

# City of Port Lincoln



## Annual Report 2016-2017

Adopted by Council  
20 November 2017

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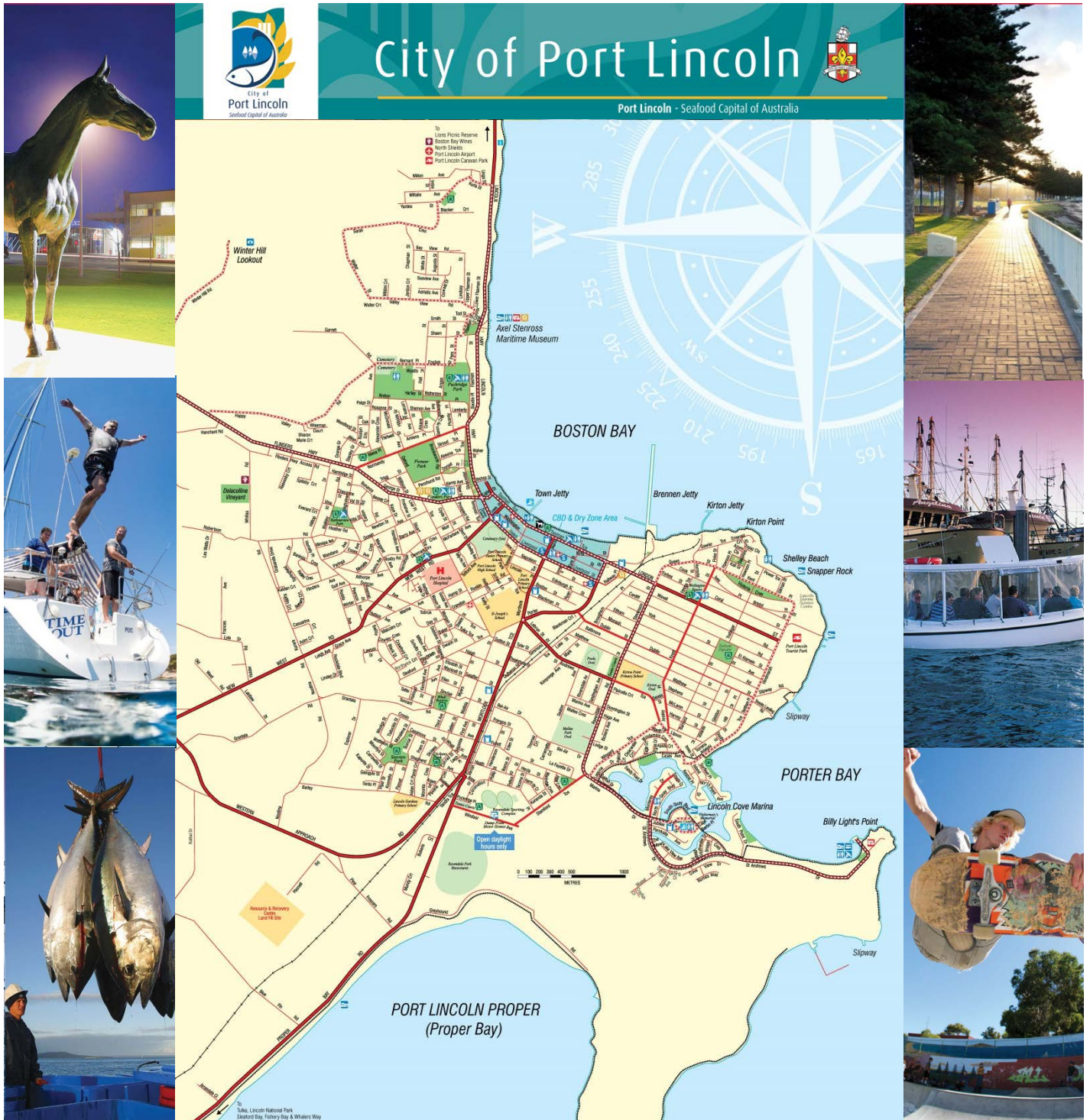
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## CITY OF PORT LINCOLN SNAPSHOT

|   |                     |
|---|---------------------|
| Proclaimed City   | 30 January 1971     |
| Total area  | 30.4km <sup>2</sup> |
| Population Estimated (2015)                               | 14,984              |
| Elected Members (Including Mayor)                         | 11 (1 Vacant)       |
| Electors (October 2016)                                   | 10,347              |
| Rateable Assessments (30 June 2017)                       | 8405                |
| General Rate Revenue                                      | \$10.5 million      |
| Total Operating Expenditure                               | \$19.6 million      |
| Development Applications Approved                         | 257                 |
| Estimated Value of DA's processed                         | \$28.7 million      |
| Dogs Registered   | 2839                |
| Number of People Accessing the Library Services           | 68,067              |
| Visitors accessing the Visitor Information Centre         | 43,318              |
| Value of Grants, Funding and In-Kind Support to Community | \$137,995           |
| Number of NAC Box Office Tickets Sold                     | 4,259               |
| Household Waste Recycled                                  | 1,716 tonnes        |
| Waste to Landfill   | 10,192 tonnes       |
| Volunteer hours through Council programs                  | 1,821 hours         |
| Visits to Council website in 2016/2017                    | 182,000 times       |
| Recycled Water produced                                   | 117 Mega Litres     |



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

## MESSAGE FROM THE MAYOR

Welcome to City of Port Lincoln annual report for the financial year 2016/2017. The report details our services, projects and financial performance.

I commend the report to you as it contains a great deal of information about the operations of council and details all statutory requirements under the Local Government Act.

You will see in the report the range of services we deliver to the community. As the tier of government closest to the people, we do the things you see every day. Our parks, roads, rubbish collection, dog registrations and street lighting. We also do the things that are not so obvious such as storm water systems, planning and public health control and compliance with state and federal government rules and regulation. Then we do some fun things, swimming pool and Nautilus Arts Centre, library and festivals. We continue to support Tunarama, and we have proudly supported two new events. Teakle Auto Sprint was a runaway success as was the SALT festival. Both of these are to become welcome additions to our events calendar and I congratulate the organisers of both. They are community events assisted and supported in a small way by council.

Then there are the big projects. In January we opened the completely refurbished Indoor Aquatic Facility. Council repurchased the centre in 2015 and set about planning the redevelopment to ensure our community had an indoor heated pool that will last in excess of thirty years. I am proud to say that we now have a facility that is totally up to date for a spend of just over nine million dollars (including the purchase of the Leisure Centre in 2015). That represents a huge saving on what would have been required if a new site was chosen. This investment allowed us to apply for and receive a \$4.4M grant (Australian Government Stronger Regions) for an extension to the associated stadium including three squash courts. Planning is well underway for construction in 2017/18 financial year.

London Street Bridge was demolished in May 2017 and work advanced toward a November 2017 opening. This is a major investment by council, \$2.2M partnered with the Australian Government \$2.2M and funded under the Bridges Renewal Programme. We expect the new bridge to last 100 years.

Our Heritage Trail was completed. This is a major addition to our walking and cycling trails and another step in delivering facilities that promote a healthy lifestyle.

Rob Donaldson CEO, who continues to have the confidence of elected members and the community, together with the senior management team, works in a capable and professional way to implement Councils strategies. I take this opportunity to thank CEO Rob Donaldson for his strong leadership. I thank all staff who provide the services to our community for a job well done.

During the reporting period, Council was required to undertake an Elector Representation Review. Extensive public consultation took place over the questions of; publicly elected mayor or appointed by councillors, wards or no wards and the number of councillors required to effectively represent the community. The result is that we continue with a publicly elected mayor, no wards and a reduction in elected represented members from ten to nine. I thank the community for their comments and feedback during the consultations.



I also take this opportunity to thank all our volunteers. At the library, helping with cruise ship visitors, at the Nautilus Arts Centre, or at our events, we could not operate without your valued assistance. On behalf of the community, a heartfelt thank you.

Your councillors work hard and are constantly looking to implement things that will benefit the community, always mindful that the community funds council through rates, and are therefore always conscious of efficiency and value for money.

We are your local government and rely on you to interact with us, to comment on our plans and projects and to tell us the bad things and the good. My contact number is 0437437051. I welcome your feedback and comments.

Bruce Green

**MAYOR**



*L to R: Deputy Mayor Neville Starke, Mrs Janet Hoopman, Roger Lang; Lang Foundation, Commodore Brett Brace RAN Hydrographer of Australia, Mr Mark Richards; sculptor UK, Mayor Yvonne Bodger; Lincolnshire, The Hon Hieu Van Le, Governor of South Australia, Mayor Bruce Green, Kate Fenn, City Manager City of Lincoln UK, Captain Tom Cloyer, Honorary ADC*

## MESSAGE FROM THE CEO

The City of Port Lincoln continued to deliver its diverse range of services and programs through 2016/17, while also completing and advancing important infrastructure projects and plans for the future. This Annual Report provides a review of Council's service and project outcomes for the year.

Of particular note was the completion of:

- the Indoor Aquatic Facility refurbishment in March 2017, within the \$5m budget
- the third stage of the Heritage Trail (to Stuart Terrace) and
- new stormwater infrastructure in Normandy Place and McDonald Avenue.

Council also made significant progress in two major Commonwealth Government partnerships:

- work started on the \$4.4 million replacement of the London Street Bridge, half funded by the Bridges Program and
- funding was approved for the \$4.4 million expansion of the Leisure Centre sports stadium – fully funded by the Community Development Grants program - and planning for the project was advanced during 2017.

The following are some examples of the outcomes of Council's service programs in 2016/17:

- over 182,000 visits to Council's website, by 136,000 individual people
- community engagement on eight significant issues or proposals
- 60 new houses approved and over 100 new allotments cleared for creation of titles
- Over 58,000 square metres (almost six hectares) of bitumen and spray re-seal applied to city roads
- 10,192 tonnes of waste collected or received and delivered to landfill
- 1,716 tonnes of recycled waste product sorted, baled and delivered to Adelaide for processing

The unveiling of the Matthew Flinders Statue in a revitalised precinct on Tasman Terrace, in February 2017, was attended by the Governor of South Australia Hieu Van Le, and through the vision and generosity of the Lang Foundation, this initiative has endowed the city with a valuable addition to our public art collection.

Financially, Council reported an Operating Result surplus of \$482,619 for 2016/17, ending the financial year with a cash and equivalent balance of \$233,252. It is important to note however, that the Cash and Equivalents balance of \$233,252 includes \$2,455,000 that was transferred from Council's cash balance to the Variable Interest Loan Account as per the term of Council's Treasury Management Policy, to utilise surplus funds in order to pay down the Port Lincoln Leisure Centre Refurbishment Variable Interest Loan balance.

The reported financial results includes receipt of \$678,698 that is attributed to early payment of half of the Commonwealth grants funding for 2017/18, reflecting an underlying 2016/17 Operating Result deficit of \$196,079.

The major re-zoning of land for future residential development moved towards completion with the adoption of the final Residential Development Plan Amendment (DPA) after its public consultation

process, for submission for approval by the Minister for Planning. The completion of 2-D flood mapping has provided Council with a much-improved understanding of the impacts of major rainfall events and the priorities for future stormwater projects.

Council also adopted a Sustainable Projects Delivery Plan, which sets out a financially affordable pathway for the delivery of numerous major and minor projects focussed on achieving the objectives of the Strategic Directions Plan. This new plan will guide the annual development of our Business Plan and Budget ensuring strong alignment to Council's strategic priorities.

Early 2017 saw three major events offering local participation and attracting thousands of visitors to Port Lincoln. Council supported Tunarama, Teakle Auto Sprint and SALT Festival for their important contribution to the profile of Port Lincoln as the Seafood Capital of Australia as well as the direct generation of economic benefit for our city. This was the second year of Council's operation of the Visitor Information Centre and Port Lincoln also hosted five major cruise ship visits, confirming the growing importance of tourism to our city. In the future, it is expected that we will have ten or more cruise ships visit Port Lincoln each summer season.

The 2016/17 financial year was no different to other years in so far as the leadership and governance of the elected Council under Mayor Green has been key to achieving Council's outcomes for the Port Lincoln community. I thank all of the Elected Members of the Council for their diligence and contributions in serving our city.

I also acknowledge and commend all of our volunteers, staff and contractors for their continued support in the delivery of Council's many services, programs and projects through 2016/17.

I will be retiring in November 2017 and take this opportunity to thank the Council for the privilege of serving in the Chief Executive Officer role. The period since late 2013 has seen many changes and some major project achievements and commitments, with the Council's Vision and long-term objectives confirmed in a new Strategic Directions Plan adopted in early 2016. It has been a pleasure to work with the staff and many others associated with the Council and I wish all of you well for the future.

Rob Donaldson

**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. 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.

Port Lincoln’s reputation as an iconic destination continues to grow and recently it was included on the all new Australian Monopoly Board Game.



### 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.

## 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 2016/2017 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.



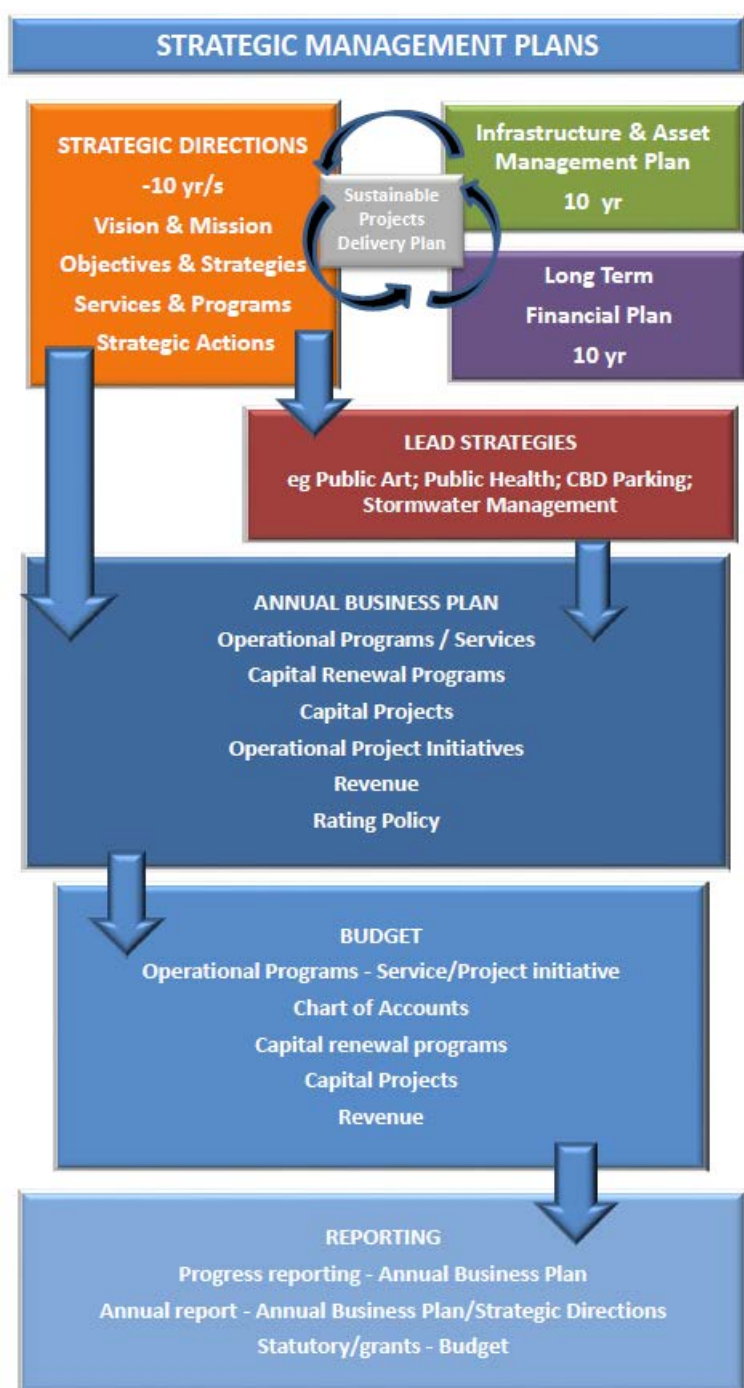
*Photo Courtesy John White*

## CORPORATE GOVERNANCE

### Strategy

#### Strategic Management Plans

Council's Corporate Planning Framework defines the relationship between the adopted Strategic Management Plans – Strategic Directions Plan, Sustainable Projects Delivery Plan, Infrastructure and Asset Management Plan (IAMP) and Long Term Financial Plan (LTFP), other plans and strategies adopted from time to time, the Annual Business Plan, Annual Budget and related reporting commitments.



**Lead Strategies adopted by Council, forming an important part of the framework and the basis of many capital projects and new initiatives, include:**

- Parnkalla Trail Strategy
- Public Art Strategy
- Community Aquatic Swimming Facility Strategy
- Library Services Strategic Plan
- Animal Management Plan
- Stormwater Management Plan
- Flood Mitigation Studies
- Port Lincoln Wharf Concept Plan
- CBD Parking Strategy
- Greater City of Port Lincoln Bushfire Prevention Plan
- Community Land Management Plans 1 & 2
- Southern Eyre Peninsula Regional Public Health Plan
- Nautilus Arts Centre Strategy
- Building an Aged & Dementia Friendly Community Report

Following the adoption of the Strategic Directions Plan 2016-2026 in February 2016, Council have developed and adopted the Sustainable Projects Delivery Plan 2018-2027 to support the Strategic Directions Plan. The Sustainable Projects Delivery Plan provides schedules for capital and operational expenditure that represent the estimated scope of resources required for the implementation of the Strategic Directions Plan over a ten-year period.

Council reviews its Infrastructure and Asset Management Plan, Long Term Financial Plan and Sustainable Projects Delivery Plan annually, for the next ten-year period. This assists Council to make informed, responsible and financially sustainable decisions whilst working towards achieving the best possible outcomes for the City, community and stakeholders. Updated versions of all three plans were adopted on 20 March 2017.

The Infrastructure and Asset Management Plan 2018-2027 (IAMP), Long Term Financial Plan 2018-2027 (LTFP) and Strategic Projects Delivery Plan 2018-2027 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 years. Together, they represent plans for the infrastructure, asset and financial resources needed to achieve the Goals and Objectives that Council and the community have set in the Strategic Directions Plan.

To meet Council's core functions, service levels and community expectations, Council adopts Annual Business Plans and Budgets that are responsible, achievable and underpinned by long-term asset and financial planning.



## Community Land Management

Council has adopted Management Plans for its Community Land. Council is currently undertaking the development of an Open Space Strategy. A Discussion Paper was drafted which was made available for public consultation for four weeks. During the consultation period, the consultants engaged by Council to assist with the development of the Open Space Strategy held a Councillor workshop and two public forums, to give the community the opportunity to provide some feedback. Council will release a Draft Open Space Strategy for further public consultation and feedback once the Strategy is endorsed for consultation. A review of Community Land Management plans will be undertaken to ensure that they align with the final Open Space Strategy.



### Community Land Management Plan 1

- **Recreation, Sports Grounds and**
- **Community Facilities**
  - *Includes sporting grounds, clubrooms, halls, caravan park, museum*



### Community Land Management Plan 2

- **Parks, Gardens & Reserves**
  - *Including playgrounds*

## 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 2016/2017 Annual Business Plan and Council's performance against the Plan is detailed in Appendix A. The following is a summary of activities undertaken in 2016/2017 that supported the objectives of Council's Strategic Management Plans.

- \* *Review and adoption of the Sustainable Projects Delivery Plan 2018-2027*
- \* *Review and adoption of Council's Infrastructure and Asset Management Plan and Long Term Financial Plan*
- \* *Continued Investigation of Shared Services opportunities with District Council of Lower Eyre Peninsula and Tumby Bay*
- \* *Interim Audit of Council's internal financial controls (using Controltrack system) successfully completed*
- \* *Financial support for on-going activities of Community House, West Coast Youth and Community Services, Operation Flinders Youth Program and Muroto Friendship City Exchange*
- \* *Continued a lead role in the facilitation and local community engagement for Cruise Ships and the economic benefits*
- \* *Completion of the 2017 Electoral Representation Review as required by legislation*
- \* *Residential DPA consultation completed, final DPA adopted and submitted to the Minister for Planning for approval*
- \* *Water proofing Port Lincoln*
  - *Final report completed March 2017, pending Stormwater Management Authority approval of funding.*
  - *Major funding proposal discussed but not submitted due to other Council priorities and implementation resource requirements*
  - *Final report to be considered by Council, pending 2D flood mapping and analysis, and review of Stormwater Management Plan*
  - *On-going but limited liaison with RDAWEP, Department of State Development and SA Water re water security, economic investment and partner funding considerations for major 'waterproofing' works and operational program, subject to Council consideration*

## Governance

### Elected Members 2014 – 2018

The Port Lincoln community is represented in the Council by the Mayor and ten Area-wide Councillors. Council has continued to operate with nine Area-wide Councillors without conducting a Supplementary Election, as provided for in the Local Government Act and Council's Casual Vacancies Policy, after the resignation of Councillor Travis Rogers in 2015.

#### *Mayor*



**Bruce Green**

*Area Councillors*



**Neville Starke  
(Deputy Mayor)**



**Danny Bartlett**



**Andrea Broadfoot**



**Linda Davies**



**Faye Davis**



**Peter Jolley**



**Graham Mantle**



**Diana Mislov**



**Jim Papazoglov**



### *Meeting Attendance*

Ordinary Council Meetings are held on the first and third Mondays of each month. For the 2016/2017 financial year, there were 23 Ordinary Council meetings with no Special Council meetings held.

Attendance was as follows:

| <b>Elected Member</b>                   | <b>Ordinary Council</b> |
|---|-------------------------|
| <b>Mayor Bruce Green</b>                | <b>20</b>               |
| <b>Cr Neville Starke (Deputy Mayor)</b> | <b>21</b>               |
| <b>Cr Danny Bartlett</b>                | <b>22</b>               |
| <b>Cr Andrea Broadfoot</b>              | <b>20</b>               |
| <b>Cr Linda Davies</b>                  | <b>20</b>               |
| <b>Cr Faye Davis</b>                    | <b>20</b>               |
| <b>Cr Peter Jolley</b>                  | <b>19</b>               |
| <b>Cr Graham Mantle</b>                 | <b>21</b>               |
| <b>Cr Diana Mislov</b>                  | <b>22</b>               |
| <b>Cr Jim Papazoglov</b>                | <b>23</b>               |

### *Elected Member Training and Development Activities*

The following table details the training and development activities undertaken by Elected Members in 2016/2017.

| <b>Elected Member</b> | <b>Training and Development Undertaken</b>                          | <b>Provider</b> |
|-----------------------|---|-----------------|
| <b>MAYOR GREEN</b>    | 2017 LGA OGM & Best Practice Showcase                               | LGA             |
|                       | EPLGA Annual Conference & Board Meeting                             | EPLGA           |
|                       | EPLGA Board Meeting June 2017                                       | EPLGA           |
|                       | LGA Mayor & Chairpersons Forum                                      | LGA             |
|                       | Local Government Association - Conference & AGM                     | LGA             |
| <b>CR BROADFOOT</b>   | Australian Local Government Women's Association National Conference | ALGWA           |
|                       | EPLGA Annual Conference & Board Meeting                             | EPLGA           |
|                       | EPLGA Board Meeting June 2017                                       | EPLGA           |
| <b>CR DAVIES</b>      | EPLGA Annual Conference & Board Meeting                             | EPLGA           |
| <b>CR DAVIS</b>       | EPLGA Annual Conference & Board Meeting                             | EPLGA           |
| <b>Cr MISLOV</b>      | EPLGA Annual Conference & Board Meeting                             | EPLGA           |
| <b>CR STARKE</b>      | EPLGA Annual Conference & Board Meeting                             | EPLGA           |

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 on the next page.

| Workshop Title                               | Month Held           | Open to the Public |
|--|----------------------|--------------------|
| Rate Capping                                 | August 2016          | Yes                |
| Elector Representation Review                | September 2016       | Yes                |
| Review of IAMP Appendix A                    | October 2016         | Yes                |
| Residential DPA – Infrastructure Agreements  | October 2016         | Yes                |
| Open Space Strategy – Discussion Paper       | November 2016        | Yes                |
| Review of Long Term Financial Plan and IAMP  | February 2017        | Yes                |
| Public Boating Pontoon                       | February 2017        | Yes                |
| Annual Business Plan                         | February –April 2017 | Yes                |
| Community Funding                            | April 2017           | Yes                |
| Preparation of Dog & Cat Management Plan     | May 2017             | Yes                |
| London Street Bridge Project Update          | May 2017             | No                 |
| Annual Business Plan and Budget Consultation | June 2017            | Yes                |

### *Council Participation*

Mayor Bruce Green and Chief Executive Officer, Rob Donaldson represented the City of Port Lincoln at the Local Government Association AGM in October 2016. Mayor Green continues to serve as the Presiding Member of the Eyre Peninsula Local Government Association (EPLGA), which meets quarterly at various locations on the Eyre Peninsula with Council's Mayor, Deputy Mayor and Chief Executive Officer attending.

The Annual Report of the EPLGA 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. The annual allowance for Elected Members is payable quarterly in advance.

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.

The Remuneration Tribunal has allocated the City of Port Lincoln to Council Group 3. A Mayor or Principal Member allowance will be four times that of the Councillor Allowance, with a Deputy Mayor or Committee Presiding Member allowance being 1.25 times the annual allowance for councillors.

| Ordinary Council (Group 3)                 | Annual Allowance |
|--|------------------|
| Mayor (Bruce Green)                        | \$53,524         |
| Deputy Mayor & Committee Presiding Members | \$16,726         |
| Elected Members                            | \$13,381         |

### *Delegates and Representatives*

| COMMITTEE   | As at 30 June 2017  |
|---|---|
| Australia Day Council<br><i>(no appointed time frame)</i>                         | Rob Donaldson - Chief Executive Officer   |
| Eyre and Western Regional Science Hub<br><i>(no appointed timeframe)</i>          | Councillor Graham Mantle  |
| Eyre Peninsula Local Government Association (Board)                               | Mayor Bruce Green - Presiding Member<br>Councillor Neville Starke - Voting Board Member<br>Councillor Andrea Broadfoot - Proxy Member |
| Eyre Peninsula Old Folks Home   | Councillor Peter Jolley   |
| Local Government Association of SA  | Mayor Bruce Green   |
| Lower Eyre Health Advisory Council  | Councillor Jim Papazoglov   |
| Lower Eyre Local Health Cluster Management Group                                  | Councillor Andrea Broadfoot   |
| Lower Eyre Peninsula Bushfire Management Committee<br><i>(until 30 June 2018)</i> | Rob Donaldson - Chief Executive Officer<br>Nigel Melzner, Manager Community Infrastructure - Deputy Member                            |
| Lower Eyre Peninsula Pest Management Group  | Nigel Melzner – Manager Community Infrastructure  |
| Lower Eyre Peninsula Road Safety Committee  | Councillor Graham Mantle<br>Councillor Jim Papazoglov   |
| Matthew Flinders Home Board Inc   | Councillor Faye Davis   |
| Parks & Reserves Committee  | Councillor Graham Mantle  |
| Port Lincoln Chamber of Commerce & Tourism  | Councillor Jim Papazoglov   |
| Port Lincoln Risk Assessment Panel (for Dry Zone Exemption proposals)             | Rosa Ggetti - Executive Director Development & Environment<br>Janet Grocke - Manager Community Development                            |
| Ravendale Sports Centre Board   | Councillor Graham Mantle<br>Councillor Jim Papazoglov   |
| South Australian Local Government Finance Authority                               | Mayor Bruce Green   |
| Southern Eyre Peninsula Councils Shared Services Working Group                    | Mayor Bruce Green   |
| Tod River Dam Safety Upgrade Reference Group                                      | Councillor Andrea Broadfoot   |

## 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 in November of each year and adopted by Council for the following twelve month term.

The minutes of Section 41<sup>1</sup> 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 Development Assessment Panel (CDAP – further details below) are remunerated per sitting, as is the independent member/s of 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.

| CDAP                           | Sitting Fee Per Meeting |
|--------------------------------|-------------------------|
| Chairperson (Independent)      | \$200.00                |
| Independent Members            | \$120.00                |
| Financial Management Committee |                         |
| Chairperson (Independent)      | \$320.00                |
| Independent Member             | \$250.00                |

<sup>1</sup> Section 41 Committee: A committee may, according to a determination of the council (and subject to the operation of this Act), be established to assist the council in the performance of its functions.



### *Council Development Assessment Panel (CDAP)*

*Presiding Member - Mr Malcolm Catt*

Council is required pursuant to Section 56A of the Development Act 1993, to establish a Development Assessment Panel. There are three important functions of the Panel:

- To act as a delegate of the Council in accordance with the requirements of the Development Act;
- To provide advice and reports to the Council on trends, issues and other matters relating to the planning and development that have become apparent or arisen through its assessment of applications; and
- To perform other functions assigned to the panel by Council.

| <b>CDAP Determinations</b>             |   |
|--|---|
| <b>Number of Applications</b>          | 8 |
| <b>Number of Applications Approved</b> | 8 |
| <b>Number of Applications Refused</b>  | 0 |
| <b>Number of Applications Deferred</b> | 0 |
| <b>Number of Applications Appealed</b> | 0 |

The Council Development Assessment Panel (CDAP) meets monthly, when required, on the second Monday at 5.30pm in the Council Chambers. Meetings are open to the public and are advertised accordingly.

The Panel consisted of seven members in the reporting year, being three Councillors, three independent members and an independent Presiding Member. The term of office for the Council Members on the Panel is twelve (12) months while Independent Panel Members are appointed for two (2) year terms. Councillor Davies resigned from the CDAP in February 2017 and was replaced by Councillor Starke.

The Development Assessment Panel has delegated authority for decision-making under Division 4, Part 4, Section 56A of the Development Act 1993. The Panel assesses Category 2 Development Applications where representations are received and wish to be heard, all Category 3 applications and all non-complying applications. For the 2016-2017 financial year, there was a total of five CDAP meetings.

| <b>Membership</b>                               | <b>Attendance</b> |
|---|-------------------|
| Mr Malcom Catt – Independent (Presiding Member) | 5                 |
| Mr Michael Bascombe                             | 4                 |
| Cr Faye Davis                                   | 4                 |
| Mr Roger Nourse                                 | 4                 |
| Mr Peter Blacker                                | 3                 |
| Cr Jim Papazoglov                               | 3                 |
| Cr Linda Davies (Jul 16-Feb17)                  | 3                 |
| Cr Neville Starke (Feb 17 – Jun 17)             | 2                 |

### *Marina Maintenance Advisory Committee (MMAC)*

*Chairperson - Cr Faye Davis*

Deputy Mayor Neville Starke stepped down from the position of Chairperson in February 2017. Two meetings were held in July 2016 and May 2017.

Representation on the MMAC has been unsettled with the change in membership by Department of Planning, Transport and Infrastructure (DPTI) with Spiros Dima and Justine Shaw, who have been on the MMAC for many years, no longer representing DPTI. It has taken time for DPTI to identify replacement delegates and we welcomed Alex Mackenzie and Chrys Triantafillou as interim members pending nomination by the Minister for Transport.

Matt Waller was appointed as the new representative for the Lessees of the Commercial Basin replacing John Clark and Brian Henson was reappointed as the representative of Stage 1 Residential Proprietors.



The MMAC continue to work on progressing ongoing agenda items. The Header Pontoon repairs are now complete. The Committee has resolved to budget \$30,000 to engage a consultant to undertake a scope of work, still to be drafted by DPTI, with the following four main objectives to be included in the brief:

1. Assess existing configuration
2. Develop a concept design and cost estimates
3. Options for alternative designs in the same location and
4. Consideration of moving the Shark and Cray Berth facilities.

Even though the MMAC has not been required to consider DPTI's Request for Proposal – passenger loading and unloading facility process near the Fisherman's Memorial, DPTI have updated the MMAC on the status of the process. This has been a lengthy process with all parties finding it challenging in providing the best outcome for the community as a whole.

The MMAC has agreed that DPTI and Council will liaise to develop a scope for a feasibility review of the refuelling wharf. Safe traffic movement, loading and unloading in the wharf area has been of concern with Council offering to have discussions with the relevant parties to develop a strategy to address the problem.

The long-term sustainability of the Marina Maintenance Fund continues to be of concern with discussions relating to the future of the Marina precinct, knowing its use has changed over the last 30 years.

DPTI is nearing completion of its three yearly asset replacement evaluation and the revaluation of its Stage 1 Marina assets. Once Council has reviewed and assessed its assets, both reports will be used to assist DPTI to provide a briefing paper to summarise the 25 year forecast in relation to assets and the projected financial position of the Marina Maintenance Fund and thus the Committee will be in a better position to forecast future long-term financial responsibilities.

The Council is committed to preparing a Marina Precinct Plan Master Plan and investigating future Council asset renewal requirements in the Marina area, including stage 1 and stage 2 at a cost to Council of \$20,000. Council does not anticipate recovering this from the Marina Maintenance Fund as it does not fall within the purpose of the Fund.

I extend my sincere thanks to Committee members, for your commitment, input and attendance at meetings. I also thank DPTI and Council for the work they commit to in preparing and facilitating the meetings.

### ***Terms of Reference***

To undertake the duties and oversee the responsibilities pursuant to Clause 23 of the Tripartite Agreement between State Government, Lincoln Cove Development Company and the City of Port Lincoln.

| <b>Membership</b>  | <b>Attendance</b> |
|--|-------------------|
| Councillor Neville Starke (Chairperson) July 16 –Feb 17  | 1                 |
| Councillor Faye Davis (Chairperson) Feb 17 –Jun 17   | 1                 |
| Mr Rob Donaldson, Chief Executive Officer  | 2                 |
| Mr Justin Shaw – nominated by Minister for Transport   | 1                 |
| Mr Alex Mackenzie<br>(interim proxy for DPTI pending nomination for Minister for Transport)      | 1                 |
| Ms Chrys Triantafillou<br>(interim proxy for DPTI pending nomination for Minister for Transport) | 2                 |
| Mr Bruce Redding – Lincoln Cove Development Company  | 2                 |
| Mr Brian Henson – representing Stage 1 Residential Proprietors                                   | 2                 |
| Matt Waller – representing Lessees of berths in the Commercial Basin                             | 1                 |
| Mr Glenn Karutz – representing Lessees of the Recreational Basin                                 | 2                 |

## *Greater City of Port Lincoln Bushfire Prevention Plan Committee (GCPLBPC)*

*Chairperson – Councillor Neville Starke*

### **Terms of Reference**

To monitor, review and keep up to date the Greater City of Port Lincoln Bushfire Prevention Plan

To make recommendations to the Lower Eyre Peninsula Bushfire Committee and to Council for budget consideration.

| <b>Membership:</b>  | <b>Attendance</b> |
|---|-------------------|
| Councillor Neville Starke (Chairperson)                           | 1                 |
| Councillor Diana Mislov   | 1                 |
| Mr Rob Donaldson - Chief Executive Officer                        | 1                 |
| Mr Nigel Melzner – Manager Community Infrastructure               | 1                 |
| Murray Graham – Compliance Officer                                | 0                 |
| Mr George Kozminski – Country Fire Service                        | 0                 |
| Mr William Hoey – Metropolitan Fire Service                       | 1                 |
| Mr Joe Tilley – Dept Environment Natural Resources                | 0                 |
| Councillor Geoff Bayly - District Council of Lower Eyre Peninsula | 1                 |
| Mr Leith Blacker – Proxy District Council of Lower Eyre Peninsula | 1                 |
| Representative of – SA Water                                      | 0                 |
| Mr Frank Crisci – SA Power Networks                               | 0                 |

The Greater Port Lincoln Bushfire Prevention Committee only met once this past year.

Once again I comment that this seems, on the surface, to be too few meetings, but trying to get enough agenda items and suitable dates to include members of the committee is a challenge.

The role of this committee has changed over the last couple of years and its worth has been questioned. The Committee resolved that it gives further consideration of the implications of the Lower Eyre Peninsula Bushfire Management Committee and the Lower Eyre Bushfire Management Area Plan for the City of Port Lincoln's bushfire prevention plans and related works program and the ongoing role of the GCPLBPC.

Meanwhile, it has been business as usual out in the field with on going management of grass growth and vegetation, plus woody weed control and removal of dead timber.

All actions identified in the original GPLBFP plan have been completed and an ongoing maintenance program has been implemented.

Manager Community Infrastructure, Nigel Melzner, and his team are continually reviewing each area, improving and streamlining where possible.



Recently a section of vegetation at the top of Flinders Highway was cleared of Prickly Acacia and dead wood and will be revegetated next year. Large stockpiles of dead box thorns at the top of Garret Road have been burnt this financial year.

Let us hope that we can escape any serious fires again this year. Thank you Nigel Melzner, Kerry Collins and team for their dedication.

### ***Building Fire Safety Committee***

*Presiding Member – Mr Peter Harmer*

#### ***Terms of Reference***

The Building Fire Safety Committee is charged with the responsibility for all matters arising under Section 71 of the Development Act 1993, which are of a building fire safety nature.

| <b>Membership:</b>   | <b>Attendance</b> |
|--|-------------------|
| Mr Peter Harmer – Building Surveyor (Presiding Member)         | 1                 |
| Rosa Gaggioli – Executive Director Development and Environment | 1                 |
| Theo Theodosiou – Development Officer – Building               | 1                 |
| Mr Andrew Sharrad – MFS Representative                         | 1                 |
| Mr Jonathon Pearce – MFS Representative (proxy)                | -                 |

The Building Fire Safety Committee meetings are held as required and there was one meeting convened during the 2016/2017 financial year.

### ***Financial Management and Audit Committee (FMAC)***

*Chairperson – Greg Eden Independent Member*

| <b>Membership</b>                                      | <b>Attendance</b> |
|--|-------------------|
| Greg Eden - Independent Member (Chairperson)           | 4                 |
| Councillor Danny Bartlett                              | 4                 |
| Councillor Diana Mislov                                | 3                 |
| Councillor Peter Jolley                                | 2                 |
| Councillor Neville Starke – (Jul 16 – Feb 17)          | 2                 |
| Roland Nicholson – Independent Member (Feb 17 –Jun 17) | 2                 |

All councils in South Australia are required to have an Audit Committee as per the requirements of Section 126 of the Local Government Act 1999. City of Port Lincoln's audit committee is formed as the Financial Management Audit Committee and must include at least one independent member. Council staff cannot be members but provide support to the committee.

At its meeting held 26 October 2016 the Financial Management Audit Committee (FMAC) recommended to Council that the FMAC membership be established as two Independent Members and three Elected Members. The revised membership was endorsed at Council's Ordinary Council meeting held 21 November 2016 and Councillor Neville Starke continued as an interim member of the committee until Roland Nicholson was appointed in February 2017 as the second independent.

The Committee's broad objectives are to:

- Help the elected Council discharge its financial and governance responsibilities
- Provide advice to Council to fulfil its role and purpose and improve the fiscal and viability aspects of its operation
- review the adequacy of the accounting, internal control, reporting and other financial management systems and practices of the Council on a regular basis
- be an advisory body and report the outcomes of its deliberations to Council.

The Committee is required to meet at least four times per year, and during the year and in 2016/2017, the FMAC met four times. At three meetings, a member of the Senior Management Team presented to the Committee on their role, current issues and projects, and any concerns or possible risks to the Council. The Committee generally tends to place emphasis on areas of risk in its questions to staff.

The Committee reviewed the budget, the long term financial and infrastructure plans and the financial statements and audit report during the course of the year. Many questions were asked of the finance and other staff during the year, and all were answered satisfactorily.

The Committee also met with the auditor on 17 October 2017 to discuss the audit findings for the 2016/2017 year. The auditor reported that there would be no qualification of the financial statements and that she was satisfied that the finance staff were competent and cooperative in providing required information. She also reported that the audit team had no real matters of concern in relation to internal controls. All questions asked of the auditor were answered satisfactorily.

### ***Strategic Planning and Development Policy Committee (SPDP)***

*Chairperson – Andrea Broadfoot*

#### ***Terms of Reference***

To provide advice to Council in relation to how Council's planning strategies and development policies accord with the State planning strategies.

- To assist the Council achieve;
  - Orderly and efficient development within the area of council
  - High levels of integration of transport and land use planning
  - Relevant targets set out in the planning strategy
  - The implementation of affordable housing policies set out in the planning strategy
- To provide advice when council is preparing a
  - Strategic directions (Section 30) report or
  - Development Plan Amendment Report
- Other functions as assigned to the committee by Council (other than functions relating to development assessment or compliance).

The Strategic Planning and Development Policy Committee met twice during 2016/2017 reporting period.

| <b>Membership:</b>                | <b>Attendance</b> |
|-----------------------------------|-------------------|
| Cr Andrea Broadfoot (Chairperson) | 2                 |
| Mayor Bruce Green                 | 2                 |
| Councillor Danny Bartlett         | 2                 |
| Councillor Neville Starke         | 1                 |
| Councillor Faye Davis             | 2                 |
| Councillor Peter Jolley           | 1                 |
| Councillor Graham Mantle          | 2                 |
| Councillor Jim Papazoglov         | 1                 |
| Councillor Diana Mislov           | 1                 |
| Councillor Linda Davies           | 1                 |

This committee involves all Council members who work together to provide advice to Council in relation to how the city's planning strategies and development policies align with State planning strategies. The major focus has been the Residential Development Plan Amendment and the Lincoln Cove Expansion Development Plan.

At the meeting held in November 2016, the SPDP considered the Summary of Consultation and proposed amendments to the Development Plan Amendment (for approval) relating to the Residential Development Plan Amendment, as presented by the Executive Director Development and Environment and recommended to Council that they be endorsed for the purposes of submission to the Minister for Planning. In consideration of the feedback from the community and stakeholders, the committee also recommended that Council seek the approval of the Minister to:

- i. separate the Development Plan Amendment into two parts;
- ii. approve Part 1 of the Development Plan Amendment;
- iii. set aside Part 2 which is to include part of the land situated at City of Port Lincoln S 29 Walter Street, and 27 Walter Street and Lot 746, FP179968 located at Cnr Flinders Highway and Winter Hill Drive, Port Lincoln, for further investigations, consultation and policy refinement and submission for approval at a later date

which was endorsed by Council at its ordinary Council meeting held 21 November 2016.

In May 2017, the Committee received the Draft Lincoln Cove Expansion Development Plan Amendment Report that was endorsed for Statutory Public and Agency Consultation for the period 15 June 2017 to 10 August 2017. On completion of the consultation, the SPDP will consider any representations made during the statutory consultation period, a report outlining the written and verbal submissions and provide advice to Council before submission to the Minister of Planning.

This committee works to ensure orderly and efficient development within the area of council and is subject to the legislative and regulatory requirements of the Local Government Act 1999, and the Development Act 1993. The committee members appreciate the work of the Council staff team who ensure its activities are well informed. We thank the public and government agencies who have

invested considerable time and effort in providing feedback to the Residential DPA and the Lincoln Cove Expansion DPA.

The following provides the status of various Development Plan Amendments as at the end of the annual reporting year for 2016/2017.

| Development Plan Amendment | Status   |
|----------------------------|--|
| Lincoln Cove Expansion     | Statutory public and agency consultation commenced 15 <sup>th</sup> June 2017 for a period of 8 weeks closing 10 August 2017 |
| Residential                | Amended DPA submitted to the Minister of Planning 21 December 2016 seeking approval and Ministerial consent.                 |

### *Chief Executive Officer Review Committee*

*Chairperson - Mayor Bruce Green*

| Membership                      | Attendance |
|---------------------------------|------------|
| Mayor Bruce Green (Chairperson) | 4          |
| Cr Neville Starke               | 2          |
| Cr Andrea Broadfoot             | 3          |
| Cr Peter Jolley                 | 4          |
| Cr Diana Mislov                 | 4          |

### *Terms of Reference*

To appraise the performance of the Chief Executive Officer annually using a formal performance appraisal methodology.

- To set performance indicators and objectives based on the objectives included in the position description.
- To review the Officer's remuneration in accordance with the contract of employment on an annual basis.
- To prepare a report for Council on the outcomes of the annual appraisal and include recommendations in respect to the remuneration review.

The CEO Review Committee met four times during 2016/2017 with any outcomes and recommendations being presented to Council for endorsement.

McArthur Consulting assisted with the formal performance appraisal review process, which consisted of:

- Agreed methodology for the review by the panel and McArthur
- Distribution of a questionnaire to elected members direct reports and external stakeholders
- Self evaluation by CEO



- Summary report by McArthur of the responses and comparisons between groups
- Discussion with the CEO on responses
- Establishment of performance indicators for the upcoming year
- A salary comparison within the sector and a recommendation for adjustment to council
- Presentation of the report to council for adoption

This process resulted in a very positive review of the CEO and a salary adjustment in line with CPI.

The committee also worked with the District Council of Lower Eyre and District Council of Tumby Bay through a joint tender process to engage a Consultant to assist with the Chief Executive Officer performance reviews for all three Councils for the next three years.

With the CEO Rob Donaldson submitting written notice of his intention to retire in late 2017, Council resolved for the CEO Review committee to engage a recruitment agency to assist Council with the recruitment of a new CEO.

### ***Port Lincoln Indoor Aquatic Facility Project Board***

*Chairperson - Mayor Bruce Green*

| <b>Membership</b>               | <b>Attendance</b> |
|---------------------------------|-------------------|
| Mayor Bruce Green (Chairperson) | 2                 |
| Councillor Neville Starke       | 1                 |
| Councillor Andrea Broadfoot     | 1                 |
| Councillor Diana Mislov         | 2                 |
| Councillor Danny Bartlett       | 2                 |

### ***Terms of Reference***

The Project Board is the senior authority for the implementation of the project to refurbish the Port Lincoln Leisure Centre, including the Indoor Aquatic Facility.

The Project Board makes the major decisions during the project and is accountable to Council for the success or failure of the project. It also provides the interface between Council and the Project Team.

The members of the Project Board perform their role on a part-time basis, manage by exception, approve all stages, and approve all major plans.

The Project Board has the authority to commit approved resources to the project, and is responsible for the ongoing provision of these resources.

The Project Board's role is to ensure that the business objectives are met by the project, and that the project is adequately resourced in terms of financial, human and other physical resources. The Project Board delegates responsibility for the project's success to the Project Executive.

The Project Board's responsibilities are to:

- 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, and
- endorse the Post Implementation Review outcomes.

The Project Board reports to Council and refers back to Council any decisions on funding and scope that exceed its delegated authority. For the 2016/2017 financial year, there were two meetings held.

The team assembled to carry out the project consisted of:

- Project Sponsor - Rob Donaldson
- Senior Responsible Owner - Janet Grocke
- Project Manager - Cathy Baily
- Manager of Finance and Business - David Levey
- Project Manager Assistant - Anna Ryan
- Low and Redding Architect - Bruce Redding
- Managing Contractor - Mossop Construction and Interiors.

The pool and associated facilities was opened in early March 2017, which was later than the proposed schedule, however the project was delivered on budget.

Our community now has a fully functional heated indoor aquatic centre with a life expectancy of greater than 30 years. The water spaces were redesigned to allow more functional learn to swim, splash pool and a 25 metre lap pool with dedicated water handling equipment. The water slide was recommissioned as was the spa pool, toilet and showers, air handling equipment and concourse. The entry to the facility was relocated to the centre of the building to better serve the functionality of both the wet and dry areas. New lighting and other improvements brought the dry areas to serviceable standards.

Our Project team and the Managing Contractor are to be congratulated on the completion of this very major work.

The Council appointed YMCA South Australia to manage and operate of the Port Lincoln Leisure Centre under a five year agreement commencing 1 January 2017 to 31 December 2021. The YMCA brings their extensive experience and expertise to the running of the facility.



## *Leisure Centre Expansion Project Board*

*Chairperson – Councillor Andrea Broadfoot*

| <b>Membership</b>                         | <b>Attendance</b> |
|---|-------------------|
| Councillor Andrea Broadfoot (Chairperson) | 1                 |
| Mayor Bruce Green                         | 1                 |
| Councillor Peter Jolley                   | 0                 |
| Councillor Diana Mislov                   | 1                 |
| Councillor Danny Bartlett                 | 1                 |

### ***Terms of Reference***

The Project Board is the senior authority in the project team for the implementation of the project to expand the Leisure Centre, including the construction of two new sports courts, three new squash courts, a lift and new parking and landscaping.

The Project Board makes the major decisions during the project and is accountable to Council for the success or failure of the project. It also provides the interface between Council and the Project Team.

The members of the Project Board perform their role on a part-time basis, manage by exception, approve all stages, and approve all major plans. They can meet informally but normally meet formally.

The Project Board has the authority to commit approved resources to the project, and is responsible for the ongoing provision of these resources.

The Project Board's role is to ensure that the business objectives are met by the project, and that the project is adequately resourced in terms of financial, human and other physical resources. The Project Board delegates responsibility for the project's success to the Project Executive.

The Project Board's responsibilities are to:

- 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, and
- endorse the Post Implementation Review outcomes

The Project Board reports to Council and refers back to Council any decisions on funding and scope that exceed its delegated authority.

The Leisure Centre Expansion Project Board has been established to facilitate the expansion of the Leisure Centre complex, primarily comprising the sports stadium and held one meeting in the

reporting period for 2016/2017. Council has secured \$4.4 million funding from the Commonwealth Community Development Grant Funding Program.

The focus of this project board is to work with the design and architect teams to review schematic designs and oversee the completion of the project, to achieve quality standards and value for money for the community including the following elements:

- construction of one new indoor sports show court with space for spectator seating;
- construction of an outdoor basketball shooting court;
- construction of three new squash courts with moveable intermediate walls,
- space for spectator seating and adjacent breakout space;
- installation of new lift services to provide access to upper level of stadium and entry;
- refurbishment of existing stadium facilities including change rooms;
- construction of a children's play court adjacent the Kiosk; and
- construction of external works including landscaping and improved parking facilities.

There is a focus on engaging local tradespeople and building the capacity of local contractors to win work on the project through the procurement processes put in place.

It is envisaged the project will be complete by November 2018 and the board will continue to work as part of a productive team to achieve the project outcomes for the benefit of the community.

### 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 ten area Councillors

The City of Port Lincoln commenced 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 new structure will come into effect at the Local Government Elections in November 2018.

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.

| Council                                   | Councillors | Electors      | Ratio          |
|---|-------------|---------------|----------------|
| Wattle Range (3,924 km <sup>2</sup> )     | 11          | 8,560         | 1:788          |
| Loxton Waikerie (7,957 km <sup>2</sup> )  | 10          | 8,281         | 1:828          |
| Yorke Peninsula (5,834km <sup>2</sup> )   | 11          | 9,346         | 1:850          |
| Light Regional (1,278 km <sup>2</sup> )   | 10          | 10,205        | 1:1,021        |
| Port Augusta (1,153 km <sup>2</sup> )     | 9           | 9,492         | 1:1,055        |
| Copper Coast (773 km <sup>2</sup> )       | 10          | 10,997        | 1:1,100        |
| <b>Port Lincoln (30.4 km<sup>2</sup>)</b> | <b>9</b>    | <b>10,347</b> | <b>1:1,150</b> |
| Victor Harbor (386.5 km <sup>2</sup> )    | 9           | 12,138        | 1:1,349        |
| Port Pirie (1,761 km <sup>2</sup> )       | 9           | 12,913        | 1:1,435        |
| Murray Bridge (1,832 km <sup>2</sup> )    | 9           | 14,082        | 1:1,565        |

Source: Electoral Commission SA (26th October 2016)

### 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 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 Council Elections – 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 provisions. Under this legislation, an application fee and a search fee must be forwarded with the completed request form unless the applicant is granted an exemption. Should the applicant require

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

Freedom of Information forms are available at the Council Office and Request Forms should be addressed to the FOI Officer. 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*

Two applications for information under the Freedom of Information Act were received by the City of Port Lincoln during the 2016/2017 financial year. One application was refused as the documents were otherwise accessible and the other application released with partial access, with any personal details being redacted.

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

The City of Port Lincoln Council has five By-Laws.

|                     |                              |
|---------------------|------------------------------|
| <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>                  |

The By-Laws were gazetted on 5 December 2011. The certified copies are held in a register (15.13.1.1) as per the Local Government Act 1999 Chapter 12, Part 1, Section 252. Copies of Council's By-Laws are available by request, or on Council's website. As per Section 251 of the Act, a By-Law will expire 1 January following the seventh anniversary of the gazettal of the By-Law. The City of Port Lincoln's five By-Laws will expire 1 January 2019.

### Internal Review of Council Actions

Council is required to publish an annual statement in relation to the number of applications made in relation to decisions of the Council; employees of the Council; and other persons acting on behalf of the Council, pursuant to Section 270(8) of the Local Government Act 1999.

During the 2016/2017 financial year, Council received one application, which related to Councils handling of ongoing noise complaints. The applicant requested that an internal review be conducted to review the decision of Council to:

- i) withdraw from receiving and responding to further noise complaints from the applicant and
- ii) to no longer correspond with the EPA for assistance on behalf of the applicant and referring the applicant to contact the EPA direct.

Following an investigation of all the relevant information and material that was before the original decision-maker, together with any additional relevant information, it was has concluded that the decision to withdraw from responding to ongoing noise complaints was reasonable and in accordance with Council's Complaint handling Policy. It was agreed that Council would continue to forward any further complaints to the EPA, or any other relevant authority, on the applicant's behalf, to the point that a complaint is finalised and closed by the relevant authority.

The applicant was provided with an explanation and supporting rationale of the level of powers that Council has available to deal with noise complaints.

### 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.

A total of 23 Ordinary Council Meetings were held in 2016 - 2017 with no Special Council Meetings held.

At 12 meetings during 2016-2017, Council resolved to exclude the public from part of the meeting pursuant to Section 90(2) 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.

| <b>Orders Pursuant to Section 90(2)(3) of the Local Government Act 1999</b> |   |                         |  |                                 |
|---|---|-------------------------|--|---------------------------------|
| <b>2016 - 2017</b>  |   |                         |  |                                 |
| <b>Meeting Date</b>   | <b>Subject</b>  | <b>Section 90(2)(3)</b> | <b>Section 91(7)</b>   | <b>Status as at 5 June 2017</b> |
| 4/7/16  | Confidential Order to Remain - 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  | Confidential Order to Remain - Property Acquisition and Disposal Options - Civic Centre | (b)                     | Until matter concluded and/or any commercial dealings completed, and reviewed every 12 months.                               | Retained                        |
| 1/8/16  | Confidential Order to Remain - Possible Property Acquisition - Jubilee Drive            | (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.                     | Retained                        |
| 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.  | Retained                        |



| Orders Pursuant to Section 90(2)(3) of the Local Government Act 1999<br>2016 - 2017 |  |                  |   |                          |
|---|--|------------------|---|--------------------------|
| Meeting Date  | Subject  | Section 90(2)(3) | Section 91(7)   | Status as at 5 June 2017 |
| 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  | Lease of the First Floor of the Nautilus Arts Centre   | (b)              | Until lease and related negotiations are completed, and reviewed every 12 months.   | Retained                 |
| 21/11/16  | Appointment of Contractor for the Management and Operation of the Port Lincoln Leisure centre  | (k)              | Until a contract for the Port Lincoln Leisure Centre management and operation has been entered into, and reviewed every 12 months.      | Retained                 |
| 21/11/16  | Barngarla Native Title Claim – Dedication of Crown Land  | (i)              | Until completion of Indigenous Land Use Agreement in relation to the Barngarla Native Title Determination and reviewed every 12 months. | Retained                 |
| 5/12/16   | Review of Strategic Land Holding   | (b)(j)           | Until the matter is concluded, or publicly announced, and reviewed every 12 months.   | Retained                 |
| 19/12/16  | Progress Status report on Possible Sale of Vacant Land Parcels – Bernard Place                 | (b)              | Until the relevant land disposals have been completed or are no longer to be pursued by Council.  | Retained                 |
| 16/1/17   | Staff Matter   | (a)              | For a period of 5 years and reviewed after 12 months.   | Retained                 |
| 6/2/17  | Minutes of the CEO Review Committee Meeting – 18 January 2017                                  | (a)              | Until Mr Rob Donaldson's contract as CEO is concluded.  | Retained                 |
| 20/2/17   | Review of Strategic Land Holding   | (b)(j)           | Until concluded, or publicly announced and reviewed every 12 months.  | Retained                 |
| 1/5/17  | Tunarama Festival – Funding Request  | (a)              | ATTACHMENT to Report (REP201730) be retained for at least 2 years, and reviewed every 12 months.  | Retained                 |
| 15/5/17   | Queen's Baton Relay - Council Selected Batonbearer Nomination                                  | (d)              | Until Batonbearers publicly announced with exception of necessary advice to selected candidate/s and reviewed every 12 months.          | Retained                 |
| 15/5/17   | Progress on Sale of Vacant Land Parcels  | (b)              | Until relevant land disposals are completed or no longer pursued by Council, and reviewed every 12 months.                              | Retained                 |
| 15/5/17   | Possible Property Disposal   | (b)              | Until contractual documents are signed in final form and reviewed every 12 months.  | Retained                 |
| 31/5/17   | CEO Performance Review – Consideration of Quotations Received for Shared Services Arrangements | (k)              | Until formal contractual arrangements are executed with the successful consultant.  | 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 reviewed the Register of Confidential Orders on 5 June 2017 and resolved that certain confidential orders will remain operative as detailed in the following table. Confidential orders remaining operative from the period after 4 June 2012 are also shown in the following table.

| <b>Orders Remaining Operative</b><br><b>Pursuant to Section 91(7) of the Local Government Act 1999</b><br><b>4 June 2012 - 30 June 2017</b> |  |                         |  |                                 |
|---|--|-------------------------|--|---------------------------------|
| <b>Meeting Date</b>   | <b>Subject</b>   | <b>Section 90(2)(3)</b> | <b>Section 91(7)</b>   | <b>Status as at 5 June 2017</b> |
| 4/6/12  | Drainage Easement  | (a)                     | Until formal contractual arrangements are executed   | Retained                        |
| 15/12/14  | CEO Performance Review Report  | (a)                     | Until conclusion of Mr Rob Donaldson's contract as CEO   | Retained                        |
| 20/4/15   | Possible Asset Disposal – Kirton Court Units   | (a)(b)                  | Until negotiations with interested parties are concluded, and reviewed every 12 months                                       | Retained                        |
| 18/5/15   | Land Formerly Owned by Council – Windsor Ave   | (b)                     | For 24 months and that this order be reviewed every 12 months  | Retained                        |
| 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   | Retained                        |
| 3/8/15  | Strategic Land Acquisition - Toy Box   | (b)                     | Until completion of contract documentation and reviewed every 12 months  | Retained                        |
| 3/8/15  | Council Contribution to Major Project Investigation  | (j)                     | Until project details are released by the project proponent and reviewed every 12 months                                     | Retained                        |
| 4/4/16  | CEO Performance Review 2014-2015   | (a)                     | Until Mr Rob Donaldson's contract as the CEO is concluded  | Retained                        |
| 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   | Mayor Event Proposal – Teakle Auto Sprint  | (d)                     | Until event details publicly announced including sponsorship and reviewed every 12 months                                    | Retained                        |
| 20/6/16   | \$4m Variable Loan Facility to Fund Leisure Centre and Indoor Aquatic Facility Refurbishment | (k)                     | Confidential Order Lost  | Retained                        |
| 20/6/16   | Major Event Proposal – C/wealth Games Baton Relay  | (d)                     | Until proponent releases information, reviewed every 12 months   | Retained                        |
| 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                        |
| 1/8/16  | Possible Property Acquisition - Jubilee Drive  | (b)                     | Until matter concluded and/or any commercial dealings completed, and reviewed every 12 months.                               | Retained                        |

| <b>Orders Remaining Operative</b><br><b>Pursuant to Section 91(7) of the Local Government Act 1999</b><br><b>4 June 2012 - 30 June 2017</b> |  |                         |  |                                 |
|---|--|-------------------------|--|---------------------------------|
| <b>Meeting Date</b>   | <b>Subject</b>   | <b>Section 90(2)(3)</b> | <b>Section 91(7)</b>   | <b>Status as at 5 June 2017</b> |
| 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.   | Retained                        |
| 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.  | Retained                        |
| 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  | Lease of the First Floor of the Nautilus Arts Centre   | (b)                     | Until lease and related negotiations are completed, and reviewed every 12 months.  | Retained                        |
| 21/11/16  | Appointment of Contractor for the Management and Operation of the Port Lincoln Leisure Centre  | (k)                     | Until a contract for the Port Lincoln Leisure Centre management and operation has been entered into, and reviewed every 12 months.   | Retained                        |
| 21/11/16  | Barngarla Native Title Claim – Dedication of Crown Land  | (i)                     | Until completion of the Indigenous Land Use Agreement in relation to Barngarla Native Title and reviewed every 12 months.  | Retained                        |
| 5/12/16   | Review of Strategic Land Holding   | (b)(j)                  | Until the matter is concluded, or publicly announced, and reviewed every 12 months.  | Retained                        |
| 19/12/16  | Progress Status report on Possible Sale of Vacant Land Parcels – Bernard Place                 | (b)                     | Until the relevant land disposals have been completed or are no longer to be pursued by Council.   | Retained                        |
| 16/1/17   | Staff Matter   | (a)                     | For a period of 5 years and reviewed after 12 months.  | Retained                        |
| 6/2/17  | Minutes of the CEO Review Committee Meeting–18 January 2017                                    | (a)                     | Until such time as Mr Rob Donaldson's contract as CEO is concluded.  | Retained                        |
| 20/2/17   | Review of Strategic Land Holding   | (b)(j)                  | Until concluded, or publicly announced and reviewed every 12 months.   | Retained                        |
| 1/5/17  | Tunarama Festival – Funding Request  | (a)                     | ATTACHMENT to Report (REP201730) for at least 2 years, and reviewed every 12 months.   | Retained                        |
| 15/5/17   | Queen's Baton Relay - Council Selected Batonbearer Nomination                                  | (d)                     | Until the Batonbearers 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. | Retained                        |
| 15/5/17   | Progress on Sale of Vacant Land Parcels  | (b)                     | Until relevant land disposals are completed or no longer pursued by Council, and reviewed every 12 months.   | Retained                        |
| 15/5/17   | Possible Property Disposal   | (b)                     | Until contractual documents are signed in final form and reviewed every 12 months.   | Retained                        |
| 31/5/17   | CEO Performance Review – Consideration of Quotations Received for Shared Services Arrangements | (k)                     | Until formal contractual arrangements are executed with the successful consultant.   | Retained                        |

## Community Engagement



Council is committed to continually improving its community engagement and consultation practices and have developed a Communication and Engagement Action Plan to meet Council's Strategic Directions Plan action to 'develop and implement a Communications and Engagement Strategy which incorporates best practice community engagement, consultation and communication'.

The Action Plan details key commitments, actions and expected outcomes, and will guide Council to improve engagement and communications with the community. The Action Plan will be reviewed annually to ensure it continues to meet Council's objectives.

In April 2017 Council reviewed its Public Consultation and Community Engagement Policy in conjunction with the development of the Communication and Engagement Action Plan. The Policy ensures Council meets its legislative obligations in relation to public consultation and includes social media in future community engagement and communications.

Council continues to adopt the International Association of Public Participation framework in its community engagement practices. The framework identifies the levels of community participation – Inform, Consult, Involve and Collaborate and the relevant tools to consider for engagement.

The Council has engaged and consulted on a number of matters throughout 2016/2017 seeking feedback from the community on:

- The City of Port Lincoln Elector Representation Review
  - Options Paper (21 July 2016 to 2 September 2016); and
  - Representation Review Report (10 November 2016 to 8 December 2016)
- Open Space Strategy Discussion Paper (3 November 2016 to 5 December 2016)
- Asset Condition Ratings (1 December 2016 to 30 January 2017)
- Draft Annual Business Plan (4 May 2017 to 9 June 2017)
- Community input into the design of the Port Lincoln Skate Park (15 May 2017 to 12 June 2017)
- What Council should consider in its Draft Animal Management Plan (21 May 2017 to 16 June 2017)
- Public Consultation and Community Engagement Policy (8 June 2017 to 10 July 2017)
- Lincoln Cove Expansion Development Plan Amendment DPA (15 June 2017 to 10 August 2017)



Photo: May 2017  
Draft Annual Business Plan Street Stall  
Tasman Terrace

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

## Communications

Council recognises that social media is a valuable opportunity to inform the Community about Council's objectives, plans and activities and to build strong and positive relationships with the Community and developed a Social Media Policy to ensure best practice guidelines.

The Social Media Policy sets clear expectations for the use of social media by Council representatives in their role with Council and those who engage in personal use of social media relating to their Council employment.

The use of social media in the future will improve and complement existing communications, access to information and delivery of key messages and services.

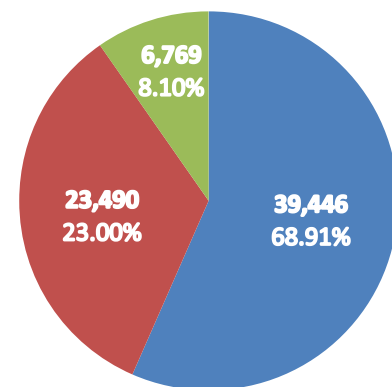
Council's website [www.portlincoln.sa.gov.au](http://www.portlincoln.sa.gov.au) will remain the primary source of information with 135,996 people visiting the website with many returning more than once (total visits 182,343). 68.91% of people use their computer to visit Council's website, followed by 23% from their mobile phone and 8.10% from a tablet.

A variety of communication tools and channels are used to inform the community of Council business and activities over the past year which will be further enhanced in future years with the development of Council's facebook page.

- information on Council's website
- Council's weekly advertorial in the Port Lincoln Times
- 5CC/Magic 899 local radio advertisement
- 'cash classifieds' advertisement
- media releases
- public notices and posters on Council's community information board
- static displays and brochures at the Council office and Port Lincoln Library
- surveys and information sheets available at the Council office, website and Port Lincoln Library
- Council and Committee meetings open to the public at the Council Chambers
- local television advertising
- street stalls
- banners on the foreshore
- city entrance signs
- staff and elected members
- Council staff

### Pageviews on Devices

■ Desktop ■ Mobile ■ Tablet





Council regularly informs the community on services, programs, projects, community awards, road closures, public consultation opportunities, employment vacancies, community activities at the library, shows and exhibitions at the Nautilus Arts Centre, community events, development plan amendments, category 3 development applications, community land classification decisions, policy reviews, office closures and other relevant Council Information.

Members of the community can provide feedback on Council's services at any time through the Customer Feedback form available on Council's website, download a hardcopy version online, or obtain a copy from the Council 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

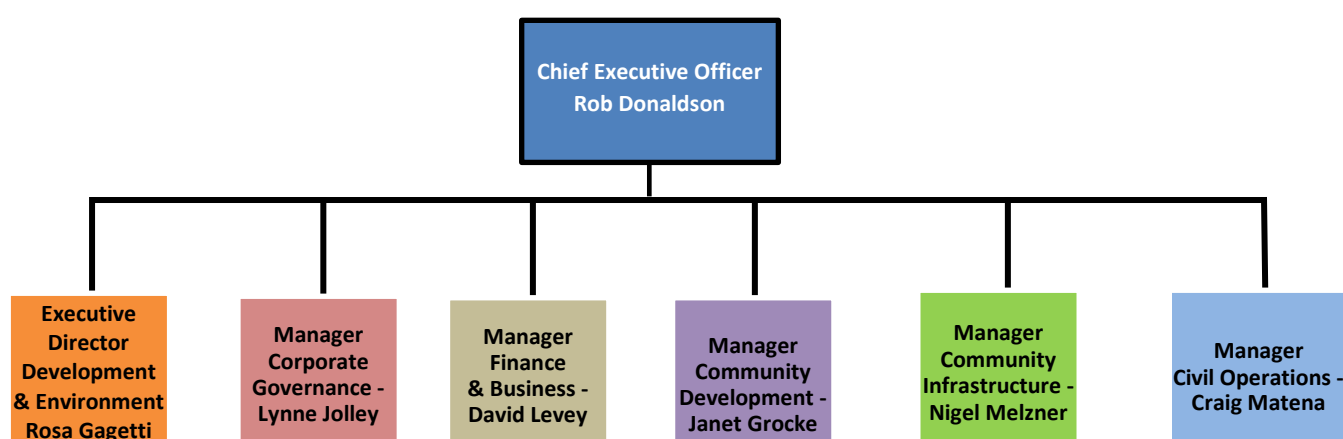
|                                |  |
|--------------------------------|--|
| <b>Deputation to Council</b>   | <b>With prior notification and approval of the Mayor, a member of the public can address the Council on any issue relevant to Council.</b> |
| <b>Petitions</b>               | Written petitions 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.                               |
| <b>Community Question Time</b> | Members of the public can ask a question directly to the Council at the beginning of each Council Meeting                                  |

## Human Resources

### Management and Staffing

#### **Senior 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. 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*Chief Executive Officer

Contract based package

Salary

Motor vehicle – full private use

Mobile phone for Council business

Matched 3% Super Contribution above Superannuation Guarantee

Senior Management Team

Contract package incorporating the City of Port Lincoln Enterprise Bargaining Agreement

Salary

Motor vehicle – full private use

Mobile phone for Council Business

Matched 3% Super Contribution above Superannuation Guarantee

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.

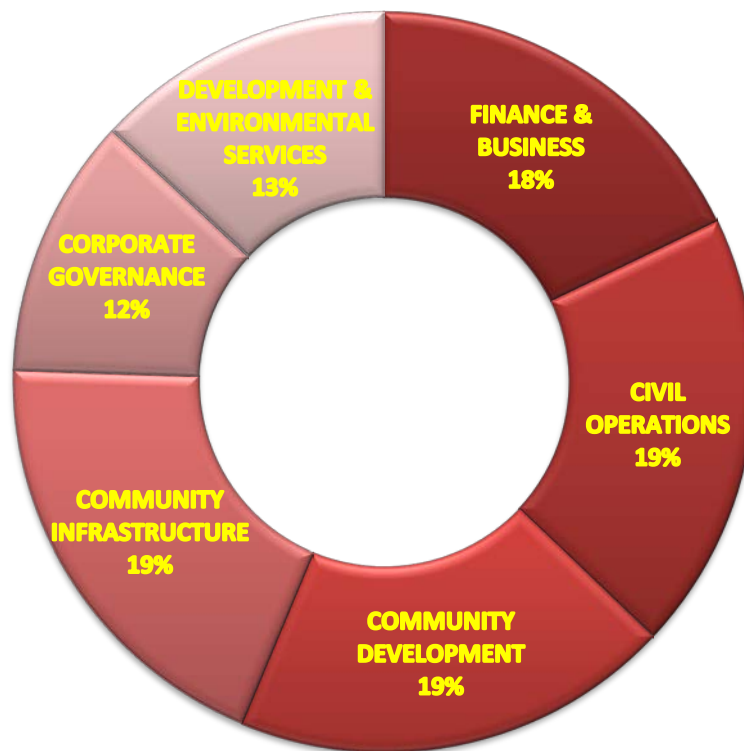
*Employee Distribution*

As at 30 June 2017 Council had 74 employees, consisting of 49 full time staff, 15 part time staff and 10 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 2017 was 57.2. The distribution of employees across Council Departments was as follows:

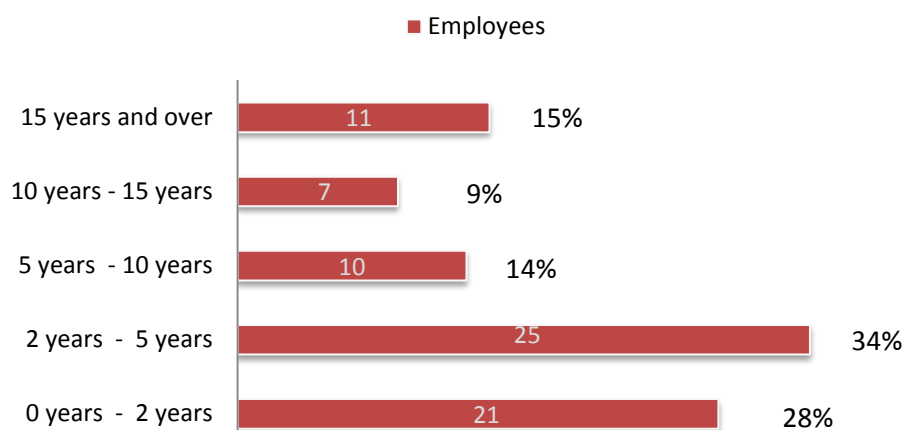
| Service Areas                        | Number of Employees          | FTE Equivalent |
|--------------------------------------|------------------------------|----------------|
| Finance & Business                   | 13<br>(inc 1 Parental Leave) | 10.4           |
| Civil Operations                     | 11                           | 11             |
| Community Development                | 23<br>(inc 9 Casuals)        | 10.8           |
| Community Infrastructure             | 11                           | 11             |
| Corporate Governance                 | 7                            | 6.5            |
| Development & Environmental Services | 9<br>(inc 1 casual)          | 7.5            |
| <b>TOTALS</b>                        | <b>74</b>                    | <b>57.2</b>    |

### FTE BREAKDOWN PER DEPARTMENT



Council is committed to being an employer of choice to retain and attract the best possible staff. More than two thirds of Council employees (72%) have been with Council for more than 2 years, with 15% of employees having more than 15 years of service with Council.

### Employees Length of Service



### 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. It is Council's intent 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*

This year Council received funding from the Minister for Regional Development through the Regional Youth Traineeship Program, which aims to increase regional youth workforce participation. This allowed Council to engage two trainees in round two of the funding program. Council successfully recruited a trainee in the Corporate Services area who is undertaking a Certificate III in Business and a trainee position at the Library to undertake a Certificate III in Library and Information Services.



## Risk Management and Work Health and Safety

As part of Council's continuous improvement activities in 2016/2017, Council has continued to develop its risk management framework, which will reduce our exposure to liability through proactive management of strategic program and project risk and optimum maintenance of Council's assets, infrastructure and facilities.



Throughout the 2016/2017 year, the Work Health and Safety focus was improving Contractor, Volunteer and Hazard Management. Council is working through a two year WHS and Return to Work Plan to strategically and systematically improve organisational Work Health and Safety and Return to Work Systems, processes and outcomes for Council. Key programs and projects are identified and all actions within the key programs are assigned to responsible officers. Monitoring and review of the WHS & RTW Plan occurs quarterly by the CEO, Senior Management Team and the Health and Safety Committee (HSC).

The Annual WHS Key Performance Indicators Audit was conducted by the Local Government Association Workers Compensation Scheme (LGAWCS) in December 2016, testing compliance against the Return to Work SA Performance Standards for Self Insurers (PSSI). The scope of the 2016 audit involved 11 sub-elements of the PSSI and 14 sub-elements of the Injury Management Standards and included discussions with workers and worksite visits. The findings of this report are used for:

- Planning and continuous improvement by Council of its Work Health, Safety, and Injury Management Systems; and
- Measuring and monitoring conformance with the Return to Work SA Performance Standards for Self Insurers.

The KPI Audit identified 7 conformances, 1 non-conformance and 3 observations, which indicates that the safety system foundations are in place and the issues raised formed part of on-going system improvement that Council achieved by the end of the 2016/2017 reporting period. Achievements for the 2016/2017 year included:

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>• <i>WHS Personal Protective Equipment (PPE) and Clothing Procedure developed for implementation.</i></li> <li>• <i>High risk construction tasks identified and Safe Work Method Statements (SWMS) for high risk construction work developed.</i></li> <li>• <i>Review and endorsement of WHS First Aid Procedure and review of first aid training needs for Council staff</i></li> <li>• <i>Bullying Policy and Procedure developed and implemented following sector-wide training in April 2017</i></li> <li>• <i>Business Continuity Plan (BCP) developed.</i></li> <li>• <i>Ongoing review of Council's prequalified Contractor Register documentation</i></li> </ul> | <ul style="list-style-type: none"> <li>• <i>Council participation in WHS Procedure Validation Process to test the validity and the effectiveness of the implementation of the WHS Excavation and Trenching Procedure</i></li> <li>• <i>Annual review of emergency management planning at Council undertaken.</i></li> <li>• <i>Emergency management system implemented and tested for new Council sites</i></li> <li>• <i>Pre start checks for all major plant and high risk minor plant were implemented</i></li> <li>• <i>Scope developed for WHS shared services with DC Tumby Bay (to be trialled 2017/18)</i></li> </ul> |
|--|---|



## FINANCE AND BUSINESS

### Finance

#### Rating & Property Information

Providing and maintaining services and facilities costs money. Council works hard to ensure that rates are kept to a reasonable level, consistent with the needs of the community and financially sustainable outcomes.

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

The City of Port Lincoln used Site Value as the basis for valuing land for the 2016/2017 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 payments received in full on or prior to the 1<sup>st</sup> Quarter due date. Only a small percentage of councils in South Australia provide this incentive.

#### *Rebate of Rates*

| Type of Rebate       | Number of Rebates | Reason of Rebate      | Value of Rebates  |
|----------------------|-------------------|-----------------------|-------------------|
| <b>Mandatory</b>     |                   |                       |                   |
|                      | 7                 | Education             | 21,485.55         |
|                      | 15                | Religious             | 42,654.40         |
|                      | 86                | Community             | 54,926.95         |
|                      | 1                 | Public Cemeteries     | 1,288.80          |
|                      |                   | <b>Sub Total</b>      | <b>120,355.70</b> |
| <b>Discretionary</b> |                   |                       |                   |
|                      | 29                | Community             | 21,120.75         |
|                      | 1                 | Services for Children | 1,369.10          |
|                      |                   | <b>Sub Total</b>      | <b>22,489.85</b>  |
| <b>Total</b>         | <b>139</b>        |                       | <b>142,845.55</b> |

#### Financial Performance

#### *Financial Controls*

Section 125 of the Local Government Act 1999 requires Council to have appropriate policies, practices and procedures to assist the 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 SynergySoft and UV Codes 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 expenditure, which provides an accurate estimation of the financial status of Council as at the next 30 June each year.

The role of the Financial Management Audit Committee is to monitor the integrity of 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, Conduct 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 law. ControlTrack software is used to assist Council with the assessment, review and on-going monitoring of internal control practices, including a “Better Practice Model” to address the mandatory criteria by which local government auditors must assess the internal controls exercised by a council.

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

### *Loan Borrowings*

In July 2013, Council resolved to undertake loan borrowings of \$419,000 to support a Community Loan to the Port Lincoln Bowling Club Incorporated for the installation of an artificial bowling green. As at 30 June 2017, the outstanding loan to the Local Government Finance Authority was \$297,801.63, repayable over a 10 year term at a fixed interest rate of 5.6%.

In July 2015, Council resolved to borrow the amount of \$4,213,830 to finance the purchase of the Port Lincoln Leisure Centre and associated business on 31 August 2015. As at 30 June 2017, the outstanding loan to the Local Government Finance Authority was \$4,016,403.94, repayable over a 20 year term at a fixed interest rate of 4.75%.

In June 2016, Council resolved to borrow the amount of \$4,000,000 from the Port Lincoln Bendigo Community Bank to finance the refurbishment of the Port Lincoln Leisure Centre. This loan is repayable over a 20 year term with variable interest rates. The interest rate over the financial year varied between 3.71% and 3.85%. The Variable Interest Rate Loan Facility includes the option of utilising surplus funds to reduce the loan balance as and when funds allow. As at 30 June 2017, the amount available to be drawn down against the facility was \$3,900,000 and the Loan Balance was \$650,000. Surplus funds (including Reserves) to the value of \$3,250,000 had been utilised as at 30 June 2017 to offset the Loan Facility.

### *Auditor Independence*

Dean Newbery & Partners, with lead auditor Samantha Allard, undertook the audit of Council’s internal financial controls and the presentation of financial reports as required for the 2016/2017 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 effect 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.

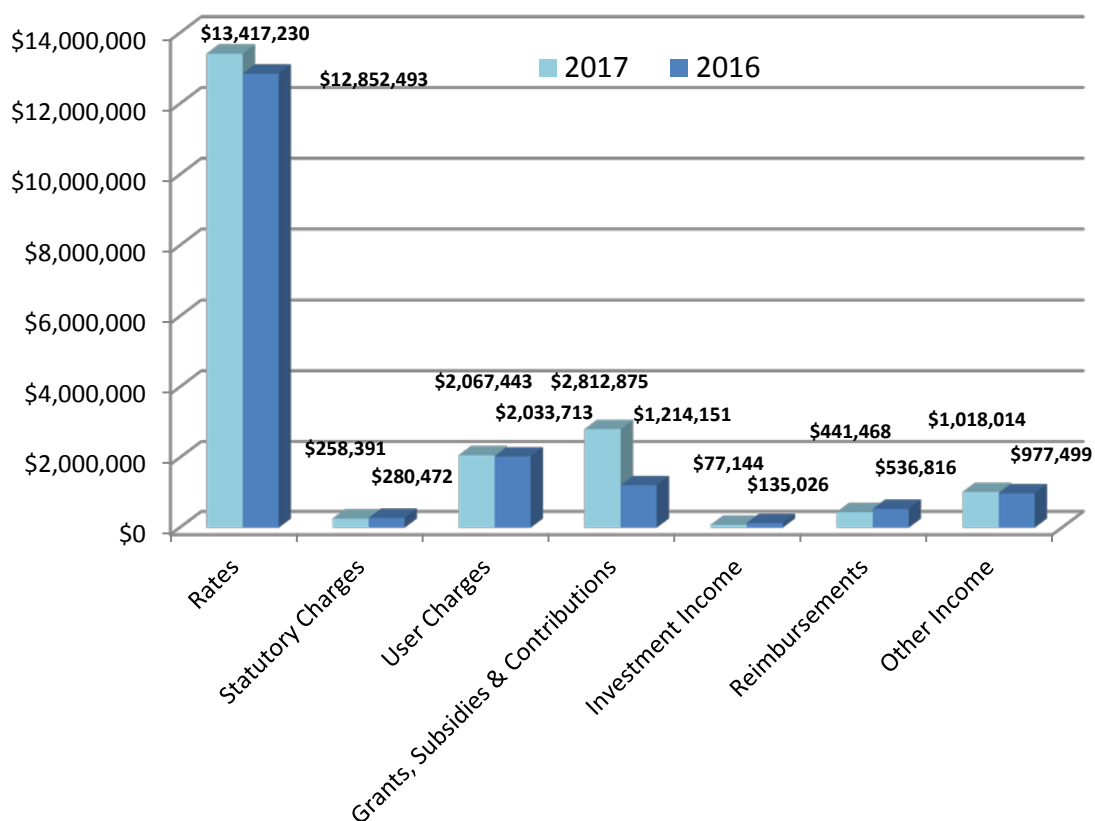
Council has not engaged its auditor, Dean Newbery and Partners, to provide any services outside the scope of its functions as Council's auditor.

Pursuant to the 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 2016-2017 financial year was \$22,900, being \$19,000 for audit services and \$3,900 for travel expenses.



## Financial Performance at a Glance

### Income 2016-17 Total \$20,092,565



Rates Fixed Charge ↑

Waste & Recycling Cost Recovery ↑

On-street Parking Infringement Income ↓

Visitor Information Centre Income ↑

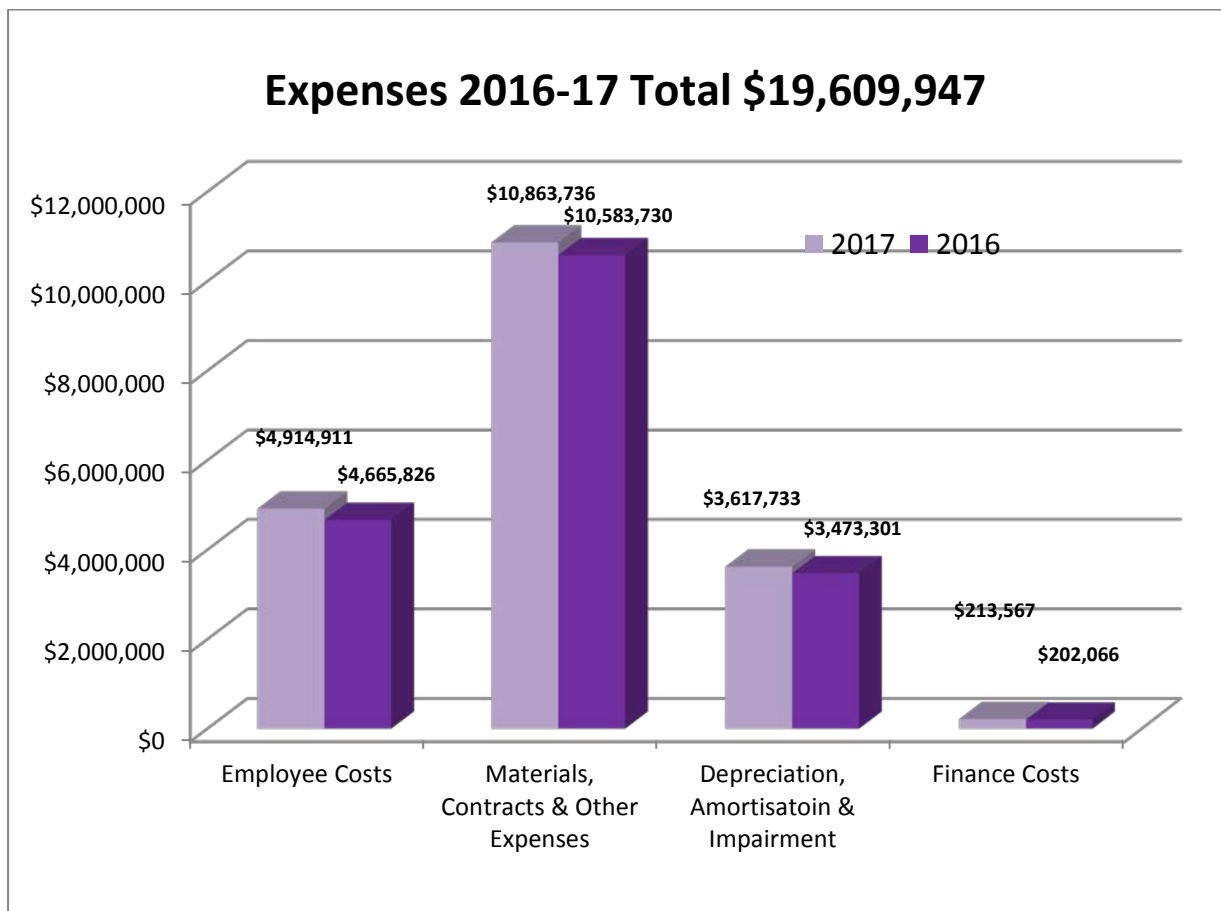
Pre-payment of Commonwealth Grants

Commission Grant ↑

Investment Income ↓

Reimbursements ↓

Insurance Recoupment ↓



Employee Annual Leave Liability ↑

Superannuation Expense ↑

Election Expenses ↑

Leisure Centre Operating Costs ↑

Tourism Expenses ↓

General Maintenance ↓

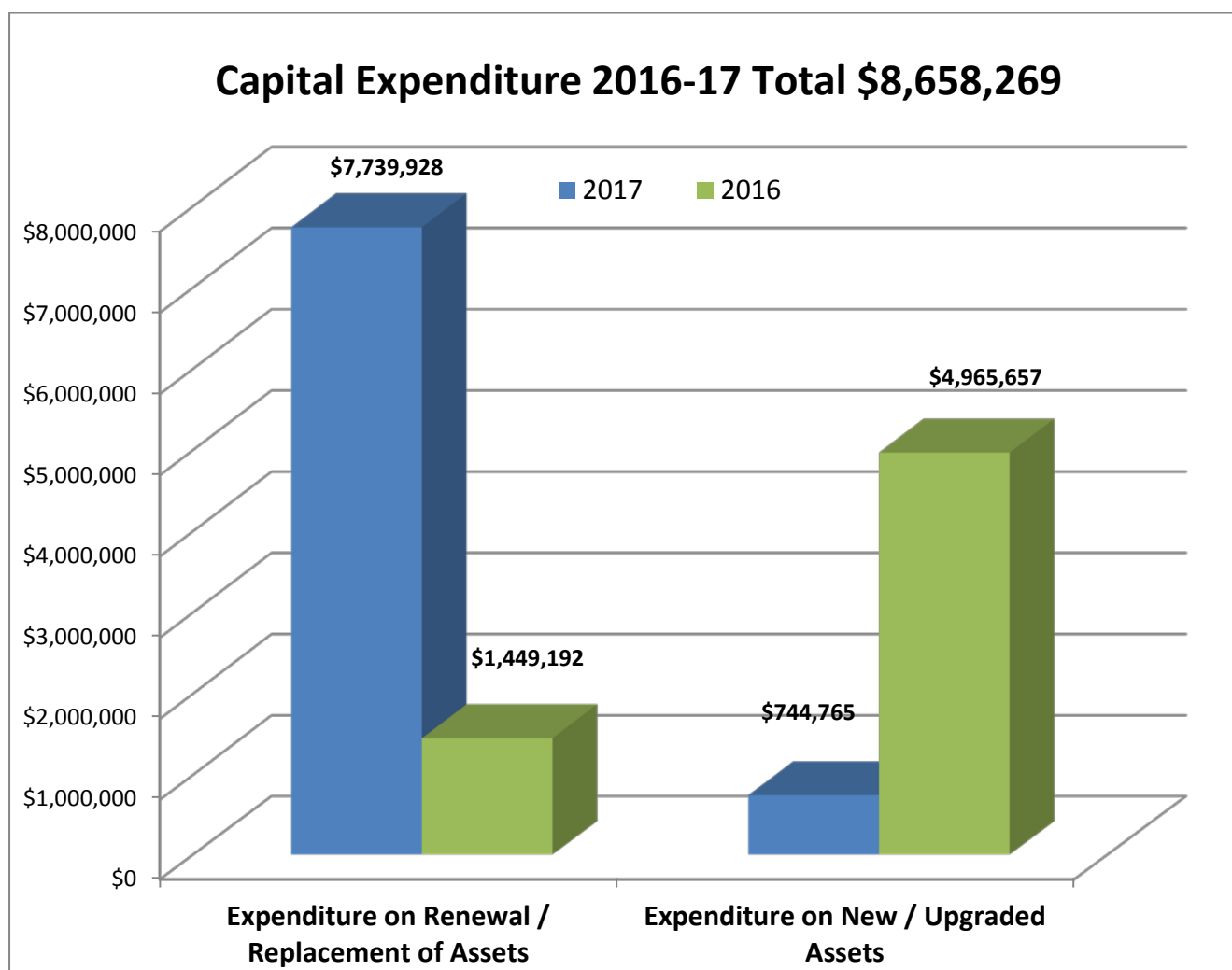
Roads, Kerbing & Footpaths Depreciation ↑

Leisure Centre Depreciation ↑

Filtration, Buildings, Furniture &  
Fittings Depreciation ↓

Finance Costs - Loan Payable ↑





## **MAJOR PROJECTS**

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

Leisure Centre Refurbishment  
 London St Bridge Replacement  
 Road Base Construction  
 Road Surface Construction  
 Road Reseals  
 Footpaths  
 Major & Minor Plant

### ***New/Upgrades***

Heritage Trail  
 Matthew Flinders Precinct  
 Tennyson Tce Retaining Walls  
 Tennyson Tce Car Park  
 Drainage  
 Road Base Construction  
 Road Surface Construction  
 Kerbing  
 Footpaths  
 Strategic Land Purchase

## Business

### Records Management & Information Technology

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

#### **Creation of Records in 2016/2017**

|                         |              |
|-------------------------|--------------|
| <b>Incoming Records</b> | 16964        |
| <b>Outgoing Records</b> | 9589         |
| <b>Internal Records</b> | 5255         |
| <b>TOTAL</b>            | <b>31808</b> |

Council is progressing well with the implementation of the improved electronic record keeping system with the view to becoming compliant with SA State Records for Electronic Record Keeping (SARKMS) in the 2017/2018 financial year.

The following IT project was completed in 2016/2017:

- Palo Alto Firewall upgrade which is the first major step in strengthening Council's IT security

### 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 2016/2017. There were no complaints received by Council in its application of competitive neutrality in its business dealings.

#### ***Purchasing Policies***

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. Policy 7.63.1 (Contracts, Tenders, Purchasing and Disposal) was reviewed and adopted in compliance with Section 49 of the Local Government Act 1999 encompassing the following:

- 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.

### *Provision of Services, Contracts and Agreements*

Council is committed to implementing fair, transparent and consistent procurement practices when tendering for goods and/or services. In accordance with Local Government Act 1999 Schedule 4 (2) (b) competitive tenders, a procedure is in place to assess how goods and/or services are sourced and acquired as per the following table.



| <b>&lt; \$5,000</b><br>(Issue Purchase Order) | <b>&lt; \$50,000</b><br>(Issue Purchase Order)   | <b>\$50,000 &lt; \$150,000</b><br>(Issue Minor Works Agreement)   | <b>\$150K and above</b><br>(Issue Contract)  |
|---|--|---|--|
| Seek quote and issue purchase order           | Refer Council's Prequalified Contractor Register or if not on Register seek 3 quotes using Request for Quotation including specification/ scope documentation.<br><br>Issue Purchase Order | Request for Quotation documentation including specification/scope documentation<br><br>Public Notification: Advertising through Council's Web Site, Port Lincoln Times Page, Classified Ads<br><br>All submissions received are sealed and kept in a Tender Box in Council's Strong Room. They are all treated in a confidential manner and opened in the presence of 2 personnel after the appointed closing time for receiving submissions. | Request for Tender documentation including specification/scope documentation<br><br>Public Notification: Advertising through Council's Web Site, Port Lincoln Times Page, Classified Ads and Local Government Association (Tender on Line)<br><br>All submissions received are sealed and kept in a Tender Box in Council's Strong Room. They are all treated in a confidential manner and opened in the presence of 2 personnel after the appointed closing time for receiving submissions. |
|   | This process was undertaken <b>25</b> times throughout the 2016/17 year.   | This process was undertaken <b>7</b> times throughout the 2016/17 year.   | This process was undertaken <b>6</b> times in the 2016/17 year.  |

## **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. No capital works were undertaken in 2016/17.

#### *Landfill*

The total amount of solid waste transported to the Veolia Environmental Landfill site, Glenfield – Butler, was 10,054 tonnes with a further 140 tonnes of solid waste going to Cell 4 at the Resource Recovery Centre. The average participation rate for household waste was 80%.

#### *Recycling*

In 2016/2017 Council transported 1716 tonnes of recycling to Adelaide and the average participation rate for household recycling was 56%.

In 2016/2017 2448m<sup>3</sup> of green waste and 618m<sup>3</sup> of timber pallets were received and mulched at the Resource Recovery Centre.

### **Field Services and Civil Assets**

#### Roads, Footpaths, Kerbing

#### *Road Construction*

Construction of the following roads was undertaken:

- Kooyonga Avenue – St. Andrews Drive (200m) to West Terrace;
- West Terrace – Kooyonga Avenue to Seaton Avenue;
- Short Street – McFarlane Avenue to end
- Kemp Avenue – Brockworth Road to end.

The works included new kerbing and a sealed road surface providing improved access, meeting future needs of subdivided land, and supporting future development.

The section of Kemp Avenue from Brockworth Road to the end of the cul-de-sac, which was an existing sealed road, was widened, kerbed and sealed providing improved access and rectifying drainage issues.



### *Road Seal Program*

As part of Council's expanded Road Reseal Program, which is determined by the Road Surface Manager Software program (RSM) based on an annual re-seal expenditure of \$550,000, the roads shown in the table below were resealed.

| Road Name      | Section                    | Area<br>M <sup>2</sup> | Cost<br>Exc GST     |
|----------------|----------------------------|------------------------|---------------------|
| CARDIFF RD     | Knott/Volante              | 3410                   | 25,678.73           |
| CHEYANNE ST    | High View/Walkley          | 738                    | 5,830.65            |
| COOK ST        | Trafalgar/Hindmarsh        | 3944                   | 28,950.32           |
| ESSEX AVE      | Morialta/Paringa           | 453                    | 2,135.04            |
| FLINDERS HWY   | Clyde/East Bdy Flinders Pk | 912                    | 6,313.02            |
| HAMILTON AVE   | Hermitage/Ocean            | 2034                   | 15,622.89           |
| ST ANDREWS TCE | Verran/Stevenson           | 6740                   | 46,018.93           |
| COOK ST        | Knott/Trafalgar            | 3762                   | 28,313.65           |
| CORAL ST       | Trafalgar/Knott            | 2823                   | 22,097.94           |
| ERIC AVE       | Sth Bdy lot 9 /Mena        | 1134                   | 8,882.45            |
| FOLLETT ST     | Feltus/Verran              | 3284                   | 23,803.70           |
| GULF AVE       | Duncan/end                 | 1423                   | 10,777.08           |
| HAMBRIDGE ST   | Highview/ Hilltop          | 1512                   | 11,656.01           |
| HASSELL RD     | Pine Freezers/sec 225 bdy  | 2554                   | 19,258.36           |
| HEATHER RD     | Highview/Walkley           | 1721                   | 13,422.24           |
| HINDMARSH ST   | Nth Bdy Lot 394/Cook       | 1916                   | 14,240.08           |
| HINDMARSH ST   | Cook/Kent                  | 1481                   | 10,999.53           |
| HOLROYD AVE    | Kiama/Telfer               | 2115                   | 16,498.61           |
| KALI GRV       | Hawson sth/Hawson nth      | 1010                   | 7,926.65            |
| KENT PL        | 25mNW Victoria/Hindmarsh   | 497                    | 3,886.81            |
| KIAMA AVE      | Tennant/Telfer             | 758                    | 5,817.30            |
| KIAMA AVE      | Telfer/Sleaford            | 2489                   | 19,112.90           |
| KNOTT ST       | Cook/Queen                 | 1719                   | 12,983.62           |
| LEBRUN ST      | Mortlock/Verran            | 2757                   | 19,655.98           |
| MACKARELL ST   | Myers/ Kiama               | 1481                   | 11,524.80           |
| MATTHEW PL     | Hill/Bentham               | 809                    | 6,325.19            |
| RAILWAY PL     | London/West bdy lot 347    | 2179                   | 16,139.02           |
| RAILWAY PL     | West bdy lot 347 / Porter  | 2325                   | 16,718.31           |
| KING ST        | Eyre/Porter                | 4575                   | 125,099.05          |
| <b>TOTAL</b>   |                            |                        | <b>\$555,688.86</b> |

### *Footpath Construction Program*

An existing footpath was upgraded and new footpaths constructed to maintain the network standards of the Infrastructure and Asset Management Plan (IAMP) to continue the creation of a fully connected footpath network for residents in Port Lincoln.

| Road Name               | Road Section  | Length (m) |
|-------------------------|---|------------|
| <b>Trafalgar Street</b> | Cook Street to Power Terrace                          | 298        |
| <b>Hallett Place</b>    | Hallett Place (in front of Picture Theatre/Youthoria) |            |



### *Pedestrian Refuge*

A pedestrian refuge was constructed in Light Street near the Tasman Terrace intersection to improve pedestrian safety in the high foot and vehicle foot traffic area.





### *London Street Bridge*

On site works and demolition of the existing bridge was completed in May/June 2017 and overhead communications and electrical services were relocated/removed successfully. The bridge was closed to all traffic from 2<sup>nd</sup> May 2017 and scheduled to reopen in late October 2017.

Tonkin Consulting was engaged to design and project manage the works. BMD Constructions Pty Ltd was appointed to demolish and construct the new London Street Bridge.

The proposed design will see the bridge widened to 10 metres, from the current 6.2 metres, and it will include a 3 metre shared use path. The length of the new bridge will be shorter, at 17.4 metres.

The bridge has a design life of 100 years.



### Stormwater Management

#### *Lincoln Highway Drainage*

The stormwater drainage outlet pipe was extended down the embankment to the foreshore preventing any further erosion of the Lincoln Highway embankment and jeopardising the main Lincoln Highway.

#### *Normandy Place Drainage*

Council constructed the drainage system up Normandy Place and McDonald Avenue low spot to reduce the flood risk of properties in the area.

Approximately 500m of below ground pipe was laid, ranging from 600mm in diameter to 375mm. Significant rock was encountered and the project took five months to construct.

### ***2D Flood Mapping of Port Lincoln***

The primary purpose of the work undertaken has been to define the extent and magnitude of flooding during events of differing annual recurrence intervals (ARI) and to identify area of significant inundation.

The risk to public safety otherwise known as the “flood hazard” has also been categorized for some of the recurrence intervals investigated.

The flood maps created will be used for the purpose of development assessment, town planning, emergency response planning, infrastructure planning and flood warning purposes.

### ***Mortlock Terrace Catchment Options Study***

Consultants were engaged to undertake an options study to determine the optimal solutions to reduce flood risk in the vicinity of the Liverpool Street Pump Station.

Detailed modelling and investigation of the upstream catchments areas affecting the Liverpool Street catchment and the pump drainage solution options was undertaken prior to proceeding to the detailed designs.

### ***Kaye Drive Drainage***

Design work was undertaken for Kaye Drive due to regular flooding of a number of properties in the area. During heavy rainfall events, the upstream catchment produces flows in excess of the road capacity, which results in water spilling into properties on the low side of the road. There is currently no underground drainage system in the area.

### ***Port Lincoln Racecourse Drainage Advice***

An assessment was undertaken of the existing flood problem at the Port Lincoln Racecourse and advice was provided from Consultants in regard to reducing the flood risk at the site.

The assessment identified that water ponding at the sag pits on Proper Bay Road has been overflowing into the Port Lincoln Racecourse and has flooded across the track.

## **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.

A new Caterpillar Loader was purchased to replace the old loader.



## 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 2016/17, Council's recycled water treatment plant produced 117 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 such as the Port Lincoln Racing Club and St Josephs School, with a small proportion being used in the construction industry for compaction and dust suppression.

Council continues to actively promote the use of recycled water to external users and signed a water supply agreement with Navigator College to start using the recycled water for irrigation of their sports field in 2017/18.

The final report of the 'Waterproofing Port Lincoln' project was completed in March 2017 with funding assistance from RDAWEP and SA Water. This report considers the construction of wet lands and aquifer recharge options for Port Lincoln in the future. The report is yet to be considered by Council pending completion of 2D Flood Mapping Analysis and a review of the Stormwater Management Plan.

Negotiations with SA Water and the Department for State Development continued on how to manage the future impacts of SA Water receiving increased volumes of highly saline water from the fish processing factories in the future. This will have a direct effect on the salinity of water in the SA Water lagoons, which are the source for Council's recycled water treatment plant. A key outcome of waterproofing Port Lincoln will be ensuring the quality of the recycled water produced at Council's treatment plant remains suitable for irrigation of turf into the future.

### Council Properties and Facilities

#### *Skate Park*

Council undertook community and stakeholder consultation in early 2017 in order to develop a concept plan for proposed upgrades to the existing Skate Park. Interactive workshops were held with skate park users to ensure that the final concept plan reflects community needs and user requirements.

Key performance outcomes for the proposed upgrades are to introduce more street skating equipment, to make the facility more suitable for beginner and intermediate skaters, and to make it more family friendly. Construction of the upgrades is scheduled to occur over the 2017/18 and 2018/19 financial years.

#### *North Quay Boulevard Public Toilet*

The existing transportable public convenience at North Quay Boulevard was initially installed when the marina was first constructed and it was well and truly past its useful life. It was removed and replaced with a modern disabled compliant unisex facility using materials suitable for the marine environment.



The new facility was taken off the power grid and fitted with a solar lighting system in order to be as energy efficient as possible.

### *Kirton Point Jetty*

The causeway leading to the Kirton Point (Tourist Park) jetty was upgraded to extend its useful life. The existing causeway was constructed in 1961 and the concrete sides and capping were severely deteriorated and exposing the causeway to erosion from coastal processes. All the old concrete was removed and the sides lined with geo-textile fabric and a covering or rock armour, while a new concrete pathway was installed on top leading to the jetty.

### *Council Depot*

The Parks & Gardens (P&G) shed at councils Works Depot was refurbished in line with Council's Infrastructure and Asset Management Plan to increase functionality and extend its useful life. The scope of work included removal of all known asbestos, removal of the old records storage room, replacement of the existing sliding doors, installation of a new roller door to increase access, new colorbond iron cladding to two sides of the shed, installation of new gutters, air conditioning to the lunch room and re-painting.

As a new initiative to further reduce Council's usage of potable water, 2 x 22,500L poly rainwater tanks were installed on the back of the P&G shed. This water will be used for wash down purposes, watering of plants and for mixing of chemicals in the spray utility.

### *Tennyson Terrace*

Significant upgrades to the Tennyson Terrace precinct were started in 2016/17. The first stage of works included the construction of a new retaining wall, steps and disabled ramp along the embankment between the tennis courts and the roadway to enable better access to the tennis facilities, and to alleviate the dirt from the former embankment from washing onto the tennis courts every time it rained.

The second phase involved formalising the car parking with new kerbing, bitumen seal and line marking as well as construction of a new sealed footpath joining the existing footpaths at the Skate Park and Centenary Oval ends of Tennyson Terrace.

Further works are budgeted in 2017/18 to install new paving and landscaping between the tennis courts and the newly constructed retaining wall. All these works will greatly improve the functionality and aesthetics of the area.

### *Nautilus Arts Centre*

The Nautilus Arts Centre is one of Council's most significant buildings and it received a full external paint job in 2016/17 to preserve its structural integrity and appearance. The colour scheme chosen aimed to better highlight the original Art Deco characteristics of the building as well as be complementary to its foreshore location.





## Public Places

### *Heritage Trail Stage 3*

The third and final stage of the Heritage Trail was completed in the early part of 2016/17. This is the last stage of the originally planned project to establish a 1.5km shared use pathway along the drainage reserve from Springfield Drive to the Train Playground that began back in 2012/13.

Stage 3 involved the construction of the trail from Margaret Avenue, through the newly acquired land at the back of the Toy Box Community Child Care centre, down Denmark Drive and terminating at the Train Playground. As well as installation of entry statements, new signage, bicycle safety rails and solar lighting, the scope of work included construction of a new car park and fencing for the Toy Box Community Child Care Centre as part of the deal to secure the portion of their land for the trail.

The Train Playground reserve was also improved as part of the project with the addition of new instant turf and landscaping.



### *Dickens Park*

Upgrades were completed to the Dickens Park Playground to replace non-compliant or past useful life equipment, and to repair the perimeter fencing. The need for these works were determined by both Council's Infrastructure and Asset Management Plan as well as externally conducted playground audits and ensures Dickens Park remains a quality, well maintained and accessible reserve.

### *Matthew Flinders Precinct*

Council were very fortunate to have the Lang Foundation donate a bronze statue of the explorer Matthew Flinders to the City. The statue is a replica of the one originally commissioned by the SA Government and installed in a London railway station in 2014 to commemorate and celebrate the achievements of Matthew Flinders in his home country where his feats were not as well recognised.

Council's contribution toward the project consisted of coordinating and funding the installation of the



statue in a revitalised Matthew Flinders precinct outside the Nautilus Arts centre on Tasman Terrace. In addition to the statue, the new precinct works included a compass inspired paving feature, public seating, new interpretive signage and a complete refurbishment of the existing Matthew Flinders Archway.



The statue was unveiled at a well attended public event on the 25<sup>th</sup> of Feb 2017 by the Governor of South Australia His Excellency the Honourable Hieu Van Le AC. Other dignitaries also in attendance included Commodore Brett Brace RAN, (Royal Australian Hydrographer) Councillor Yvonne Bolger, (Mayor, City of Lincoln, UK) Peter Treloar MP, (Member for Flinders) Bruce Green, (Mayor City of Port Lincoln) Roger Lang, (donor) and the sculptor of the statue, Mark Richards from the UK.

### *Parnkalla Trail – Wharf Precinct*

A concept plan was developed in 2016/17 to upgrade the Parnkalla Trail through the main wharf precinct in close consultation with major stakeholders Flinders Ports and Viterra. While this area is all owned by Flinders Ports, it's one of the most well utilised sections of the trail and this has increased significantly over the last few years with the rapid increase in cruise ship visitors.

The purpose of the proposed upgrades is to improve trail surfaces, provide better trail definition, increase public safety, add interpretive signage, and provide an overall better user experience through the wharf precinct.

The concept plan was adopted by Council and budget provisions made in 2017/18 to progress the concept plan into full construction documentation and to start on ground works.

### *Street Furniture*

A further two custom made pieces of street furniture were added to the Tasman Terrace street scape in front of Forbes Furniture to add to the ones installed in previous years. These bench seats are made from recycled wharf timber with stainless steel features and were a collaboration between local artists/craftsmen Ken Martin (designer), Mark Richards (timber craftsman) and Plazma Cutz (metal work).

As well as being robust, functional pieces of street furniture they are also great examples of public art that show case the talents of local people and give a new life to timber that is part of Port Lincoln's heritage.





## DEVELOPMENT AND ENVIRONMENTAL SERVICES

### Planning and Development

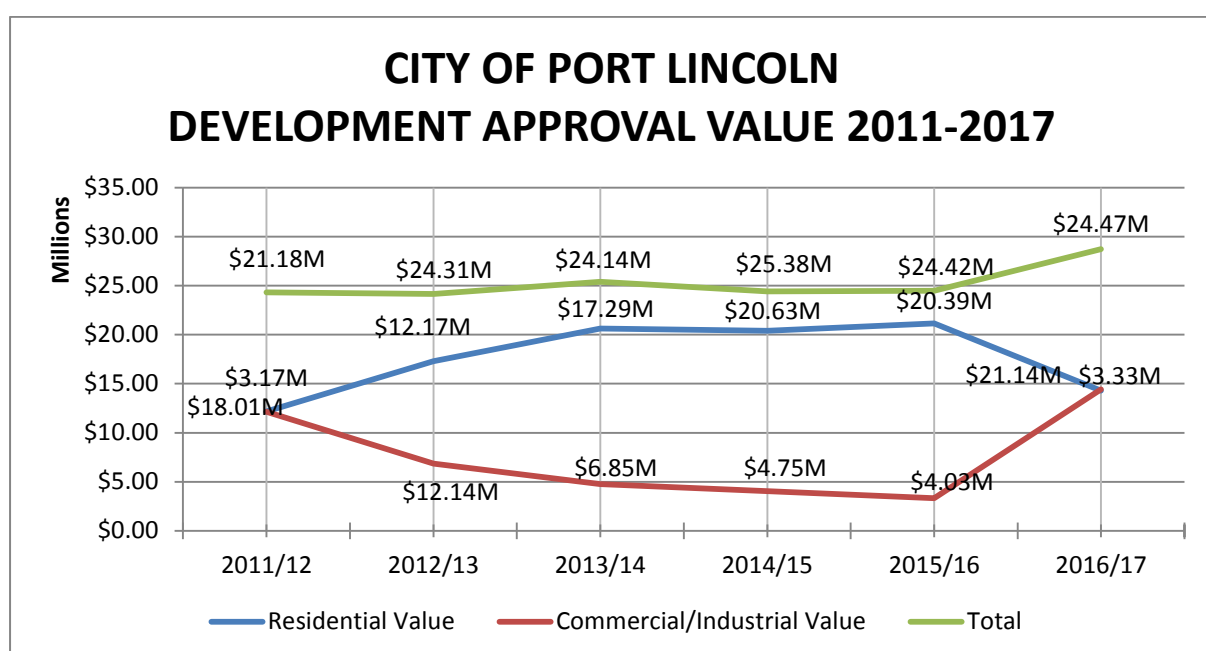
#### Development Assessment

The number of Development Applications received during 2016/2017 has decreased by 50 (representing a 17% decrease) when compared with the previous financial year. Land division application numbers remained steady and as with previous years, most applications were one or two additional allotments and one application created an additional 26 allotments. A breakdown of the applications received is shown in the table below:

| Type                              | Number of Applications |            |                  |                  |
|-----------------------------------|------------------------|------------|------------------|------------------|
|                                   | 2013/14                | 2014/15    | 2015/16          | 2016/17          |
| <b>Development Applications</b>   | 306                    | 290        | 287              | 237              |
| <b>Land Division Applications</b> | 27                     | 31         | 22               | 20               |
| <b>Total</b>                      | <b>333</b>             | <b>321</b> | <b>309</b>       | <b>257</b>       |
| <b>Development Fees received</b>  |                        |            | <b>\$119,360</b> | <b>\$111,683</b> |

As indicated in the table below, the value of development approved for Residential purposes shows a decline, however a significant increase in Commercial & Industrial development value, resulting in an overall upward change when compared with the last financial year

|  | 2011/12             | 2012/13             | 2013/14             | 2014/15             | 2015/16             | 2016/17             |
|--|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>Residential Value</b>                 | <b>\$12,170,000</b> | <b>\$17,290,000</b> | <b>\$20,630,000</b> | <b>\$20,390,000</b> | <b>\$21,143,000</b> | <b>\$14,297,017</b> |
| <b>Commercial &amp; Industrial Value</b> | <b>\$12,140,000</b> | <b>\$6,850,000</b>  | <b>\$4,750,000</b>  | <b>\$4,033,700</b>  | <b>\$3,327,000</b>  | <b>\$14,418,285</b> |
| <b>Total</b>                             | <b>\$24,310,000</b> | <b>\$24,140,000</b> | <b>\$25,380,000</b> | <b>\$24,423,700</b> | <b>\$24,470,000</b> | <b>\$28,715,302</b> |



## Land Use Planning

Council has continued to allocate significant resources to undertake Development Plan Amendments (DPAs) to ensure that planning policy and zoning will facilitate appropriate future development and meet future growth requirements of the City.

The Residential DPA was submitted to the Minister for Planning 21 December 2016. The Lincoln Cove Expansion DPA was endorsed for statutory public and agency consultation which commenced 15 June 2017 to conclude on 10 August 2017. Agency and Public submissions will be reviewed, and it is anticipated the Lincoln Cove Expansion DPA will be submitted to the Minister for authorisation in late 2017.

## Community Safety

### Animal Management

The trend for dog harassment of humans and animals has increased whilst the trend for dog attacks remained stable. Council continues to urge dog owners to maintain their dog's security to assist in reducing these incidents and maximising the safety of the community.

| Incident                 | 2012-13 | 2013-14 | 2014-15 | 2015-2016 | 2016-2017 |
|--------------------------|---------|---------|---------|-----------|-----------|
| Dog harassment - humans  | 7       | 7       | 7       | 4         | 23        |
| Dog attack - humans      | 3       | 10      | 10      | 9         | 8         |
| Dog harassment - animals | 3       | 1       | 9       | 3         | 7         |
| Dog attack - animals     | 12      | 15      | 10      | 8         | 8         |

In November 2016, Council conducted an unregistered dogs survey of some 2000 households in Port Lincoln. The survey identified approximately 90 unregistered dogs with 21 expiations issued.

### Parking

Compliance Officers continue to monitor school zone areas, disabled parking zones and parking in the CBD. The program has proved to be a deterrent for illegal users of disabled parking areas and parking offenders around school zones. Illegal parking on paved footpaths that present a safety hazard for pedestrians has also been a focus for Council's Compliance Officers.

#### *Monitoring of parking zone compliance in the CBD*

| Financial Year | Number of total Expiation Notices Issued | \$ Value of Notices |
|----------------|--|---------------------|
| 2013-2014      | 90                                       | \$ 6,364            |
| 2014-2015      | 110                                      | \$ 6,555            |
| 2015-2016      | 373                                      | \$28,385            |
| 2016-2017      | 182                                      | \$17,108            |

## Fire Prevention

The 2016 Fire Danger Season was relatively quiet with no major fires threatening the Port Lincoln area. After inspection by Council's Fire Prevention Officer, 131 properties were identified as carrying a fire risk and were sent letters requesting clean up. Of these, 56 properties were issued a *Section 105F of the Fire & Emergency Services Act 2005* formally requesting works to be undertaken.

Council encourages all property owners to take the time and carefully inspect their properties, assess risks and take action before the commencement of summer. To control the spread of fire, owners should remove all flammable materials, excessive vegetation and reduce long grass

## Permits for Outdoor Dining

*Section 222 of the Local Government Act 1999* enables the use of a public road for business purposes when granted a permit from Council. In Port Lincoln this relates mainly to outdoor dining, for which licensed areas must ensure the safe and convenient passage of pedestrians including persons with visual and other physical disabilities. Outdoor dining enhances the active retail atmosphere of the CBD and foreshore and is a contributory factor in attracting visitors and tourists to the area. In 2015/2016, Council introduced a three year permit system to reduce red tape for businesses. This removes the need for an annual application, but allows for payment of the annual fee to validate the permit for each financial year. Currently twelve (12) businesses in Port Lincoln hold permits for outdoor dining.

## Local Nuisance and Litter Control

Section 8 of the Local Nuisance and Litter Control Act requires councils to include information in its annual report on the functions conferred on councils under this Act. During the reporting period, the part of the Act pertaining to Litter came into effect. Eleven complaints regarding litter or illegal dumping were received and addressed. No expiations or abatement notices were issued.

## Public Health

The pending changes through the Local Government (Mobile Food Vendors) Amendment Act 2017, removing the ability of local government to cap the number of mobile trading vans in the municipality may present some food safety regulatory challenges.

Tracking and inspecting more vehicles, assessing compliance of fit-outs, and ensuring safe food handling within confined space, could potentially require additional resources. A passport system is being developed by SA Health to simplify the food business notification process and improve state wide traceability.



The tables below shows summary data from Council's 2016/2017 Annual Food Act report.

**Businesses / Organisations Serving Vulnerable Populations**

| Risk Classification  | No. of Businesses | Routine Audits<br>(Standard 3.2.1, 3.2.2 & 3.2.3) |   | Routine Inspections<br>(Standard 3.2.2 & 3.2.3) |  |
|----------------------|-------------------|---|---|---|--|
|                      |                   | No. of audits conducted by your council           | No. of audits conducted by other councils<br>(In your area) | No. of inspections conducted                    | No. of follow-up inspections conducted |
| Child Care Centres   | 2                 | -   | 3   |   | -                                      |
| Aged Care Facilities | 3                 | -   | 3   | 2   | -                                      |
| Private Hospitals    | -                 | -   | -   | -   | -                                      |
| <b>TOTAL</b>         | <b>5</b>          | <b>0</b>  | <b>6</b>  | <b>2</b>  |  |

| Businesses Inspections Information as per New Risk Classification              |                      |                       |                       |  |
|--|----------------------|-----------------------|-----------------------|--|
| Risk Classification  | Number of Businesses | Inspections Conducted | Follow up Inspections | No of Inspection resulting from complaints |
| <b>P1</b><br>(please exclude businesses that service "Vulnerable Populations") | 74                   | 63                    | 13                    | 2  |
| <b>P2</b>  | 53                   | 45                    | 29                    | 2  |
| <b>P3</b>  | 28                   | 17                    | 0                     | 0  |
| <b>P4</b>  | 18                   | 10                    | 0                     | 0  |
| <b>Total</b>   | <b>173</b>           | <b>135</b>            | <b>42</b>             | <b>4</b>                                   |

Council continued as a service provider for the school based immunisation program. Students from the Port Lincoln High School, Navigator College, St Josephs School and the Port Lincoln Special School have been involved in the program. Eligible students in Year 8 were offered vaccine courses for Human Papillomavirus, Chicken Pox, Diphtheria, Tetanus and Pertussis.

Council has been participating in a statewide Meningococcal B research study, conducted by the University of Adelaide and with the support of SA Health. The study focus is herd immunity within the population most susceptible to Meningococcal disease – adolescents. Meningococcal disease is a life threatening illness caused by a bacterium called *Neisseria meningitidis*, often known as meningococcus. Students in Year 10 – 12 in 2017 have been eligible to participate in the study. It involves personal confidential questionnaires, throat swabs and vaccinations.

The South Australian Communicable Disease Branch statistical data for confirmed reports of notifiable illness in Port Lincoln residents for the 2016/2017 year included:

| Communicable Disease Reports    |              |           |           |
|---------------------------------|--------------|-----------|-----------|
| Notifiable Diseases             | No. of Cases |           |           |
|                                 | 2014/2015    | 2015/2016 | 2016/2017 |
| <b>Campylobacter</b>            | 16           | 16        | 34        |
| <b>Cryptosporidiosis</b>        | 0            | 3         | 2         |
| <b>Pertussis</b>                | 2            | 6         | 74        |
| <b>Salmonella</b>               | 14           | 10        | 13        |
| <b>Varicella virus</b>          | 17           | 14        | 16        |
| <b>Arbovirus</b>                | 1            | 1         | 3         |
| <b>Influenza</b>                | 105          | 234       | 67        |
| <b>Rotavirus</b>                | 13           | 10        | 4         |
| <b>Legionella</b>               | 0            | 1         | 0         |
| <b>Suspected food poisoning</b> | 1            | 1         | 0         |
| <b>Pneumococcal</b>             | 2            | 2         | 3         |
| <b>Chlamydia</b>                | 0            | 1         | 67        |
| <b>STEC / HUS / TTP</b>         | 0            | 3         | 9         |

In cases where individuals were employed in sensitive occupations, steps were taken to ensure the public and colleagues were not exposed.

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.

Council undertook health promotion activities during the year, including subscription to 'I'M Alert', an online food safety program, Library displays, and food safety training sessions. Social media activities are likely to be incorporated into communication strategies next year.

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

The Southern Eyre Peninsula Regional Public Health Plan (SEPRPHP) was adopted by Council on 6 October 2015. The following key issues were identified and continue to influence the prioritization of the strategies going forward:

- Increasing and maintaining an acceptable presence and standard of health services in our region
- Identifying and facilitating access to necessary aged care services in the region
- Continued development of community resilience, particularly through strengthening families, developing leadership and supporting mental health programs.

## COMMUNITY DEVELOPMENT

### Community Wellbeing

#### Projects

In February 2017, Council agreed to partner with the Kirton Point Children's Centre to assist fund delivery of two innovative early childhood programs:

#### *Bush Playgroup*

Bush Playgroup responds to changing lifestyles, urban design, working hours, time pressures and the increased use of electronic equipment, by providing opportunities for free play which helps to develop a child's exploration, curiosity and confidence.

#### *Intergenerational Playgroup*

Intergenerational Playgroup brings together two vulnerable, yet often separated, populations within the community and makes residential care a part of the community. Intergenerational playgroups improve outcomes and quality of life for all participants, regardless of age. Active participation provides a stronger sense of inclusivity and connectedness leading to increased dignity, longer lasting happiness, joy and self esteem.

#### *Port Lincoln Leisure Centre Indoor Aquatic Centre*

The Port Lincoln Indoor Pool was closed to the public on 11 July 2016 and Mossop Construction + Interiors commenced construction of the refurbishment of the Indoor Aquatic Centre a couple of weeks later.

Through careful management the project team was able to reduce the committed costs for the project to under \$5,000,000 while including items of work that had initially been excluded due to a constrained budget. These additional items included replacing the sauna, retiling the spa and purchasing loose furniture for the new entry, administration areas and the poolside breakout area.

With the success of the grant funding application for the National Stronger Regions Fund the project team were also able to include in the construction program funded elements that improved the amenity of the Indoor Aquatic Facility. These include fully tiling and largely levelling the concourse, installing water features for the younger children in the shallow water of the Learners Pool, constructing the kiosk and fitting out a gymnasium on the upper level of the Stadium.

A Transition Action Plan was developed to facilitate a smooth handover of the refurbished facility to Council and then on to YMCA. Practical Completion was achieved on Friday 24 February 2017 with the Pool opening to the public on Friday 3 March 2017 under the management of the YMCA.

#### *Port Lincoln Leisure Centre Stadium Expansion*

In March 2017, the consultant design team lead by Grieve Gillet Andersen and including local designers Lowe and Redding was appointed for the design and construction phases of the Stadium Expansion. Council also appointed Rider Levett Bucknall as cost planners for the project. Council established a new Project Board to oversee key decisions on the project and project planning and management documentation was completed during the ensuing months.

A Request for Expressions of Interest was released to the market seeking suitably qualified construction companies interested in tendering for the proposed works and a short list of seven



companies was confirmed in May 2017. A select tender process will be undertaken with the shortlisted firms in February 2018 to select the contractor for the delivery of the project. The new works are currently programmed for completion by November 2018.

### Volunteer Management

During the 2016/2017 financial year the City of Port Lincoln supported 110 active volunteers, engaging in programs at the Nautilus Arts Centre, Port Lincoln Library, Mill and Settler's Cottages along with the Cruise Ships Welcome Program.

During 2016/2017, 75 individuals enhanced the community's well-being through volunteering their skills, knowledge, experience and energy.

On completion of the Cruise Ship Season, through to June 2017, volunteer management focussed on volunteer recruitment, policies and procedures and Safe Work Instruction evaluation and updates, auditing of the volunteer database and re-induction and training of volunteers from Mill and Settler's Cottages and the Nautilus Art Centre programs.

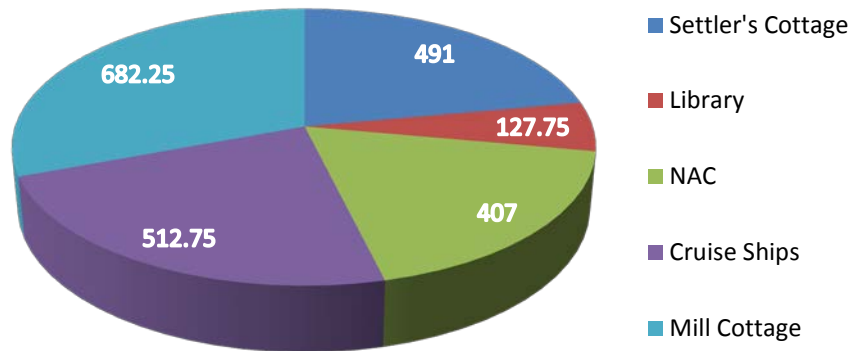
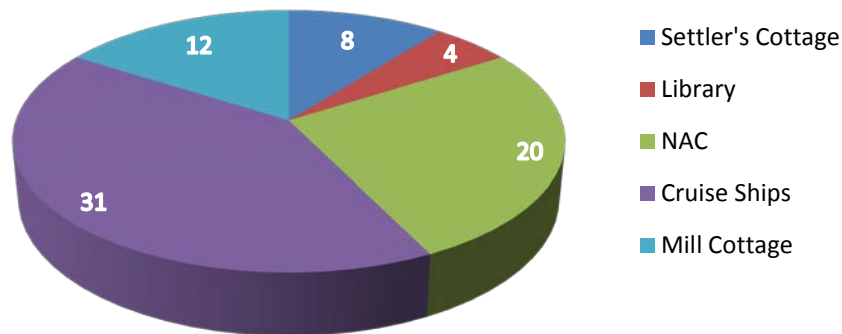
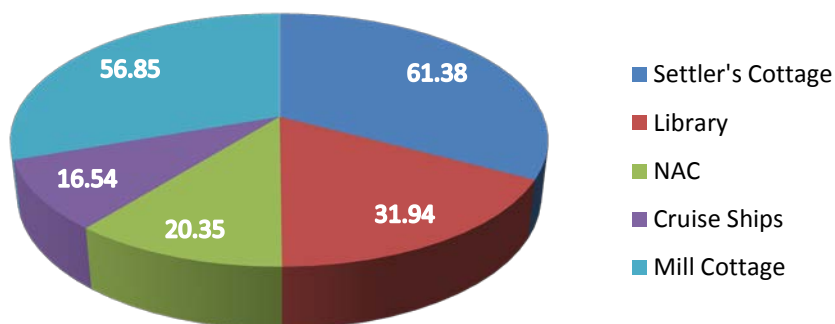
Work continues in regards to volunteer competency mapping, volunteer hazard profiles, volunteer Safe Work Instruction training and the implementation and participation of a training plan in all volunteer areas.

Identifying non current or inactive volunteers continues, withdrawing them from the COPL database, ensuring an up to date list for training purposes.

The City of Port Lincoln recruited 11 new volunteers in 2016/17 but had five withdraw from COPL Volunteer Programs, largely due to busy lifestyles and lack of free time.

Volunteer hours continue to be calculated and recorded. The charts on the following page show the number of Volunteer hours undertaken across the various Volunteer Programs; the number of Volunteers per Program and the Average Hours each Volunteer contributes in a financial year/season.



**Total Volunteer Hours 2016/2017****Number of Volunteers per Program  
2016/2017****Average Hours Per Volunteer  
2016/2017**

Community Volunteer Organisations continued engagement with City of Port Lincoln in 2016/2017 via Memorandum of Understanding for various programs such as:

- *Friends of Parnkalla Walking Trail Inc.:* assessment and assistance with maintenance of Parnkalla Trail. Met with Committee, MOU reviewed, timesheets/volunteer hours collated and recorded, database updates made. Next Review May 2018.
- *Port Lincoln Garden Club:* assessment and assistance with maintenance of Kimber's Garden, Mill Cottage Flinders Park. Met with committee; MOU reviewed and updated. Next Review August 2022.
- *Rotary Club of Port Lincoln Inc.:* maintenance of Puckridge Park. Next Review August 2018.
- *Parks & Reserves Port Lincoln Inc.:* assessment and assistance with maintenance of parks and reserves. This program is no longer operational as the President, Merrick Savage, tendered his resignation due to no longer having time or capacity to drive the group.

### Community Funding

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

Council funding for projects, activities or events is based on the type of event and the ongoing contribution it will make to the City's community well-being and cultural life.

| Category | Description  | Amount funded                                      |
|----------|--|--|
| Group    | Benefit is for a small sector of the community, namely applicant group membership  | up to \$250  |
| Local    | Benefit is to people from wider Port Lincoln community   | up to \$500  |
| Regional | Benefits or attracts substantial numbers of local people and those from surrounding areas  | up to \$1,000                                      |
| Major    | In addition to local community members, the project or the event will benefit and attract visitors to the region. A major event should demonstrate potential to evolve into an ongoing event with economic and tourism spin offs | up to \$2,000 or a budget as determined by Council |

## **Council was pleased to be able to distribute \$11,796 in 2016/2017, supporting 15 community groups' events and programs**

Some of the Regional and Major Event recipients included:

- South Australian Country Women's Association National Conference: \$2,000
- Port Lincoln Football League – Mortlock Shield Carnival: \$2,000
- Eyre's Writers Week Celebrations \$2,000
- Port Lincoln City Band – FAME Awards: \$1,000
- Port Lincoln Arts Council: \$616

This funding is in addition to over \$120,000 of financial and in-kind support provided through budget allocations to community groups and events including. These include, but not limited to, Tunarama Inc, the Port Lincoln Muroto Friendship Group, Port Lincoln City Band, West Coast Youth & Community Support, Community House, Operation Flinders and the new SALT Festival and Teakle Auto Sprint, which were both held for the first time in April 2017.

## Library and Information

### Library Facility and Service

Libraries are the world's longest continuing social and cultural establishments; the library being recognised as an essential part of cultural infrastructure. The Port Lincoln Library is a vibrant community meeting place, offering a welcoming, safe and inclusive place for a range of activities and services, access to information and a great variety of resources for all across our broad community demographic. The Library is vital to our community's health and wellbeing. The Port Lincoln Library is successfully able to:

- Provide a high quality and reliable library facility and service; and
- Provide, promote and facilitate a range of library based programs and events

The Port Lincoln Library is committed to providing the highest quality service, supporting social, cultural and informational needs. An increasing part of library service is supporting our customers with online technology and digital literacy. Digital inclusion is an important pathway to promoting lifelong learning, community skills development and sustaining social cohesion.

Library staff are well placed to assist and support our Library customers to access and navigate the online world in a safe and confident manner. The Port Lincoln Library is working towards accreditation as an eSmart

library to better support library customers to be well-informed digital citizens. ***"eSmart Libraries will help build skills and behaviours for the smart, safe and responsible use of technology, contribute to digital inclusion and foster a greater sense of wellbeing for the library community."*** (eSmart Libraries Initiative Cyber Safety / Digital Literacy)

There is a need to develop the library service and its infrastructure to better respond to needs of our community. Increasingly our customers are seeking quiet study areas, versatile spaces to hold events, areas for collaborative workshops, a place to sit and download ebooks and audiobooks, read the paper, seek up to date information, have formal/informal meetings with catering facilities, audio-visual equipment and quality furnishings.

Our community deserves inclusive, contemporary and accessible amenities, a place where adults may have facility to get changed, use a toilet with ease, families and carers can retreat; access unisex toilets, baby change facilities, negotiate mobility vehicles comfortably, water and refreshments.



The Library is a common ground where many find solace and also to keep in touch with family, friends, undertake work, enjoy recreation and find social engagement. The Library provides a great range of resources for customers across the demographic profile, literacy support, readers' advisory service, genealogy and local history, research and community information support, public computers, digital resources, apps, wireless internet, printing, photocopying and scanning facilities.

The Library maintains a growing home delivery program; this service is increasingly in demand and succeeds in bringing the Library to the customer.

### *Statistics for 2016/2017*

|                |  |
|----------------|--|
| <b>68,067</b>  | people have visited the Port Lincoln Library   |
| <b>25,094</b>  | the number of physical items in the collection |
| <b>212,284</b> | number of items checked in /out                |

Local & Family History enquiries continue to rise with staff providing approximately 25+ hours in research support time

Digital resources including ebooks, audiobooks and magazines remain popular, with an increase in access to these free online resources.

### *Library Based Programs and Events*

The Port Lincoln Library hosted the Little Bang Discovery Club training for Eyre Peninsula Libraries in association with the Children's Discovery Museum, Inspiring South Australia and SA Public Library Services. Implementation of the pilot program proved highly successful and will be repeated sustainably into the future.



Community collaborations with a range of partners enhance our service delivery and the Library is grateful for the support of these groups and organisations. This year the Port Lincoln Library once again hosted many visits, displays, events and programs and worked with a number of groups and service providers including:

- \* Author talks, workshops and book launches
- \* School and pre-school visits
- \* Social and community group visits
- \* Cruise ship visitors, travellers and tourists visiting Port Lincoln
- \* Muroto delegation
- \* Southern Eyre Peninsula Family & Local History Group & History SA display



- \* Travelling suitcase exhibition featuring 2014-15 children's laureate Jackie French's work
- \* History Month Axel Stenross Maritime Museum display
- \* Port Lincoln Art Group display
- \* Eyre Peninsula Combined Camera Club photographic display
- \* Mental Illness Fellowship of SA (Port Lincoln) art display
- \* Skywatch Astrodome
- \* West Coast Youth @ Community Support & Youthoria
- \* Alzheimer's SA (Port Lincoln)
- \* Kirton Point Children's Centre
- \* Port Lincoln Children's Centre
- \* Uniting Care Wesley SA (Port Lincoln) Eat a Rainbow story time session
- \* Eyre Writers Inc.
- \* Royal Society for the Blind
- \* Port Lincoln Health Services
- \* Department for Education and Child Development Port Lincoln
- \* Port Lincoln Aboriginal Health Service
- \* The Lions Club of Port Lincoln & SPELD SA
- \* Port Lincoln Special School Art display
- \* Port Lincoln High School Art display
- \* Social, cultural, health, diversity awareness raising displays



*Photos clockwise from top left: Lee Clayton Book Launch; Holiday activity – Garden in a basket; Healthy Brain Hub; Annette Kelson from PLHS – creative book sculptures and Eden Smith and Kaden Richards – Youthoria 'Despicable Me 3' colouring competition*

The Port Lincoln Library participated in national and local collaborations including Book Week 2016 with a packed program of school visits; National Simultaneous Storytime; National Science Week and Science brain break, Kirton Point Children's Centre family day out, Mindful of Dementia Day.

The Library provided a venue for card players, chess players, a place to meet for knitting and spinning, social gatherings and informal meetings.



## Tourism and Events

### Visitor Information Services

Having completed a successful first year under Council Management, the Visitor Information Centre has continued to maintain a high level of visitor interaction and service to local, interstate and overseas visitors to our area during 2016/2017. During the year, new local operators and products have been included on the list of available ticketing opportunities as well as providing a ticketing service for both the Sealink Ferry (Kangaroo Island) and the SeaSA Ferry (Lucky Bay). The Visitor Information Centre also assisted with the ticketing for a local event, the Port Lincoln Air Show, and is looking forward to providing a similar service for the upcoming 2018 Teakle Auto Sprint. The extensive souvenir and gift selection has continued to be popular with visitors and locals alike and a focus on sourcing and stocking good quality Australian Made products has proven successful.

| Visitor Origin        | Numbers |
|-----------------------|---------|
| Local                 | 7238    |
| SA                    | 7999    |
| Adelaide              | 8119    |
| VIC                   | 6529    |
| NSW/ACT               | 5187    |
| QLD                   | 4028    |
| WA                    | 2263    |
| TAS                   | 440     |
| NT                    | 251     |
| Uk/EUR                | 2643    |
| US/CAN                | 436     |
| NZ                    | 103     |
| ASIA                  | 1082    |
| <b>43318 Visitors</b> |         |

**Approx 2,350**

tours were booked through the  
Visitor Information Centre

**\$475,380**

**Souvenir &  
Local produce sales**

**\$119,579**



**40804**

total number  
of Visitor Enquiries

**Self Contained Recreational  
Vehicles Permits**



660 nights @ \$10 **\$6600**

**23356** South Australians visited  
Port Lincoln. **18698** visitors came  
from interstate and **4264** were  
overseas visitors.

## Special Events

The 2016/17 season saw a total of five cruise ships visit our city with over 14,000 passengers and crew. They were greeted by our 45 Welcome Ambassador volunteers providing a local 'face to face information service'. The success of the Cruise Ship Welcome Program is evident in the increasing number of cruise ships visiting Port Lincoln, growing from one visit in 2009. In the 2017-18 season, nine ships will be visiting our beautiful City!

Council will continue to refine the Cruise Ship welcome program, looking to engage more volunteers for our unique approach to information services. A successful program helps bring more cruise ships to our beautiful city, generating more local spending, great visitor memories and recommendations of our city, and community confidence that our Seafood Capital of Australia is high on visitors' lists of places to experience.



The City of Port Lincoln was proud to host a community celebration in honour of our home town hero; Olympic Gold Medallist Kyle Chalmers in September 2016. Approximately 2000 people gathered on the foreshore lawns to see Kyle, and listen to locals who had influenced his stellar swimming career, such as his West Coast Swim Club Coach.



Port Lincoln was selected as a host community celebration location for the 2018 GOLDOC Queen's Baton Relay in late 2016. Planning for this prestigious event, inclusive of the establishment of a local working party is ongoing.

The City of Port Lincoln was extremely fortunate to be the recipient of a bronze statue of Matthew Flinders and his cat Trim, donated by Roger Lang of the Lang Foundation. The unveiling of the statue was held 25 February 2017 by the Governor of South Australia, the Hon Hieu Van Le. Jane Doyle, a prominent Channel 7 media personality was Master of Ceremonies for the event. Mayor Bodger from Lincolnshire, Port Lincoln's Sister City and Mark Richards, the UK sculptor, travelled to Port Lincoln for the event. Roger Lang, from the Lang Foundation provided an information session on Matthew Flinders the evening prior to the statue unveiling, with approximately 200 members of the community in attendance.



*Hon Hieu Van Le, Governor of South Australia*



*L to R: Mr Mark Richards; sculptor, Mr Peter Treloar; Member for Flinders, Mayor Yvonne Bodger; Lincolnshire, The Hon Hieu Van Le, Governor of South Australia, Commodore Brett Brace RAN Hydrographer of Australia,, Roger Lang; Director Lang Foundation, Mrs Janet Hoopman, Mayor Bruce Green*



### *Teakle Auto Sprint Event*

Council provided \$20,000 in cash and \$5,000 in kind support to the inaugural Teakle Auto Sprint event held Easter Weekend in 2017. The event was extremely successful, with the level of interest from the motor sport fraternity seeing the event being extended to cater for the significant number of race vehicles. The event had over 6,000 spectators, and directly involved 66 drivers all with at least three pit and support crew, over 100 volunteers and 71 sponsors and event partners. The event focussed substantial interest in Port Lincoln through the event's media campaign.

A video of event highlights was utilised at the Clipsal 500 and has had 25,872 individual internet views. The event Facebook page had a daily average reach of 1,402 individual users, with a total of 234,134 over the last 167 days, and 25,306 unique users on the highest day.



The inaugural Auto Sprint Port Lincoln 2017 was a resounding success in respect to exposure for Port Lincoln, visitor numbers, money brought into and retained in the City.

### *Salt Festival*

The City of Port Lincoln provided a \$20,000 in cash and \$5000 in kind support towards the establishment of a website for the inaugural SALT Festival that was held in April 2017. The festival featured over 100 events, played out to over 7 communities and 37 venues and attracted 6500 attendees throughout the festival's ten day period. The festival featured a mixture of high quality art events inclusive of exhibitions, performances, conferences and well being events.



## Arts and Culture

### Nautilus Arts Centre

The Nautilus Arts Centre (NAC) has seen steady growth over the 2016/17 period.

The Venue Coordinator and Customer Service Officer have provided volunteers, patrons, promoters and artists with a consistent presence to assist with their queries and streamline the administration of the NAC.

The Gallery Shop is thriving and the centre is seeing interest from new artists looking for a platform to display and sell their work.

The Nautilus Arts Centre was a venue for the inaugural SALT Festival hosting a number of different events in the gallery, theatre and other spaces within the venue.

Highlights for this period are the hosting of two major travelling digital exhibitions – ‘People Like Us’ from Gallery and Museums NSW and ‘Light Moves’ from the National Gallery of Australia, Canberra. Both exhibitions were shown at selected regional galleries and the NAC was one of only two SA galleries that was selected to feature the exhibitions.



#### **Nautilus Arts Centre Statistics**

|                                      | 2013-2014         | 2014-2015                  | 2015-2016                         | 2016-2017         |
|--------------------------------------|-------------------|----------------------------|-----------------------------------|-------------------|
| Theatre Productions Commercial       | 9                 | 16                         | 18                                | 16                |
| Theatre Productions - Community      | 11                | 22                         | 25                                | 26                |
| Patrons*                             | 5652              | 6276                       | 5254                              | 4259              |
| Gallery Exhibitions                  | 14 (2 travelling) | 15 (4 travelling)          | 19 (4 travelling)                 | 12 (3 travelling) |
| Meeting Rooms Hired                  | 11<br>(2 regular) | 27<br>(2 regular bookings) | 31<br>(3 regular weekly bookings) | 38                |
| Other events (weddings, conferences) | 12                | 24                         | 31                                | 39                |

*\*represents tickets sold through the box, but excludes community performances which are well attended*

## Economic Development

### Grant Funding

A major grant application was submitted in March 2016 for expansion and redevelopment of the Port Lincoln Leisure Centre, seeking \$4.4M through the Federal ‘National Stronger Regions Fund’ to significantly upgrade and expand the Leisure Centre. This application was eventually successful and an agreement was signed with the Department of Infrastructure and Regional Development in January 2017.

The City of Port Lincoln was also successful in receiving \$31,500 for the replacement of four of its CBD CCTV cameras under the Safer Streets Program.

Unsuccessful applications for the 2016-17 financial year included:

- \$90,000 for implementing effective risk based land management under SAFECOM Funding Program
- \$25,000 for the funding of an arts officer under the Creative Communities Partnership Program
- \$100,000 for a foreshore pathway lighting program under the Crime Prevention and Community Safety Grant Program

### Regional Development Australia – Whyalla and Eyre Peninsula (RDA)<sup>2</sup>

Council continued to contribute financially to Regional Development Australia – Whyalla and Eyre Peninsula (RDA) in 2016/17 as a Local Government partner, recognising the importance of promoting tourism and economic growth in the region. Throughout 2016-2017, Council's Manager Community Development worked closely with RDA's Tourism Development Manager on projects such as the Cruise Ship Welcome Program

The City of Port Lincoln also committed \$5000 towards each of the following regional strategies developed by the RDAWEP and EPLGA for the development and growth of tourism markets across the region:

#### *Eyre Peninsula Coastal Access and Off-Road Vehicle Strategy*

This document provides a robust, multi-levelled decision making and management framework (or tiered approach) that considers environmental, social and economic values. This framework provides clear recommendations, a number of management options and consistent guidelines for the protection of coastal natural resource assets at each level (or tier). This should enable Councils to undertake future coastal areas assessments and identify specific management actions.

#### *Eyre Peninsula Camping Options Strategy*

An Eyre Peninsula Camping Options Strategy aims to provide specific direction and guidance on how key partners can achieve a unified vision for this growth market and, in doing so, help to focus investment and management decisions that will deliver key visitor economy targets for 2020.

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<sup>2</sup> For further information on the RDA go to [www.rdawep.org.au](http://www.rdawep.org.au)



## APPENDIX A

### Achievements for 2016/2017

The following table shows the project priorities from the adopted 2016/2017 Annual Business Plan and Budget, and their related performance outcomes and progress to June 2017

| Strategic Directions Plan<br>Goal Area/s   | New Operational and Upgrade/New<br>Project or Initiative Description  | Performance Outcome  | Progress to<br>June 2017  |
|--|---|--|---|
| Goal 1: Economic<br>Growth and Vitality    | Support for the establishment and implementation of the proposed Southern Eyre Festival of Arts   | The SALT Festival promoted via website, local papers and events programs   | Completed   |
|  | Support for the Eyre Peninsula Auto Sprint Event  | The event was successfully held over the Easter 2017 weekend. Survey results and a debrief session to be held        | Completed   |
| Goal 2: Liveable and<br>Active Communities | Light Street Traffic Island Refuge  | Improved safer pedestrian access   | Completed   |
|  | Design and consultation on upgrade to skate park to include street skating equipment  | To make the skate park more suitable for beginner & intermediate skaters and more family friendly                    | Completed   |
|  | Tennyson Terrace Landscaping required in connection with formalising of carpark and footpaths   | Improve the aesthetics and functionality of the area behind the Tennyson Terrace tennis clubrooms                    | Revised scope completed. Paving and landscaping deferred to 2017/18 |
|  | Implementation of endorsed priority activities identified in the Building Age and Dementia Friendly Community report  | An audit of Council owned facilities in relation to age and dementia requirements                                    | To be completed   |
|  | Operational costs associated with the Library Public IT Suite, PC Hardware and Software Upgrades and the Library Information Technology Infrastructure upgrades | A more streamlined and easier to use service for Library patrons, whilst minimising administration for Library staff | Completed   |

| Strategic Directions Plan<br>Goal Area/s       | New Operational and Upgrade/New<br>Project or Initiative Description   | Performance Outcome   | Progress to<br>June 2017        |
|--|--|---|---------------------------------|
| <b>Goal 2: Liveable and Active Communities</b> | <b>Community wellbeing strategies including Building Families Partnership Events, Crime Prevention Partnership, Community Leadership Program and Healthy Eating Community Grants</b> | A number of successful Building Families Partnership Events with a focus on healthy eating.   | Completed                       |
|  | <b>Continuation of the Residential New Footpath Program</b>  | Provide safe movement for pedestrians, cyclists and gopher users progressing towards the long term goal of one path on every residential street | Completed                       |
|  | <b>Review of the 'Parnkalla Trail Strategy'</b>  | To review progress against the 2008-2018 strategy   | Deferred to 2017/18             |
|  | <b>Completion of Heritage Trail - Stage 3</b>  | Complete construction of shared use pedestrian & cyclist trail along drainage reserve finishing at the Train Playground                         | Completed                       |
|  | <b>On-going consultation and preliminary work towards developing the Parnkalla Trail between Port Lincoln Hotel and Axel Stenross Museum site</b>                                    | Establish multi purpose recreational trail and provide coastal erosion protection along base of cliff   | In progress                     |
|  | <b>Delineation of Parnkalla Trail through wharf/silos precinct including pavement marking and associated signage</b>   | Improve trail surfaces, trail definition and the user experience of the Parnkalla Trail through the wharf precinct                              | Concept Plan nearing completion |
|  | <b>Matthew Flinders Precinct - associated work required for the required modifications and installation of donated Statue of Matthew Flinders</b>                                    | Public art installation and improve aesthetics of Tasman Terrace precinct   | Completed                       |

| Strategic Directions Plan<br>Goal Area/s                                      | New Operational and Upgrade/New<br>Project or Initiative Description  | Performance Outcome  | Progress to June<br>2017 |
|---|---|--|--------------------------|
| Goal 3: Accountable<br>Governance and<br>Leadership                           | Completion of door to door survey<br>to identify unregistered dogs<br>(commenced in 2015-16)  | 2916 houses surveyed and<br>88 unregistered dogs<br>identified and owners<br>warned or expiated.<br>Approximately 100 new dog<br>registrations recorded.   | Completed                |
|   | Review of Council's Animal<br>Management Plan   | Underway and anticipated to<br>be completed by end of<br>August 2017   | In progress              |
| Goal 4: A Clean Green<br>Resilient Environment                                | Stormwater Management Plan 2D<br>Flood Mapping project  | Better quantify the extent<br>and magnitude of flood<br>prone areas to inform<br>options to reduce flood risk<br>in these areas.   | Completed                |
|   | Stormwater Management Plan -<br>construction of Normandy Place<br>drainage - Gascony Crescent to<br>McDonald Avenue   | Major construction to<br>minimise flooding to<br>properties in McDonald Ave<br>and along Normandy Pl.  | In progress.             |
|   | Stormwater Management Plan -<br>Scope and design of Liverpool<br>Street pump station and rising main  | Detailed modelling and<br>investigation of upstream<br>catchments affecting<br>Liverpool St catchment and<br>pump/drainage solution<br>options, prior to proceeding<br>to the detailed design stage. | In progress.             |
|   | Installation of rainwater tanks and<br>pump at the Council Depot to<br>reduce Council's use of potable<br>water used by the Parks and<br>Gardens Department for the safe<br>management and use of chemicals |  | Completed                |
| Goal 5: Sustainable<br>Service Delivery and<br>Productive Community<br>Assets | Formalise Tennyson Terrace Car<br>park including kerbing and sealing<br>as part of the road renewal work<br>identified in the IAMP  |  | Completed                |
|   | Upgrade of Visitor Information<br>Centre Facilities   | Better layout of facility for<br>customers and staff to<br>improve financial<br>performance  | Completed                |

| Strategic Directions Plan<br>Goal Area/s  | New Operational and Upgrade/New<br>Project or Initiative Description   | Performance Outcome  | Progress to June<br>2017  |
|---|--|--|---|
| <b>Goal 5: Sustainable<br/>Service Delivery and<br/>Productive Community<br/>Assets</b> | <b>Upgrade of Visitor Information<br/>Centre Wi-Fi to enable customised<br/>use/access and computer and IT<br/>upgrades</b>  | Improved computer and Wi-<br>Fi facilities for staff and<br>improved Wi-Fi access for<br>customers   | Completed   |
|   | <b>Hi Resolution camera for CD team</b>  | Enable high resolution<br>photographs for Council and<br>non-Council publications  | Completed   |
|   | <b>Nautilus Arts Centre Storage</b>  | Accessible storage for the<br>retractable seating railing<br>when the 'flat floor' of the<br>NAC is required. The use of<br>the 'flat floor' is increasing | Completed   |
|   | <b>Purchase of software to enable<br/>electronic Online Timesheets to<br/>improve efficiencies in business<br/>operations</b>  |  | Investigation<br>completed and<br>it was decided<br>not to progress<br>project at this<br>stage |
|   | <b>Purchase of GIS Mapping Software<br/>to map the geographic elements<br/>contained within data to assist with<br/>managing assets, policy and<br/>planning decisions</b> | Mapping program installed.<br>Training to be implemented   | Completed   |
|   | <b>Plant Replacement Program</b>   | Versatile and practical<br>operational plant that will<br>increase efficiencies in parks<br>and reserves maintenance                                       | Completed   |
|   | <b>Road Construction - Kooyonga Ave -<br/>St Andrews (200m) to West Tce</b>  | New kerbed and sealed road<br>surface, providing improved<br>access  | Completed   |
|   | <b>Road Construction - West Terrace -<br/>Kooyonga Ave to Seaton Ave</b>   | New sealed road surface,<br>meeting future needs of<br>subdivided land and<br>supporting future<br>development   | Completed   |

| Strategic Directions Plan<br>Goal Area/s                                      | New Operational and<br>Upgrade/New<br>Project or Initiative Description  | Performance Outcome  | Progress to June<br>2017                  |
|---|--|--|---|
| Goal 5: Sustainable<br>Service Delivery and<br>Productive Community<br>Assets | Road Construction - Short St -<br>McFarlane Ave to end   | New sealed road surface,<br>providing improved access  | Completed                                 |
|   | Road Construction - Kemp Avenue -<br>Brockworth Road to end  | New sealed road surface,<br>meeting future needs of<br>subdivided land and<br>supporting future<br>development   | Completed                                 |
| Strategic Directions Plan<br>Goal Area/s                                      | Renewals<br>Project Description  | Performance Outcome  | Progress to<br>June 2017                  |
| Goal 1: Economic Growth<br>and Vitality                                       | Nautilus Arts Centre - Upgrade to<br>Kitchen to a commercial standard to<br>maximise use/hire potential of<br>facility.  | Upgraded commercial<br>standard kitchen to<br>maximise use/hire of the<br>NAC facility   | In progress                               |
|   | London Street Bridge Replacement.<br>Major capital project to be<br>completed over 2 years with 50/50<br>Federal Funding | A new bridge structure with<br>an unrestricted weight limit,<br>providing greater access for<br>heavy vehicles and improved<br>traffic and pedestrian safety | Construction<br>commenced 1st<br>May 2017 |
| Goal 2: Liveable and<br>Active Communities                                    | Refurbishment of Leisure Centre<br>Indoor Aquatic Facility, basketball<br>stadium and tenancy areas.                     | Enhanced Indoor Aquatic<br>and Leisure Centre facilities,<br>supporting community<br>health participation and<br>water safety                                | Completed                                 |
|   | Kirton Point Jetty - Complete the<br>repairs to the concrete causeway  | Extend useful life of jetty and<br>causeway  | Completed                                 |
|   | Upgrade Dickens Park Shepherd<br>Avenue Playground   | Replace non compliant and<br>past useful life playground<br>equipment and repair<br>fencing  | In progress                               |
|   | Renewal of Existing Hallet Place<br>Footpath - North from Adelaide<br>Place  | Safer pedestrian access  | Completed                                 |

| <b>Strategic Directions Plan<br/>Goal Area/s</b>  | <b>Renewals<br/>Project Description</b>   | <b>Performance Outcome</b>  | <b>Progress to<br/>June 2017</b> |
|---|---|---|----------------------------------|
| <b>Goal 2: Liveable and<br/>Active Communities</b>                                      | <b>15 North Quay Boulevard -<br/>Replacement of transportable toilet<br/>as identified in the IAMP</b>  | Provide new public<br>convenience   | Completed                        |
|   | <b>Centenary Oval - Storage Shed and<br/>Unisex/Disabled Toilets (Southern<br/>End). Completion of project<br/>commenced in 2015/2016. Stage 2<br/>subject to successful grant funding<br/>applications</b> |   | Completed                        |
| <b>Goal 4: A Clean Green<br/>Resilient Environment</b>                                  | <b>Waste Water Treatment Plant -<br/>Replacement of Water Filter<br/>Medium as identified in the IAMP</b>   |   | Completed                        |
|   | <b>Lincoln Highway Drainage Renewal<br/>(Carried over from 2015-2016)</b>   | Stormwater outlet pipe<br>extended down to the<br>foreshore, preventing<br>further erosion of Lincoln<br>Highway embankment                       | Completed                        |
| <b>Goal 5: Sustainable<br/>Service Delivery and<br/>Productive Community<br/>Assets</b> | <b>Ongoing Annual Road Renewal<br/>Reseals</b>  | Council's road network<br>maintained in a satisfactory<br>condition   | On-going                         |
|   | <b>Works Depot -Capital Renewal of<br/>Parks &amp; Garden Shed as identified<br/>in the IAMP</b>  | Upgrade fit out of shed to<br>increase functionality and<br>extend useful life  | Completed                        |
|   | <b>Replacement of Loader as identified<br/>in Plant Replacement Program</b>   | Council plant fleet<br>maintained in line with plant<br>replacement program<br>supporting efficient<br>construction and<br>maintenance activities | Completed                        |
|   | <b>Renewal of Road Assets Kemp<br/>Avenue - from Brockworth to End in<br/>conjunction with a new road<br/>construction project</b>  | Kerbing to prevent water<br>runoff entering properties<br>and providing safer access to<br>properties   | Completed                        |



## APPENDIX B

### Eyre Peninsula Local Government Association 2016-2017 Annual Report



EYRE PENINSULA LOCAL GOVERNMENT ASSOCIATION

# *Annual Report 2016/2017*





*Cover photo:  
Arrium from Hummock Hill  
Lookout - Whyalla*



## THE PRESIDENT'S REPORT



I commend this annual report to you.

The value of Eyre Peninsula Local Government Association (EPLGA) has historically been mostly limited to providing a united voice for member Councils keen to advocate on legislation and policy changes made by other spheres of government and to lobby collectively on such issues. This primary role has largely been unchanged since the organisation began in 1938. In more recent years, the pressures on member Councils arising from the need for a much higher standard of governance, risk management, planning and reporting, community engagement and the broadening of core duties has meant that EPLGA also has a growing role in assisting in coordinating a range of activities seeking efficiencies for Councils at the operational level.

The EPLGA is primarily funded by member subscriptions and since 1938 its legal entity has seen changes with the last major change in 2002.

In 2002 the EPLGA's legal entity and charter was changed to make the EPLGA a regional subsidiary of the 11 Councils under Section 43 and Part 2 of Schedule 2 of the Local Government Act 1999 ("the Act");

- To work collaboratively with the Local Government Association of SA (LGA) to achieve the aims and objectives of the LGA.
- To encourage, promote, protect and foster an efficient and effective autonomous, democratic system of local government elected by and responsible to local communities.
- To act as a forum for discussion and consideration of matters relating to the powers, functions and duties of the eleven Constituent Councils under the Act and other statutory provisions in relation to the region.
- To identify available resources within the region and to co-ordinate or assist in co-ordinating the management of these resources for the betterment of the region's community.
- To encourage, assist, seek out, determine, assess and respond to the needs and aspirations of the region's constituents.
- To develop, encourage, promote, foster and maintain consultation and co-operation between local government authorities, State and Commonwealth Governments and their instrumentalities.
- To develop, encourage, promote, foster and maintain the financial and economic wellbeing and advancement of the region and if desirable for such purpose to undertake, establish, acquire, conduct or dispose of any business, enterprise, undertaking or venture which in the opinion of the EPLGA is necessary, desirable or convenient.

All member Councils maintain active participation and meetings are held quarterly with an annual conference rotated around member Councils. The last annual conference was held at Cummins and I thank and congratulate District Council of Lower Eyre Peninsula for hosting a productive and enjoyable conference.



The EPLGA continues to be supported financially by the Local Government Association of South Australia via an Outreach Program and Regional Capacity funding that jointly, with member Councils, supports the engagement of Executive Officer Tony Irvine in the delivery of LGA and EPLGA programs to the region.

Some of the major highlights of the year have been:

- Regular meetings of the working group of Council CEOs to work through development of a proposal with Regional Development Australia Whyalla and Eyre Peninsula (RDAWEP), Eyre Peninsula Natural Resource Management Board (EPNRM) and the EPLGA seeking support for a pilot study into the formation of a regional Joint Planning Board as envisaged in the new Development Planning and Infrastructure Act.
- Further development of regional roads priorities and methodologies for future works.
- Ongoing support for member Councils, staff and elected member engagement.

My view is that pressure will continue to build on Local Governments to deliver more services, more efficiently.

Our organisation provides a platform for reform and will play an ever increasing role in the roll out of training, regional procurement, regional planning, shared service delivery and member service delivery.

More specifically, the new planning reforms offer an opportunity for member Councils to act cooperatively and regionally to ensure our sustainability and prosperity. If we are not proactive we risk decisions being made on our behalf.

I take this opportunity to thank all member Council delegate appointees; the Executive Committee of Mayor Low, Mayor Telfer, and City of Port Lincoln Chief Executive Officer Rob Donaldson; all management and technical Council staff who inform and guide our decisions; and to our support staff at RDAWEP.

I welcome to the EPLGA Board, Mayor Travis Barber from the District Council of Streaky Bay, replacing former Mayor Sherron Mackenzie, who resigned during the year. I also welcome Christopher Cowley and congratulate him on his appointment as Chief Executive Officer of the City of Whyalla. I thank Tony Irvine, who is always responsive to member Council requests, builds relationships with relevant bodies, represents and advocates our position, and is totally focused on delivering good local government in our region.

This annual report details the EPLGA's last 12 month's activities undertaken, financial accounts and operative regional collaborative partnerships.

**MAYOR BRUCE GREEN**

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## THE REGION

### *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<br>GOVERNMENT<br><br>AREA                       | LAND AREA       |             | POPULATION         |                    |                    |
|---|-----------------|-------------|--------------------|--------------------|--------------------|
|   | Km <sup>2</sup> | % of Region | ABS Census<br>2006 | ABS Census<br>2011 | ABS Census<br>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<br/>Government (11<br/>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 of 4.6%, 6.7%, 7.7%, 4.8% and 4.7% respectively; but DC Lower Eyre Peninsula experienced growth of 25.1%. Population growth was also experienced in the coastal Councils of Franklin Harbour, Streaky Bay, Tumby Bay, 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. In 2016, the region's median age was 42, an increase from 38 in 2006. 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 | %    |
|---------------------------------|--------|------|-----------------|------|-----------|------|
| 2006 ABS Census                 |        | 14.3 |                 | 15.4 |           | 13.3 |
| 2006 Median Age                 |        | 38   |                 | 39   |           | 37   |
| 2011 ABS Census                 |        | 15.5 |                 | 16.2 |           | 14.0 |
| 2011 Median Age                 |        | 39   |                 | 39   |           | 37   |
| 2016 ABS Census                 |        | 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.

The regional population is too small to provide the workforce for anticipated future development needs, with the consequence that approximately 3,800 workers may need to be recruited from elsewhere by 2020.





### **Regional Economic Snapshot**

The regional economy is extremely diverse. 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.

One of the State Government's key economic priorities is the *production of premium food and wine from a clean environment exported to the world*. This is an important brand SA platform for promoting South Australia internationally and a driving force for creating new export markets in Asia. This State Government priority is very much reliant on the region because the Eyre Peninsula produces and exports most of South Australia's premium food product.

- **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 2016/2017:

- 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:*

|                          |                   |                         |
|--------------------------|-------------------|-------------------------|
| President                | Mayor Bruce Green | City of Port Lincoln    |
| Immediate Past President | Mayor Julie Low   | DC Lower Eyre Peninsula |
| Deputy President         | Mayor Sam Telfer  | DC Tumby Bay            |
| Chief Executive Officer  | Mr Rob Donaldson  | City of Port Lincoln    |

The President and Deputy President are our nominated representatives to the LGA, SAROC and State Executive Forums. The Executive Officer is also a SAROC voting delegate.

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

|                            |                 |                      |
|----------------------------|-----------------|----------------------|
| Chief Executive Officer    | Rob Donaldson   | City of Port Lincoln |
| Manager Corporate Services | George Karzis   | DC Elliston          |
| Mayor                      | Dean Johnson    | DC Kimba             |
| Councillor                 | Newton Luscombe | Wudinna DC           |
| Chief Executive Officer    | Trevor Smith    | DC Tumby Bay         |
| Chief Executive Officer    | Chris Cowley    | City of Whyalla      |
| Councillor                 | David Knox      | City of Whyalla      |

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 Officer's 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.



***Eyre Peninsula 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

***Other Regional Organisations:***

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

|  |                   |
|--|-------------------|
| Deputy Mayor Bryan Trigg , Chair/Executive | - DC Cleve        |
| Cr Colin Carter                            | - City of Whyalla |
| Mayor Allan Suter, Executive Member        | - DC Ceduna       |
| Cr Clare McLaughlin                        | - City of Whyalla |

**Eyre Peninsula Natural Resources Management Board:**

|                  |                             |
|------------------|-----------------------------|
| Mr Rob Donaldson | - CEO, City of Port Lincoln |
|------------------|-----------------------------|

**Zone Emergency Management Committee:**

|  |                           |
|--|---------------------------|
| Mayor Julie Low (Presiding Member)         | - DC Lower Eyre Peninsula |
| Tony Irvine, Executive Officer             | - EPLGA                   |
| Rod Pearson, Chief Executive Officer       | - DC Lower Eyre Peninsula |
| Grant Drummond, General Manager Operations | - DC Ceduna               |
| Ivan Noble, Works Manager                  | - DC Cleve                |

**Eyre Peninsula Integrated Climate Change Adaptation Committee:**

|                                |                        |
|--------------------------------|------------------------|
| Mayor Bruce Green              | - City of Port Lincoln |
| Tony Irvine, Executive Officer | - 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:**

|  |         |
|--|---------|
| All member Councils – Mayors and CEO's |         |
| Tony Irvine                            | - EPLGA |

**Eyre Peninsula Demand and Supply Statement Reference Group**

|                                |         |
|--------------------------------|---------|
| Tony Irvine, Executive Officer | - EPLGA |
|--------------------------------|---------|



## EPLGA Board Members 2016/17

Under the terms of the EPLGA Charter, the following Board appointments were current as at 30 June 2017.

| MEMBER COUNCIL       | BOARD MEMBER             | DEPUTY BOARD MEMBER           |
|----------------------|--------------------------|-------------------------------|
| Ceduna               | Allan Suter (Mayor)      | Lynton Brown (D/Mayor)        |
| Cleve                | Roger Nield (Mayor)      | Bryan Trigg (D/Mayor)         |
| Elliston             | Kym Callaghan (Chair)    | Dave Allchurch (D/ Chair)     |
| Franklin Harbour     | Robert Starr (Mayor)     | Michael Williams (D/Mayor)    |
| Kimba                | Dean Johnson (Mayor)     | Graeme Baldock (D/Mayor)      |
| Lower Eyre Peninsula | Julie Low (Mayor)        | Don Millard (D/Mayor)         |
| Port Lincoln         | Neville Starke (D/Mayor) | Andrea Broadfoot (Councillor) |
| Streaky Bay          | Travis Barber (Mayor)    | Phillip Wheaton (D/ Mayor)    |
| Tumby Bay            | Sam Telfer (Mayor)       | Geoff Stewart (D/Mayor)       |
| Whyalla              | Lyn Breuer (Mayor)       | Clare McLaughlin (Councillor) |
| 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. The 81<sup>st</sup> EPLGA Conference will be held in 2018, hosted by the City of Port Lincoln.

|                              |              |            |
|------------------------------|--------------|------------|
| Friday, 1 September 2017     | Tumby Bay    |            |
| Friday, 1 December 2017      | Wudinna      |            |
| 26 - 28 February 2018        | Port Lincoln | Conference |
| Friday, 29 June 2018         | Wudinna      |            |
| Wednesday, 27 September 2017 | Whyalla      |            |
| Thursday, 7 December 2017    | Wudinna      |            |
| 4 - 5 March 2019             | Kimba        | Conference |
| Friday, 28 June 2019         | Wudinna      |            |
| Friday, 6 September 2019     | Ceduna       |            |
| Friday, 6 December 2019      | Wudinna      |            |
| 2 - 4 March 2020             | Wudinna      | Conference |
| Friday, 26 June 2020         | Wudinna      |            |
| Friday, 4 September 2020     | Lower EP     |            |
| Friday, 4 December 2020      | Wudinna      |            |
| 1 - 3 March 2021             | Cowell       | Conference |
| Friday, 25 June 2021         | Wudinna      |            |
| Friday, 10 September 2021    | Port Lincoln |            |
| Friday, 10 December 2021     | Wudinna      |            |
| 4 - 6 March 2022             | Cleve        | Conference |
| Friday, 24 June 2022         | Wudinna      |            |
| Friday, 2 September 2022     | Kimba        |            |
| Friday, 2 December 2022      | Wudinna      |            |
| 27 February - 1 March 2023   | Streaky Bay  | Conference |
| Friday, 30 June 2023         | Wudinna      |            |
| Friday, 1 September 2023     | Cowell       |            |
| Thursday, 1 December 2022    | Wudinna      |            |
| 4 - 6 March 2024             | Elliston     | Conference |
| Friday, 28 June 2024         | Wudinna      |            |
| Friday, 6 September 2024     | Cleve        |            |
| Friday, 6 December 2024      | Wudinna      |            |
| 3 - 5 March 2025             | Tumby Bay    | Conference |
| Friday, 27 June 2025         | Wudinna      |            |
| Friday, 5 September 2025     | Elliston     |            |
| Friday, 5 December 2025      | Wudinna      |            |
| 2 - 4 March 2026             | Whyalla      | Conference |
| Friday, 26 June 2026         | Wudinna      |            |
| Friday, 4 September 2026     | Tumby Bay    |            |
| Friday, 4 December 2026      | Wudinna      |            |
| 1 - 3 March 2027             | Ceduna       | Conference |



## REPORT OF ACTIVITIES 2016/17

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.
- › Emergency Management – regional planning and Council planning, followed by implementation.
- › Development, Planning and Infrastructure Act Reform.
- › Coastal Access issues.
- › Various roads and waste issues – regional strategy and Zero Waste cessation.
- › Regional Strategy for LGA.
- › Regional Capacity Funding – Rubble Royalties.
- › Marine Infrastructure Planning – DPTI, jetty leases, etc.
- › SAROC – meetings and regional Executive Officers' meetings.
- › LGA Organisational Review – Councils of the Future.
- › Mobile phone hotspots.
- › Water planning – state of the resource, etc.
- › Energy planning – resulting from black outs.
- › Regional planning – RDAWEP, EPNRM, DPTI, etc.
- › Financial assistance and supplementary road funding – ongoing issues of South Australia's injustice.
- › Health – local sub-regional issues.
- › Outreach Services:
  - 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.
- › Regional Climate Change Adaptation Plan finalisation and continuation of the Eyre Peninsula Integrated Climate Change Agreement [EPICCA].
- › Tourism – RDAWEP - restructure to sub-regional groups, Food and Tourism Prospectus, RV and Caravan Strategy.
- › 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.
- › Joint submissions with RDAWEP on various issues.

## PROGRAMS AND COMMITTEES' PURPOSES 2016/2017

### OUTREACH SERVICES PROGRAM (LGA)

The program includes:

- › assisting with the preparation of LGA policy on regional development;
- › preparing a profile of the region with a focus on what it contributes to the economic growth of both the State and the Nation;
- › governance needs of each Council;
- › legislative compliance in assets management and long term financial planning;





- › skills assessment in areas such as IT, planning, environmental health, etc., and development of a regional training plan;
- › short term employment requirements in lieu of full time employees;
- › shared services arrangements to assist in meeting the short/long term skills requirements and other needs;
- › opportunities arising from the Local Excellence program – trialling new methods of implementation, e.g. improving performance, systems and processes that sustain good performance, raising the image of Local Government, effective engagement across the region and State as a whole, i.e. political clout, with other spheres of government, seeking financial arrangements to support the programs required;
- › positioning Local Government and the region for the next State elections by gathering evidence of the needs of the sector and possible solutions that could be an “ask” in an election environment;
- › identifying any ‘centre of excellence’ that may exist within the region;
- › developing CEO, Works Manager and any other forums to assist in the sharing of resources and information, which would eliminate repetition of the same forum x 10; and
- › managing local issues for the Member Councils – advocacy, lobbying, problem solving, etc.

The LGA is currently reviewing the continuation of the program as part of their organisational review. The EPLGA is strongly committed to the continuation of the program to ensure:-

- › preservation of the current important role of the Executive Officer of the EPLGA;
- › enhancement of the connections between the work of the EPLGA and that of the LGA where it is mutually beneficial to do so;
- › enhancement of the services of the LGA to be an ‘outreach’ service, but targeted to needs identified by the EPLGA/ Region;
- › appointment of a resource collaboratively identified by the LGA and EPLGA to deliver on the ground services to Councils;
- › agreement on a program of works/activity and the funding model required; and
- › other issues deemed important to the success of the pilot are addressed.

#### **EPLGA CEO COMMITTEE**

On 28 June 2013, the EPLGA established a Chief Executive Officer Committee to ‘meet from time to time to consider issues of relevance to Eyre Peninsula Councils, and to provide advice to the EPLGA Board on those issues’.

The Committee's role is to:

1. provide high level strategic advice to the EPLGA regarding identified priority issues;
2. arrange and coordinate reports to the EPLGA on those priority issues;
3. initiate reports and advice to the EPLGA on other matters identified by the Committee to be of strategic regional significance;
4. assist and advise the EPLGA about the development and implementation of its Management Plan and other plans; and
5. share operational information and expertise amongst the committee members and other agency Chief Executive Officers.

The membership of the Committee is comprised of the Chief Executive Officers of all Councils, who are members of the EPLGA. Other regional CEOs and the Regional Risk Coordinators are invited to the meetings as and when needed. These meetings allow the sharing of information and expertise, which mutually benefits clusters of Councils or the region as a whole. The associated agendas reflect the EPLGA agendas to a degree, with other day to day operational matters included, and are in the domain of the role of a CEO. However a regional economic component led by the CEO of RDAWEP is now core business for the committee.



## **EPLGA ENGINEERING & WORKS COMMITTEE**

On 4 December 2015, the EPLGA established an Engineering & Works Committee (Committee) to meet from time to time to consider issues of relevance to Eyre Peninsula Councils, and to provide advice to the EPLGA Board on those issues’.

The role of the committee was to:

1. provide strategic advice to the EPLGA Board about its identified priority issues;
2. arrange and coordinate reports to the EPLGA Board on those priority issues;
3. initiate reports and advice to the EPLGA Board on other matters identified by the Committee to be of strategic regional significance;
4. assist and advise the EPLGA Board about the development and implementation of relevant plans;
5. share operational information and expertise amongst the committee members; and
6. collaborate on relevant engineering and works functions, with a view to maximising value for money to the Councils and region.

Membership of the committee is comprised of the Engineering, Technical, Infrastructure and Works Managers of all Councils, who are members of the EPLGA. An officer who is a member of the Committee may appoint a proxy to attend a meeting of the Committee in his/her place.

Other State Government Agency staff or independent expertise may be invited to the Committee on a regular or as needs basis.

The Committee operates on an informal basis and is therefore not subject to formal meeting procedures. However agendas are prepared for each meeting, and circulated to members at least 5 working days in advance of the scheduled meeting. Minutes are taken and distributed to Committee members, and tabled at the EPLGA CEO Committee and EPLGA Board meetings. Damian Windsor, Manager of Engineering & Works, DC Tumby Bay is the Chairperson of the committee.

The Executive Officer of the EPLGA provides executive support to the Committee, including financial support for venue hire and catering, etc. within the budget of the EPLGA Board. In addition the Committee may, from time to time, establish working groups or appoint individual members to consider and advance work on a particular issue or issues.

Pursuant to the Local Government Act 1999 Schedule 2 clause 36(2) (a), the EPLGA Board may delegate tasks to the Committee for action. The Committee may sub-delegate to the established working groups or newly established working groups as deemed necessary.

## **EP INTEGRATED CLIMATE CHANGE ADAPTATION (EPICCA)**

The Executive Officer and President are representatives on the EPICCA Committee.

Under the State Climate Change Adaptation Framework, areas across the State, including the Eyre Peninsula, are required to develop a Regional Climate Change Adaptation Plan. EPICCA facilitated the development of the plan for Eyre Peninsula, focussing on a practical, regionally-appropriate and sensitive measure to address the likely impacts of climate change.

The plan has now been completed for the region and with continuation of collaboration between the EPNRM, RDAWEP and the EPLGA in this area, this working group will move into implementation of the plan’s pathways. The State Government had committed \$25,000 towards the group’s activities for 2015/2016, which was carried forward to 2016/17.



## EP MINERAL & ENERGY RESOURCES COMMUNITY DEVELOPMENT TASKFORCE

The Local Government Association together with the Eyre Peninsula Local Government Association, held the Mineral & Energy Resources Round Table Forum in November 2013 to discuss the proposed recommendations from the South Australian Centre for Economic Studies (SACES) titled:

*"Impact of Mining and Resource Development: A Case Study for Eyre Peninsula Councils"*

The Round Table focused on the following recommendations from the SACES Report:

- The importance of the social aspirations of communities which is directly linked to the economic development of regions.
- The role of the 3 tiers of investment including:
  - 1) private sector capital investment (e.g. infrastructure investment – ports, rail, power, etc.);
  - 2) 3 spheres of government investment to improve public services and community facilities; and
  - 3) government investment to respond to structural shifts in the economy, principally by facilitating investment in human capital, upgrading education, training and skills formation. People will invest in themselves if the support systems are there for them.
- The importance of issues such as population growth and responding to what this brings, e.g. accommodation and the attraction of skilled workers and their families.
- That individual Councils and mineral and energy resources companies share a common goal.
- Regions that have prospered over the years have focused on raising the skill level of the people at the bottom of the skills ladder rather than the top.
- If community engagement is not undertaken appropriately there are risks that the opportunities of mineral and energy resources activity will be viewed negatively by local and regional communities.

In essence, individual Councils and mineral and energy resource companies share a common strategic goal and how to exploit this common goal is a job for the taskforce. They both want to:

- obtain and attract skilled workforce;
- attract families to the region;
- minimise cost;
- maximise productivity;
- a high quality of life;
- low cost housing;
- social amenities that accompany the quality of life; and
- strategically plan for the future to capture and obtain these benefits for the future of the region.

Economic development advisors in regions highlight the importance of strategic leadership coming from local and regional levels. Success is achieved with a bottom up approach.

The main objectives of the taskforce are to:

- provide a single and strengthened strategic forum for information sharing as to the development of mine sites, infrastructure and community impacts;
- assist Local Government in preparatory strategic planning for housing and support services;
- provide a focus to all State agencies activity (e.g., education, health, police) as a result of mineral and energy resources projects proceeding and thereby provide support to the EPLGA and RDAWEP as they address local strategic issues;
- ensure strategic actions are being undertaken to address the recommendations and issues raised at the taskforce table;
- propose strategic ways to build on stakeholder and community engagement with a view to meeting regional long term needs;
- determine clear strategic roles and responsibilities of stakeholders in relation to a developing regional mineral and energy resources industry;
- develop strategic recommendations where required, to be considered by the mineral and energy resources industry, RDAWEP, EPLGA, State and Local Government to encourage sustainable regional economical growth; and



- assist in the regional coordination of State and Local Government and agencies to avoid duplication and unnecessary “red tape” to optimise a quality return for the region.

## EP WATER TASKFORCE

The Eyre Peninsula Water Taskforce (EPWT) has been established to provide opportunities to create abundant water to support ecologically sustainable economic development on Eyre Peninsula. The group meets annually or as otherwise required, to:

- inform and receive annual report on the Supply and Demand Statement for Eyre Peninsula (including SA Water’s long term plan);
- receive the Department of Environment, Water and Natural Resources (DEWNR) report on the state and condition of the priority water resources on Eyre Peninsula;
- receive information from, and provide feedback to Councils and RDAWEP with updated information regarding projected demands and opportunities relating to development (in accordance with the pro-forma provided by DEWNR to Councils and RDAWEP);
- agree on priority opportunities for additional consideration and assessment;
- report back to their respective organisations and communities information presented to the group by member agencies;
- encourage future regional planning based on fit for purpose water and sustainable supplies that boost regional economic development,; health and livelihoods.
- gUnderstand the the impacts on water quality and quantity from pollution and surface and groundwater withdrawals; for priority water resources
- make water a critical part of economic development – understanding the economic benefits of improved management and water services; and
- investigate and encourage development of other water resources.

## 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:*

The past year has seen a reduction in sessions conducted and participation in comparison to previous years.

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

### Training day estimated costs if not held in the region -- 1 day averaged:

| Expense Line  | \$          |
|---------------|-------------|
| 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."*

There is no doubt the effort in arranging regionally held training has resulted in significant savings to Councils.

The session ran in the last 12 months were:

|   |            |              |
|---|------------|--------------|
| Pricing Of CWMS Services: Collaborative Workshop with Council Staff | 31/10/2016 | Wudinna      |
| Dog and Cat Management Act - Training Update                        | 14/11/2016 | Ceduna       |
| Commonwealth Grants and Funding                                     | 06/04/2017 | Port Lincoln |
| Commonwealth Grants and Funding                                     | 05/04/2017 | Whyalla      |

## 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:

- *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.*

Recognising that regional strategic and economic plans have been jointly developed by RDAWEP, EPNRM and the EPLGA to set out longer term regional strategies, through which the EPLGA will be responsible for a wide range of actions, the regional strategic plan will become the EPLGA's Strategic Plan once adopted later in 2017.

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.

## MANAGEMENT PLAN PERFORMANCE 2016 – 17

### 1. Actively Assist Members by Representing Their Combine Interests.

1 Seek invitation to provide responses to legislative and policy changes that materially impact our region.

1.2 Seek the mandated preparation of regional impact statements prior to any State legislated changes likely to affect our region.

*Comment: RDAWEP and EPLGA jointly funded the preparation a regional statement and have captured regional evidence by developing 78 industry sets of statistics. This information will not only be used to support or object to State legislation or policy changes but to develop/refine regional economic and strategic plans. The data is provided to all member Councils too, along with summaries relevant to their districts.*

1.3 Prepare coordinated submissions to relevant inquiries and proposals on behalf of members.

*Comment: RDAWEP and EPLGA prepare regional submissions in partnership. In the last year submissions have been prepared on energy supply to the region; telecommunications blackspots; regionalisation and decentralisation; regional governance; and mining legislation.*

1.4 Take an active interest in regional waste management, water planning, marine parks, mining, food, security, climate change, local workforce planning and any activities that could impose changes to our region.



*Comment: President and/or Executive Officer are actively involved in regional committees and/or meetings dealing with regional waste management, water planning, mining, food security, climate change, local workforce planning and other activities that may impose change upon the region. There are also taskforces and reference groups established which the EPLGA is represented on plus external regional committee membership by the EPLGA.*

- 1.5 Continue to advocate for roads funding opportunities.

*Comment: The developed roads database for all EP roads and the new Regional Transport Strategy will be used as a tool for prioritising regional roads for funding. The DPTI shared services MOU is also about working together with State Government to maximise road funding by costs savings, better integrated planning and joint funding submissions opportunities.*

- 1.6 Develop a coordinated approach to the Commodity Freight Routes across the region, being mindful of divergent needs between Councils.

*Comment: Comments in 1.5 will apply to this as freight roads are weighted to assist in the prioritisation of regional roads seeking funding assistance.*

## **2 Building Strong Partnerships for the Promotion of our Sector and our Region**

- 2.1 Ensure we are represented at SAROC, State Executive Committee meetings and the General meetings of the LGA.

*Comment: The President (and proxy) and Executive Officer attend these meetings when held.*

- 2.2 Ensure regular information flows to our member Councils via newsletters, website updates, media announcements and personal contacts.

*Comment: After each EPLGA Board meeting a wrap of the meeting is prepared and forwarded to all regional media outlets. It is also posted on the EPLGA website. The media are used as and when needed and are also sent the meeting agendas and minutes. Council senior staff are well informed through emails of any developing issues of matters of interest.*

- 2.3 Seek reports from regional partners at EPLGA Board meetings and forums.

*Comment: Regional partners have a standing agenda item at each Board meeting to present to the constituent Councils. They are also invited to CEO Committee meetings as and when needed.*

- 2.4 Actively seek direct engagement with State Government partners in order to allow bottom up, and more streamlined, planning and engagement.

*Comment: The EPLGA has been a strong advocate for State Government partners to visit the region on planning and engagement matters, e.g. regional forums, regional roadshows, planning reform, Ministers visiting regional functions and openings, etc.*

- 2.5 Seek opportunities to partner with industry and community groups to promote the economic and social prosperity of Eyre Peninsula.

*Comment: RDAWEP and EPNRM CEOs and Staff meet regularly with the Executive Officer on a range of economic and social matters. The EO also meets with NGO's.*

- 2.6 Work with member Councils to facilitate economic expansion by coordinating the approach to structure planning, ensuring consistency with the principles contained in the Eyre and Western Plan.

*Comment: The EP Mineral & Energy Resources Community Development Taskforce has a focus on this functional role for Councils. The development and implementation of a regional economic plan in conjunction with the RDAWEP and EPNRM Boards will also ensure consistency in the approach to facilitating economic expansion. The adoption of a regional strategic plan will add further strength to this strategy. The Regional Economic Development Plan and Regional Strategic Plans are in consultation phase and will be adopted in the 2017/18 year.*





- 2.7 Work with State departments and regional partners to better coordinate infrastructure planning consistent with the principles in the Eyre and Western Plan.

*Comment: The Executive Officer, along with Council representatives, has been involved in various infrastructure planning sessions with regional organisations and State agencies, e.g. Minister for Regions road shows, etc. The EPLGA/DPTI MOU is an excellent example of this strategy in operation.*

- 2.8 Investigate ways to encourage the State Government to streamline its regional consultation processes to avoid multiple meetings that duplicate effort.

*Comment: This has been an issue discussed at the SAROC level and continues to be pursued. The Minister for Local Government and Regions has held forums and roadshows in the region plus attended EPLGA Board meetings and other regional meetings. This is an example of the State Government's commitment to consulting the region in a more concise way. The EP Mineral & Energy Resources Community Development Taskforce is another great example of streamlining meetings and consultation.*

### **3 Raise the Profile of the Association by Greater Media Presence**

- 3.1 Issue a media release after each Board meeting and at any occasion where deemed appropriate.

*Comment: Media used as and when appropriate. Agenda and minutes of the Board are distributed to regional media to seek interest. The meeting wrap is also distributed to the media outlets.*

- 3.3 Consider the nomination of media representatives to present a coordinated and endorsed approach to all media.

*Comment: Still managing media in-house.*

### **4 Assist Member Councils by Coordinating Regional Investigations of Operational Issues**

- 4.1 Actively participate in meetings that promote Continuous Improvement activities in Councils.

*Comment: The Outreach Services program is, in part, about the continuous improvement of activities in Councils. Through the Regional Chief Executive Officer's Committee Local Government reform is always on the agenda, particularly around continuous improvement and cutting red tape. Through the Engineering & Works Committee there are examples of regional procurement and sharing of services, which are about continuous improvement.*

- 4.2 Continue to promote regional training opportunities to assist Councils to up-skill their workforce.

*Comment: The Executive Officer has been assisting with this through better co-ordination of the type of training required, when it could be held and the most suitable location for training. Councils' response has been excellent, highlighting the success of this effort.*

- 4.3 Facilitate shared services investigations and discussions at either the regional or sub regional level, where appropriate.

*Comment: The Executive Officer has, in the past, assisted in this area however it is pleasing to learn that Councils are now taking the lead and working in sub-groups whether for regional health planning, waste management or simply sharing human resources. The EPLGA/DPTI MOU is another example of State/ Local Government shared services initiative.*

- 4.4 Liaise with the LGA program managers to assist in linking funding opportunities to Council activities.

*Comment: As an example of this working, funding has been gained for the Outreach Services (\$50,000), Regional Capacity Building (\$38,000+) and other funding is sought from the LGA Research and Development Fund on a needs basis. The Regional Capacity – Rubble Royalties funding is another great example of the success of this strategy. The region also offers itself to various pilot projects which often result in additional funding and resources addressing issues.*



- 4.5 Review the EPLGA Charter.

*Comment: Completed in December 2013.*

- 4.6 Coordinate a regional or sub regional approach to road upgrades required for resource sector expansion.

*Comment: A Mining Roundtable was held in October 2014 to assist with this type of planning. A report from the SA Centre for Economic Studies was part funded by the EPLGA and LGA to assist with these issues. A taskforce terms of reference was developed along with appointing a Coordinator to manage the process. The taskforce conducted 3 meeting during the 2016/17. It has gathered significant information and developed effective working relationships with mining companies, State Government, EPNRM, RDAWEP and other groups as required, to ensure it can now be more individual mining project and location focussed. The taskforce provides an annual report to the EPLGA and is reviewing its objectives for the 2017 year and beyond.*

- 4.7 Review the methodology of preparing the Eyre Peninsula Road Strategy.

*Comment: The Roads Strategy was re-worked in 2013. Following this a database has been developed to include all Eyre Peninsula roads with an inbuilt methodology prioritisation tool to provide improved road prioritisation. Further data was collected to finalise the database to allow better planning and prioritisation. The collection of data has been a difficult task however the EP Transport Strategy was completed in 2015 in relation to roads. There will need to be further refinement of the strategy as it is reviewed annually, with the next review due in 2018.*

- 4.8 Prepare regional submissions to fund combined approaches to governance activities required of Councils, where agreed by Members.

*Comment: Working Groups and shared services will lead to this occurring on a more regular basis.*

## **5 Develop Ways to Directly Engage with Both State and Federal Governments to Assist in Regional Promotion**

- 5.1 Include funding in the Annual Business Plan to allow deputation to both State and Federal parliaments on key issues that arise.

*Comment: Funding included in the budget.*

- 5.2 Liaise with other regional LGA and RDAs where combined lobbying best represents our interests.

*Comment: The Executive Officer meets bi-monthly with other regional LGA's Executive Officers to manage such issues as joint collaboration and lobbying. The Executive Officer is located in the RDAWEP Port Lincoln office facility and has an enterprising connection to RDAWEP lobbying efforts.*

- 5.3 Seek opportunities to strengthen working relationships with the senior levels of State Government.

*Comment: The Executive Officer has strong political connections, which are utilised when necessary.*

## **6 Undertake a 2 year "Outreach Services" Pilot Program in partnership with the LGA of SA**

- 6.1 Establish a funding agreement for \$50k per year with the LGA of SA.

*Comment: Established a pilot in July 2013, which concluded 30 June 2015. Following the completion of the pilot, the program has continued in all regional LGA's, with \$50,000pa funding from the LGA for each regional LGA. Currently the program is being reviewed by the LGA however funding has been secured for 2017/18.*

- 6.2 Establish a work plan for the pilot program in consultation with member Councils and the LGA of SA.

*Comment: Established as per 6.1 and reported against to EPLGA and LGA of SA on a half yearly basis and in accordance with the new agreement.*



6.3 Prepare a case study of the pilot program for future reference.

*Comment: Completed an independent evaluation.*

## 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<br>Actual: Zero complaints received.  |
| Member attendance at meetings, workshops, training | Number of members who are represented   | All members<br>Actual: Usually all 11 Councils represented.  |
| Competitive funding secured                        | Dollars secured                         | Equal to membership (\$167K)<br><br>Actual:<br>Outreach Program \$50,000<br>Regional Capacity \$155,800<br>Other \$6,000<br><br>Total \$211,800  |
| Achieved annual work plan                          |   | All items either achieved or timeframes for completion, and process, in place. Some subject to external funding.<br><br>Actual: On target  |
| EPLGA is represented at LGA regions meetings       | Number of meetings attended             | 100%<br><br>Actual: 100%   |
| Co-ordinate regional training activities on EP     | Number of days training per year        | At least 6<br><br>Actual: 4  |
| Annual review of Executive Officer                 | Final achievement score                 | Actual: Review occurred in June 2016. Report of satisfactory performance by President - employment contract extended by 24 months.<br>No review in 2016/17 year. Contract term ends 30 June 2018 |
| Greater media activity                             | Number of interviews and media releases | At least 1 interview per month. Media releases at least every 2 months.<br><br>Actual: Meeting target  |



## EPLGA COMMITTEE AND TASKFORCE REPORTS

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

Nil report

### *Chief Executive Officer's Committee:*

Actions/Discussion/ presentations from the meetings:

- Regional Training Plan negotiation between EPLGA Executive Officer and LGA Training.
- Barngala Native Title Claim and ILUA – legal representation and presentation to committee.
- Regional training requirements. Refer email from LGA Training – sent to CEOs on 17 Aug 2016.
- Development, Planning and Infrastructure Act 2016 – new legislation and ramifications for Councils and the planning reform opportunities.
- POMS and oyster industry – Cowell response.
- Western Councils collaboration – Joy Hentschke outlined the work being undertaken with a Waste Management Feasibility study, which was a collaborative project between the District Councils of Ceduna, Wudinna, Streaky Bay and Elliston.
- Quarry and borrow pit rehabilitation in South Australia November 2016 – response to guidelines.
- Ombudsman's S270 Audit Report - response submitted.
- Regional Building Fire Safety Committees – administration options.
- Office of Green Industries SA – presentation by Serena Yang, Manager Policy and Projects, Office of Green Industries SA (supporting Zero Waste SA).
- Rail Interface Agreements development and negotiation.
- Shared Services Pilot with DPTI – working group and MOU development.
- Rubble Royalties – common regional wide signage around the HML's on freight and commodity routes – effective use of funding.
- Roadside Native Vegetation Plan development in conjunction with Native Vegetation Unit and EPNRM.
- Night Time Movement of Agriculture Machinery pilot update and submissions.
- Asset Management – common software, sharing of expertise, sharing of templates, etc.
- Regional Risk Coordination – arrangements need to be made for a visitation by the Scheme to explain the future role of the RRC's considering Sky Trust, etc.
- Regional Emergency Management Planning – coordination.
- Tourism Regional Wide Approach – presentation and handouts from Brad Riddle, Tourism Development Manager, RDAWEP for future discussion and decisions by Councils.
- LGA Governance Panel Presentation - Andrea Malone.
- LGA Governance Review Presentation - Kathy Jarrett.
- LGA Benchmarking -Kathy Jarrett and Corinne Garrett from the LGA outline the project and interaction was sought on Councils' involvements and obtaining consistency in the metrics and data comparisons.
- Regional tourism - further discussion required with RDAWEP around the tourism proposal put forward by Brad Riddle.
- Seek clarification from RDAWEP of its role in supporting Councils, e.g. funding applications etc. There is confusion amongst Councils on the actual role of RDAWEP in supporting individual Councils.
- EPLGA Sustainability - EPLGA subscription model requires workshopping in the future to acquire full justification for the model. Kathy Jarrett, LGA has offered assistance with workshopping a future model(s) for presentation to the EPLGA Board.
- Coastal Access Strategy – where to from here.
- Development Planning and Infrastructure Act – Joint Planning Board Pilot application.
- Energy supply and cost issues.
- Legislative compliance – working in collaboration to assist one another.
- Group procurement – Engineering & Works Committee efforts with plant and machinery group procurement were noted.
- Supplementary Roads Funding – indicators of amounts for individual Councils.
- Jetties' agreements with State Government – what does the future hold, which will be raised through SAROC.



### ***Engineering & Works Committee:***

Actions/Discussion/ presentations from the meetings:

- Presentation - Mike Stephenson presented on various matters involving CWMS management and planning. The future of the LGA's CWMS funding was discussed.
- CWMS submission to LGA – information on future needs was supplied by Member Councils to the EPLGA Executive Officer regarding infrastructure, including any possible new schemes and any upgrades required to meet new Department of Health or EPA requirements as per the CWMS Funding Agreement (should it continue), to enable preparation of a regional submission to be lodged with the LGA.
- Terms of Reference – review by the committee.
- EPLGA Board Budget: Rubble Royalties - pursuant to the directions of the EPLGA Board, the committee recommended the following projects be financed from the Rubble Royalties funding (\$64,500):

|   |          |
|---|----------|
| 1. EP Transport Strategy – 2015 (review and updating) | \$15,000 |
| 2. Regional Roadside Native Vegetation Plan           | \$50,000 |
- Special Local Roads Program (SLRP) and Development of Industry Wide Standards/Guidelines. A number of issues have been experienced with SLRP projects in the current and in previous years. It was suggested that there needs to be a review of the way in which this program is delivered in the region. As a result the following recommendations were submitted to the CEOs' Committee and the EPLGA Board by the Engineering & Works Committee:
  1. That projects submitted for regional SLRP funding are required to be developed to a 'for construction' state, and accompanied by adequate design and engineering detail (i.e. Austroads Guidelines – until Local Government sector-wide standards or guidelines are developed) and detailed cost estimate to clearly define the project deliverables.
  2. Consideration be given to the appointment of an independent person/company to review road funding applications and assess their suitability and to provide certification services for completed projects. Further, the costs for this assessment/certification are the EPLGA's responsibility with the successfully funded Councils contributing 2.5% of their SLRP funding to the EPLGA to cover such costs.
  3. That the EPLGA Board supports the LGA R & D funding application to develop Road Construction and Maintenance Standards/Guidelines, which when completed should be:
    - a. included in the EP Transport Strategy 2015;
    - b. used on a Local Government industry wide basis; and
    - c. used in assessing Special Local Roads Funding applications by the Local Government Transport Advisory Committee.
- DPTI and EP Councils Service Delivery Collaboration – pilot steering group established. The Engineering & Works Committee identified the following areas/functions as possible targets for the joint Service Delivery Collaboration pilot.
  1. Signage.
  2. Vegetation management.
  3. Line marking.
  4. Joint procurement.
  5. Supply of rubble.
  6. Local Government is able to consider anything other than sealing of highways.
- DPTI Marine Strategy – SA Boating Facilities Advisory Committee funding is to be contingent on a regional marine strategic plan being developed. DPTI is to supply criteria used for funding future projects, in both recreational and commercial sectors. A call was made for coastal Councils to submit any jetties work required to enable a coordinated approach can be made to this work, particularly where specialist equipment and expertise is required from outside the region.



- Road Rail Interface Agreements - all Councils amended their agreements to designate the maintenance boundary at 3m from the nearest rail line to coincide with the designated safe working boundary/protection boundary and returned to GWA.
- Native Vegetation: Roadside Management Plan - Russell Seaman from the Native Vegetation Unit presented to the CEOs' Committee meeting in June 2016. He encouraged the Eyre Peninsula to develop 1 regional roadside native vegetation plan. The Engineering & Works Committee recommended that all 11 EPLGA member Councils work to produce an Eyre Peninsula Local Government roadside vegetation management plan (Level 1 RVMP), with assistance being sought from the Native Vegetation Unit in line with the rubble royalty funding. The recommendation to the EPLGA Board was approved.
- Night Travel for Agricultural Machinery - many Councils passed resolutions in relation to this matter however there is concern in the agricultural industry that the current standards for exemption are not adequate, i.e. 4m wide x 25m long. The Engineering & Works Committee advised the EPLGA Board that the following should occur in relation to the night travel exemptions for agricultural machinery:
  1. Acknowledge DPTI's standard of 4m x 25m exemption from permits.
  2. Any Council (Road Manager) considering permitting machinery over the 4m x 25m standard to undertake night travel on its roads needs to undertake a detailed risk assessment of the route to protect Council (i.e. the permits may have specific conditions included).
  3. That the LGA Mutual Liability Scheme should be requested to provide opinion on the matter.
- Road Closure Advertisement Templates - the District Council of Kimba sought assistance with templates pertaining to road closure advertisements. Councils that had templates in place circularised them to other Councils.
- Grave Sites: Lifting of Slabs - the District Council of Kimba has a procedure in place, which was circularised to all Councils.
- MapInfo Training - the District Council of Ceduna circularised training information to other Councils.
- Rubble Royalties to land owners and relevant forms - the District Council of Ceduna circularised to all other Councils their consent form for opening/operating a rubble pit, which is to be signed off by the land owner.
- Access Conditions for Permit Vehicles on EP - the committee investigated the access conditions that apply to GML and HML permit vehicles travelling on the District Council roads of the EPLGA region and now have a consistent policy and access conditions in place for the whole of the region. The Committee recommended the following to the EPLGA Board, with conditions being as follows.
  1. Speeds of 70km - unsealed; 80km - sealed; and 40km - local.
  2. RAV operators are required to inspect all unsealed routes that have received greater than 15mm of rain in the preceding 24 hours to ensure that the pavement will not be damaged by the RAV operation.
  3. Operators may be liable for the cost of pavement repairs.
- Unsecure Loads on Council Vehicles - the District Council of Tumby Bay sought how other Councils were addressing the issue in relation to Council vehicles.
- Presentation: Office of Green Industries SA regarding the review and update of the Regional Waste Strategy.
- Presentation: Regional Roadside Native Vegetation Management Plan by Jonathan Clark, EPNRM Board.
- Presentation: Local Government Procurement - Liz Camp and Di Harris delivered a presentation on the benefits of utilising the LG Procurement.
- Recycling/ Mulching - seeking to have a cooperative and collaborative approach to regional mulching and scrap steel collection.





- Rubble Royalties – it was recommended to the EPLGA Board that \$35,350 needs to be allocated towards consistent signage around HML conditions in each Council area. Hence the importance of common conditions for HML across the region. All Councils were encouraged to have these conditions gazetted.
- Grader Over Dimension Permits - information was shared.
- Asset Management - discussions were held on what Councils were using for asset management in the way of software, asset assessment, etc. It was agreed that there is a strong need for a regional approach and common software where possible. This would enable sharing of templates and expertise amongst Councils and would also assist in overall regional planning for future funding, etc.
- Power price Increase and affects on budgets was discussed.
- Snails - general discussion on the issues around increasing numbers of snails. Realistically it is not a Council matter, except where it affects Councils operations, e.g. airports.
- Joint Contracts, e.g. resealing of roads - general discussion on the positives regarding this issue. DPTI also a contender for assistance in this area. Grant Drummond, DC Ceduna outlined his positive experiences in this area.

***EP Mineral & Energy Resources Community Development Taskforce:***

**Annual Report to the EPLGA Board (as presented to and received by EPLGA Board at its 29 June 2017 meeting)**

As required under the terms of reference for the taskforce as adopted by the EPLGA, the following report is presented to the EPLGA on the activities of the EP Mineral & Energy Resources Community Development Taskforce (taskforce) over the past 12 months.

The taskforce conducted 3 meetings during the financial year, which enabled the membership to hear presentations on current mining, industrial and energy issues from various industry and community groups. In addition it also provided the opportunity to ask questions and participate in active discussion with presenters and government representatives on various issues.

Meeting outcomes included deputations and submissions by the taskforce to:

- State Government Gary Burns enquiry into the September Black event.
- Iron Road mine and port development applications.
- Professor Alan Finkel, Chief Scientist, September Black Event.
- Review of the Mining Act.
- SA Multiple Land Use Framework (RDAWEP).

Minutes of all taskforce meetings together with some of the presentations have been made available on the EPLGA website.

It has been acknowledged by the taskforce members that the meetings have been an important and relevant forum for presenting regional issues to high level government department representatives, providing access to Ministers and keeping members informed of mining and energy developments and potential impacts on the region.

Feedback on the meetings from members and guests has been very positive. The taskforce has developed into a high level Eyre Peninsula regional, industry and State Government network.

Geoff Dodd  
Taskforce Coordinator



The following is brief summation of the 3 meetings held this financial year.

**Meeting # 6 August 5<sup>th</sup> 2016**

**Venue:** Port Lincoln Racing Club  
**Time** 10.05am

**Present:**

|               |  |
|---------------|--|
| Rob Kerin     | Chair  |
| Geoff Dodd    | Coordinator  |
| Diana Laube   | Presiding Member, EPNRM Board                      |
| Peter Treloar | Member for Flinders                                |
| Bryan Trigg   | Ag Chair, RDA Whyalla and Eyre Peninsula           |
| Dr Ted Tyne   | Executive Director, Mineral Resources, DSD         |
| Tony Irvine   | EO, Eyre Peninsula Local Government Association    |
| Dion Dorward  | CEO, RDA Whyalla and Eyre Peninsula                |
| Trevor Smith  | CEO, DC Tumby Bay                                  |
| Jason Kuchel  | CEO, South Australian Chamber for Mines and Energy |
| Skana Gallery | Senior Policy Officer Economic Development, LGASA  |

**Invited Guests:**

|                    |   |
|--------------------|---|
| Aina Danis         | Executive Assistant, RDAWEP   |
| Melissa Muller     | Principal Policy Advisor, Resource Land Access Strategy Branch, DSD |
| Renee Preece       | External Affairs Adviser SA, BP Australia                           |
| Terry Krieg        | Community Advocate-Nuclear Industry                                 |
| Mark Mentha        | Partner, KordaMentha  |
| Dean Johnson       | Mayor, District Council of Kimba                                    |
| Dr John Parker     | Managing Director, Lincoln Minerals                                 |
| Dwayne Povey       | Chief Geologist, Lincoln Minerals                                   |
| Peter Scott        | Economic Development Manager, RDAWEP                                |
| Geoff Rayson       | Senior Project Officer, Regions SA                                  |
| Jeanine Carruthers | Stakeholder Engagement Manager, RESA                                |

**Presentations:**

Renee Preece, External Affairs Advisor, South Australia, BP Australia - updated the taskforce on the BP/Stat Oil exploratory drilling program in the Great Australian Bight.

Terry Krieg - community advocate for the nuclear industry.

Mark Mentha, Partner Korda Mentha - update on the Arrium Group of Companies and the future operations and activities for the Whyalla steel and mining industries.

Mayor Dean Johnson, District Council of Kimba - an overview of community consultation process and outcomes regarding the proposal for low level nuclear waste site near Kimba.

Dr John Parker, Managing Director, Lincoln Minerals - update on the Kookaburra Gully mineral lease application and project.

**Member presentations included:**

Skana Gallery, LGA of SA spoke on the community consultation protocols project and the development of a formal document.

Dr Ted Tyne, DSD, Director of Mines reported on relevant EP mining operations, the substantial increase in mining activity in South Australia and tabled the following documents with the taskforce:

- Mineral Exploration in South Australia – Commodity Highlights and Achievements 2015.
- MESA Journal.
- SA Mineral resources regulation report 2015.



Mining lease approval timing was also discussed in detail with Dr Tyne.

Jason Kuchel, SA Chamber of Mines and Energy (SACOME) reported on current energy options adding that nothing is available for next 5 years which is a huge issue for manufacturing industry in South Australia. SACOME is working on the matter with possible alternatives in the pipeline.

Dion Dorward, RDAWEP discussed the Iron Road project and updated members on the:

- partnership with China Rail; and
- mining lease approval process.

### **Meeting # 7 – 7<sup>th</sup> October 2016**

|                        |   |
|------------------------|---|
| <b>Venue:</b>          | Port Lincoln Hotel Meeting Room                       |
| <b>Time</b>            | 10:05am   |
| <b>Present:</b>        |   |
| Rob Kerin              | Chair   |
| Geoff Dodd             | Coordinator   |
| Diana Laube            | Chair, EPNRM Board                                    |
| Bruce Green            | Chair, EPLGA/Mayor, City of Port Lincoln              |
| Bryan Trigg            | Acting Chair, RDA Whyalla and Eyre Peninsula          |
| Daniel Woodyatt        | Director, Resource Land Access Strategy, DSD          |
| Peter Treloar          | Member for Flinders                                   |
| Dion Dorward           | CEO, RDA Whyalla and Eyre Peninsula                   |
| Trevor Smith           | CEO, DC Tumby Bay – EPLGA representative              |
| Nigel Long             | Director, Policy and Community, SACOME                |
| Jeanine Carruthers     | Stakeholder Engagement Manager, RESA                  |
| Phil de Courcey        | CEO, Resources and Engineering Skills Alliance        |
| Geoff Rayson           | Senior Project Officer, Regions SA                    |
| <b>Invited Guests:</b> |   |
| Brad Flaherty          | BNJ Consultants                                       |
| Brian Foster           | Premier's Climate Change Council                      |
| Graham Shardel         | SA Police, Regional Acting ZEMC Chair                 |
| Kevin Lawton           | SA Police, Inspector                                  |
| Tim Scholz             | Iron Road   |
| Ross Kassebaum         | Eyre Peninsula Solar Citizens team                    |
| Peter Scott            | Economic Development Manager, RDAWEP                  |
| Doug Schmidt           | General Manager Network Management, SA Power Networks |
| Sue Henriksen          | RDAWEP [minute taker]                                 |
| <b>Apologies:</b>      |   |
| Tony Irvine            | EO, EPLGA   |
| Dr Ted Tyne            | Executive Director, Mineral Resources, DSD            |
| Eddie Hughes           | Member for Giles                                      |
|                        | Electranet  |
| Mark Mentha            | Partner, Korda Menta/Administrator, Arrium            |
| Mark Bolton            | Area General Manager, Telstra                         |
| Craig Nielsen          | Energy Australia                                      |
| Don Hogben             | DPTI  |
| Jason Kuchel           | CEO, SACOME   |

Rob Kerin welcomed attendees and thanked them for coming at short notice. He pointed out that there are big issues on Eyre Peninsula due to the recent power outage, plus flow-ons including communications.

The purpose of the meeting was to better understand what happened, to explore possible solutions and to inform Government and other bodies as to why we need to fix the system.



The meeting focused on a summary of the power and communication outages and impacts on the EP Community.

A presentation was also made to the taskforce by Ross Kassebaum on a case study: Renewables Future for SA – Carbon-less energy Eyre Peninsula.

Items discussed included:

- Cathedral Rocks Wind Farm;
- generator at Port Lincoln;
- communications redundancy;
- AEMO preliminary report;
- lessons learnt;
- SAPOL response; and
- future options and opportunities.

Several actions to be undertaken from the meeting included including forwarding the Taskforce findings to:

- SA Premier and Ministers for Energy and Infrastructure;
- Federal Ministers for Energy and Regional Development;
- Dr Alan Finkel, Chief Scientist; and
- correspondence to Electranet regarding maintenance and infrastructure programs for Eyre Peninsula, along with an invitation to present to a future taskforce meeting.

A presentation and submission was subsequently made to the Ex-Police Commissioner Gary Burns's enquiry into the State Government's response to the crisis.

#### **Meeting # 8 March 7th 2017**

**Venue:** Port Lincoln Hotel  
**Time** 10.05am

#### **Present:**

|                 |  |
|-----------------|--|
| Rob Kerin       | Chair  |
| Geoff Dodd      | Coordinator  |
| Peter Treloar   | Member for Flinders  |
| Pru Freeman     | Ag Executive Director, Mineral Tenements and Exploration Branch, DSD |
| Tony Irvine     | EO, Eyre Peninsula Local Government Association [EPLGA]              |
| Rebecca Knol    | CEO, South Australian Chamber of Mines and Energy [SACOME]           |
| Eleanor Scholz  | Mayor, District Council of Elliston                                  |
| Bruce Green     | President, EPLGA   |
| Phil de Courcey | CEO, Resources and Engineering Skills Alliance SA                    |
| Eddie Hughes    | Member for Giles   |
| Stephen Smith   | Director Policy, Local Government Association of South Australia     |
| Trevor Smith    | CEO, DC Tumby Bay  |
| Geoff Rayson    | Senior Project Officer, Regions SA, PIRSA                            |

#### **Invited Guests:**

|                 |   |
|-----------------|---|
| Brad Flaherty   | BNJ Consulting  |
| Peter Scott     | Economic Development Manager, RDAWEP  |
| Aina Danis      | Executive Assistant, RDAWEP [minute taker]                                      |
| Dee Bourbon     | External Affairs Chevron Australia  |
| Nigel Long      | Director Industry and Community, SACOME   |
| Darren Niejalke | Sustainability Manager, Archer Exploration                                      |
| Melinda Maher   | Rail Operations Manager Bowmans Intermodal Pty Ltd                              |
| Brad Parker     | Network Planning Manager, ElectraNet  |
| Rainer Korte    | Executive Manager, Asset Management ElectraNet                                  |
| Haydon Manning  | Associate Professor, School of Social and Political Studies Flinders University |



**Apologies:**

|                 |  |
|-----------------|--|
| Bryan Trigg,    | Chair, RDAWEP                                |
| Dion Dorward    | CEO, RDAWEP                                  |
| Diana Laube     | Presiding Member, EPNRM Board                |
| Dr Ted Tyne     | Executive Director, Mineral Resources, DSD   |
| Daniel Woodyatt | Director, Resource Land Access Strategy, DSD |
| Scott McKay     | CEO, Bowmans Intermodal Pty Ltd              |

**Presentations to the taskforce included:**

Dee Bourbon, External Affairs Chevron Australia, Great Australian Bight Exploration update.

Darren Niejalke, Sustainability Manager, Archer Exploration, Campooona Graphite Mining Lease application.

Rainer Korte, Executive Manager, Asset Management ElectraNet, EP Transmission Network.

Melinda Maher, Rail Operations Manager, Bowmans Intermodal Pty Ltd, Rail and Container project at Roopena Siding.

Associate Professor Haydon Manning, School of Social and Political Studies, Flinders University, current political decisions.

Phil de Courcey, CEO Resources and Engineering Skills Alliance, South Australia, Mining, Energy and Resources jobs and opportunities for South Australians.

**Updates from members included:**

Mayor Bruce Green, need for a power supply reference group on EP.

Peter Treloar commented on reference group and putting pressure on ESCOSA to undertake a more active role.

Pru Freeman update on Central Eyre Iron Project and on the Mining Act review.

Eddy Hughes presented update on Arrium sale of business in Whyalla.

Rebecca Knol spoke on development of a prospective buyer group representing manufacturing, retail and resources bidding competitively for reliable, affordable power.

Peter Scott updated the taskforce on current alternative power solutions for South Australia that are being discussed.

**Membership changes to the taskforce:**

- **SA Chamber of Mines and Energy**, Jason Kuchel, CEO replaced by Rebecca Knol.
- **RDA Whyalla and Eyre Peninsula**, Jim Pollock Chairman replaced by Bryan Trigg.
- **Department of State Development, Mineral Resources**, Executive Director Dr Ted Tyne replaced by Daniel Woodyatt, Director, Resource Land Access Strategy, DSD.
- **LGA of SA**, Skana Gallery, Senior Policy Officer Economic Development replaced by Stephen Smith, Director Policy, LGA of SA.



## USE OF FINANCIAL RESOURCES

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



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

9<sup>th</sup> August, 2017

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

Dear Tony,

RE: **AUDIT OF EYRE PENINSULA LOCAL GOVERNMENT ASSOCIATION  
FOR THE YEAR ENDED 30<sup>TH</sup> JUNE 2017**

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 2017 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  
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**EYRE PENINSULA LOCAL GOVERNMENT ASSOCIATION**

**FINANCIAL ACCOUNTS  
FOR THE YEAR ENDED  
30TH JUNE 2017**

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**EYRE PENINSULA LOCAL GOVERNMENT ASSOCIATION****STATEMENT OF INCOME & EXPENDITURE**  
**FOR THE YEAR ENDED 30TH JUNE, 2017**

|                                     |      | 2017      | 2016     |
|-------------------------------------|------|-----------|----------|
|                                     | NOTE | \$        | \$       |
| <b><u>INCOME</u></b>                |      |           |          |
| Grants Received                     | 2    | 205,847   | 53,273   |
| Interest Received                   |      | 7,784     | 8,412    |
| Project Income - EP Councils        | 3    | 6,250     | 97,969   |
| Membership Fees                     | 4    | 167,301   | 157,587  |
| Reimbursable Expenses               |      | -         | 3,988    |
| Sundry Income                       |      | -         | 2,000    |
|                                     |      | <hr/>     | <hr/>    |
| <b><u>TOTAL INCOME</u></b>          |      | 387,182   | 323,229  |
| <b><u>EXPENDITURE</u></b>           |      |           |          |
| Administration                      |      | 9,111     | 9,420    |
| Advertising & Promotion             |      | 51        | 1,055    |
| Audit Fees                          |      | 1,400     | 1,300    |
| Bank Charges & Taxes                |      | 109       | 443      |
| Computer Expenses                   |      | 1,273     | 886      |
| Employee Expenses                   |      | 136,037   | 139,787  |
| Insurance                           |      | 5,773     | 5,676    |
| Legal Costs                         |      | 2,818     | 4,619    |
| Meeting Expenses                    |      | 5,574     | 5,300    |
| President's Expenses                |      | 2,250     | 2,250    |
| Project Expenditure                 | 5    | 171,906   | 117,074  |
| Secretarial Services                |      | 18,000    | 17,462   |
| Sundry Expenses                     |      | -         | 1,718    |
| Telephone                           |      | 1,258     | 784      |
| Travel & Accommodation              |      | 14,785    | 13,381   |
|                                     |      | <hr/>     | <hr/>    |
| <b><u>TOTAL EXPENDITURE</u></b>     |      | 370,345   | 321,155  |
|                                     |      | <hr/>     | <hr/>    |
| <b><u>NET SURPLUS/(DEFICIT)</u></b> |      | \$ 16,837 | \$ 2,074 |



## EYRE PENINSULA LOCAL GOVERNMENT ASSOCIATION

### STATEMENT OF INCOME & EXPENDITURE FOR THE YEAR ENDED 30TH JUNE, 2017

|   | 2017              | 2016              |
|---|-------------------|-------------------|
|   | NOTE              |                   |
|   | \$                | \$                |
| Net Surplus/(Deficit)                       | 16,837            | 2,074             |
| Extraordinary Items                         | -                 | -                 |
|   | <u>16,837</u>     | <u>2,074</u>      |
| <b><u>TOTAL NET SURPLUS/(DEFICIT)</u></b>   | <b>16,837</b>     | <b>2,074</b>      |
| Surplus Funds at July 1                     | <u>209,408</u>    | <u>207,334</u>    |
| SURPLUS/(DEFICIT)                           | <u>226,245</u>    | <u>209,408</u>    |
| <b><u>ACCUMULATED SURPLUS/(DEFICIT)</u></b> |                   |                   |
| <b><u>AT 30TH JUNE, 2017</u></b>            | <b>\$ 226,245</b> | <b>\$ 209,408</b> |

**EYRE PENINSULA LOCAL GOVERNMENT ASSOCIATION****STATEMENT OF FINANCIAL POSITION**  
**AS AT 30TH JUNE, 2017**

|                                   |      | 2017                     | 2016                     |
|-----------------------------------|------|--------------------------|--------------------------|
|                                   | NOTE | \$                       | \$                       |
| <b><u>EQUITY</u></b>              |      |                          |                          |
| Accumulated Surplus               |      | \$ <u>226,245</u>        | \$ <u>209,408</u>        |
| REPRESENTED BY                    |      |                          |                          |
| <b><u>CURRENT ASSETS</u></b>      |      |                          |                          |
| Cash at Bank                      | 6    | 341,649                  | 268,403                  |
| Debtors                           |      | -                        | 11,000                   |
| Income Accrued                    |      | 1,845                    | 1,814                    |
| GST Receivable                    |      | 6,645                    | 2,332                    |
| Prepayments                       |      | <u>1,959</u>             | <u>-</u>                 |
| <b><u>TOTAL ASSETS</u></b>        |      | <b>352,098</b>           | <b>283,549</b>           |
| <b><u>CURRENT LIABILITIES</u></b> |      |                          |                          |
| Sundry Creditors                  | 7    | 3,755                    | 3,709                    |
| Creditors                         |      | 3,784                    | 4,661                    |
| Unspent Project Funds             | 8    | 92,210                   | 42,130                   |
| Provision for Holiday Pay         |      | 6,831                    | 7,611                    |
| Prov'n for Long Service Leave     | 9    | <u>19,273</u>            | <u>16,030</u>            |
|                                   |      | <u>125,853</u>           | <u>74,141</u>            |
| <b><u>NET ASSETS</u></b>          |      | <b>\$ <u>226,245</u></b> | <b>\$ <u>209,408</u></b> |

**EYRE PENINSULA LOCAL GOVERNMENT ASSOCIATION****NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30TH JUNE, 2017****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.

|  | 2017              | 2016             |
|--|-------------------|------------------|
|  | \$                | \$               |
| <b><u>NOTE 2 - Grants Received</u></b> |                   |                  |
| LGA of SA - Outreach Service           | 50,000            | -                |
| LGA of SA - Regional Capacity          | 155,847           | 38,726           |
| LGA of SA - CWMS Users Group           | -                 | 4,547            |
| LGA of SA - Mining Taskforce           | -                 | 10,000           |
|  | <u>\$ 205,847</u> | <u>\$ 53,273</u> |

**NOTE 3 - Project Income - EP Councils**

|                               |                 |                  |
|-------------------------------|-----------------|------------------|
| CWMS Users Group              | -               | 15,000           |
| Emergency Management Planning | 6,250           | 6,875            |
| Tourism Subscriptions         | -               | 76,094           |
|                               | <u>\$ 6,250</u> | <u>\$ 97,969</u> |

**EYRE PENINSULA LOCAL GOVERNMENT ASSOCIATION****NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30TH JUNE, 2017**

|  | 2017              | 2016              |
|--|-------------------|-------------------|
|  | \$                | \$                |
| <b><u>NOTE 4 - Membership Fees</u></b>     |                   |                   |
| District Council of Ceduna                 | 13,355            | 12,491            |
| District Council of Cleve                  | 11,769            | 11,108            |
| District Council of Elliston               | 10,397            | 9,583             |
| District Council of Franklin               |                   |                   |
| Harbour                                    | 10,531            | 9,748             |
| District Council of Kimba                  | 10,425            | 9,613             |
| Wudinna District Council                   | 10,579            | 9,732             |
| District Council of Lower Eyre             |                   |                   |
| Peninsula                                  | 16,016            | 15,547            |
| District Council of Streaky                |                   |                   |
| Bay  | 12,141            | 11,443            |
| District Council of Tumby Bay              | 12,469            | 11,739            |
| City of Whyalla                            | 33,863            | 32,197            |
| City of Port Lincoln                       | 25,756            | 24,386            |
|  | <u>\$ 167,301</u> | <u>\$ 157,587</u> |
| <b><u>NOTE 5 - Project Expenditure</u></b> |                   |                   |
| Unspent Funds at 1 July                    | (42,129)          | (94,084)          |
| Climate Change Sector                      |                   |                   |
| Agreement                                  | -                 | 12,500            |
| Committee & Working Group Mtg              | 6,223             | 5,410             |
| CWMS Users Group                           | -                 | 6,435             |
| Emergency Management Planning              | 337               | 8,316             |
| EP Integrated Climate Change               |                   |                   |
| Agreement Program                          | 24,701            | 299               |
| Mining Taskforce                           | 40,446            | 25,959            |
| Regional Native Vegetation                 |                   |                   |
| Management Plan                            | 50,000            | -                 |
| Regional Roads Strategy                    | -                 | 34,015            |
| Shared Services EBACC Project              | 119               | -                 |
| Tourism Subscriptions                      | -                 | 76,094            |
| Unspent Funds at 30 June                   | 92,210            | 42,130            |
|  | <u>\$ 171,907</u> | <u>\$ 117,074</u> |





# EYRE PENINSULA LOCAL GOVERNMENT ASSOCIATION

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30TH JUNE, 2017

|  | 2017              | 2016              |
|--|-------------------|-------------------|
|  | \$                | \$                |
| <b><u>NOTE 6 - Cash at Bank</u></b>                  |                   |                   |
| BankSA Society Cheque Account                        | 51,734            | 36,167            |
| Bendigo Bank Term Deposit                            | 155,369           | 151,518           |
| LGFA   | 125,482           | 71,855            |
| LGFA - Cores EP                                      | 9,064             | 8,863             |
|  | <u>\$ 341,649</u> | <u>\$ 268,403</u> |
| <b><u>NOTE 7 - Sundry Creditors</u></b>              |                   |                   |
| PAYG Withheld  | 2,552             | 2,524             |
| Superannuation                                       | 1,203             | 1,185             |
|  | <u>\$ 3,755</u>   | <u>\$ 3,709</u>   |
| <b><u>NOTE 8 - Unspent Project Funds</u></b>         |                   |                   |
| Regional Capacity Building                           | 62,081            | -                 |
| Cores - EP   | 9,064             | 8,863             |
| EP Integrated Climate Change Agreement Program       | 12,500            | 24,702            |
| CWMS Group   | 8,565             | 8,565             |
|  | <u>\$ 92,210</u>  | <u>\$ 42,130</u>  |
| <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               | 12,711            | 9,468             |
|  | <u>\$ 19,273</u>  | <u>\$ 16,030</u>  |



## EYRE PENINSULA LOCAL GOVERNMENT ASSOCIATION

### BOARD CERTIFICATE

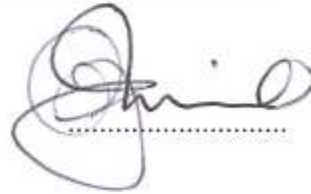
The Board have determined that the association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

The Board of the association declares that:

- 1 the financial statements and notes present fairly the association's financial position as at 30th June 2017 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

EXECUTIVE OFFICER

Dated this 12 day of September 2017



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

4 Tasman Terrace, PO Box 2180  
Port Lincoln, SA 5806  
Telephone: (08) 8682 1899  
Facsimile: (08) 8682 1408  
Email: gpk@gpk.com.au  
ABN 64 945 523 972  
ACN 007 909 382

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 2017.

*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

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

**Gill Penfold Kelly Pty Ltd** > growth, profits and knowledge - the keys to your business success



## Eyre Peninsula Local Government Association

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 2017.

**Gill Penfold Kelly Pty Ltd**



Gregory S Nicholls  
9<sup>th</sup> August 2017  
4 Tasman Terrace, Port Lincoln SA 5606

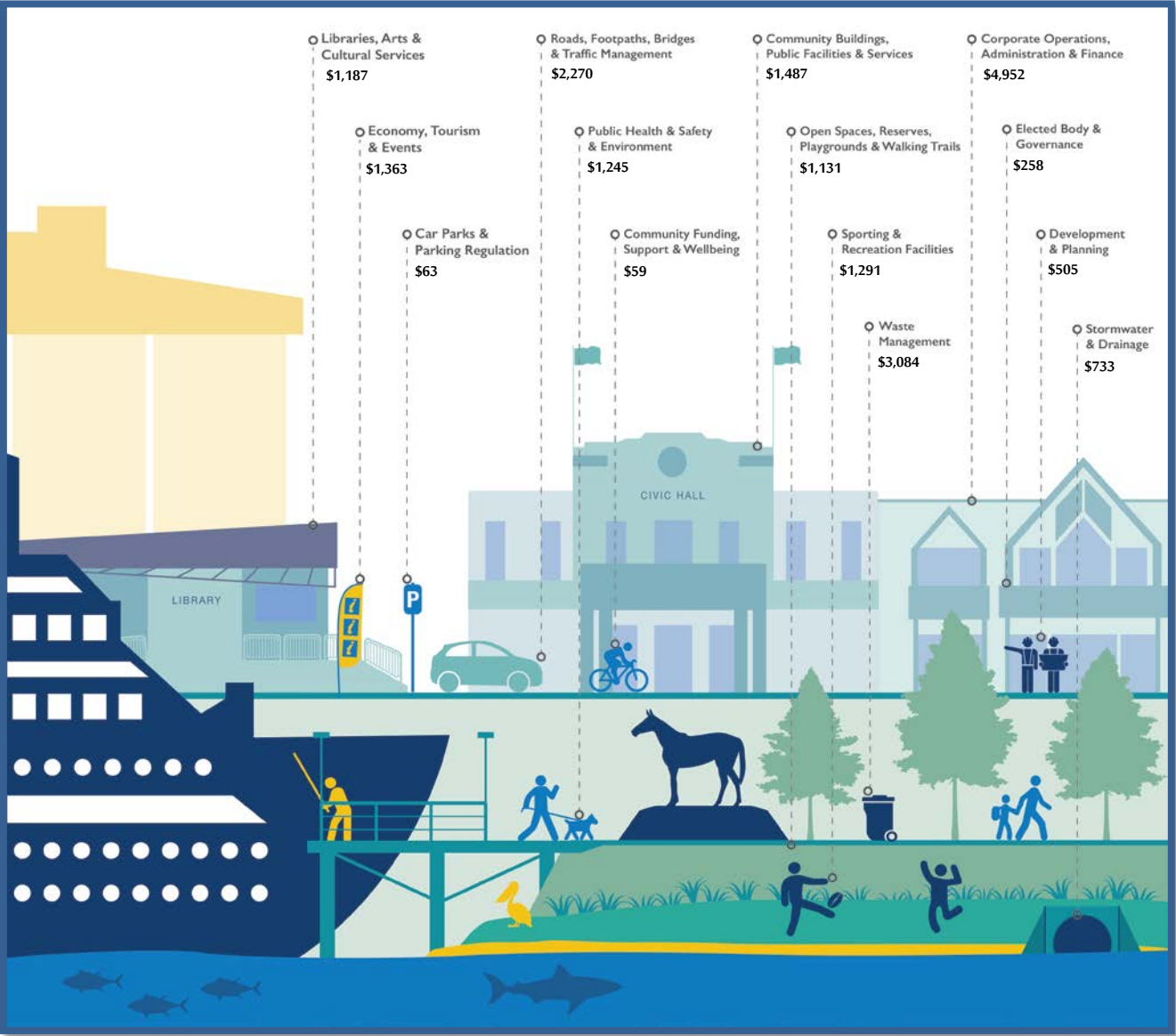
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APPENDIX C

City of Port Lincoln Audited Financial Statements for the Year Ended 30 June 2017

2016-2017 Operational Expenditure \$'000







# City of Port Lincoln



## General Purpose Financial Reports

For the Year Ended  
30 June 2017

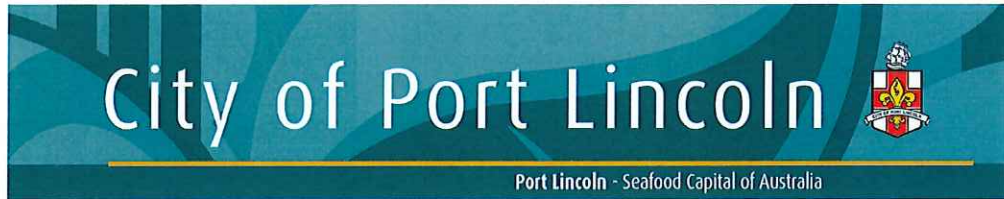
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# CITY OF PORT LINCOLN

## General Purpose Financial Reports for the year ended 30 June 2017

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## ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2017

### CERTIFICATION OF FINANCIAL STATEMENTS

We have been authorised by the 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 Australian Accounting Standards.
- the financial statements present a true and fair view of the Council's financial position at 30 June 2017 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.

Trish Aukett  
ACTING CHIEF EXECUTIVE OFFICER

Bruce Green  
MAYOR

Date: 10 November 2017

# CITY OF PORT LINCOLN

## STATEMENT OF COMPREHENSIVE INCOME for the year ended 30 June 2017

|  | Notes | 2017<br>\$        | 2016<br>\$        |
|--|-------|-------------------|-------------------|
| <b>INCOME</b>  |       |                   |                   |
| Rates  | 2     | 13,417,230        | 12,852,493        |
| Statutory charges  | 2     | 258,391           | 280,472           |
| User charges   | 2     | 2,067,443         | 2,033,713         |
| Grants, subsidies and contributions  | 2     | 2,812,875         | 1,214,151         |
| Investment income  | 2     | 77,144            | 135,026           |
| Reimbursements   | 2     | 441,468           | 536,816           |
| Other income   | 2     | 1,018,014         | 977,499           |
| <b>Total Income</b>  |       | <b>20,092,565</b> | <b>18,030,170</b> |
| <b>EXPENSES</b>  |       |                   |                   |
| Employee costs   | 3     | 4,914,911         | 4,665,826         |
| Materials, contracts & other expenses  | 3     | 10,863,736        | 10,583,730        |
| Depreciation, amortisation & impairment  | 3     | 3,617,733         | 3,473,301         |
| Finance costs  | 3     | 213,567           | 202,066           |
| <b>Total Expenses</b>  |       | <b>19,609,947</b> | <b>18,924,923</b> |
| <b>OPERATING SURPLUS / (DEFICIT)</b>   |       | <b>482,619</b>    | <b>(894,753)</b>  |
| Asset disposal & fair value adjustments  | 4     | (711,516)         | (187,454)         |
| Amounts received specifically for new or upgraded assets                       | 2     | 792,387           | 27,375            |
| Physical resources received free of charge                                     | 2     | 173,576           | 515,826           |
| <b>NET SURPLUS / (DEFICIT)</b>   |       | <b>737,066</b>    | <b>(539,006)</b>  |
| transferred to Equity Statement  |       |                   |                   |
| <b>Other Comprehensive Income</b>  |       |                   |                   |
| <i>Amounts which will not be reclassified subsequently to operating result</i> |       |                   |                   |
| Changes in revaluation surplus - infrastructure, property, plant & equipment   | 9     | 10,211,101        | 1,261,387         |
| <b>Total Other Comprehensive Income</b>  |       | <b>10,211,101</b> | <b>1,261,387</b>  |
| <b>TOTAL COMPREHENSIVE INCOME</b>  |       | <b>10,948,167</b> | <b>722,381</b>    |

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

# CITY OF PORT LINCOLN

## STATEMENT OF FINANCIAL POSITION as at 30 June 2017

|   | Notes | 2017<br>\$         | 2016<br>\$         |
|---|-------|--------------------|--------------------|
| <b>ASSETS</b>                               |       |                    |                    |
| <b>Current Assets</b>                       |       |                    |                    |
| Cash and cash equivalents                   | 5     | 233,252            | 3,145,408          |
| Trade & other receivables                   | 5     | 2,214,775          | 1,088,060          |
| Other financial assets                      | 5     | 47,449             | 52,963             |
|   |       | <u>2,495,476</u>   | <u>4,286,431</u>   |
| <b>Total Current Assets</b>                 |       | <b>2,495,476</b>   | <b>4,286,431</b>   |
| <b>Non-current Assets</b>                   |       |                    |                    |
| Financial assets                            | 6     | 305,474            | 360,423            |
| Infrastructure, property, plant & equipment | 7     | 182,156,442        | 169,249,335        |
| Other non-current assets                    | 6     | 1,803,918          | 208,864            |
|   |       | <u>184,265,834</u> | <u>169,818,622</u> |
| <b>Total Non-current Assets</b>             |       | <b>184,265,834</b> | <b>169,818,622</b> |
| <b>Total Assets</b>                         |       | <b>186,761,310</b> | <b>174,105,053</b> |
| <b>LIABILITIES</b>                          |       |                    |                    |
| <b>Current Liabilities</b>                  |       |                    |                    |
| Trade & other payables                      | 8     | 2,295,422          | 1,259,413          |
| Borrowings                                  | 8     | 178,710            | 170,206            |
| Provisions                                  | 8     | 701,743            | 603,301            |
|   |       | <u>3,175,875</u>   | <u>2,032,920</u>   |
| <b>Total Current Liabilities</b>            |       | <b>3,175,875</b>   | <b>2,032,920</b>   |
| <b>Non-current Liabilities</b>              |       |                    |                    |
| Borrowings                                  | 8     | 4,785,497          | 4,314,206          |
| Provisions                                  | 8     | 2,234,199          | 2,140,355          |
|   |       | <u>7,019,696</u>   | <u>6,454,561</u>   |
| <b>Total Non-current Liabilities</b>        |       | <b>7,019,696</b>   | <b>6,454,561</b>   |
| <b>Total Liabilities</b>                    |       | <b>10,195,571</b>  | <b>8,487,481</b>   |
| <b>NET ASSETS</b>                           |       | <b>176,565,739</b> | <b>165,617,572</b> |
| <b>EQUITY</b>                               |       |                    |                    |
| Accumulated Surplus                         |       | 33,715,419         | 33,021,814         |
| Asset Revaluation Reserves                  | 9     | 142,171,143        | 131,960,042        |
| Other Reserves                              | 9     | 679,177            | 635,716            |
| <b>TOTAL EQUITY</b>                         |       | <b>176,565,739</b> | <b>165,617,572</b> |

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 2017

Here list each individual change and the component of equity

|  |       | Accumulated<br>Surplus | Asset<br>Revaluation<br>Reserve | Other<br>Reserves | TOTAL<br>EQUITY |
|--|-------|------------------------|---------------------------------|-------------------|-----------------|
| 2017   | Notes | \$                     | \$                              | \$                | \$              |
| Balance at end of previous reporting period                        |       | 33,021,814             | 131,960,042                     | 635,716           | 165,617,572     |
| Restated opening balance   |       | 33,021,814             | 131,960,042                     | 635,716           | 165,617,572     |
| <b>Net Surplus / (Deficit) for Year</b>                            |       | 737,066                |                                 |                   | 737,066         |
| <b>Other Comprehensive Income</b>                                  |       |                        |                                 |                   |                 |
| Gain on revaluation of infrastructure, property, plant & equipment |       |                        | 10,211,101                      |                   | 10,211,101      |
| Transfers between reserves   |       | (43,461)               |                                 | 43,461            | -               |
| <b>Balance at end of period</b>                                    |       | 33,715,419             | 142,171,143                     | 679,177           | 176,565,739     |
|  |       |                        |                                 |                   |                 |
| 2016   |       |                        |                                 |                   |                 |
| Balance at end of previous reporting period                        |       | 33,552,112             | 130,698,655                     | 644,424           | 164,895,191     |
| Restated opening balance   |       | 33,552,112             | 130,698,655                     | 644,424           | 164,895,191     |
| <b>Net Surplus / (Deficit) for Year</b>                            |       | (539,006)              |                                 |                   | (539,006)       |
| <b>Other Comprehensive Income</b>                                  |       |                        |                                 |                   |                 |
| Gain on revaluation of infrastructure, property, plant & equipment |       |                        | 1,261,387                       |                   | 1,261,387       |
| Transfers between reserves   |       | 8,708                  |                                 | (8,708)           | -               |
| <b>Balance at end of period</b>                                    |       | 33,021,814             | 131,960,042                     | 635,716           | 165,617,572     |

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 2017

|   |       | 2017<br>\$         | 2016<br>\$   |
|---|-------|--------------------|--------------|
| <b>CASH FLOWS FROM OPERATING ACTIVITIES</b>                   | Notes |                    |              |
| <u>Receipts</u>   |       |                    |              |
| Rates - general & other                                       |       | 13,252,447         | 12,679,411   |
| Fees & other charges  |       | 278,919            | 302,754      |
| User charges  |       | 2,142,294          | 2,401,752    |
| Investment receipts   |       | 93,990             | 126,970      |
| Grants utilised for operating purposes                        |       | 3,023,841          | 1,305,212    |
| Reimbursements  |       | 485,615            | 590,498      |
| Other revenues  |       | 1,843,201          | 2,353,707    |
| <u>Payments</u>   |       |                    |              |
| Employee costs  |       | (4,786,400)        | (4,612,155)  |
| Materials, contracts & other expenses                         |       | (11,310,233)       | (13,716,074) |
| Finance payments  |       | (217,010)          | (120,310)    |
| <b>Net Cash provided by (or used in) Operating Activities</b> | 11    | <b>4,806,665</b>   | 1,311,765    |
| <br><b>CASH FLOWS FROM INVESTING ACTIVITIES</b>               |       |                    |              |
| <u>Receipts</u>   |       |                    |              |
| Amounts specifically for new or upgraded assets               |       | -                  | 27,375       |
| Sale of replaced assets                                       |       | 98,364             | 15,455       |
| Repayments of loans by community groups                       |       | 60,463             | 58,655       |
| <u>Payments</u>   |       |                    |              |
| Expenditure on renewal/replacement of assets                  |       | (7,739,928)        | (1,449,192)  |
| Expenditure on new/upgraded assets                            |       | (744,765)          | (4,965,657)  |
| <b>Net Cash provided by (or used in) Investing Activities</b> |       | <b>(8,325,866)</b> | (6,313,364)  |
| <br><b>CASH FLOWS FROM FINANCING ACTIVITIES</b>               |       |                    |              |
| <u>Receipts</u>   |       |                    |              |
| Proceeds from borrowings                                      |       | 4,000,000          | 4,213,830    |
| Proceeds from aged care facility deposits                     |       | 155,000            | -            |
| <u>Payments</u>   |       |                    |              |
| Repayments of borrowings                                      |       | (3,520,205)        | (99,329)     |
| Repayment of aged care facility deposits                      |       | (27,750)           | (123,750)    |
| <b>Net Cash provided by (or used in) Financing Activities</b> |       | <b>607,045</b>     | 3,990,751    |
| <b>Net Increase (Decrease) in cash held</b>                   |       | <b>(2,912,156)</b> | (1,010,848)  |
| <br>Cash & cash equivalents at beginning of period            | 11    | <b>3,145,408</b>   | 4,156,256    |
| <b>Cash &amp; cash equivalents at end of period</b>           | 11    | <b>233,252</b>     | 3,145,408    |

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 2017

### 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 Tce, 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 |           |
|---------|-----------------------|-------------------|------------|-----------|
| 2014/15 | \$1,999,663           | \$1,324,873       | +          | \$674,790 |
| 2015/16 | \$642,085             | \$1,316,875       | -          | \$674,790 |
| 2016/17 | \$1,997,256           | \$1,318,588       | +          | \$678,698 |

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 disclosed in Note 15 has 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 2017.

## 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.

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

## 5 Inventories

City of Port Lincoln does not hold any inventories as at 30 June 2017.

## 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.

## **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 oncosts) 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 oncosts) 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 2017 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.)

*Council is of the view that other than AASB 16 and AASB 1058, none of the above new standards or interpretations will affect any of the amounts recognised in the financial statements, but that they may impact certain information otherwise disclosed.*

Accounting Standard AASB 16 *Leases* may have a material effect on the amounts disclosed in these reports, particularly in relation to Infrastructure, Property, Plant & Equipment, but does not commence until the 2019/20 financial period, and it is not Council's intention to adopt this Standard early.

Accounting Standard AASB 1058 *Income of Not-for-Profit Entities* may have a material effect on the amounts disclosed in these reports, particularly in revenues from grants & subsidies, but does not commence until the 2019/20 financial period, and it is not Council's intention to adopt this Standard early.



# CITY OF PORT LINCOLN

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

### Note 2 - INCOME

|  | 2017              | 2016       |
|--|-------------------|------------|
| Notes  | \$                | \$         |
| <b>RATES REVENUES</b>                                |                   |            |
| <u>General Rates</u>                                 | <b>10,529,908</b> | 10,285,294 |
| Less: Mandatory rebates                              | <b>(126,261)</b>  | (108,201)  |
| Less: Discretionary rebates, remissions & write offs | <b>(81,098)</b>   | (102,393)  |
|  | <b>10,322,549</b> | 10,074,700 |
| <u>Other Rates</u> (including service charges)       |                   |            |
| Natural Resource Management levy                     | <b>642,428</b>    | 524,617    |
| Recycling Service Charge                             | <b>423,335</b>    | 368,400    |
| Waste collection service charge                      | <b>1,933,461</b>  | 1,784,808  |
|  | <b>2,999,224</b>  | 2,677,825  |
| <u>Other Charges</u>                                 |                   |            |
| Penalties for late payment                           | <b>76,241</b>     | 71,623     |
| Legal & other costs recovered                        | <b>19,216</b>     | 28,345     |
|  | <b>95,457</b>     | 99,968     |
| Less: Discretionary rebates, remissions & write offs |                   | -          |
|  | <b>13,417,230</b> | 12,852,493 |
| <b>STATUTORY CHARGES</b>                             |                   |            |
| Development Act fees                                 | <b>74,189</b>     | 95,101     |
| Town planning fees                                   | <b>24,215</b>     | 22,504     |
| Health & Septic Tank Inspection fees                 | <b>826</b>        | 1,818      |
| Animal registration fees & fines                     | <b>116,147</b>    | 105,699    |
| Parking fines / expiation fees                       | <b>19,440</b>     | 28,385     |
| Other licences, fees, & fines                        | <b>23,573</b>     | 26,965     |
|  | <b>258,391</b>    | 280,472    |
| <b>USER CHARGES</b>                                  |                   |            |
| Cemetery/crematoria fees                             | <b>74,001</b>     | 71,818     |
| Kirton Court Maintenance Charge                      | <b>11,730</b>     | 10,036     |
| Resource Recovery Centre                             | <b>800,160</b>    | 774,719    |
| Property rental income                               | <b>96,335</b>     | 108,670    |
| Visitor Information Centre sales                     | <b>661,683</b>    | 573,062    |
| Nautilus Arts Centre production & shop sales         | <b>228,475</b>    | 250,422    |
| Hall & equipment hire                                | <b>85,799</b>     | 115,695    |
| Permit fees/costs recov (footpath, dogs)             | <b>14,884</b>     | 15,483     |
| Sales - general                                      | <b>35,927</b>     | 56,378     |
| Water reuse sales                                    | <b>52,997</b>     | 50,964     |
| Sundry   | <b>5,452</b>      | 6,466      |
|  | <b>2,067,443</b>  | 2,033,713  |
| <b>INVESTMENT INCOME</b>                             |                   |            |
| Interest on investments                              |                   |            |
| Local Government Finance Authority                   | <b>49,018</b>     | 107,899    |
| Banks & other  | <b>12,498</b>     | 430        |
| Loans to community groups                            | <b>15,628</b>     | 26,697     |
|  | <b>77,144</b>     | 135,026    |

# CITY OF PORT LINCOLN

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

### NOTE 2 - INCOME (continued)

|  | Notes | 2017<br>\$       | 2016<br>\$       |
|--|-------|------------------|------------------|
| <b>REIMBURSEMENTS</b>  |       |                  |                  |
| - for roadworks  |       |                  | 18,800           |
| - for private works  |       | 44,476           | 204,388          |
| - by joint undertakings  |       | 197,116          | 313,628          |
| - other  |       | 199,876          | 536,816          |
|  |       | <u>441,468</u>   | <u>536,816</u>   |
| <b>OTHER INCOME</b>  |       |                  |                  |
| Insurance & other recoupments - infrastructure, property, plant & equipment  |       | 117,244          | 146,295          |
| Rebates received   |       | 9,663            | 9,693            |
| Sundry   |       | 891,107          | 821,511          |
|  |       | <u>1,018,014</u> | <u>977,499</u>   |
| <b>GRANTS, SUBSIDIES, CONTRIBUTIONS</b>  |       |                  |                  |
| Amounts received specifically for new or upgraded assets   |       | 792,387          | 27,375           |
| Individually significant item - additional Grants commission payment   |       | 678,698          | -                |
| Other grants, subsidies and contributions  |       |                  |                  |
| Untied- Grants commission Grant  |       | 1,318,558        | 642,085          |
| Untied - Financial Assistance Grant  |       |                  |                  |
| Roads to Recovery  |       | 375,026          | 463,873          |
| Library  |       | 52,520           | 52,133           |
| Social Welfare & Community   |       |                  | 22,401           |
| Public art & Nautilus Theatre  |       | 830              | 14,757           |
| Infrastructure   |       | 81,669           | 18,902           |
| Tourism  |       | 20,000           |                  |
| Environmental  |       | 14,800           |                  |
| Donations towards Port Lincoln Leisure Centre  |       | 250,440          |                  |
| Sundry   |       | 20,334           |                  |
|  |       | 2,812,875        | 1,214,151        |
|  |       | <u>3,605,262</u> | <u>1,241,526</u> |
| <i>The functions to which these grants relate are shown in Note 12.</i>  |       |                  |                  |
| <b>Sources of grants</b>   |       |                  |                  |
| Commonwealth government  |       | 375,026          | 486,274          |
| State government   |       | 2,044,776        | 730,093          |
| Other  |       | 1,185,460        | 25,159           |
|  |       | <u>3,605,262</u> | <u>1,241,526</u> |
| <b>Individually Significant Item</b>   |       |                  |                  |
| In June 2017 Council received advance payment of the Commonwealth Grants Commission (FAG) Grant allocated to the 2017-18 financial year. |       |                  |                  |
| As a result, Council's operating result in the current year has increased.   |       | 678,698          | -                |

# CITY OF PORT LINCOLN

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

### NOTE 2 - INCOME (continued)

|  | Notes | 2017<br>\$       | 2016<br>\$ |
|--|-------|------------------|------------|
| <b>Conditions over grants &amp; contributions</b>  |       |                  |            |
| <i>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> |       |                  |            |
| <i>Unexpended at the close of the previous reporting period</i>  |       | <b>58,074</b>    | 163,000    |
| <i>Less: expended during the current period from revenues recognised in previous reporting periods</i>   |       |                  |            |
| <i>Heritage &amp; Cultural Services</i>  |       | <b>(58,074 )</b> | (104,926 ) |
| <i>Subtotal</i>  |       | <b>(58,074 )</b> | (104,926 ) |
| <i>Plus: amounts recognised as revenues in this reporting period but not yet expended in accordance with the conditions</i>  |       |                  |            |
| <i>Heritage &amp; Cultural Services</i>  |       | <b>31,500</b>    | -          |
| <i>Subtotal</i>  |       | <b>31,500</b>    | -          |
| <i>Unexpended at the close of this reporting period</i>  |       | <b>31,500</b>    | 58,074     |
| <i>Net increase (decrease) in assets subject to conditions in the current reporting period</i>   |       | <b>(26,574 )</b> | (104,926 ) |
| <b>PHYSICAL RESOURCES RECEIVED FREE OF CHARGE</b>  |       |                  |            |
| Library Resources  |       | <b>58,076</b>    | 57,496     |
| Land & Improvements  |       | <b>90,000</b>    | 22,000     |
| Other Community Asset  |       | <b>25,500</b>    | 436,330    |
| <b>TOTAL PHYSICAL RESOURCES RECEIVED</b>   |       | <b>173,576</b>   | 515,826    |

# CITY OF PORT LINCOLN

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

### Note 3 - EXPENSES

|   | Notes | 2017<br>\$        | 2016<br>\$        |
|---|-------|-------------------|-------------------|
| <b>EMPLOYEE COSTS</b>                                       |       |                   |                   |
| Salaries and Wages  |       | 4,357,867         | 4,111,903         |
| Employee leave expense                                      |       | 323,348           | 269,118           |
| Superannuation - defined contribution plan contributions    | 18    | 407,998           | 365,084           |
| Superannuation - defined benefit plan contributions         | 18    | 60,292            | 59,449            |
| Workers' Compensation Insurance                             |       | 186,464           | 184,039           |
| Less: Capitalised and distributed costs                     |       | (421,058)         | (323,767)         |
| <b>Total Operating Employee Costs</b>                       |       | <b>4,914,911</b>  | <b>4,665,826</b>  |
| <br><b>Total Number of Employees</b>                        |       | <b>57</b>         | <b>52</b>         |
| <i>(Full time equivalent at end of reporting period)</i>    |       |                   |                   |
| <br><b>MATERIALS, CONTRACTS &amp; OTHER EXPENSES</b>        |       |                   |                   |
| <u>Prescribed Expenses</u>                                  |       |                   |                   |
| Auditor's Remuneration                                      |       |                   |                   |
| - Auditing the financial reports                            |       | 22,900            | 18,200            |
| Elected members' expenses                                   |       | 195,180           | 194,389           |
| Election expenses   |       | 4,115             | 4,005             |
| Operating Lease Rentals - non-cancellable leases            | 18    | 99,635            | 98,714            |
| <b>Subtotal - Prescribed Expenses</b>                       |       | <b>321,830</b>    | <b>315,308</b>    |
| <br><u>Other Materials, Contracts &amp; Expenses</u>        |       |                   |                   |
| Waste management contract                                   |       | 2,569,923         | 2,585,241         |
| Utilities   |       | 733,463           | 818,880           |
| Insurance   |       | 319,884           | 312,212           |
| IT communications   |       | 349,999           | 326,389           |
| Advertising   |       | 54,750            | 53,900            |
| Legal expenses  |       | 41,888            | 46,278            |
| Levies paid to government - NRM Levy                        |       | 643,700           | 524,518           |
| - Other levies  |       | 468,081           | 380,151           |
| Plant parts & accessories                                   |       | 63,113            | 61,434            |
| Plant & machinery fuel & oil                                |       | 70,703            | 58,783            |
| Professional services                                       |       | 514,776           | 175,742           |
| Tourism expenses  |       | 593,908           | 597,390           |
| General maintenance   |       | 374,990           | 480,142           |
| Library   |       | 139,202           | 109,628           |
| Leisure Centre operations                                   |       | 364,119           | 316,090           |
| Landfill provision movement*                                |       | -                 | 92,693            |
| External contractors  |       | 1,587,720         | 1,655,348         |
| Repairs, maintenance & materials                            |       | 322,865           | 377,739           |
| Sundry  |       | 1,328,822         | 1,295,862         |
| <b>Subtotal - Other Materials, Contracts &amp; Expenses</b> |       | <b>10,541,906</b> | <b>10,268,420</b> |
|   |       | <b>10,863,736</b> | <b>10,583,728</b> |

## CITY OF PORT LINCOLN

### NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

#### Note 3 - EXPENSES (cont)

|  | Notes | 2017<br>\$       | 2016<br>\$       |
|--|-------|------------------|------------------|
| <b>DEPRECIATION, AMORTISATION &amp; IMPAIRMENT</b> |       |                  |                  |
| <b>Depreciation</b>                                |       |                  |                  |
| Buildings & Other Structures                       |       | 762,034          | 930,467          |
| Filtration   |       | 70,346           | 115,413          |
| Road Pavement & Surface                            |       | 628,030          | 594,790          |
| Kerbing  |       | 318,241          | 254,982          |
| Footpaths  |       | 235,418          | 186,112          |
| Stormwater   |       | 279,158          | 245,838          |
| Bridges  |       | 191,004          | 197,920          |
| Other Community Assets                             |       | 618,762          | 598,160          |
| Leisure Centre                                     |       | 191,872          | -                |
| Plant & Equipment                                  |       | 125,174          | 127,791          |
| Furniture & Fittings                               |       | 76,279           | 82,950           |
| Library Books                                      |       | 47,800           | 67,039           |
| RRC - Landfill Cell 4                              |       | 35,589           | 35,590           |
| RRC - Cell 4 Capping Provision                     |       | 21,892           | 20,683           |
| RRC Post Closure Remediation Provision             |       | 16,134           | 15,566           |
|  |       | <u>3,617,733</u> | <u>3,473,301</u> |
| <b>FINANCE COSTS</b>                               |       |                  |                  |
| Interest on Loans                                  |       | <u>213,567</u>   | <u>202,066</u>   |
|  |       | 213,567          | 202,066          |

# CITY OF PORT LINCOLN

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

### Note 4 - ASSET DISPOSAL & FAIR VALUE ADJUSTMENTS

|   | 2017                 | 2016                 |
|---|----------------------|----------------------|
| Notes   | \$                   | \$                   |
| <b>INFRASTRUCTURE, PROPERTY, PLANT &amp; EQUIPMENT</b>              |                      |                      |
| <i>Assets renewed or directly replaced</i>                          |                      |                      |
| Proceeds from disposal  | 98,364               | 15,455               |
| Less: Carrying amount of assets sold                                | 809,880              | 202,909              |
| <b>Gain (Loss) on disposal</b>                                      | <b>(711,516)</b>     | <b>(187,454)</b>     |
| <br><b>NET GAIN (LOSS) ON DISPOSAL OR REVALUATION<br/>OF ASSETS</b> | <br><b>(711,516)</b> | <br><b>(187,454)</b> |



# CITY OF PORT LINCOLN

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

### Note 5 - CURRENT ASSETS

|  | 2017             | 2016             |
|--|------------------|------------------|
| <b>CASH &amp; EQUIVALENT ASSETS</b>      | <b>\$</b>        | <b>\$</b>        |
| Cash on Hand and at Bank                 | 66,074           | 77,223           |
| Deposits at Call                         | 167,178          | 3,068,185        |
|  | <b>233,252</b>   | <b>3,145,408</b> |
| <br><b>TRADE &amp; OTHER RECEIVABLES</b> |                  |                  |
| Rates - General & Other                  | 874,437          | 709,654          |
| Accrued Revenues                         | 7,851            | 24,697           |
| Debtors - general                        | 1,199,326        | 275,046          |
| GST Recoupment                           | 120,055          | 65,115           |
| Prepayments                              | 13,106           | 13,548           |
|  | <b>2,214,775</b> | <b>1,088,060</b> |
| <br><b>OTHER FINANCIAL ASSETS</b>        |                  |                  |
| Loans to community organisations         | 47,449           | 52,963           |
|  | <b>47,449</b>    | <b>52,963</b>    |

# CITY OF PORT LINCOLN

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

### Note 6 - NON-CURRENT ASSETS

|                                     | 2017                    | 2016                  |
|-------------------------------------|-------------------------|-----------------------|
|                                     | Notes                   |                       |
| <b>FINANCIAL ASSETS</b>             | <b>\$</b>               | <b>\$</b>             |
| <b>Receivables</b>                  |                         |                       |
| Loans to community organisations    | 305,474                 | 360,423               |
| <b>TOTAL FINANCIAL ASSETS</b>       | <b>305,474</b>          | <b>360,423</b>        |
| <br><b>OTHER NON-CURRENT ASSETS</b> |                         |                       |
| Capital Works-in-Progress           | <u>1,803,918</u>        | <u>208,864</u>        |
|                                     | <b><u>1,803,918</u></b> | <b><u>208,864</u></b> |

# CITY OF PORT LINCOLN

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

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

|  | Fair Value Level | 2016<br>\$         |                   |                     |                    |                    | 2017<br>\$        |                     |                    |  |  |
|--|------------------|--------------------|-------------------|---------------------|--------------------|--------------------|-------------------|---------------------|--------------------|--|--|
|  |                  | AT FAIR VALUE      | AT COST           | ACCUM DEP'N         | CARRYING AMOUNT    | AT FAIR VALUE      | AT COST           | ACCUM DEP'N         | CARRYING AMOUNT    |  |  |
| Land   | 2                | 62,634,500         | 1,102,349         | -                   | 63,736,849         | 62,634,500         | 1,130,894         | -                   | 63,765,394         |  |  |
| Land   | 3                | -                  | -                 | -                   | -                  | -                  | -                 | -                   | -                  |  |  |
| Buildings & Other Structures                                 | 2                | 3,441,783          | 478,022           | (319,289)           | 3,600,516          | 3,441,783          | 420,322           | (413,996)           | 3,448,109          |  |  |
| Buildings & Other Structures                                 | 3                | 35,699,225         | 3,200,609         | (18,894,202)        | 20,005,632         | 32,176,884         | 3,397,136         | (19,503,829)        | 16,070,191         |  |  |
| Filtration   | 3                | 3,765,853          | -                 | (992,482)           | 2,773,371          | 3,765,853          | 26,893            | (1,062,828)         | 2,729,918          |  |  |
| Road Pavement & Surface                                      | 3                | 38,492,937         | 2,341,326         | (14,839,314)        | 25,994,949         | 36,158,408         | -                 | (11,362,514)        | 24,795,894         |  |  |
| Kerbing  | 3                | 20,354,323         | 215,415           | (7,406,180)         | 13,163,558         | 22,291,870         | -                 | (5,922,178)         | 16,369,692         |  |  |
| Footpaths  | 3                | 8,377,765          | 633,844           | (2,332,696)         | 6,678,913          | 13,646,422         | -                 | (1,944,584)         | 11,701,838         |  |  |
| Stormwater   | 3                | 16,101,754         | 2,851,961         | (5,171,466)         | 13,782,249         | 24,407,149         | -                 | (8,033,704)         | 16,373,445         |  |  |
| Bridges  | 3                | 2,516,453          | 218,481           | (1,703,286)         | 1,031,648          | 584,453            | 218,481           | (168,852)           | 634,082            |  |  |
| Other Community Assets                                       | 3                | 20,687,974         | 1,362,998         | (7,776,378)         | 14,274,594         | 20,679,422         | 2,009,257         | (8,397,550)         | 14,291,129         |  |  |
| Plant & Equipment  | -                | -                  | 2,148,616         | (1,139,682)         | 1,008,934          | -                  | 2,169,866         | (1,137,264)         | 1,032,602          |  |  |
| Furniture & Fittings   | -                | -                  | 1,290,001         | (857,390)           | 432,611            | -                  | 1,337,144         | (931,259)           | 405,885            |  |  |
| Library Books  | -                | -                  | 1,231,364         | (895,175)           | 336,189            | -                  | 1,303,193         | (942,975)           | 360,218            |  |  |
| Leisure Centre   | -                | -                  | -                 | -                   | -                  | 80,796             | 4,943,823         | 2,737,315           | 7,761,934          |  |  |
| RRC - Landfill Cell 4  | 3                | -                  | 1,423,579         | (249,126)           | 1,174,453          | -                  | 1,423,579         | (284,715)           | 1,138,864          |  |  |
| RRC - Cell 3 Capping Provision                               | 3                | -                  | -                 | -                   | -                  | -                  | -                 | -                   | -                  |  |  |
| RRC - Cell 4 Capping Provision                               | 3                | -                  | -                 | -                   | -                  | -                  | -                 | -                   | -                  |  |  |
| RRC Post Closure Remediation Provision                       | 3                | -                  | 1,369,900         | (647,448)           | 722,452            | -                  | 1,410,997         | (669,340)           | 741,657            |  |  |
|  |                  | -                  | 643,549           | (111,132)           | 532,417            | -                  | 662,856           | (127,266)           | 535,590            |  |  |
| <b>TOTAL INFRASTRUCTURE, PROPERTY, PLANT &amp; EQUIPMENT</b> |                  | 212,072,567        | 20,512,014        | (63,335,246)        | 169,249,335        | 219,867,540        | 20,454,441        | (58,165,539)        | 182,156,442        |  |  |
| <b>Comparatives</b>  |                  | <b>206,186,582</b> | <b>13,227,593</b> | <b>(54,739,336)</b> | <b>164,674,839</b> | <b>212,072,567</b> | <b>20,512,014</b> | <b>(63,335,246)</b> | <b>169,249,335</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 2017

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

|   | 2016               | CARRYING AMOUNT MOVEMENTS DURING YEAR |           |           |              |            |           |             |                    | 2017               |
|---|--------------------|---------------------------------------|-----------|-----------|--------------|------------|-----------|-------------|--------------------|--------------------|
|   | \$                 | \$                                    |           |           |              |            |           |             |                    | \$                 |
|   | CARRYING<br>AMOUNT | Additions                             |           | Disposals | Depreciation | Impairment | Transfers |             | Net<br>Revaluation | CARRYING<br>AMOUNT |
|   |                    | New/Upgrade                           | Renewals  |           |              |            | In        | Out         |                    |                    |
| Land  | 63,736,849         | 28,545                                | -         | -         | -            | -          | -         | -           | -                  | 63,765,394         |
| Buildings & Other Structures                            | 3,600,516          | -                                     | -         | -         | (152,407)    | -          | -         | -           | -                  | 3,448,109          |
| Buildings & Other Structures                            | 20,005,632         | 17,468                                | 179,059   | -         | (609,627)    | -          | -         | (3,522,341) | -                  | 16,070,191         |
| Filtration  | 2,773,371          | -                                     | 26,893    | -         | (70,346)     | -          | -         | -           | -                  | 2,729,918          |
| Road Pavement & Surface                                 | 25,994,949         | 147,769                               | 571,137   | -         | (628,030)    | -          | -         | -           | (1,289,931)        | 24,795,894         |
| Kerbing   | 13,163,558         | 36,979                                | -         | -         | (318,241)    | -          | -         | -           | 3,487,396          | 16,369,692         |
| Footpaths   | 6,678,913          | 63,021                                | 14,000    | -         | (235,418)    | -          | -         | -           | 5,181,322          | 11,701,838         |
| Stormwater  | 13,782,249         | 20,147                                | 17,893    | -         | (279,158)    | -          | -         | -           | 2,832,314          | 16,373,445         |
| Bridges   | 1,031,648          | -                                     | -         | (206,562) | (191,004)    | -          | -         | -           | -                  | 634,082            |
| Other Community Assets                                  | 14,274,594         | 546,336                               | 124,028   | (8,552)   | (618,762)    | -          | -         | (26,515)    | -                  | 14,291,129         |
| Plant & Equipment                                       | 1,008,934          | -                                     | 231,250   | (82,408)  | (125,174)    | -          | -         | -           | -                  | 1,032,602          |
| Furniture & Fittings                                    | 432,611            | -                                     | 23,038    | -         | (76,279)     | -          | 26,515    | -           | -                  | 405,885            |
| Library Books   | 336,189            | 58,076                                | 13,753    | -         | (47,800)     | -          | -         | -           | -                  | 360,218            |
| Leisure Centre  | -                  | -                                     | 4,943,823 | (512,358) | (191,872)    | -          | 3,522,341 | -           | -                  | 7,761,934          |
| RRC - Landfill Cell 4                                   | 1,174,453          | -                                     | -         | -         | (35,589)     | -          | -         | -           | -                  | 1,138,864          |
| RRC - Cell 3 Capping Provision                          | -                  | -                                     | -         | -         | -            | -          | -         | -           | -                  | -                  |
| RRC - Cell 4 Capping Provision                          | 722,452            | 41,097                                | -         | -         | (21,892)     | -          | -         | -           | -                  | 741,657            |
| RRC Post Closure Remediation Provision                  | 532,417            | 19,307                                | -         | -         | (16,134)     | -          | -         | -           | -                  | 535,590            |
| TOTAL INFRASTRUCTURE,<br>PROPERTY, PLANT &<br>EQUIPMENT | 169,249,335        | 978,745                               | 6,144,874 | (809,880) | (3,617,733)  | -          | 3,548,856 | (3,548,856) | 10,211,101         | 182,156,442        |
| Comparatives  | 164,674,839        | 5,540,127                             | 1,449,192 | (202,909) | (3,473,301)  | -          | 1,185,230 | (1,185,230) | 1,261,387          | 169,249,335        |

This Note continues on the following pages.

# CITY OF PORT LINCOLN COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

### Note 7 (cont) – 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.

*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                   | 50 to 100 years |
| Bridges                         | 50 to 100 years |
| Footpaths                       |                 |
| Paved/ sealed surfaces          | 20 to 50 years  |
| Stormwater                      |                 |
| Drainage structure              | 50 years        |
| Dams/ retention basins          | 80 to 100 years |
| Facilities and other structures | 10 years        |
| Parks & recreation Assets       |                 |
| Playground equipment            | 15 to 20 years  |
| Furniture                       | 5 to 50 years   |
| Irrigation systems              | 10 to 20 years  |
| Plant & Equipment               |                 |
| Earthmoving Plant               | 5 to 20 years   |
| Motor vehicles                  | 2 to 5 years    |
| Furniture and 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**

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

## **Filtration**

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

## **Transport infrastructure**

Transport infrastructure assets, being road pavement (base), road surface (seal), footpaths, bridges and kerbing were revalued by Tonkin Consulting as at 30 June 2017. Depreciation for the 2016/17 financial year was calculated as though this valuation date was backdated to 1 July 2016.

## **Stormwater**

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

## **Other Community Assets**

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

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

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



## **Re-allocation of assets**

### **Leisure Centre**

A revaluation of Leisure Centre assets was last undertaken as at 31 August 2015 after City of Port Lincoln acquired the facility. From this date Leisure Centre assets were included in the Building class of assets. As at 1 July 2016 a new asset class was created to include only Leisure Centre assets. All Leisure Centre assets (valued at \$10,888,760.00) were transferred into a separate asset class account from the Building asset class. Accumulated Depreciation of \$7,366,419 associated with these assets was moved from the Building asset class to the new Leisure Centre asset class.

### **Nautilus Arts Centre Lighting**

Lighting within the Nautilus Arts Centre (valued at \$26,515) was moved from Other Community Assets class of assets to Furniture & Fittings. Accumulated Depreciation of \$2,410 associated with these assets was moved from the Other Community Assets asset class to Furniture & Fittings.

These adjustments have made no impact to the financial position of the Council.

# CITY OF PORT LINCOLN

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

### Note 8 - LIABILITIES

|  |       | 2017      |             | 2016      |             |
|--|-------|-----------|-------------|-----------|-------------|
|  |       | \$        |             | \$        |             |
| TRADE & OTHER PAYABLES                   | Notes | Current   | Non-current | Current   | Non-current |
| Goods & Services                         |       | 1,328,159 | -           | 596,699   | -           |
| Accrued expenses - employee entitlements |       | 44,608    | -           | 47,979    | -           |
| Accrued expenses - other                 |       | 78,313    | -           | 81,756    | -           |
| Aged Care Facility Deposits              |       | 654,750   | -           | 527,500   | -           |
| Other                                    |       | 189,592   | -           | 5,479     | -           |
|  |       | 2,295,422 | -           | 1,259,413 | -           |
| <b>BORROWINGS</b>                        |       |           |             |           |             |
| Loans                                    |       | 178,710   | 4,785,497   | 170,206   | 4,314,206   |
|  |       | 178,710   | 4,785,497   | 170,206   | 4,314,206   |

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

#### Note to Borrowings

##### **Use of Reserves to offset loan liability**

City of Port Lincoln has taken out a \$4,000,000 variable interest rate loan facility with Bendigo Bank for the refurbishment of the Leisure Centre. The facility has the option of being offset by surplus funds, thereby reducing the principle amount on which interest is payable. A redraw option is also available on the facility. Council has transferred funds that are not required in the short term, which includes amounts transferred from the Reserves accounts, in order to reduce the interest payable on the loan facility. As at 30 June 2007 Council has transferred funds totalling \$795,000 as an offset against the loan- \$545,000 was transferred from 'Other Reserves' accounts plus \$250,000 from the Long Service Leave Reserve Account. The loan facility allows funds to be transferred back to Reserve accounts when required, within 24 hours. As part of the Treasury Management function, Council ensures that the redraw balance of the loan account always at least equals amounts that have been transferred from Reserve accounts.

| PROVISIONS   | \$      |           | \$      |           |
|--|---------|-----------|---------|-----------|
| Employee entitlements long service leave (including oncosts) | 219,590 | 160,345   | 184,380 | 126,905   |
| Employee entitlements annual leave (including oncosts)       | 482,153 |           | 418,921 |           |
| Cell capping 4   |         | 1,410,997 | -       | 1,369,900 |
| Post closure remediation                                     |         | 662,857   | -       | 643,550   |
|  | 701,743 | 2,234,199 | 603,301 | 2,140,355 |

*Amounts included in provisions that are not expected to be settled within 12 months of reporting date.*

2,234,199

2,140,355

##### **Movements in Provisions - 2017 year only** (current & non-current)

|                             | Opening Balance | Additional Amounts Recognised/ Derecognised | Payments | Closing balance |
|-----------------------------|-----------------|---|----------|-----------------|
| Cell Capping 4              | 1,369,900.00    | 41,097.00                                   |          | 1,410,997.00    |
| Post Closure rehabilitation | 643,550.00      | 19,307.00                                   |          | 662,857.00      |
| Total                       | 2,013,450.00    | 60,404.00                                   | -        | 2,073,854.00    |

# CITY OF PORT LINCOLN

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

### Note 9 - RESERVES

| <b>ASSET REVALUATION RESERVE</b> | 1/7/2016           | Net Increments<br>(Decrements) | Transfers,<br>Impairments | 30/6/2017          |
|----------------------------------|--------------------|--------------------------------|---------------------------|--------------------|
| Notes                            | \$                 | \$                             | \$                        | \$                 |
| Land                             | 69,420,862         | -                              | -                         | 69,420,862         |
| Buildings                        | 13,539,565         | -                              | -                         | 13,539,565         |
| Filtration                       | 946,049            | -                              | -                         | 946,049            |
| Road pavement & surface          | 15,056,234         | (1,289,931 )                   | -                         | 13,766,303         |
| Kerbing                          | 11,272,384         | 3,487,396                      | -                         | 14,759,780         |
| Footpaths                        | 4,273,326          | 5,181,322                      | -                         | 9,454,648          |
| Stormwater                       | 8,116,779          | 2,832,314                      | -                         | 10,949,093         |
| Bridges                          | 1,105,913          | -                              | -                         | 1,105,913          |
| Other Community Assets           | 8,228,930          | -                              | -                         | 8,228,930          |
| <b>TOTAL</b>                     | <b>131,960,042</b> | <b>10,211,101</b>              |                           | <b>142,171,143</b> |
| <i>Comparatives</i>              | <i>130,698,655</i> |                                | <i>1,261,387</i>          | <i>131,960,042</i> |

| <b>OTHER RESERVES</b>           | 1/7/2016       | Transfers to<br>Reserve | Transfers from<br>Reserve | 30/6/2017      |
|---------------------------------|----------------|-------------------------|---------------------------|----------------|
| Community Pier Fund             | 28,580         | 462                     | -                         | 29,042         |
| Prepaid burials                 | 65,327         | 9,117                   | (3,597 )                  | 70,847         |
| Open Space Contributions        | 72,085         | 1,160                   | -                         | 73,245         |
| Community Infrastructure        | 68,715         | 1,111                   | -                         | 69,826         |
| CBD Carpark                     | 251,303        | 4,044                   | -                         | 255,347        |
| Kirton Court Capital Upgrade    | 91,872         | 1,478                   | -                         | 93,350         |
| Risk Management Fund            | 57,816         | 58,840                  | (29,154 )                 | 87,502         |
| Indoor Aquatic Facility Reserve | 18             | -                       | -                         | 18             |
| <b>TOTAL OTHER RESERVES</b>     | <b>635,716</b> | <b>76,212</b>           | <b>(32,751 )</b>          | <b>679,177</b> |
| <i>Comparatives</i>             | <i>644,424</i> | <i>48,347</i>           | <i>(57,055 )</i>          | <i>635,716</i> |

### 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 Contributions 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 2017

### 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.

|  | Notes | 2017<br>\$     | 2016<br>\$    |
|--|-------|----------------|---------------|
| <b>CASH &amp; FINANCIAL ASSETS</b>                                 |       |                |               |
| Unexpended amounts received from Federal Government                |       |                |               |
| Grant Funding to renew Closed Circuit Television Security system   |       | 31,500         | 27,375        |
| Grant Funding for Leisure Centre Expansion                         |       | 152,613        | -             |
|  |       | <u>184,113</u> | <u>27,375</u> |
| <b>TOTAL ASSETS SUBJECT TO EXTERNALLY<br/>IMPOSED RESTRICTIONS</b> |       | <u>184,113</u> | <u>27,375</u> |

In 2016/17 Council received a grant from the Attorney-Generals Department to renew Council's Closed Circuit Television Security system platform. Council is committed to completing this project in the 2017/18 financial year.

In 2016/17 Council received Federal funding towards the expansion of the Port Lincoln Leisure Centre. This funding will be expended in the 2017/18 financial year.

# CITY OF PORT LINCOLN

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

### 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:

|                                  | Notes | 2017<br>\$     | 2016<br>\$       |
|----------------------------------|-------|----------------|------------------|
| Total cash & equivalent assets   | 5     | <u>233,252</u> | <u>3,145,408</u> |
| Balances per Cash Flow Statement |       | <u>233,252</u> | <u>3,145,408</u> |

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

|   |  |                         |                         |
|---|--|-------------------------|-------------------------|
| Net Surplus (Deficit)   |  | 737,066                 | (539,006)               |
| Non-cash items in Income Statement                            |  |                         |                         |
| Depreciation, amortisation & impairment                       |  | 3,617,733               | 3,473,301               |
| Net increase (decrease) in unpaid employee benefits           |  | 128,511                 | 53,671                  |
| Non-cash asset acquisitions                                   |  | (173,576)               | (515,826)               |
| Grants for capital acquisitions treated as Investing Activity |  | -                       | (27,375)                |
| Net (Gain) Loss on Disposals                                  |  | <u>711,516</u>          | <u>187,454</u>          |
|   |  | <u>5,021,250</u>        | <u>2,632,219</u>        |
| Add (Less): Changes in Net Current Assets                     |  |                         |                         |
| Net (increase) decrease in receivables                        |  | (1,281,715)             | (65,265)                |
| Net (increase) decrease in other current assets               |  | -                       | (208,864)               |
| Net increase (decrease) in trade & other payables             |  | 1,067,130               | (280,987)               |
| Net increase (decrease) in other provisions                   |  | -                       | (765,338)               |
| <b>Net Cash provided by (or used in) operations</b>           |  | <u><b>4,806,665</b></u> | <u><b>1,311,765</b></u> |

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

Acquisition of assets by means of:

|   |   |                       |                         |
|---|---|-----------------------|-------------------------|
| - Physical resources received free of charge  | 3 | <u>173,576</u>        | <u>515,826</u>          |
| <i>Amounts recognised in Income Statement</i> |   | <u>173,576</u>        | <u>515,826</u>          |
| - Estimated future reinstatement etc. costs   |   | <u>60,404</u>         | <u>(706,694)</u>        |
|   |   | <u><b>233,980</b></u> | <u><b>(190,868)</b></u> |

#### (d) Financing Arrangements

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

|  |                  |        |
|--|------------------|--------|
| Bendigo Bank variable interest rate loan | <b>3,900,000</b> | -      |
| Corporate Credit Cards                   | <b>20,000</b>    | 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 2017

### Note 12 - FUNCTIONS

| INCOMES, EXPENSES AND ASSETS HAVE BEEN DIRECTLY ATTRIBUTED TO THE FOLLOWING FUNCTIONS & ACTIVITIES |                   |                   |                                |                |                              |                  |   |                    |                    |
|--|-------------------|-------------------|--------------------------------|----------------|------------------------------|------------------|---|--------------------|--------------------|
| INCOME   | EXPENSES          |                   | OPERATING SURPLUS<br>(DEFICIT) |                | GRANTS INCLUDED<br>IN INCOME |                  | TOTAL ASSETS HELD<br>(CURRENT &<br>NON-CURRENT) |                    |                    |
|  | ACTUAL            | ACTUAL            | ACTUAL                         | ACTUAL         | 2017                         | 2016             | 2017  | 2016               |                    |
| 2017   | 2016              | 2017              | 2016                           | 2017           | 2016                         | 2017             | 2016  | 2016               |                    |
| \$   | \$                | \$                | \$                             | \$             | \$                           | \$               | \$  | \$                 |                    |
| 15,481,891   | 13,617,302        | 3,742,922         | 3,358,784                      | 11,738,969     | 10,258,518                   | 1,920,765        | 550,373   | 91,400,236         | 91,659,969         |
| 137,141  | 124,147           | 403,476           | 383,730                        | (266,335)      | (259,583)                    | -                | -   | 263,463            | 271,380            |
| 29,391   | 11,737            | 131,428           | 115,380                        | (102,037)      | (103,643)                    | -                | -   | -                  | -                  |
| 39,480   | 44,687            | 72,500            | 75,760                         | (33,020)       | (31,073)                     | -                | 22,401  | 5,432              | 5,432              |
| 1,233,418  | 1,222,927         | 5,129,590         | 5,173,417                      | (3,896,172)    | (3,950,490)                  | 76,669           | 11,364  | 20,314,276         | 17,738,984         |
| 53,478   | 51,267            | 282,013           | 336,761                        | (228,535)      | (285,494)                    | -                | -   | 4,391,859          | 4,491,868          |
| 576,704  | 761,936           | 3,606,599         | 3,318,719                      | (3,029,895)    | (2,556,783)                  | 68,752           | 74,428  | 19,679,650         | 15,217,416         |
| 24,215   | 22,504            | 150,082           | 78,799                         | (125,867)      | (56,295)                     | -                | -   | -                  | -                  |
| 739,975  | 591,358           | 2,305,734         | 2,213,068                      | (1,565,759)    | (1,621,710)                  | 711,889          | 555,585   | 25,280,570         | 18,738,265         |
| 696,247  | 584,516           | 1,371,682         | 1,236,327                      | (675,435)      | (651,811)                    | 20,000           | -   | -                  | -                  |
| 1,080,627  | 997,789           | 2,413,920         | 2,634,178                      | (1,333,293)    | (1,636,389)                  | 14,800           | -   | 25,425,826         | 25,981,739         |
| <b>20,092,567</b>  | <b>18,030,170</b> | <b>19,609,946</b> | <b>18,924,923</b>              | <b>482,621</b> | <b>(894,753)</b>             | <b>2,812,875</b> | <b>1,214,151</b>                                | <b>186,761,312</b> | <b>174,105,053</b> |

Administration & Governance  
Public Order  
Health  
Social Security  
Housing & Community Amenities  
Protection of the Environment  
Sport & Recreation  
Mining, Manufacturing &  
Construction  
Transport & Communication  
Economic Affairs  
Other Purposes NEC

### TOTALS

Revenues and expenses exclude net gain (loss) on disposal or revaluation of assets, net gain (loss) from joint ventures & associated entities, amounts received specifically for new or upgraded assets and physical resources received free of charge.



# CITY OF PORT LINCOLN

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

### Note 12 (cont) - COMPONENTS OF FUNCTIONS

The activities relating to Council functions are as follows:

#### **Administration & Governance**

Governance, Administration, Elected Members, Organisational, Support Services, Accounting/Finance, Payroll, Human Resources, Information Technology, Grant funding, Communication, Rates Administration, Records, Contract Management, Customer Service, Other Support Services, Revenues, LGGC – General Purpose, and Separate and Special Rates.

#### **Public Order**

Dog and Cat Control and Fire Protection.

#### **Health**

Health Services, Health Inspection, Pest Control – Health, Immunisation.

#### **Social Security**

Aged Home Facilities, Crime Prevention, Youth, Family, Community Support.

#### **Housing & Community Amenities**

Cemeteries, Public Conveniences, Sanitary and Garbage, Waste Management, Domestic Waste, Green Waste, Recycling, Street Cleaning, Street Lighting, Town Planning, Stormwater and Drainage.

#### **Protection of the Environment**

Coastal Protection, Effluent Re-Use Program.

#### **Sport & Recreation**

Jetties, Other Marine Facilities, Parks and Gardens, Sports Facilities – Indoor, Sports Facilities – Outdoor, Swimming facility, Halls, Library, Performing Arts and Other Recreation.

#### **Mining, Manufacturing & Construction**

Building Act Work.

#### **Transport & Communication**

Bridges, Footpaths and Kerbing, Roads – sealed, Roads – formed, Roads – natural formed, Roads – unformed, Traffic Management, LGGC – roads (formula funded), and Other Transport.

#### **Economic Affairs**

Tourism, Region Contribution, Parking Off Street.

#### **Other Purpose NEC**

Public Debt Transactions, Plant Operations, Depot, Vandalism, Transport Asset Management.

# CITY OF PORT LINCOLN

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

### Note 13 - FINANCIAL INSTRUMENTS

**Note:** The above summary of contribution plans represents the total of Council's individual 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> The transaction bank account is returning variable interest rates between 0% and 0.15%. Deposits at call are returning variable interest rates between 1.50% and 1.75% (2016: 1.75% and 2%). Council did not secure a short term deposit in 2016/17.</p> <p><b>Carrying amount:</b> approximates fair value due to the short term to maturity.</p>   |
| <p><b>Receivables</b> - Rates &amp; Associated Charges (including legals &amp; penalties for late payment)</p> <p>Note: These receivables do not meet the definition of "financial instruments" and have been excluded from the following disclosures.</p> | <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 monthly interest of 0.58% (2016: 0.6041%) 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</b> - Fees & other charges  | <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>   |
| <b>Receivables</b> - other levels of government  | <p><b>Accounting Policy:</b> Carried at nominal value.</p> <p><b>Terms &amp; conditions:</b> Amounts due have been calculated in accordance with the terms and conditions of the respective programs following advice of approvals, and do not bear interest. All amounts are due by Departments and Agencies of State and Federal Governments.</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 a fixed rate of 4.75% or 5.60% (2016: 4.75% or 5.6%), and a variable interest rate of 3.71%.</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 2017

### Note 13 (cont) - FINANCIAL INSTRUMENTS

#### Liquidity Analysis

| 2017                         | Due < 1 year     | Due > 1 year; ≤ 5 years | Due > 5 years    | Total Contractual Cash Flows | Carrying Values  |
|------------------------------|------------------|-------------------------|------------------|------------------------------|------------------|
| <b>Financial Assets</b>      | \$               | \$                      | \$               | \$                           | \$               |
| Cash & Equivalents           | 233,252          | -                       | -                | 233,252                      | 233,252          |
| Receivables                  | 2,214,775        | -                       | -                | 2,214,775                    | 2,214,775        |
| Other Financial Assets       | 61,998           | 277,992                 | 66,642           | 406,632                      | 352,923          |
| <b>Total</b>                 | <b>2,510,025</b> | <b>277,992</b>          | <b>66,642</b>    | <b>2,854,659</b>             | <b>2,800,950</b> |
| <b>Financial Liabilities</b> |                  |                         |                  |                              |                  |
| Payables                     | 2,295,422        | -                       | -                | 2,295,422                    | 2,295,422        |
| Current Borrowings           | 445,986          | -                       | -                | 445,986                      | 178,710          |
| Non-Current Borrowings       | -                | 1,813,943               | 4,520,349        | 6,334,292                    | 4,785,497        |
| <b>Total</b>                 | <b>2,741,408</b> | <b>1,813,943</b>        | <b>4,520,349</b> | <b>9,075,700</b>             | <b>7,259,629</b> |

| 2016                         | Due < 1 year     | Due > 1 year; ≤ 5 years | Due > 5 years    | Total Contractual Cash Flows | Carrying Values  |
|------------------------------|------------------|-------------------------|------------------|------------------------------|------------------|
| <b>Financial Assets</b>      | \$               | \$                      | \$               | \$                           | \$               |
| Cash & Equivalents           | 3,145,408        | -                       | -                | 3,145,408                    | 3,145,408        |
| Receivables                  | 340,161          | -                       | -                | 340,161                      | 1,088,060        |
| Other Financial Assets       | 69,498           | 277,993                 | 136,140          | 483,631                      | 622,250          |
| <b>Total</b>                 | <b>3,555,067</b> | <b>277,993</b>          | <b>136,140</b>   | <b>3,969,200</b>             | <b>4,855,718</b> |
| <b>Financial Liabilities</b> |                  |                         |                  |                              |                  |
| Payables                     | 1,211,434        | -                       | -                | 1,211,434                    | 1,259,413        |
| Current Borrowings           | 383,988          | -                       | -                | 383,988                      | 170,206          |
| Non-Current Borrowings       | -                | 1,535,951               | 4,904,337        | 6,440,288                    | 4,314,206        |
| <b>Total</b>                 | <b>1,595,422</b> | <b>1,535,951</b>        | <b>4,904,337</b> | <b>8,035,710</b>             | <b>5,743,825</b> |

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

|                      | 30 June 2017                   |                  | 30 June 2016                   |                  |
|----------------------|--------------------------------|------------------|--------------------------------|------------------|
|                      | Weighted Average Interest Rate | Carrying Value   | Weighted Average Interest Rate | Carrying Value   |
|                      | %                              | \$               | %                              | \$               |
| Other Variable Rates | 3.71                           | 650,001          | -                              | -                |
| Fixed Interest Rates | 4.81                           | 4,314,206        | 4.81                           | 4,484,412        |
|                      |                                | <b>4,964,207</b> |                                | <b>4,484,412</b> |

#### 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 bank overdraft and 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 2017

### Note 14 - COMMITMENTS FOR EXPENDITURE

|  | 2017              | 2016              |
|--|-------------------|-------------------|
| <u>Notes</u>   | \$                | \$                |
| <b>Capital Commitments</b>   |                   |                   |
| Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities: |                   |                   |
| Leisure Centre refurbishment capital committed:  |                   |                   |
| Architect/Engineers  | -                 | 163,950           |
| Quantity Surveyor  | -                 | 22,400            |
| Private Building Certifier   | -                 | 4,300             |
| Managing Contractor/Builder  | -                 | 4,476,380         |
|  | <u>-</u>          | <u>4,667,030</u>  |
| Leisure Centre expansion capital committed:  |                   |                   |
| Architect/Engineers  | 267,800           | -                 |
| Quantity Surveyor  | 32,250            | -                 |
| Private Building Certifier   | 4,400             | -                 |
| Managing Contractor/Builder  | 3,879,941         | -                 |
|  | <u>4,184,391</u>  | <u>-</u>          |
| London Street Bridge capital committed:  |                   |                   |
| Architect/Engineers  | 75,756            | -                 |
| Quantity Surveyor  | -                 | -                 |
| Private Building Certifier   | -                 | -                 |
| Managing Contractor/Builder  | 3,219,300         | -                 |
|  | <u>3,295,056</u>  | <u>-</u>          |
| These expenditures are payable:  |                   |                   |
| Not later than one year  | 6,773,056         | 4,667,030         |
| Later than one year and not later than 5 years   | 706,391           | -                 |
| Later than 5 years   | -                 | -                 |
|  | <u>7,479,447</u>  | <u>4,667,030</u>  |
| <b>Other Expenditure Commitments</b>   |                   |                   |
| Other non-capital expenditure commitments:   |                   |                   |
| Audit Services   | 121,106           | 22,900            |
| Waste Management Services  | 14,019,098        | 13,849,730        |
| Employee Remuneration Services   | 940,981           | 1,747,906         |
| Cleaning Services  | 60,533            | 189,775           |
| Cemetery Management  | 445,928           | 87,469            |
| Street Sweeping  | 104,264           | 206,174           |
| Locking/Unlocking Public Conveniences  | 1,624             | 20,992            |
| Sanitary Disposal  | 1,322             | 9,254             |
| Leisure Centre Operator  | -                 | 12,500            |
|  | <u>15,694,856</u> | <u>16,146,700</u> |
| These expenditures are payable:  |                   |                   |
| Not later than one year  | 3,636,144         | 3,828,783         |
| Later than one year and not later than 5 years   | 8,183,709         | 8,501,291         |
| Later than 5 years   | 3,875,003         | 3,816,626         |
|  | <u>15,694,856</u> | <u>16,146,700</u> |

# CITY OF PORT LINCOLN

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

### Note 15 - FINANCIAL INDICATORS

|  | 2017 | 2016 | 2015 |
|--|------|------|------|
|--|------|------|------|

These Financial Indicators have been calculated in accordance with *Information Paper 9 - Local Government Financial Indicators* prepared as part of the LGA Financial Sustainability Program for the Local Government Association of South Australia. Detailed methods of calculation are set out in the SA Model Statements.

The Information Paper was revised in May 2015 and the financial indicators for previous years have been re-calculated in accordance with the revised formulas.

#### Operating Surplus Ratio

|                          |      |        |      |
|--------------------------|------|--------|------|
| <u>Operating Surplus</u> | 2.4% | (5.0%) | 4.0% |
| Total Operating Revenue  |      |        |      |

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

#### Adjusted Operating Surplus Ratio

|  |        |        |      |
|--|--------|--------|------|
|  | (1.0%) | (1.0%) | 0.0% |
|--|--------|--------|------|

*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. The **Adjusted Operating Surplus Ratio** adjusts for the resulting distortion in the disclosed operating result for each year.*

#### Net Financial Liabilities Ratio

|                                  |     |     |     |
|----------------------------------|-----|-----|-----|
| <u>Net Financial Liabilities</u> | 37% | 21% | -1% |
| Total Operating Revenue          |     |     |     |

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

#### Asset Sustainability Ratio

|  |     |      |     |
|--|-----|------|-----|
| <u>Net Asset Renewals</u>                                      | 91% | 100% | 98% |
| Infrastructure & Asset Management Plan<br>required expenditure |     |      |     |

*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. Depreciation expense for Library Books, Plant & Equipment, Furniture & Fittings assets has been used as a proxy for planned renewal expenditure, as these classes of assets are not included and planned for in the Infrastructure & Asset Management Plan.*

# CITY OF PORT LINCOLN

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

### 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

|  | 2017<br>\$                | 2016<br>\$                |
|--|---------------------------|---------------------------|
| Income   | 20,092,565                | 18,030,170                |
| less Expenses  | <u>19,609,947</u>         | <u>18,924,923</u>         |
| <b>Operating Surplus / (Deficit)</b>   | <b>482,619</b>            | <b>(894,753)</b>          |
| <b>less Net Outlays on Existing Assets</b>   |                           |                           |
| Capital Expenditure on renewal and replacement of Existing Assets  | 7,739,928                 | 1,449,192                 |
| Depreciation, Amortisation and Impairment  | (3,617,733)               | (3,473,301)               |
| Proceeds from Sale of Replaced Assets  | <u>(98,364)</u>           | <u>(15,455)</u>           |
|  | <b>4,023,831</b>          | <b>(2,039,564)</b>        |
| <b>less Net Outlays on New and Upgraded Assets</b>   |                           |                           |
| Capital Expenditure on New and Upgraded Assets<br>(including investment property & real estate developments) | 744,765                   | 4,965,657                 |
| Amounts received specifically for New and Upgraded Assets  | (976,500)                 | (27,375)                  |
|  | <u>(231,735)</u>          | <u>4,938,282</u>          |
| <b>Net Lending / (Borrowing) for Financial Year</b>  | <b><u>(3,309,477)</u></b> | <b><u>(3,793,471)</u></b> |

# CITY OF PORT LINCOLN

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

### 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:

|  | 2017          | 2016           |
|--|---------------|----------------|
|  | \$            | \$             |
| Not later than one year                        | 66,389        | 53,600         |
| Later than one year and not later than 5 years | 14,171        | 63,618         |
|  | <u>80,560</u> | <u>117,218</u> |

#### *Lease payment commitments of Council*

Council has entered into three 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:

|  | 2017           | 2016           |
|--|----------------|----------------|
|  | \$             | \$             |
| Not later than one year                        | 100,583        | 99,635         |
| Later than one year and not later than 5 years | 168,544        | 253,218        |
|  | <u>269,127</u> | <u>352,853</u> |



# CITY OF PORT LINCOLN

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

### 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.

#### **Marketlink (Accumulation Fund) Members**

Marketlink receives 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 2016/17; 9.50% in 2015/16). 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 2015/16) of "superannuation" salary.

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, A C Miller, FIAA, of Russell Employee Benefits Pty Ltd as at 30 June 2014. 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 2013-2014**

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

##### **Clause 4.11.1 Additional Matched Superannuation - Extract**

*"Employees who choose to personally contribute to their Statewide Super Fund account will receive an additional superannuation contribution payment from Council matching their level of contribution, not inclusive of contribution tax if salary sacrificing, up to a maximum additional council contribution of 3% exclusive of the amount required to be paid under the Superannuation Guarantee (Administrative) Act 1992."*

This was introduced in July 2010. Council pays in the fortnightly pay period, an amount matching personal superannuation contributions (not inclusive of contribution tax if salary sacrificing) up to an additional 3% into the employee's superannuation fund. For example an employee contributing 1% will receive a matched payment of 1% from Council.

# CITY OF PORT LINCOLN

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

### **Note 19 - CONTINGENCIES & ASSETS & LIABILITIES NOT RECOGNISED IN THE STATEMENT OF FINANCIAL POSITION**

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 at Note 7, 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 received bank guarantees amounting to \$945,255 (2016: \$1,068,638) 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 one appeal against planning decisions made prior to reporting date. The appeal has been settled and all known costs recognised.

# CITY OF PORT LINCOLN

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017

### 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, 17 persons were paid the following total compensation:

|  |                  |
|--|------------------|
|  | <b>2017</b>      |
|  | \$               |
| Salaries, allowances & other short term benefits | 1,129,564        |
| <b>TOTAL</b>                                     | <b>1,129,564</b> |

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

|  |              |
|--|--------------|
|  | <b>2017</b>  |
|  | \$           |
| Contributions for fringe benefits tax purposes | 3,413        |
| Planning and building applications fees        | 280          |
| <b>TOTAL</b>                                   | <b>3,693</b> |

#### PARTIES RELATED TO KEY MANAGEMENT PERSONNEL

Key Management Personnel and relatives of Key Management Personnel own retail businesses from which various supplies were purchased as required either for cash or on 30 day account. Purchases from these individual businesses did not exceed \$8,917 during the year.

One close family member of key management personnel is employed by Council in accordance with the terms of the Enterprise Bargaining Agreement, 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 one planning and building application 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.

One planning and building approval, with and without conditions, were granted during the year. Total fees for these applications (all of which are payable on lodgement) amounted to \$280.

One employee and seven Elected Members are members of the management committees of the EP Old Folks Home, Marble Range Junior Football Club, Port Lincoln Football League, Croatian Sporting Club, Port Lincoln Multicultural Council Incorporated and St Mary of the Angels Catholic Church. 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. 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.

Three Elected Members are members of the management committee of The Matthew Flinders Home, Community House, West Coast Youth Community Support and the Southern Eyre Arts Inc. 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 The Matthew Flinders Home received \$330 from Council, Community House received \$10,000 in funding, West Coast Youth Community Support received \$11,000 in funding and Southern Eyre Arts received \$25,000 in funding.

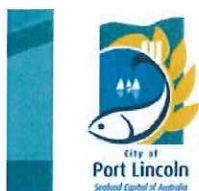
## **CITY OF PORT LINCOLN**

### **NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2017**

#### **Note 21 - EVENTS AFTER BALANCE DATE**

##### **EVENTS AFTER BALANCE DATE**

There are no events after balance sheet date to report



# City of Port Lincoln



Port Lincoln - Seafood Capital of Australia

## ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2017

### CERTIFICATION OF AUDITOR INDEPENDENCE

To the best of our knowledge and belief, we confirm that, for the purpose of the audit of SA Model Council for the year ended 30 June 2017, 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 Regulation 22(3) *Local Government (Financial Management) Regulations 2011*.

CHIEF EXECUTIVE OFFICER

Greg Eden, Chairperson  
PRESIDING MEMBER  
FINANCIAL MANAGEMENT  
AUDIT COMMITTEE

Date: 10/11/2017

## **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 2017, 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 ALLARD**

**Partner**

**DEAN NEWBERY & PARTNERS**

**CHARTERED ACCOUNTANTS**

**Dated this 10<sup>th</sup> day of November 2017**

## INDEPENDENT AUDITOR'S REPORT

To the members of the City of Port Lincoln

### Report on the Audit of the Financial Report

#### Opinion

We have audited the accompanying financial report, being a general purpose financial report, of the City of Port Lincoln (the Council), which comprises the Certification of Financial Statements on the annual statements giving a true and fair view of the financial position and performance, the Statement of Comprehensive Income, the Statement of Financial Position, the Statements of Changes in Equity, the Statement of Cash Flows for the year then ended 30 June 2017 and the notes comprising a summary of significant accounting policies and other explanatory information.

In our opinion, the accompanying financial report of the Council is in accordance with the requirements of the *Local Government Act 1999* and the *Local Government (Financial Management) Regulation 2011*, including;

- (i) giving a true and fair view of the Council's financial position as at 30 June 2017 and of its performance and cash flows for the year then ended; and
- (ii) that the financial records kept by the Council are such as to enable financial statements to be prepared in accordance with 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.

#### Responsibilities of the Chief Executive Officer for the Financial Report

The Chief Executive Officer is responsible for the preparation and fair presentation of the financial report in accordance with the 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 Chief Executive Officer'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 Chief Executive Officer 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 management either intends to liquidate the Council or to cease operations, or has no realistic alternative but to do so.

The Chief Executive Officer of the Council is 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 management.
- Conclude on the appropriateness of the management'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 NEWBERY & PARTNERS  
CHARTERED ACCOUNTANTS**



**SAMANTHA ALLARD  
PARTNER**

Signed on the 10<sup>th</sup> day of November 2017,  
at 214 Melbourne Street, North Adelaide

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

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 2016 to 30 June 2017 have been conducted properly and in accordance with law.

### 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.

### Auditor's Responsibility

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. Our engagement has been conducted in accordance with applicable Australian Standards on Assurance Engagements ASAE 3100 *Compliance Engagements*, issued by the Australian Auditing and Assurance Standards Board, in order to state whether, in all material respects, the Council has complied with *Section 125 of the Local Government Act 1999* in relation only to the Internal Controls specified above for the period 1 July 2016 to 30 June 2017. ASAE 3100 also requires us to comply with the relevant ethical requirements of the Australian professional accounting bodies.

Our procedures included obtaining an understanding of controls in relation to the receipt, expenditure and investment of money, the acquisition and disposal of property and the incurring of liabilities, evaluating management's assessment of these controls, assessing the risk that a material weakness exists, and testing and evaluating the design of controls on a sample basis based on the assessed risks.

### 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 internal 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.

## **Independence**

In conducting our engagement, we have complied with the independence requirements of the Australian professional accounting bodies.

## **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 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 2016 to 30 June 2017.

**DEAN NEWBERY & PARTNERS  
CHARTERED ACCOUNTANTS**

A handwritten signature in black ink, appearing to be 'S. Allard', written over a horizontal line.

**SAMANTHA ALLARD  
PARTNER**

Signed on the 10<sup>th</sup> day of November 2017  
at 214 Melbourne Street, North Adelaide, South Australia, 5006



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## *City of Port Lincoln*

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Council Administration Office

Level One, Civic Centre

60 Tasman Tce Port Lincoln SA 5606

T: 8621 2300 F: 8621 2399

E: [plcc@plcc.sa.gov.au](mailto:plcc@plcc.sa.gov.au)

Web: [www.portlincoln.sa.gov.au](http://www.portlincoln.sa.gov.au)