract	2,671,344	2,831,865
Utilities	707,468	850,871
Insurance	311,826	291,197
IT Communications	356,063	356,971
Advertising	53,580	46,222
Legal Expenses	76,628	106,264
Levies paid to government - NRM levy	648,799	635,038
- Other Levies	598,021	554,946
Parts, accessories & consumables	81,305	52,306
Plant & Machinery Fuel & Oil	58,066	62,464
Professional services	115,983	108,621
Tourism Expenses	745,002	795,295
General Maintenance	227,746	310,272
Library Operations	178,787	217,821
Leisure Centre Operations	385,955	422,653

**CITY OF PORT LINCOLN**  
**Notes to and forming part of the Financial Statements**  
**for the year ended 30 June 2019**

**Note 3 - EXPENSE con't**

	2019	2018
	Notes	\$
<b>MATERIALS, CONTRACTS &amp; OTHER EXPENSES (Con't)</b>		
<u>Other Materials, Contracts &amp; Expenses (Con't)</u>		
Road Maintenance Expenses	295,119	349,360
Power Lines Environmental Committee Project Expenses	395,933	356,882
External Contractors	1,106,512	1,260,586
Repairs, Maintenance & Materials	375,154	208,435
Sundry	500,536	1,444,071
Subtotal - Other Materials, Contracts & Expenses	<u>9,889,827</u>	<u>11,262,140</u>
	<u><b>10,344,499</b></u>	<u><b>11,620,220</b></u>

**DEPRECIATION, AMORTISATION & IMPAIRMENT**

**Depreciation**

Land	-	-
Buildings	752,909	762,028
Filtration	71,626	71,575
Road Pavement & Surface	639,590	620,144
Kerbining	318,509	317,369
Footpaths	237,414	234,772
Stormwater	287,993	286,883
Bridges	75,522	64,265
Other Community Assets	667,616	644,702
Plant & Equipment	158,015	139,052
Furniture & Fittings	136,824	101,088
Library Books	58,834	58,193
Leisure Centre	316,639	340,697
RRC - Landfill Cell 4	35,589	35,589
RRC - Cell 4 Capping Provision	24,542	23,177
RRC - Post Closure Remediation Provision	<u>17,379</u>	<u>16,737</u>
	<u><b>3,799,001</b></u>	<u><b>3,716,271</b></u>

**FINANCE COSTS**

Interest on Loans	229,072	225,665
	<u><b>229,072</b></u>	<u><b>225,665</b></u>

**CITY OF PORT LINCOLN**  
**Notes to and forming part of the Financial Statements**  
**for the year ended 30 June 2019**

**Note 4 - ASSET DISPOSALS AND FAIR VALUE ADJUSTMENTS**

	2019	2018
	Notes	\$
<b>INFRASTRUCTURE, PROPERTY, PLANT &amp; EQUIPMENT</b>		
<i>Assets renewed or directly replaced</i>		
Proceeds from disposal	42,580	521,439
Less: Carrying amount of assets sold	<u>584,761</u>	<u>565,240</u>
<b>Gain (Loss) on disposal</b>	<b>(542,181)</b>	<b>(43,801)</b>
 <b>NET GAIN (LOSS) ON DISPOSAL OR REVALUATION OF ASSETS</b>		
	<b>(542,181)</b>	<b>(43,801)</b>
	<b>_____</b>	<b>_____</b>

**Note 5 - CURRENT ASSETS**

	2019	2018
	Notes	\$
<b>CASH &amp; EQUIVALENT ASSETS</b>		
Cash on Hand and at Bank	3,401,058	2,013,146
Deposits at Call	<u>1,176,532</u>	<u>1,463,708</u>
	<b>4,577,590</b>	<b>3,476,854</b>
 <b>TRADE &amp; OTHER RECEIVABLES</b>		
Rates - General & Other	1,155,797	958,528
Accrued Revenues	9,379	10,714
Debtors - general	236,606	253,620
BAS Recoupment	291,408	103,349
Prepayments	15,020	32,890
Debtors - Library	-	21,099
Total	<b>1,708,210</b>	<b>1,380,200</b>
 <b>OTHER FINANCIAL ASSETS</b>		
Loans to Community Organisations	<u>101,635</u>	<u>109,321</u>
	<b>101,635</b>	<b>109,321</b>
	<b>_____</b>	<b>_____</b>

**Note 6 - NON-CURRENT ASSETS**

	2019	2018
	Notes	\$
<b>FINANCIAL ASSETS</b>		
Loans to Community Organisations	695,256	827,238
<b>TOTAL FINANCIAL ASSETS</b>	<b>695,256</b>	<b>827,238</b>
 <b>OTHER NON-CURRENT ASSETS</b>		
Capital Works-in-Progress	<u>5,030,937</u>	<u>1,039,510</u>
	<b>5,030,937</b>	<b>1,039,510</b>
	<b>_____</b>	<b>_____</b>

**CITY OF PORT LINCOLN**  
**Notes to and forming part of the Financial Statements**  
**for the year ended 30 June 2019**

**Note 7 - INFRASTRUCTURE, PROPERTY, PLANT & EQUIPMENT (IPP&E)**

	Fair Value Level	2018				2019			
		Fair Value	Cost	Acc' Dep'n	Carrying Amount	Fair Value	Cost	Acc' Dep'n	Carrying Amount
Land	2	62,464,500	1,130,894	-	63,595,394	<b>62,367,000</b>	<b>1,228,394</b>	-	<b>63,595,394</b>
Buildings	2	3,132,421	420,322	(531,346)	3,021,397	<b>3,132,421</b>	<b>420,322</b>	(550,266)	<b>3,002,477</b>
Buildings	3	24,800,965	3,425,188	(12,737,532)	15,488,621	<b>24,078,665</b>	<b>3,569,207</b>	(13,119,790)	<b>14,528,082</b>
Filtration	3	3,765,853	26,893	(1,134,403)	2,658,343	<b>47,378</b>	<b>3,749,853</b>	(1,191,712)	<b>2,605,519</b>
Road Pavement & Surface	3	35,629,092	689,724	(11,456,048)	24,862,768	<b>34,959,829</b>	<b>1,350,481</b>	(11,436,625)	<b>24,873,685</b>
Kerbing	3	22,291,870	18,013	(6,177,404)	16,132,479	<b>22,291,870</b>	<b>23,632</b>	(6,495,913)	<b>15,819,589</b>
Footpaths	3	13,646,422	108,590	(2,133,354)	11,621,658	<b>13,909,719</b>	<b>76,347</b>	(2,362,231)	<b>11,623,835</b>
Stormwater	3	24,407,149	792,825	(8,320,587)	16,879,387	<b>24,407,149</b>	<b>792,825</b>	(8,608,580)	<b>16,591,394</b>
Bridges	3	584,453	4,605,392	(233,117)	4,956,728	<b>584,453</b>	<b>4,605,392</b>	(308,639)	<b>4,881,206</b>
Other Community Assets	3	20,687,907	2,446,544	(9,003,388)	14,131,063	<b>20,653,707</b>	<b>3,183,029</b>	(9,665,060)	<b>14,171,676</b>
Plant & Equipment		-	2,138,198	(1,147,422)	990,776	-	<b>2,274,144</b>	(1,241,833)	<b>1,032,311</b>
Furniture & Fittings		-	1,719,956	(1,029,930)	690,026	-	<b>1,743,486</b>	(1,165,044)	<b>578,442</b>
Library Books		-	1,375,590	(1,001,168)	374,422	-	<b>679,953</b>	(407,040)	<b>272,913</b>
Leisure Centre	3	7,447,215	5,119,964	(4,972,409)	7,594,770	<b>7,447,215</b>	<b>5,119,964</b>	(5,289,048)	<b>7,278,131</b>
RRC - Landfill Cell 4	3	-	1,423,579	(320,304)	1,103,275	-	<b>1,423,579</b>	(355,893)	<b>1,067,686</b>
RRC - Cell 4 Capping Provision		-	1,453,327	(692,517)	760,810	-	<b>1,496,927</b>	(717,059)	<b>779,868</b>
RRC - Post Closure Remediation Provision		-	682,742	(144,003)	538,739	-	<b>703,225</b>	(161,383)	<b>541,842</b>
<b>Total IPP&amp;E</b>		<b>218,857,847</b>	<b>27,577,741</b>	<b>(61,034,932)</b>	<b>185,400,656</b>	<b>213,879,406</b>	<b>32,440,760</b>	<b>(63,076,116)</b>	<b>183,244,050</b>
<b>Comparatives</b>		<b>219,867,540</b>	<b>20,454,441</b>	<b>(58,165,539)</b>	<b>182,156,442</b>	<b>218,857,847</b>	<b>27,577,741</b>	<b>(61,034,932)</b>	<b>185,400,656</b>

*This Note continues on the following pages.*

**CITY OF PORT LINCOLN**  
**Notes to and forming part of the Financial Statements**  
**for the year ended 30 June 2019**

**Note 7 - INFRASTRUCTURE, PROPERTY, PLANT & EQUIPMENT**

Carrying Amount	CARRYING AMOUNT MOVEMENTS DURING YEAR							Carrying Amount	
	Additions		Disposals	Depreciation	Impairment	Transfers			
	New / Upgrade	Renewals				In	Out		
Land	63,595,394	-	-	-	-	-	-	-	
Buildings	3,021,397	-	-	-	(18,920)	-	-	-	
Buildings	15,488,621	68,303	75,715	(370,568)	(733,989)	-	-	-	
Filtration	2,658,343	-	20,486	(1,684)	(71,626)	-	-	-	
Road Pavement & Surface	24,862,768	21,810	638,947	(10,250)	(639,590)	-	-	-	
Kerbing	16,132,479	5,619	-	-	(318,509)	-	-	-	
Footpaths	11,621,658	263,297	-	(23,706)	(237,414)	-	-	-	
Stormwater	16,879,387	-	-	-	(287,993)	-	-	-	
Bridges	4,956,728	-	-	-	(75,522)	-	-	-	
Other Community Assets	14,131,063	608,477	128,008	(28,256)	(667,616)	-	-	-	
Plant & Equipment	990,776	11,756	224,191	(36,397)	(158,015)	-	-	-	
Furniture & Fittings	690,026	12,500	12,740	-	(136,824)	-	-	-	
Library Books	374,422	58,180	13,046	(113,901)	(58,834)	-	-	-	
Leisure Centre	7,594,770	-	-	-	(316,639)	-	-	-	
RRC - Landfill Cell 4	1,103,275	-	-	-	(35,589)	-	-	-	
RRC - Cell 4 Capping Provision	760,810	-	43,600	-	(24,542)	-	-	-	
RRC - Post Closure Remediation Provision	538,739	-	20,482	-	(17,379)	-	-	-	
Reinstatement costs	-	-	-	-	-	-	-	-	
<b>Total IPP&amp;E</b>	<b>185,400,656</b>	<b>1,049,942</b>	<b>1,177,215</b>	<b>(584,762)</b>	<b>(3,799,001)</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Comparatives</b>	<b>182,156,442</b>	<b>5,968,122</b>	<b>1,407,203</b>	<b>(565,240)</b>	<b>(3,716,271)</b>	<b></b>	<b>14,933</b>	<b>(14,933)</b>	
							<b>150,400</b>	<b>185,400,656</b>	

This note continues on the following pages.

**CITY OF PORT LINCOLN**  
**Notes to and forming part of the Financial Statements**  
**for the year ended 30 June 2019**

**Note 7 (con't) – INFRASTRUCTURE, PROPERTY, PLANT & EQUIPMENT**

**Valuation of Assets**

**General Valuation Principles**

**Accounting procedure:** Upon revaluation, the current new replacement cost and accumulated depreciation are re-stated such that the difference represents the fair value of the asset determined in accordance with AASB 13 *Fair Value Measurement*: accumulated depreciation is taken to be the difference between current new replacement cost and fair value. In the case of land, fair value is taken to be the current replacement cost.

**Highest and best use:** For land which Council has an unfettered right to sell, the "highest and best use" recognises the possibility of the demolition or substantial modification of some or all of the existing buildings and structures affixed to the land.

Much of the land under Council's care and control is Crown land or has been declared as community land under the provisions of the Local Government Act 1999. Other types of restrictions also exist.

For land subject to these restrictions, the highest and best use is taken to be the "highest and best use" available to Council, with a rebuttable presumption that the current use is the "highest and best use". The reason for the current use of a large proportion of Council's assets being other than the "highest and best use" relates to Council's principal role as the provider of services to the community, rather than the use of those assets for the generation of revenue.

For buildings and other structures on and in the land, including infrastructure, "highest and best use" is determined in accordance with the land on and in which they are situated.

**Fair value hierarchy level 2 valuations:** Certain land, and the buildings and structures thereon, are shown above as being based on fair value hierarchy level 2 valuation inputs. They are based on prices for similar assets in an active market, with directly or indirectly observable adjustments for specific advantages or disadvantages attaching to the particular asset.

**Fair value hierarchy level 3 valuations of land:** Valuations of Crown land, community land and land subject to other restrictions on use or disposal, shown above as being based on fair value hierarchy level 3 valuation inputs, are based on prices for similar assets in an active market, but include adjustments for specific advantages or disadvantages attaching to the particular asset that are not directly or indirectly observable in that market, or the number and / or amount of observable adjustments of which are so great that the valuation is more fairly described as being based on level 3 valuation inputs.

**Fair value hierarchy level 3 valuations of buildings, infrastructure and other assets:** There is no known market for these assets and they are valued at depreciated current replacement cost. This method involves:

The determination of the cost to construct the asset (or its modern engineering equivalent) using current prices for materials and labour, the quantities of each being estimated based on recent experience of this or similar Councils, or on industry construction guides where these are more appropriate.

The calculation of the depreciation that would have accumulated since original construction using current estimates of residual value and useful life under the prime cost depreciation method adopted by Council.

This method has significant inherent uncertainties, relying on estimates of quantities of materials and labour, residual values and useful lives, and the possibility of changes in prices for materials and labour, and the potential for development of more efficient construction techniques.

**CITY OF PORT LINCOLN**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**for the year ended 30 June 2019**

**Note 7 (con't) – INFRASTRUCTURE, PROPERTY, PLANT & EQUIPMENT**

**Capitalisation thresholds** used by Council for a representative range of assets are shown below. No capitalisation threshold is applied to the acquisition of land or interests in land.

Office Furniture & Equipment	\$3,000
Minor Plant & Equipment	\$3,000
Portable and Attractive Electronic Equipment	\$3,000

**Estimated Useful Lives:** Useful lives are estimated for each individual asset. In estimating useful lives, regard is had to technical and commercial obsolescence, as well as legal and other limitations on continued use. The range of useful lives for a representative range of assets is shown below, although individual assets may have an estimated total useful life of greater or lesser amount:

Building Assets		
	Building Items	50 to 100 years
	Other Structures	10 to 100 years
Road Assets		
	Road Surfaces	13 to 25 years
	Road Base	20 to 80 years
	Kerb & Gutter	40 to 70 years
Bridges Footpaths		50 to 100 years
Stormwater	Paved/sealed surfaces	20 to 50 years
	Drainage Structure	40 to 50 years
	Dams/Retention Basins	80 to 120 years
	Facilities & Other Structures	5 to 20 years
Parks & Recreation Assets		
	Playground Equipment	15 to 20 years
	Furniture	5 to 50 years
	Irrigation Systems	20 to 30 years
Plant & Equipment		
	Earthmoving plant	5 to 20 years
	Motor Vehicles	2 to 5 years
Furniture & Fittings		3 to 20 years

### Land

Council being of the opinion that it is not possible to attribute a value sufficiently reliably to qualify for recognition, land under roads has not been recognised in these reports. The last valuation of land was undertaken by Liquid Pacific as at 1 July 2014. All acquisitions made after the respective date of valuation are recorded at cost.

### Buildings & Other Structures

The last valuation of buildings was undertaken by Liquid Pacific as at 1 July 2014. All acquisitions made after the respective date of valuation are recorded at cost.

### Filtration

Filtration assets were revalued by Liquid Pacific as at 1 July 2014. All acquisitions made after the respective date of valuation are recorded at cost.

**CITY OF PORT LINCOLN**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**for the year ended 30 June 2019**

**Note 7 (con't) – INFRASTRUCTURE, PROPERTY, PLANT & EQUIPMENT**

**Transport Infrastructure**

Transportation infrastructure assets, being road pavement (base), road surface (seal), footpaths, bridges and kerbing were revalued by Tonkin Consulting as at 1 July 2017. All acquisitions made after the respective date of valuation are recorded at cost.

**Stormwater**

Stormwater assets were revalued by Tonkin Consulting as at 1 July 2016. All acquisitions made after the respective date of valuation are recorded at cost.

**Other Community Assets**

Other community assets were revalued by Liquid Pacific as at 1 July 2014. All acquisitions made after the respective date of valuation are recorded at cost.

**Plant, Furniture, Equipment, Fittings & Library Books.**

The plant and equipment, furniture and fittings and library books asset groups are recognised on the cost basis and have not been revalued. Library books and other lending materials are capitalised in bulk, and written out fully when fully depreciated.

**CITY OF PORT LINCOLN**  
**Notes to and forming part of the Financial Statements**  
**for the year ended 30 June 2019**

**Note 8 - LIABILITIES**

<b>TRADE &amp; OTHER PAYABLES</b>	<b>Notes</b>	<b>2019</b>		<b>2018</b>	
		<b>Current</b>	<b>Non-current</b>	<b>Current</b>	<b>Non-current</b>
Goods & Services		<b>1,540,674</b>	-	978,790	-
Payments received in advance		<b>371,414</b>	-	241,010	-
Accrued expenses - employee entitlements		<b>27,999</b>	-	31,339	-
Accrued expenses - other		<b>81,222</b>	-	80,844	-
Aged Care Facility Deposits		<b>760,625</b>	-	768,500	-
Other		<b>97,199</b>	-	6,595	-
		<b>2,879,133</b>	-	<b>2,107,078</b>	-

**BORROWINGS**

Loans	<b>459,451</b>	<b>7,565,215</b>	437,416	8,026,666
	<b>459,451</b>	<b>7,565,215</b>	437,416	8,026,666

*All interest bearing liabilities are secured over the future revenues of the Council.*

**PROVISIONS**

Employee entitlements Long Service Leave (including oncosts)	<b>296,093</b>	<b>182,821</b>	335,065	131,710
Employee entitlements Annual Leave (including oncosts)	<b>464,060</b>	-	426,708	-
Cell Capping 4	-	<b>1,496,927</b>	-	1,453,327
Post Closure Remediation	-	<b>703,225</b>	-	682,743
	<b>760,153</b>	<b>2,382,973</b>	761,773	2,267,780
<i>Amounts included in provisions that are not expected to be settled within 12 months of reporting date.</i>	<b>2,382,973</b>		2,267,780	

**Movements in Provisions - 2019 year only**  
*(current & non-current)*

		<i>Insurance Losses</i>	<i>Future Reinstate-ment</i>	<i>Other Provision</i>
<i>Opening Balance</i>			2,136,070	893,483
Add <i>Unwinding of present value discounts</i>		-	-	-
<i>Additional amounts recognised</i>		-	64,082	220,627
(Less) <i>Payments</i>		-		171,136
<i>Closing Balance</i>		-	2,200,152	942,974

**CITY OF PORT LINCOLN**  
**Notes to and forming part of the Financial Statements**  
**for the year ended 30 June 2019**

**Note 9 - RESERVES**

<b>ASSET REVALUATION RESERVE</b>	1/7/2018	Net Increments/ (Decrements)	Transfers, Impairments	<b>30/6/2019</b>
				<b>Notes</b>
		\$	\$	\$
Land	69,420,862	-	-	<b>69,420,862</b>
Buildings	13,539,565	-	-	<b>13,539,565</b>
Filtration	946,049	-	-	<b>946,049</b>
Road Pavement & Surface	13,808,556	-	-	<b>13,808,556</b>
Kerbings	14,821,925	-	-	<b>14,821,925</b>
Footpaths	9,500,650	-	-	<b>9,500,650</b>
Stormwater	10,949,093	-	-	<b>10,949,093</b>
Bridges	1,105,913	-	-	<b>1,105,913</b>
Other Community Assets	8,228,930	-	-	<b>8,228,930</b>
<b>TOTAL</b>	<b>142,321,543</b>	<b>-</b>	<b>-</b>	<b>142,321,543</b>
<b>Comparatives</b>	<b>142,171,143</b>	<b>150,400</b>	<b>-</b>	<b>142,321,543</b>
<b>OTHER RESERVES</b>	<b>1/7/2018</b>	<b>Transfers to Reserve</b>	<b>Transfers from Reserve</b>	<b>30/6/2019</b>
Community Pier Fund	29,480	520	-	<b>30,000</b>
Prepaid Burials	71,905	5,433	(5,318)	<b>72,020</b>
Open Space Contributions	73,293	71	-	<b>73,364</b>
Community Infrastructure Fund	520,395	181	-	<b>520,576</b>
CBD Carpark	255,427	138	-	<b>255,565</b>
Kirton Court capital Upgrade	93,401	75	-	<b>93,476</b>
Risk Management Fund	87,792	122,713	(78,992)	<b>131,513</b>
Indoor Aquatic Facility Reserve	18	-	-	<b>18</b>
<b>TOTAL OTHER RESERVES</b>	<b>1,131,711</b>	<b>129,131</b>	<b>(84,310)</b>	<b>1,176,532</b>
<b>Comparatives</b>	<b>679,177</b>	<b>908,425</b>	<b>(455,891)</b>	<b>1,131,711</b>

**PURPOSES OF RESERVES**

**Asset Revaluation Reserve**

The asset revaluation reserve is used to record increments and decrements arising from changes in fair value of non-current assets (less any subsequent impairment losses, where applicable).

**Other Reserves**

City of Port Lincoln holds Other Reserve accounts for specific purposes where income is generated for future expenditure, for example, Open Space Contribution and Carparking fund. Council also holds income from the sale of significant assets as Community Infrastructure Reserves for expenditure on significant projects identified in the Strategic Plan.

**CITY OF PORT LINCOLN**  
**Notes to and forming part of the Financial Statements**  
**for the year ended 30 June 2019**

**Note 10 - ASSETS SUBJECT TO RESTRICTIONS**

The uses of the following assets are restricted, wholly or partially, by legislation or other externally imposed requirements. The assets are required to be utilised for the purposes for which control was transferred to Council, or for which the revenues were originally obtained.

<b>CASH &amp; FINANCIAL ASSETS</b>	<b>Notes</b>	<b>2019</b>	<b>2018</b>
		\$	\$
Grant Funding for Skate Park Project		-	112,388
Grant Funding for Parnkalla Trail Wharf Precinct Project		<b>265,340</b>	88,007
Grant Funding for Age & Dementia Friendly Communities		-	38,407
Grant Funding for Leisure Centre Expansion Project		<b>92,794</b>	-
		<b>358,134</b>	<b>238,802</b>
<b>TOTAL ASSETS SUBJECT TO EXTERNALLY IMPOSED RESTRICTIONS</b>		<b>358,134</b>	<b>238,802</b>

**CITY OF PORT LINCOLN**  
**Notes to and forming part of the Financial Statements**  
**for the year ended 30 June 2019**

**Note 11 - RECONCILIATION TO CASH FLOW STATEMENT**

**(a) Reconciliation of Cash**

Cash Assets comprise highly liquid investments with short periods to maturity subject to insignificant risk of changes of value. Cash at the end of the reporting period as shown in the Cash Flow Statement is reconciled to the related items in the Balance Sheet as follows:

	2019	2018
	Notes	\$
Total cash & equivalent assets	5	<b>4,577,590</b>
Balances per Cash Flow Statement		<b>4,577,590</b>

**(b) Reconciliation of Change in Net Assets to Cash from Operating Activities**

Net Surplus (Deficit)	2,677,687	1,916,927
Non-cash items in Income Statement		
Depreciation, amortisation & impairment	3,799,001	3,716,271
Net increase (decrease) in unpaid employee benefits	46,151	18,126
Non-cash asset acquisitions	(62,475)	(58,636)
Grants for capital acquisitions treated as Investing Activity	(2,986,308)	(2,331,343)
Net (Gain) Loss on Disposals	542,181	43,801
	<b>4,016,237</b>	3,305,146
Add (Less): Changes in Net Current Assets		
Net (increase) decrease in receivables	(328,010)	694,575
Net (increase) decrease in other current assets	-	764,408
Net increase (decrease) in trade & other payables	775,395	(175,072)
<b>Net Cash provided by (or used in) operations</b>	<b>4,463,622</b>	4,589,057

**(c) Non-Cash Financing and Investing Activities**

Acquisition of assets by means of:

Physical resources received free of charge	3	<b>62,475</b>	58,636
Amounts recognised in Income Statement		<b>62,475</b>	58,636
Estimated future reinstatement etc. costs		-	62,216
		<b>62,475</b>	120,852

**(d) Financing Arrangements**

Unrestricted access was available at balance date to the following lines of credit:

Bendigo Bank Variable Interest Rate Loan	3,500,000	3,700,000
Corporate Credit Cards	20,000	20,000

The balance of the corporate credit cards are cleared in full each month via a direct debit to Council's at call account, therefore interest charges are avoided. Council does not operate any overdraft facilities.

**CITY OF PORT LINCOLN**  
**Notes to and forming part of the Financial Statements**  
**for the year ended 30 June 2019**

Note 12 - FUNCTIONS

**INCOMES, EXPENSES AND ASSETS HAVE BEEN DIRECTLY ATTRIBUTED TO THE FOLLOWING FUNCTIONS & ACTIVITIES**

	INCOME		EXPENSES		OPERATING SURPLUS (DEFICIT)		GRANTS INCLUDED IN INCOME		TOTAL ASSETS HELD (CURRENT & NON-CURRENT)	
	ACTUAL	ACTUAL	ACTUAL	ACTUAL						
	2019	2018	2019	2018	2019	2018	2019	2018	2019	2018
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Administration	<b>13,580,332</b>	15,445,358	<b>4,072,107</b>	3,767,140	<b>9,508,225</b>	11,678,218	<b>1,459,683</b>	1,175,595	<b>85,211,566</b>	93,577,773
Public Order & Safety	<b>133,471</b>	171,072	<b>379,403</b>	374,618	<b>(245,932)</b>	(203,546)	-	-	<b>501,478</b>	255,546
Health	<b>26,145</b>	31,663	<b>206,239</b>	154,909	<b>(180,094)</b>	(123,246)	<b>1,301</b>	-	<b>185,690</b>	-
Social Security & Welfare	<b>71,995</b>	47,061	<b>70,547</b>	65,246	<b>1,448</b>	(18,185)	<b>38,407</b>	2,293	<b>9,984</b>	5,432
Housing & Community Services	<b>4,040,306</b>	1,315,047	<b>5,502,253</b>	5,637,773	<b>(1,461,947)</b>	(4,322,726)	<b>416,473</b>	53,664	<b>22,626,574</b>	21,126,780
Protection of the Environment	<b>67,534</b>	65,391	<b>312,733</b>	271,221	<b>(245,199)</b>	(205,830)	-	4,750	<b>4,529,413</b>	4,263,728
Sport Recreation & Culture	<b>527,281</b>	862,512	<b>3,924,499</b>	4,499,532	<b>(3,397,218)</b>	(3,637,020)	<b>2,771,391</b>	548,536	<b>23,621,346</b>	19,379,498
Mining, Manufacture & Construction	<b>39,429</b>	37,137	<b>144,828</b>	146,264	<b>(105,399)</b>	(109,127)	-	-	<b>105,399</b>	-
Transport & Communication	<b>736,959</b>	822,873	<b>2,200,365</b>	2,206,462	<b>(1,463,406)</b>	(1,383,589)	<b>714,800</b>	2,640,572	<b>31,685,507</b>	29,271,089
Economic Affairs	<b>701,480</b>	701,719	<b>1,423,505</b>	1,469,368	<b>(722,025)</b>	(767,649)	<b>8,012</b>	2,000	<b>722,025</b>	-
Other Purposes	<b>889,726</b>	875,031	<b>2,407,094</b>	2,211,582	<b>(1,517,368)</b>	(1,336,551)	<b>62,475</b>	-	<b>26,158,696</b>	24,353,933
<b>TOTALS</b>	<b>20,814,658</b>	20,374,864	<b>20,643,573</b>	20,804,115	<b>171,085</b>	(429,251)	<b>5,472,542</b>	4,427,410	<b>195,357,678</b>	192,233,779

**CITY OF PORT LINCOLN**  
**Notes to and forming part of the Financial Statements**  
**for the year ended 30 June 2019**

**Note 13 - FINANCIAL INSTRUMENTS**

All financial instruments are categorised as *loans and receivables*.

**Accounting Policies - Recognised Financial Instruments**

<b>Bank, Deposits at Call, Short Term Deposits</b>	<p><b>Accounting Policy:</b> Carried at lower of cost and net realisable value; Interest is recognised when earned.</p> <p><b>Terms &amp; conditions:</b> Deposits are returning fixed interest rates of 1.5% (2018: 1.5%). Council did not secure a short term deposit in 2018/19</p> <p><b>Carrying amount:</b> approximates fair value due to the short term to maturity.</p>
<b>Receivables - Rates &amp; Associated Charges (including legal &amp; penalties for late payment)</b>	<p><b>Accounting Policy:</b> Carried at nominal values less any allowance for doubtful debts. An allowance for doubtful debts is recognised (and re-assessed annually) when collection in full is no longer probable.</p> <p><b>Terms &amp; conditions:</b> Secured over the subject land, arrears attract interest of 0.55% (2018: 0.5625%) Although Council is not materially exposed to any individual debtor, credit risk exposure is concentrated within the Council's boundaries in the State.</p> <p><b>Carrying amount:</b> approximates fair value (after deduction of any allowance).</p>
<b>Receivables - Fees &amp; other charges</b>	<p><b>Accounting Policy:</b> Carried at nominal values less any allowance for doubtful debts. An allowance for doubtful debts is recognised (and re-assessed annually) when collection in full is no longer probable.</p> <p><b>Terms &amp; conditions:</b> Unsecured, and do not bear interest. Although Council is not materially exposed to any individual debtor, credit risk exposure is concentrated within the Council's boundaries.</p> <p><b>Carrying amount:</b> approximates fair value (after deduction of any allowance).</p>

**CITY OF PORT LINCOLN**  
**Notes to and forming part of the Financial Statements**  
**Note 13 - FINANCIAL INSTRUMENTS (con't)**

<b>Receivables</b> - Retirement Home Contributions	<p><b>Accounting Policy:</b> To avoid inconvenience when complying with the separate audit requirements imposed by the relevant legislation, amounts are carried at nominal values.</p> <p><b>Terms &amp; conditions:</b> Pursuant to Commonwealth legislation certain intending residents are required to contribute amounts on an interest free basis. The amounts are subject to certain deductions as prescribed by the legislation, the balance being repaid on termination of tenancy.</p> <p><b>Carrying amount:</b> approximates fair value (after deduction of any allowance).</p>
<b>Liabilities</b> - Creditors and Accruals	<p><b>Accounting Policy:</b> Liabilities are recognised for amounts to be paid in the future for goods and services received, whether or not billed to the Council.</p> <p><b>Terms &amp; conditions:</b> Liabilities are normally settled on 30 day terms.</p> <p><b>Carrying amount:</b> approximates fair value.</p>
<b>Liabilities</b> - Retirement Home Contributions	<p><b>Accounting Policy:</b> To avoid inconvenience when complying with the separate audit requirements imposed by the relevant legislation, amounts are carried at nominal values.</p> <p><b>Terms &amp; conditions:</b> Pursuant to Commonwealth legislation certain intending residents are required to contribute amounts on an interest free basis. The amounts are subject to certain deductions as prescribed by the legislation, the balance being repaid on termination of tenancy.</p> <p><b>Carrying amount:</b> approximates fair value for short tenancies; may be non-materially over-stated for longer tenancies.</p>
<b>Liabilities</b> - Interest Bearing Borrowings	<p><b>Accounting Policy:</b> Carried at the principal amounts. Interest is charged as an expense as it accrues.</p> <p><b>Terms &amp; conditions:</b> secured over future revenues, borrowings are repayable (six monthly); interest is charged at fixed interest rates 3.85%, 4.35%, 4.75% or 5.6% (2018: 3.85%, 4.35%, 4.75% or 5.6%) and a variable interest rate of 3.27%, 3.95% or 3.73% (2018: 3.71%, 3.73% or 3.89%)</p> <p><b>Carrying amount:</b> approximates fair value.</p>

**CITY OF PORT LINCOLN**  
**Notes to and forming part of the Financial Statements**  
**for the year ended 30 June 2019**

**Note 13 - FINANCIAL INSTRUMENTS (con't)**

**Liquidity Analysis**

2019	Due < 1 year	Due > 1 year ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
	\$	\$	\$	\$	\$
<b>Financial Assets</b>					
Cash & Equivalents	4,577,590	-	-	4,577,590	4,577,590
Receivables	1,708,210	-	-	1,708,210	1,708,210
Other Financial Assets	471,723	423,497	136,566	1,031,786	796,891
<b>Total</b>	<b>6,757,523</b>	<b>423,497</b>	<b>136,566</b>	<b>7,317,586</b>	<b>7,082,691</b>
<b>Financial Liabilities</b>					
Payables	2,851,134	-	-	2,851,134	2,769,912
Current Borrowings	671,723	-	-	671,723	459,451
Non-Current Borrowings	-	2,635,958	6,568,860	9,204,818	7,565,215
<b>Total</b>	<b>3,522,857</b>	<b>2,635,958</b>	<b>6,568,860</b>	<b>12,727,675</b>	<b>10,794,578</b>
2018	Due < 1 year	Due > 1 year; ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
<b>Financial Assets</b>					
Cash & Equivalents	3,476,854	-	-	3,476,854	3,476,854
Receivables	378,068	-	-	378,068	421,672
Other Financial Assets	149,733	604,671	374,696	4,984,022	936,559
<b>Total</b>	<b>4,004,655</b>	<b>604,671</b>	<b>374,696</b>	<b>8,838,944</b>	<b>4,835,085</b>
<b>Financial Liabilities</b>					
Payables	2,075,742	-	-	2,075,742	1,994,898
Current Borrowings	809,359	-	-	809,359	437,416
Non-Current Borrowings	-	3,155,077	7,823,272	10,978,349	8,026,666
<b>Total</b>	<b>2,885,101</b>	<b>3,155,077</b>	<b>7,823,272</b>	<b>13,863,450</b>	<b>10,458,980</b>

The following interest rates were applicable to Council's borrowings at balance date:

	30 June 2019		30 June 2018	
	Weighted Average Interest Rate	Carrying Value	Weighted Average Interest Rate	Carrying Value
			%	\$
Other Variable Rates	3.27	3,500,000	3.89	3,690,001
Fixed Interest Rates	4.75	4,524,666	4.766	4,774,081
		<b>8,024,666</b>		<b>8,464,082</b>

**CITY OF PORT LINCOLN**  
**Notes to and forming part of the Financial Statements**  
**for the year ended 30 June 2019**

**Note 13 - FINANCIAL INSTRUMENTS (con't)**

**Net Fair Value**

All carrying values approximate fair value for all recognised financial instruments. There is no recognised market for the financial assets of the Council.

Risk Exposures:

**Credit Risk** represents the loss that would be recognised if counterparties fail to perform as contracted.

The maximum credit risk on financial assets of the Council is the carrying amount, net of any allowance for doubtful debts. All Council investments are made with the SA Local Government Finance Authority and are guaranteed by the SA Government. Except as detailed in Notes 5 & 6 in relation to individual classes of receivables, exposure is concentrated within the Council's boundaries, and there is no material exposure to any individual debtor.

**Market Risk** is the risk that fair values of financial assets will fluctuate as a result of changes in market prices. All of Council's financial assets are denominated in Australian dollars and are not traded on any market, and hence neither market risk nor currency risk apply.

**Liquidity Risk** is the risk that Council will encounter difficulty in meeting obligations with financial liabilities. In accordance with the model Treasury Management Policy (LGA Information Paper 15), liabilities have a range of maturity dates. Council also has available a range of standby borrowing facilities that it can access.

**Interest Rate Risk** is the risk that future cash flows will fluctuate because of changes in market interest rates. Council has a balance of both fixed and variable interest rate borrowings and investments. Cash flow fluctuations are managed holistically in seeking to minimise interest costs over the longer term in a risk averse manner.

**CITY OF PORT LINCOLN**  
**Notes to and forming part of the Financial Statements**  
**for the year ended 30 June 2019**

**Note 14 - COMMITMENTS FOR EXPENDITURE**

	2019	2018
Notes	\$	\$
<b>Capital Commitments</b>		
Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities:		
Leisure Centre Expansion Capital Committed:		
Architect/Engineers	-	101,788
Quantity Surveyor	-	22,000
Works to Completion	<b>1,531,794</b>	-
	<b>1,531,794</b>	<b>123,788</b>
Skate Park Project	-	278,014
Parnkalla Trail Wharf Precinct Project	<b>683,048</b>	191,508
Liverpool Street - Pump Station	<b>3,114,821</b>	-
Water Reuse Scheme Works	<b>87,000</b>	-
	<b>5,416,663</b>	<b>593,310</b>
These expenditures are payable:		
Not later than one year	<b>5,416,663</b>	593,310
	<b>5,416,663</b>	<b>593,310</b>
<b>Other Expenditure Commitments</b>		
Other non-capital expenditure commitments in relation to operations:		
Audit Services	<b>49,827</b>	74,689
Waste Management Services	<b>30,363,010</b>	28,305,468
Employee Remunerations Services	<b>2,828,233</b>	1,400,761
Cleaning Services	<b>74,280</b>	222,674
Cemetery Management	<b>293,234</b>	377,733
Street Sweeping	<b>107,462</b>	212,508
Locking/Unlocking Public Conveniences	<b>1,436</b>	20,110
Sanitary Disposal	<b>1,274</b>	8,917
	<b>33,718,756</b>	<b>30,622,860</b>

**CITY OF PORT LINCOLN**  
**Notes to and forming part of the Financial Statements**  
**for the year ended 30 June 2019**

**Note 15 - FINANCIAL INDICATORS**

	2019	2018	2017
<b>Operating Surplus Ratio</b>			
<u>Operating Surplus</u>	1%	-2.1%	2.4%
Total Operating Income			

This ratio expresses the operating surplus as a percentage of total operating revenue.

**Net Financial Liabilities Ratio**

<u>Net Financial Liabilities</u>	33%	38.0%	37.0%
Total Operating Income			

Net Financial Liabilities are defined as total liabilities less financial assets. These are expressed as a percentage of total operating revenue.

**Adjustments to Ratios**

In recent years the Federal Government has made advance payments prior to 30th June from future year allocations of financial assistance grants, as explained in Note 1. These **Adjusted Ratios** correct for the resulting distortion in key ratios for each year and provide a more accurate basis for comparison between years.

<b>Adjusted Operating Surplus Ratio</b>	-1%	-2.5%	-1.0%
<b>Adjusted Net Financial Liabilities Ratio</b>	39%	35.0%	35.0%

**Asset Renewal Funding Ratio**

<u>Net Outlays on Existing Assets</u>	98%	15.0%	91.0%
Net Asset Renewals - IAMP			

Net asset renewals expenditure is defined as net capital expenditure on the renewal and replacement of existing assets, and excludes new capital expenditure on the acquisition of additional assets.

**CITY OF PORT LINCOLN**  
**Notes to and forming part of the Financial Statements**  
**for the year ended 30 June 2019**

**Note 16 - UNIFORM PRESENTATION OF FINANCES**

The following is a high level summary of both operating and capital investment activities of the Council prepared on a simplified Uniform Presentation Framework basis.

All Councils in South Australia have agreed to summarise annual budgets and long-term financial plans on the same basis.

The arrangements ensure that all Councils provide a common 'core' of financial information, which enables meaningful comparisons of each Council's finances

	2019	2018
	\$	\$
Income	<b>20,814,658</b>	20,374,864
Expenses	<b>(20,643,573)</b>	<b>(20,804,115)</b>
<b>Operating Surplus / (Deficit)</b>	<b>171,085</b>	<b>(429,251)</b>

**Net Outlays on Existing Assets**

Capital Expenditure on renewal and replacement of Existing Assets	(1,049,942)	(1,407,203)
Add back Depreciation, Amortisation and Impairment	3,799,001	3,716,271
Proceeds from Sale of Replaced Assets	<b>42,580</b>	<b>521,439</b>

	<b>2,791,639</b>	2,830,507
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**Net Outlays on New and Upgraded Assets**

Capital Expenditure on New and Upgraded Assets <i>(including investment property &amp; real estate developments)</i>	(5,042,084)	(5,847,273)
Amounts received specifically for New and Upgraded Assets	2,986,308	2,331,343
Proceeds from Sale of Surplus Assets <i>(including investment property and real estate developments)</i>	-	-
	<b>(2,055,776)</b>	<b>(3,515,930)</b>
<b>Net Lending / (Borrowing) for Financial Year</b>	<b>906,948</b>	<b>(1,114,674)</b>

**CITY OF PORT LINCOLN**  
**Notes to and forming part of the Financial Statements**  
**for the year ended 30 June 2019**

**Note 17 - OPERATING LEASES**

***Leases providing revenue to the Council***

Council owns various buildings, plant and other facilities that are available for hire or lease (on a non-cancellable basis wherever practicable) in accordance with the published revenue policy. Rentals received from such leases are disclosed as rent and hire of non-investment property in Note 2.

Lessees commitments under all Non-Cancellable Lease agreements are as follows:

	<b>2019</b>	<b>2018</b>
	\$	\$
Not later than one year	<b>50,573</b>	76,594
Later than one year and not later than 5 years	<b>74,118</b>	81,038
	<b><u>124,691</u></b>	<b><u>157,632</u></b>

***Lease payment commitments of Council***

Council has entered into four non-cancellable operating leases for buildings within Port Lincoln. No lease imposes any additional restrictions on Council in relation to additional debt or further leasing.

Commitments under non-cancellable operating leases that have not been recognised in the financial statements are as follows:

	<b>2019</b>	<b>2018</b>
	\$	\$
Not later than one year	<b>132,999</b>	136,635
Later than one year and not later than 5 years	<b>320,070</b>	68,867
	<b><u>453,069</u></b>	<b><u>205,502</u></b>

**CITY OF PORT LINCOLN**  
**Notes to and forming part of the Financial Statements**  
**for the year ended 30 June 2019**

**Note 18 – SUPERANNUATION**

The Council makes employer superannuation contributions in respect of its employees to Statewide Super (formerly Local Government Superannuation Scheme). There are two types of membership, each of which is funded differently. Permanent and contract employees of the South Australian Local Government sector with Salarylink benefits prior to 24 November 2009 have the option to contribute to the Accumulation section and/or Salarylink. All other employees (including casuals) have all contributions allocated to the Accumulation section.

**Accumulation only Members**

Accumulation only members receive both employer and employee contributions on a progressive basis. Employer contributions are based on a fixed percentage of ordinary time earnings in accordance with superannuation guarantee legislation (9.50% in 2018-19; 9.50% in 2019-20). No further liability accrues to the Council as the superannuation benefits accruing to employees are represented by their share of the net assets of the Fund.

**Salarylink (Defined Benefit Fund) Members**

Salarylink is a defined benefit scheme where the benefit payable is based on a formula determined by the member's contribution rate, number of years and level of contribution and final average salary. Council makes employer contributions to Salarylink as determined by the Fund's Trustee based on advice from the appointed Actuary. The rate is currently 6.3% (6.3% in 2017-18) of "superannuation" salary.

In addition, Council makes a separate contribution of 3% of ordinary time earnings for Salarylink members to their Accumulation account. Employees also make member contributions to the Salarylink section of the Fund. As such, assets accumulate in the Salarylink section of the Fund to meet the member's benefits, as defined in the Trust Deed, as they accrue.

The Salarylink section is a multi-employer sponsored plan. As the Salarylink section's assets and liabilities are pooled and are not allocated by each employer, and employees may transfer to another employer within the local government sector and retain membership of the Fund, the Actuary is unable to allocate benefit liabilities, assets and costs between employers. As provided by AASB 119.32(b), Council does not use defined benefit accounting for these contributions.

The most recent actuarial investigation was conducted by the Fund's actuary, Louise Campbell, FIAA, of Willie Towers Watson as at 30 June 2017. The Trustee has determined that the current funding arrangements are adequate for the expected Salarylink liabilities. However, future financial and economic circumstances may require changes to Council's contribution rates at some future time.

**Contributions to Other Superannuation Schemes**

Council also makes contributions to other superannuation schemes selected by employees under the "choice of fund" legislation. All such schemes are of the accumulation type, where the superannuation benefits accruing to the employee are represented by their share of the net assets of the scheme, and no further liability attaches to the Council.

**Superannuation - City of Port Lincoln Enterprise Bargaining Agreement 2016-2019**

Council also contributes additional matched superannuation payments, up to a maximum of 3%, for employees who are covered by the City of Port Lincoln Enterprise Bargaining Agreement and make personal contributions to their Statewide Superannuation Fund. Employees who contribute to other superannuation schemes, or are not covered by the Enterprise Bargaining Agreement, are not eligible for the additional Council contribution.

**CITY OF PORT LINCOLN**  
**Notes to and forming part of the Financial Statements**  
**for the year ended 30 June 2019**

**Note 19 - CONTINGENCIES & ASSETS & LIABILITIES NOT RECOGNISED IN THE BALANCE SHEET**

The following assets and liabilities do not qualify for recognition in the Balance Sheet but knowledge of those items is considered relevant to user of the financial report in making and evaluating decisions about the allocation of scarce resources.

**1. LAND UNDER ROADS**

As reported elsewhere in these Statements, Council is of the opinion that it is not possible to attribute a value sufficiently reliably for these assets to qualify for recognition, and accordingly land under roads has not been recognised in these reports. Land acquired for road purposes during the year is initially recognised at cost, but transferred to fair value at reporting date, effectively writing off the expenditure.

At reporting date, Council controlled 161 km of road reserves of average width 20 metres.

**2. POTENTIAL INSURANCE LOSSES**

Council is a multi-purpose organisation providing a large range of building, parks infrastructure, playgrounds and other facilities accessible to the public. At any time, it is likely that claims will have been made against Council that remain unsettled.

Council insures against all known insurable risks using a range of insurance policies, each of which is subject to a deductible "insurance excess", the amount of which varies according to the class of insurance.

Council has recognised the potential losses arising from claims known at reporting date based on average historical net cost (including insurance excess) of similar types of claims. Other potential claims not reported to Council may have existed at reporting date.

**3. BANK GUARANTEES**

Council has guaranteed certain loans and other banking facilities advanced to community organisations and sporting bodies, amounting to \$1,465,930 (2018: \$779,498) at reporting date.

Council does not expect to incur any loss arising from these guarantees.

**4. LEGAL EXPENSES**

Council is the planning consent authority for its area under the Development Act 1993 (as amended). Pursuant to that Act, certain persons aggrieved by a planning decision of the Council may appeal. It is normal practice that parties bear their own legal costs. At the date of these reports, Council had notice of nil appeals against planning decisions made prior to reporting date. All known costs have been recognised, but the amount of further costs cannot be known until the appeals are determined.

**5. LEISURE CENTRE EXPANSION WORKS**

The Leisure Centre Expansion works were halted on 25 March 2019 due to the project building contractor being placed into liquidation. After serious consideration, at the Council Meeting held on 15 April 2019, Council resolved through Council Motion CO19/040 to take over the management and completion of the expansion works. Building works recommenced on site on 20 May 2019 and, in conjunction with the liquidators and sub-contractors, all applicable building contractor contracts were novated across to Council. Works are progressing according to a revised project schedule. Council is assessing and evaluating all costs associated with the delivery and completion of the project and all Work In Progress costs have been fully accounted for at reporting date.

**CITY OF PORT LINCOLN**  
**Notes to and forming part of the Financial Statements**  
**for the year ended 30 June 2019**

**Note 20 - RELATED PARTY DISCLOSURES**

**KEY MANAGEMENT PERSONNEL**

The Key Management Personnel of the Council include the Mayor, Councillors, CEO and certain prescribed officers under section 112 of the Local Government Act 1999. In all, 23 persons were paid the following total compensation:

	2019 \$	2018 \$
Salaries, allowances & other short term benefits	1,085,493	1,133,097
Termination benefits	-	26,802
<b>TOTAL</b>	<b>1,085,493</b>	1,159,899

Other than amounts paid as ratepayers or residents (e.g. rates, swimming pool entry fees, etc.), Council received the following amounts in total:

	2019 \$	2018 \$
Planning and building applications fees	1,121	2,212
Rentals for Council property	55,255	51,908
<b>TOTAL</b>	<b>56,376</b>	54,120

**PARTIES RELATED TO KEY MANAGEMENT PERSONNEL**

KMP and relatives of KMPs own a retail business from which various supplies were purchased as required either for cash or on 30 day account. Purchases from this business totalled \$88,626 during the year.

One close family members of key management personnel are employed by Council in accordance with the terms of the Award, and as recorded in the public Register of Salaries maintained in accordance with section 105 of the *Local Government Act 1999*.

Key management personnel or close family members (including related parties) lodged a total of two planning and building applications during the year. In accordance with the Local Government Act 1999, these persons declared conflicts of interest and took no part in the assessment or approval processes for these applications.

Five Elected Members are members of the management committees of the Eyre Peninsula Old Folks Home, Port Lincoln Multicultural Council Inc, St Mary's Parish, Port Lincoln RSL, Ravendale Community Sporting Association and the Boston Football Cub. In accordance with the Local Government Act 1999, these persons declare a conflict of interest and leave the meeting environs when any matter affecting their organisations is discussed or voted upon. These organisations may use facilities maintained by Council for which there is no available arms-length market pricing. These facilities may also be used by other not-for-profit organisations and the general public. Council did not make any payments to any of these organisations, but it is not practicable to estimate the cost to Council of facility maintenance relating to each organisation.

Eight Elected Members are members of the management committee of Community House Port Lincoln Inc, West Coast Youth Community Support, Southern Eyre Arts Inc, Port Lincoln Football League, Mortlock Shield, Eyre Future and Port Lincoln City Band. In accordance with the Local Government Act 1999, these persons declare a conflict of interest and leave the meeting environs when any matter affecting their organisation is discussed or voted upon. During the year, Community House Port Lincoln received \$1,000 from Council, West coast Youth Community Support received \$10,000 in funding, Southern Eyre Arts Inc received \$1,000 in funding, the Port Lincoln Football League received \$2,500 in funding, the Mortlock Shield received \$2,000 in funding, Eyre Future received \$5,000 in funding and the Port Lincoln City Band received \$2,500.



## ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2019

### CERTIFICATION OF AUDITOR INDEPENDENCE

To the best of our knowledge and belief, we confirm that, for the purpose of the audit of the City of Port Lincoln for the year ended 30 June 2019, the Council's Auditor, Dean Newbery & Partners, has maintained its independence in accordance with the requirements of the Local Government Act 1999 and the Local Government (Financial Management) Regulations 2011 made under that Act.

This statement is prepared in accordance with the requirements of Regulations 22(3) Local Government (Financial Management) Regulations 2011.



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Stephen Rufus  
**CHIEF EXECUTIVE OFFICER**



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Greg Eden, Chairperson  
**PRESIDING MEMBER**  
**AUDIT & RISK COMMITTEE**

Date: 23RD OCTOBER 2019

## Certification of Auditor's Independence

I confirm that, for the audit of the financial statements of the City of Port Lincoln for the year ended 30 June 2019, 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 2011* made under that Act.

This statement is prepared in accordance with the requirements of Regulation 22 (5) *Local Government (Financial Management) Regulations 2011*.



**SAMANTHA CRETEN**

**Partner**

**DEAN NEWBERY & PARTNERS**  
**CHARTERED ACCOUNTANTS**

Dated this 9<sup>th</sup> day of October 2019

### INDEPENDENT AUDITOR'S REPORT ON THE FINANCIAL REPORT

**To the members of the City of Port Lincoln**

#### Opinion

We have audited the accompanying financial report of the City of Port Lincoln (the Council), which comprises the, the Statement of Financial Position as at 30 June 2019, Statement of Comprehensive Income, the Statements of Changes in Equity, the Statement of Cash Flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the Council Certificate of Council.

In our opinion, the accompanying financial report presents fairly, in all material aspects, the financial position of the Council as at 30 June 2019, and its financial performance and its cash flows for the year then ended in accordance with the *Local Government Act 1999* and the *Local Government (Financial Management) Regulation 2011* and the *Australian Accounting Standards*.

#### Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described as in the Auditor's Responsibilities for the Audit of the Financial Report section of our report. We are independent of the Council in accordance with the auditor independence requirements of the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

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

#### Council's Responsibility for the Financial Report

The Council 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 2011*. This responsibility includes determining that the basis of preparation described in Note 1 is appropriate to meet the need of the members. The Council's responsibility also includes designing, implementing and maintaining internal controls relevant to enable the preparation of the financial report to be free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Council is responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless Council either intends to liquidate the Council or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Council's financial reporting process.

### **Auditor's Responsibilities for the Audit of the Financial Report**

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that the audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 Council's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by Council.
- Conclude on the appropriateness of the Council's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Council's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Council to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

**DEAN NEWBERRY & PARTNERS  
CHARTERED ACCOUNTANTS**



**SAMANTHA CRETEN  
PARTNER**

Signed on the 30<sup>th</sup> day of October 2019,  
at 214 Melbourne Street, North Adelaide

## INDEPENDENT ASSURANCE REPORT ON THE INTERNAL CONTROLS OF THE CITY OF PORT LINCOLN

### Opinion

In our opinion, the Council has complied, in all material respects, with *Section 129(1)(b) of the Local Government Act 1999* in relation to the Internal Controls established by the Council relating to the receipt, expenditure and investment of money, acquisition and disposal of property and incurring of liabilities so as to provide reasonable assurance that the financial transactions of the Council have been conducted properly and in accordance with law for the period 1 July 2018 to 30 June 2019.

### Basis for opinion

We have audited the Internal Controls of the City of Port Lincoln (Council) under the requirements of *Section 129(1)(b) of the Local Government Act 1999* in relation only to the Internal Controls established by the Council to ensure that financial transactions relating to the receipt, expenditure and investment of money, acquisition and disposal of property and incurring of liabilities for the period 1 July 2018 to 30 June 2019 have been conducted properly and in accordance with law.

We conducted our engagement in accordance with Standard on Assurance Engagements *ASAE 3150 Assurance Engagements on Controls* issued by the Auditing and Assurance Standards Board.

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

### The Council's Responsibility for the Internal Controls

The Council is responsible for implementing and maintaining an adequate system of internal controls, in accordance with *Section 125 of the Local Government Act 1999* to ensure that the receipt, expenditure and investment of money, the acquisition and disposal of property, and incurring of liabilities have been conducted properly and in accordance with law.

### Our Independence and Quality Control

We have complied with the independence and other relevant ethical requirements relating to assurance engagements, and applying Auditing Standard *ASQC 1 Quality Control for Firms that Perform Audits and Review of Financial Reports and Other Financial Information, and Other Assurance Engagements* in undertaking the assurance engagement.

### Assurance Practitioner's Responsibilities

Our responsibility is to express an opinion on the Council's compliance with *Section 129(1)(b) of the Local Government Act 1999* in relation only to the Internal Controls established by the Council to ensure that financial transactions relating to the receipt, expenditure and investment of money, acquisition and disposal of property and incurring of liabilities, based on our procedures have been conducted properly and in accordance with law.

ASAE 3150 requires that we plan and performed our procedure to obtain reasonable assurance about whether, in all material respects, the controls are suitably designed to achieve the control objectives and the controls operating effectively through the period.

An assurance engagement to report on the designed and operating effectiveness of controls involves performing procedures to obtain evidence about the suitability of the design of the controls to achieve the control objectives and the operating effectiveness of the controls throughout the period. The procedures selected depend on our judgement, including the assessment of the risks that the controls are not suitably designed or the controls did not operate effectively. Our procedures included testing the operating effectiveness to the controls that we consider necessary to achieve the control objectives identified. An Assurance engagement of this type also includes evaluating the suitability of the control objectives.

#### **Limitation on Use**

This report has been prepared for the members of the Council in accordance with *Section 129(1)(b) of the Local Government Act 1999* in relation to the Internal Controls specified above. We disclaim any assumption of responsibility for any reliance on this report to any persons or users other than the members of the Council, or for any purpose other than that for which it was prepared.

#### **Limitations of Controls**

Because of the inherent limitations of any internal control structure it is possible that, even if the controls are suitably designed and operating effectively, the control objectives may not be achieved so that fraud, error, or non-compliance with laws and regulations may occur and not be detected.

An assurance engagement on operating effectiveness of controls is not designed to detect all instances of controls operating ineffectively as it is not performed continuously throughout the period and the tests performed are on a sample basis. Any projection of the outcome of the evaluation of controls to future periods is subject to the risk that the controls may become inadequate because of changes in conditions, or that the degree of compliance with them may deteriorate.

**DEAN NEWBERRY & PARTNERS  
CHARTERED ACCOUNTANTS**



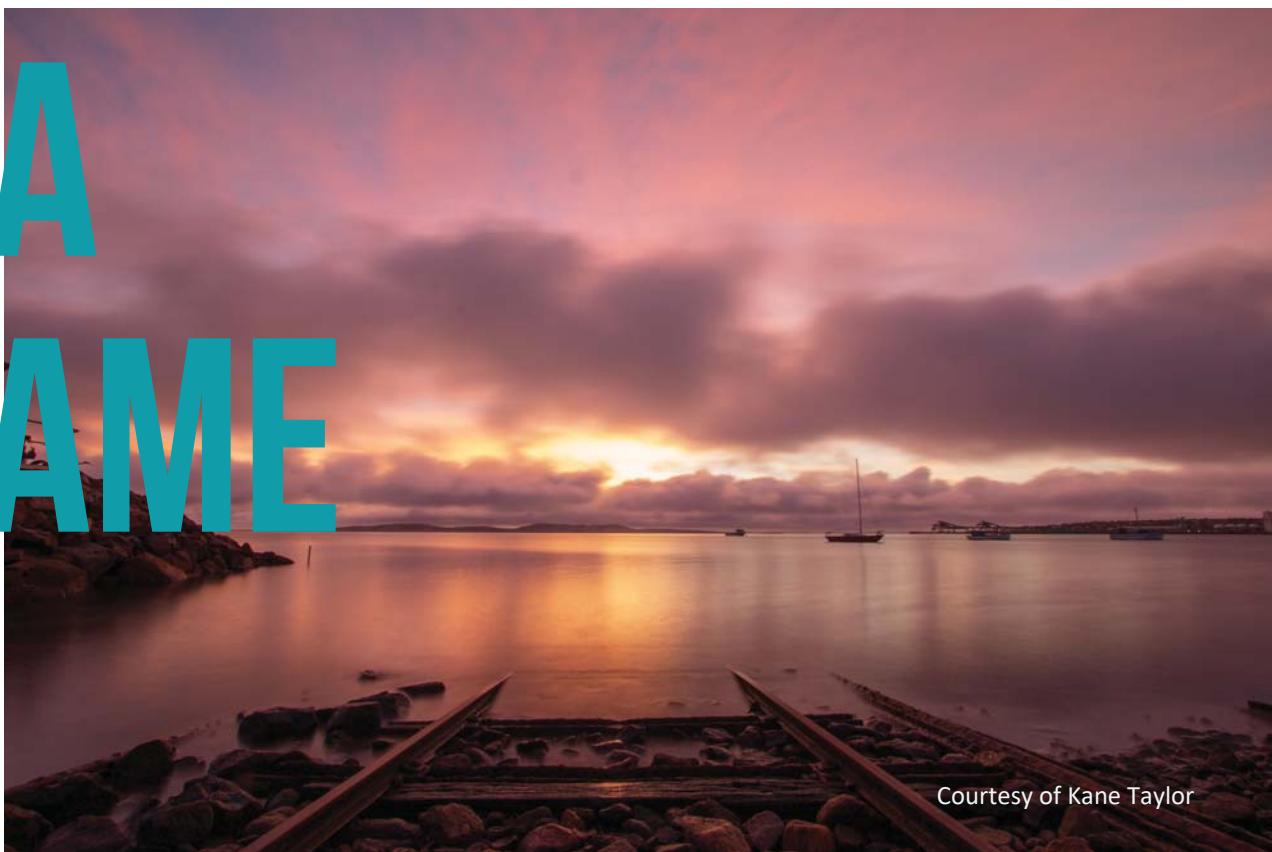
**SAMANTHA CRETEN  
PARTNER**

Signed on the 30<sup>th</sup> day of October 2019  
at 214 Melbourne Street, North Adelaide, South Australia, 5006

# CAPTURE PORT LINCOLN IN A FRAME



Courtesy of Kane Taylor



Courtesy of Kane Taylor



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*City of Port Lincoln*

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