

# DISTRICT COUNCIL OF LOWER EYRE PENINSULA

## Annual Report 2016/17



“Working with our Rural & Coastal Communities”

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Another busy year has flown by for Council. We continue to place a strategic focus on our roads reflecting not only the significant financial investment in this area by Council, but also the importance of this infrastructure for our communities. The Road Level of Service document developed by Council continues to be used as a guide to assessing which roads will receive priority in a methodical and transparent manner.

The Council took on a strong 'community focus' this year with two key community projects commenced, the Health & Ageing project and the Community Disaster Recovery project, both of which Council are enjoying being involved in and are looking forward to seeing to fruition.

The 'Health & Ageing' project has been jointly funded by Cummins & District Financial Services and we continue to be grateful to this organisation, both for their input into our projects, and more importantly for the wonderful work they do within our community.

This project is designed to examine the health & ageing needs of our community, both now and into the short,

medium and long term future. A survey has been conducted which received a significant response from the community and results provided will assist Council by not only planning where Council can play a role, but also providing evidence to advocate for increased services and health & ageing opportunities in our region by the State and third parties.

Council were also pleased to receive funding from the Local Government Research and Development Scheme to prepare a community disaster recovery plan that will form a template for all local governments in South Australia. Being involved in this project has highlighted the great work of a number of organisations that may become involved in the recovery effort after an emergency situation and has also shown the depth of the leaders within our communities that are proactively preparing for the worst. It will be interesting for both Council and the community to see what the end result of this work will be.

In addition to the above, an Elector Representation review was undertaken in which Council examined its composition and structure and gave consideration to the return to a ward structure and ward Councillors, the number of Council members and the method in which the Principal Member of Council should be elected.

After two rounds of consultation and a number of

workshops, Council determined it would retain seven area councillors, a Mayor elected from amongst the Council Members and that it would continue with area wide representation as it was felt this allowed the community to vote for all representatives as opposed to one or two in their ward and promoted a broader focus on the entire Council area by Councillors.

Elections will be held in November next year and I encourage the leaders of our community to consider nominating for Council. Being an elected member and working for your community is a very rewarding experience and provides you with not only the opportunity to make a real and meaningful difference to your local community but also allows you to meet diverse and often inspirational people from throughout the Local Government family of South Australia.

Council are in their third year of term and are working well as a united team to make considered and sound financial decisions and to fairly represent our Council area locally and advocate for our region at a State level. I thank my fellow Council members for their dedication to the role and for their support and thank staff for their continued assistance to Council and our community.

**J K LOW  
MAYOR**



The current Council is in the third year of their four year term and are working through actions as

set by the Strategic Plan 2016 – 2025, adopted by Council in April 2016.

Council has commenced two ambitious projects from the Strategic Plan being a Community Recovery Plan funded in part by Council and supported by a grant received from the Local Government Research & Development Scheme and a Health & Ageing in our Community project in partnership program with Cummins District Financial Services.

The Community Recovery Plan will set out how Council will prepare for a disaster event, and set down actions of Council in the recovery phase, both in relation to Council infrastructure and services and to support a community led recovery.

The Health & Ageing project has been working towards assessment of community needs in relation to Health & Ageing, and will see an aspirational business plan developed setting out how health and ageing might be managed in our district in the future.

Another partnership in conjunction with the Community Bank and the Red Cross has been the introduction of subsidised outings travel for elderly or disadvantaged people in the community, and while the initial take up by the community has been low, efforts

are being made to revamp the service to increase its appeal.

Road works is a continuing priority for Council, and we are pleased to have completed the Flinders Highway sealing albeit with a smaller than originally anticipated project to ensure that the road design standards were met in this challenging terrain. Importantly the Port Lincoln Golf Course is now connected to the City by a quality sealed road, and a side benefit has been the road being constructed in a manner that will allow water catchment by the golf club thus reducing their operating costs.

Other important works and infrastructure projects from the past year include the resealing of the main runway at the Port Lincoln Airport with 50:50 support from the State Government, street sealing at Wattle Drive, Tulka and the building of a new public convenience at Sleaford Bay.

Significant effort is being invested into planning for the future maintenance of the Bratten Way, while Council has taken a strong stand in support of continuance of our rail network links to the Port Lincoln wharf.

Council has been frustrated by issues associated with the Proper Bay Road s-bend project, but have now taken over the project works which will lead to a positive outcome in coming months.

From a planning perspective the Local Government sector is contending with the new Planning, Development & Infrastructure Act 2016, and this will require a revamp of our Development Assessment Panel and longer term replacement of local Development

Plans with a new 'Planning & Design' code as the guiding mechanism for development. Further Council is involved in investigation of a Joint Planning Board initiative at an Eyre Peninsula level which would play a key role in development planning and assessment on Eyre Peninsula.

Council undertook to stage an Air show at the Port Lincoln Airport, and while the weather was not kind, those in attendance enjoyed a spectacular day of aeronautic action.

In the financial sphere significant effort was expended developing a new Long Term Financial Plan in support of the Strategic Plan 2016-25 while Council assets including roads, buildings, effluent schemes, airports, footpaths, stormwater systems and other infrastructure were re-valued as of 1 July 2016 with flow on impact on Council financial performance for the year.

Council recorded an operating surplus of \$922,000 excluding amounts received to purchase new assets which is a sound outcome being eight percent of operating revenue.

Council has from time to time had to deal with a shortage of staffing over the past year with nine staff changes or 21 percent of positions changing during the year. I am confident that we head into 2017/18 with a more settled staffing structure which will lead to increased productivity.

I thank the Council and staff for their support during the 2016/17 year in what has been a busy year for all involved.

**R W PEARSON**  
**CHIEF EXECUTIVE OFFICER**

The District Council of Port Lincoln was proclaimed on 1 January 1880, and at this time its area comprised only the Hundred of Lincoln. Following the passing of the District Council's Act No. 419 of 1887 the area of the District Council of Port Lincoln was extended on 5 January 1888 to include the remainder of the County of Flinders and all the surrounding islands.

On 3 July 1890 the Hundreds of Kiana, Mitchell and Shannon were added to the Council area. The Hundreds of Yarynyacka, Koppio and Stokes were severed from the District Council of Port Lincoln and together with other areas formed the District Council of Tumby Bay - promulgated on 21 June 1906.

On 18 August 1921, an area of 2,153 hectares was severed from the District Council of Port Lincoln to become the Corporate Town of Port Lincoln, with the remainder of the area becoming known as the District Council of Lincoln.

On 21 March 1935, approximately 1,214 hectares was severed from the Corporation of Port Lincoln and re-annexed to the District Council of Lincoln. On 1 July 1981, an area of 1,970 hectares was severed from the District Council of Lincoln and annexed to the Corporation of the City of Port Lincoln and on 1 July 1982, an area of 1,634 hectares was severed from the District Council of Lincoln and annexed to the District Council of Tumby Bay.

The Council area was divided into five wards until 1938, when on 7 April, the area was further divided to create six wards, with one Councillor for each ward. This remained until 20 February 1947,

when the number of Councillors for Mortlock Ward was increased to two, effective from the first Saturday in July. On 19 November 1987, a proclamation was gazetted re-dividing the area into four wards, whilst maintaining the number of Councillors at seven. These changes took effect on 1 January 1989.

On 21 January 1988, by proclamation in the government Gazette, the name of the Council was changed to the District Council of Lower Eyre Peninsula. On 7 April 1994, a proclamation appeared in the Government Gazette to abolish the ward boundaries and the seven Councillor memberships were retained.

The Council today encompasses an area of 4,754 square kilometres with 709 kms of coastline. The resident population is 5,510<sup>1</sup> and the Council is responsible for maintaining a road network of 1,323 kms of which 140 kms is sealed. Council owns and operates the Port Lincoln Airport, which plays a vital role in the transport system serving Eyre Peninsula.

In 2016/17, the airport catered for 175,123 passengers and 7,400 regular passenger transport aircraft movements supported by Qantaslink and Regional Express, plus 7,448 general aviation and recreational aviation aircraft movements.

Council owns and operates sixteen aged independent living units in Cummins. Council also owns the Coffin Bay Caravan Park and the operation of this facility is leased to independent managers.

The District Council of Lower Eyre Peninsula is largely a rural community, interspaced with small country and coastal towns. The extensive east and west coasts of Council's boundaries provide magnificent fishing and surfing beaches, complimented by breathtaking views of rugged cliffs, idyllic picnic-spots and the beauty of the colour-changing Marble Ranges. The major industries of agriculture, aquaculture, fishing and tourism are recognised as being of primary significance in the State's economy.

The Head Office of Council is located in Cummins and the original office in Port Lincoln has been retained as a Branch Office. Works Depots and staff are located in Cummins and at the Port Lincoln Airport. Council has a work force of forty-two employees and contracts out a number of specialised functions and major projects.

Facilities provided by other organisations in the area include a medical clinic and hospital with hostel accommodation at Cummins, the Cummins Area School, Medical Centre at Coffin Bay, Primary Schools at Lake Wangary and Poonindie and a wide range of sporting facilities throughout the district.

As at 30 June 2017 the Council comprised of, J K (Julie) Low (Mayor), D B (Don) Millard (Deputy Mayor), W (Wendy) Holman, J T (Jo-Anne) Quigley, P L (Peter) Mitchell, D L (Diana) Laube, G (Geoff) Bayly.

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<sup>1</sup> ABS Data – 2016 Census

**COUNCIL INFORMATION**



**Principal Office:**

Mon – Fri: 9.00 am – 5.00 pm  
 32 Railway Terrace  
 PO Box 41  
 Cummins SA 5631  
 Phone: 86760400  
 Fax: 86762375

**Email:** mail@dclep.sa.gov.au

**Web:** www.lowereyrepeninsula.sa.gov.au

**Branch Office:**

Mon – Fri: 10.00 am – 1.00 pm/2.00 pm – 4.00 pm  
 38 Washington Street  
 Port Lincoln SA 5606  
 Phone : 86230600

**Council Meetings:** 9.00 am - Third Friday of every month, 32 Railway Terrace, Cummins



**ELECTOR COMPARISON**

As depicted in the table below outlining comparable Rural Agricultural Medium Councils in South Australia, at 19 April 2017, the number of electors for the area was 3,709 with 7 Councillors constituting the Council, resulting in a “representation quota” of 529.

Council	Electors	Members	RepQuota
Barunga West	1995	9	221
Ceduna	2114	8	264
Goyder	3072	7	438
Kangaroo Island	3435	9	381
Kingston	1872	7	267
Lower Eyre Peninsula	3709	7	529
Mt Remarkable	2208	7	315
Peterborough	1260	8	157
Southern Mallee	1390	9	154
Tumby Bay	2042	7	291
Yankalilla	4160	9	462
<b>Average:</b>	<b>2478</b>	<b>8</b>	<b>316</b>

## ELECTED MEMBERS

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**Mayor J K Low**

Councillor: 1995 - Current  
Chairperson Finance: 2000-2002  
Chairperson Works: 2002 – 2010  
Deputy Chair: 2002 -2006  
Deputy Mayor: 2006 – 2009  
Mayor: 2009 - Current

**MEETINGS 2016/17**

Attended: 14  
Apology: 0  
Absent: 0

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**Deputy Mayor D B Millard**

Councillor: 2010 - Current  
Deputy Mayor: 2014 - Current

**MEETINGS 2016/17**

Attended: 13  
Apology: 1  
Absent: 0

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**Cr W Holman**

Councillor: 2010 - Current  
Councillor: Feb 2003-2006

**MEETINGS 2016/17**

Attended: 13  
Apology: 1  
Absent: 0

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**Cr P L Mitchell**

Councillor: 2010 - Current

**MEETINGS 2016/17**

Attended: 14  
Apology: 0  
Absent: 0

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**Cr J T Quigley**

Councillor: 2010 - Current

**MEETINGS 2016/17**

Attended: 12  
Apology: 2  
Absent: 0

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**Cr D B Laube**

Councillor: 2014 - Current

**MEETINGS 2016/17**

Attended: 12  
Apology: 2  
Absent: 0

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**Cr G Bayly**

Councillor: 2014 - Current

**MEETINGS 2016/17**

Attended: 11  
Apology: 3  
Absent: 0

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## Allowance paid to Elected Members

All Council members receive an annual allowance as set by the Remuneration Tribunal of South Australia for each election period, with periodic adjustments (based upon a formula) taking effect on 1 November annually thereafter for the term of the governing period.

The District Council of Lower Eyre Peninsula is classed as a Group 4 Council, with current remuneration for Elected Members as follows:

- An allowance of \$37,260 per annum for the position of Chairperson or Mayor;
- An allowance of \$11,644 per annum for the position of Deputy Chairperson or Deputy Mayor;
- An allowance of \$9,315 per annum, per Councillor
- A travel time allowance of \$344 per annum for Councillors that reside between 30 to 50kms from the principal office of Council (currently one Elected Members)
- A travel time allowance of \$574 per annum for Councillors that reside between 50 to 100kms from the principal office of Council (currently three Elected Members)
- Travel reimbursement for Council events in line with the travel reimbursement mileage rates as set by the Australian Taxation Office.

Reimbursements were also provided to Elected Members for eligible expenses in line with Section 77 of the Local Government Act 1999 & Council policy GOV-POL- 04 – Council Members allowances and benefits.

## Public Meetings

Public meetings held throughout the year were as follows:

<b>PUBLIC MEETINGS</b>	<b>ATTENDED BY:</b>
Annual Business Plan – Cummins Council Chambers	Crs Low, Millard, Quigley, Holman.
Annual Business Plan – Boston Bay Winery	Crs Low, Millard, Holman.
Annual Business Plan – Coffin Bay Yacht Club	Crs Low, Millard, Holman.
Disaster Ready Forum – Coffin Bay	Crs Low, Mitchell, Holman
Disaster Ready Forum – Cummins	Crs Holman, Millard
Disaster Ready Forum – Port Lincoln Golf Club	Crs Low, Bayly

## Internal Workshops & Sessions

Informal gatherings or discussions are periodically held in accordance with section 90(8) of the Local Government Act 1999, including:

- planning sessions associated with the development of policies and strategies;
- briefing or training sessions on relevant topics or policies;
- workshops; and,
- social gatherings to encourage informal communication between members or between members and staff.

<b>INTERNAL WORKSHOPS / SESSIONS</b>	<b>ATTENDED BY:</b>
Coastal & General Development Plan amendment update	Crs Laube, Bayly, Mitchell.
Joint Council meeting with City of Port Lincoln & District Council of Tumby Bay	Crs Low, Millard, Quigley, Holman, Bayly.

## Training & Development Activities for Members

Various Elected Members attended seminars and workshops throughout the year, to enhance their knowledge and awareness of local government activity, both in our community and at a statewide and national level. This included:

<b>TRAINING - GENERAL</b>	<b>ATTENDED BY:</b>
ICAC Awareness for Elected Members	Crs Low, Millard, Bayly, Laube, Mitchell, Holman

<b>MAJOR CONFERENCE / SEMINARS</b>	<b>ATTENDED BY:</b>
EPLGA Conference – Lower Eyre Peninsula	Crs Low, Millard, Bayly, Quigley, Mitchell, Holman
AAA National Conference	Cr Low
Local Government Association Conference	Cr Low
Australian Local Government Conference	Cr Bayly

## COMMUNITY ENGAGEMENT

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Council have adopted a Community Engagement Strategy (available on Council's website) identifying groups within the community that can be utilised by Council as community sounding boards. These groups are invited to all public meetings held, and at least annually, Council invite representatives from these groups to a function in which Council can hear updates on group activities and receive information and feedback on suggestions for the betterment of the local communities.

A review of the Community Engagement Strategy was conducted in April 2017, with the focus groups of the southern farming districts combined into Focus Group 3 as set out below.

Community Focus Group 1 comprising of representatives from:

- Coffin Bay Progress Association
- Marble Range Community & Sports Centre
- Mt Dutton Bay Progress Association
- Coultas Hall Committee

Community Focus Group 2 comprising of representatives from:

- Cummins & District Enterprise Committee
- Yeelanna Memorial Association
- Karkoo Hall Committee
- Mt Hope Hall Committee
- Kapinnie Hall Committee
- Youth Advisory Committee
- Edillilie Memorial Progress Association

Community Focus Group 3 comprising of representatives from:

- White Flat Hall Committee
- Wanilla Progress Association
- Greenpatch farming community
- Western Approach area (Coomunga & Surrounds)
- Tulka Progress Association
- North Shields Progress Association
- Boston / Tiatukia Rural Living Area
- Louth Bay Progress Association
- Sleaford Bay Progress Association

2017 saw the District Council of Lower Eyre Peninsula host the 80<sup>th</sup> Annual Eyre Peninsula Local Government Association Conference which was inspired by Dr Seuss's 'Oh The Places You'll Go'

Over 180 delegates from Eyre Peninsula's Councils as well as sponsors of the conference attended an informal welcome dinner at the Coffin Bay Yacht Club, and a gala dinner at the Marble Range Community and Sporting Complex to wrap up the event on Tuesday 28 February.

Media personality Amanda Blair was the key note speaker for the conference and did not disappoint providing insightful comments on the challenges faced by local government with particular reference to the uprising of social

media and the need for Councils to "be brave and regenerate" in order to be noticed in a world vastly influenced by technology.

Topics also included South Australia's electricity supply, inter-government relationships, an update on the 2016-17 harvest and Viterra's plans for the future, as well as Grain Producers SA's views on transport and supply infrastructure.

The Training Guru's Peter Arbery educated the audience on how our leadership styles will influence the legacies we leave, and Jackie Hibble and Sue Berry of Mentally Fit EP spoke about the five basic needs of individuals.

Five Loaves Bakery, Leanne's Kitchen and the Cummins Hotel kept everyone well fed throughout

the conference day, with mouthwatering catering by Damian Mrdjen and Chris Bunder feeding the masses in the evening while enjoying the fruits of the local wineries, Boston Bay and Lincoln Estate.

The two-day event also showcased local talent with bands Just Us and the ChrissyK Band, and the crowd were also entertained with an evening performance by Kaz the Light Dancer.

The event was sponsored by businesses and organisations that work with Councils throughout South Australia and would not have been possible without their commitment and support. Council is grateful to all of our speakers and sponsors for making the event truly spectacular.



Top: L-R – The Cummins Institute transformed for the Dr Seuss themed conference; Mayor Low, Key note speaker, Amanda Blair & CEO Rod Pearson  
Bottom: L-R – Delegates enjoying Coffin Bay; Wangary Community Sporting Complex hosted the 'Cavpower' formal dinner; Lorraine Rosenberg, LGA President speaking at the 'Killedy Jones' EPLGA Conference

The Local Government Act 1999 requires a Council to undertake a 'Representation review' at regular intervals determined by the Minister for Local Government.

An elector representation review gives councils and their community the opportunity to examine their present composition and structure and allows the opportunity to plan and implement changes that will better reflect the future requirements of their community.

The District Council of Lower Eyre Peninsula was prescribed to conduct this review in 2017.

### Legislation

Section 12 of the Act sets out the process to be followed when undertaking a review and the areas of composition for which advantages and disadvantages are to be considered, namely the:

- name of the Council
- process to be undertaken to elect the Principal Member of Council (publically elected or from within the Council body);
- number of Elected Members; and,
- wards or area representation (and if wards, the boundaries of each ward).

In accordance with Section 26, a review must take into account the following principles:

- changes should benefit ratepayers
- arrangements should reflect communities of interest, values and aspirations and avoid significant dislocations within the community
- encourage local community participation in decisions about local matters
- provide effective local governance and foster co-operation with other councils.

Section 33 adds that in addition to the above requirements, council must take into account the composition and electoral structures, in particular:

- the number of council members
- the division of the area into wards and/or whether existing wards should be abolished
- ward quotas
- communities of interest, topography, communications between electors and demographic changes.

### Stage 1 - Options Paper

Council considered the timetable for the completion of the review in June 2016 and elected to commence in October 2016 with the conclusion of the project scheduled for October 2017.

Council held a workshop on 4 November 2016 to consider and ensure all matters for the composition of Council had been appropriately presented and that the option paper outlined the advantages and disadvantages of each option available to the community for the Council composition.

The Options Paper was adopted by Council at the meeting held 16 December and subsequently released for public consultation on 16 January, with submissions to be received by 3 March 2017 with five submissions received.

### Stage 2 – Representation Review Report

Council held a further workshop on 28 March 2017 to consider the responses received from the first round of consultation and to arrive at Council's preferred option for its composition for inclusion in Representation Review Report.

At the Council meeting held 19 May 2017, Council adopted the Representation Review Report

outlining its preferred options for the composition of Council and the reasoning for each of those preferences.

Councils stated position was listed within the report as being:

- no change to the name of the District Council of Lower Eyre Peninsula
- the Principal Member of Council continues to be elected from amongst the Council Members;
- the Council area not be divided into wards and the existing area representation be retained; and,
- the number of elected members remain at seven.

The report was released for consultation with written feedback to be received by 23 June 2017 and although Council's preferred position was to retain area representation, the Elected body specifically requested that Ward Option 2 as presented to Elected Members at the March workshop, be outlined in the Representation Review report as the preferred ward model if Council were to move to wards.

### Final Position

27 responses were received from the public survey which Council considered at the July meeting and in August Council resolved to recommend to the Electoral Commissioner that the position as stated in the Final Representation Review Report be maintained.

**Council's next review** is scheduled for October 2024.

Chapter 3 of the Local Government Act 1999 outlines the provisions available to electors to make submissions for a review of Council structures, with procedures available on the Department of Planning, Transport & Infrastructure website.

## DECISION MAKING STRUCTURE

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The decision making body of Council is the full Council whose standard meeting date is on the third Friday of every month, with other meetings called as required. In addition to this, Council has established a number of Committees to assist with the decision making process as follows:

### Cummins Homes Committee

The role of the Cummins Homes Committee is to:

- consider policy issues pertaining to the management and development of the Cummins Homes complex and provide recommendations to Council regarding such issues; and
- consider applications for tenancy of the Cummins Homes and make recommendations to the CEO regarding such issues.

Membership: Independents: Mr Brian Treloar, Mrs Elizabeth Mickan, Mrs Cathy Haarsma, Mr Robert Wedd, Mr Mick Howell. Council: Mayor Julie Low (Chairperson) and Cr Jo-Anne Quigley. Operations; Mr Alex Douglas (Director Works and Infrastructure).

### Audit Committee

The role of the Audit Committee is to:

- monitor & review the integrity of the financial statements of Council (including its annual report)
- review & challenge the internal controls and risk management systems of Council
- ensure arrangements are in

place for Whistle blowing conduct internal audits (in absence of a separate internal audit function) consider and make recommendations to the Council on matters pertaining to the engagement, re-appointment & removal of the Councils external auditor and meet with the auditor as required.

Membership: Mayor J Low, Cr D Laube, Mr S Wooley, Mr D Watson and Mrs M Mattsson. Independent Members receive an allowance of \$40 per meeting attended and a mileage allowance is paid for travel to Audit Committee meetings.

### Staff Committee

The role of the Staff Committee is to:

- deal with issues pertaining to the engagement and employment management of the CEO,
- provide assistance to the CEO in relation to negotiation of Enterprise Bargaining Agreements.

Membership: Mayor J Low, Cr D Millard and Cr D Laube.

### Bushfire Management Advisory Committee

The role of the Bushfire Management Advisory Committee is to:

- provide advice to Council on local matters relating to bushfire management; and,
- provide guidance to Council's representative on the Lower Eyre Peninsula Bushfire Management Committee in relation to his / her duties as

may be required from time to time.

Membership: One representative from each SA Country Fire Service Brigade in the Council area, Mr L Blacker, Cr Bayly and Cr Holman as a representative of Council.

### Development Assessment Panel

In addition to the Committees, Council has also established a Development Assessment Panel. The panel operates independently to Council and is responsible for the assessment of development applications against the provisions of Council's Development Plan. Membership of the panel at 30 June 2017 was M L Roberts (Presiding Member), Cr P L Mitchell, Cr J Low, J Egan, T Christensen and S Woolley.

Community representatives appointed to the Development Assessment Panel received a fee of \$100 per meeting attended. Presiding community member receives a fee of \$150 per meeting, and a mileage allowance is also available.

### Strategic Planning & Development Policy Committee

The role of the Committee is to assist Council in undertaking strategic planning and monitoring of the development of the Council area and advise on Development Plan amendment proposals & planning and development matters in accordance with Section 101A of the Development Act 1993.

Membership: The Elected Council and the Chief Executive Officer of Council.

## FREEDOM OF INFORMATION

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The Freedom of Information Act 1991 provides legislation and guidelines for access and provision of information to the public. If Council refuses access to a document a certificate must be issued stating the reason for the document being treated as a restricted document.

Most information and files held by the District Council of Lower Eyre Peninsula are available for public viewing. There are some exceptions such as personal and personnel records and matters which are subject to litigation, however, information is generally readily available for viewing at no charge or at a minimal reproduction charge.

Most information is readily available without recourse to the Freedom of Information Act and members of the public are invited to discuss access to Council documents not available for inspection, free of charge or for purchase with the Chief Executive Officer.

All requests under Section 13 of the Freedom of Information Act 1991 for access to documents should be accompanied by the relevant application fee and directed in writing to:-

Freedom of Information Officer  
District Council of Lower Eyre Peninsula  
PO Box 41  
Cummins SA, 5631

Additional search fees may apply to requests where substantial staff time is involved to access the requested documentation.

Search fees associated with the lodgement of Freedom of Information requests are determined under the Freedom of Information Regulations and prescribed updates occur annually.

### Requests Received for Information under the Freedom of Information Act 1991

Three (3) Freedom of Information requests were received in the 12 months to 30 June 2017.

### Request by Public for Amendment to Council Records

The Chief Executive Officer will consider requests for amendment of Council records concerning personal affairs of a member of the public. In such instances applications are required to be addressed to:-

Chief Executive Officer  
PO Box 41  
Cummins SA 5631

Nil (0) requests for amendments to Council Records were received in the 12 months to 30 June 2017.

## COUNCIL CODES & REGISTERS

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### Codes

The following Codes of Conduct are required to be kept under the Local Government Act 1999 and are also outlined in Appendix B of this report:

#### **Section 63**

Members Code of Conduct

#### **Section 92**

Code of Practice for Access to Meetings and Documents

#### **Section 110**

Employees Code of Conduct (as prescribed)

### Registers

The following are the registers required to be kept under the Local Government Act 1999 and are available on Council's website (where prescribed) :

#### **Section 68**

Members Register of Interests

#### **Section 79**

Members Register of Allowances and Benefits

#### **Section 105**

Officers Register of Salaries and Benefits

#### **Section 116**

Officers Register of Interests

#### **Section 188**

Fees & Charges

#### **Section 196**

Community Land Management Plans

#### **Section 207**

Community Land

#### **Section 231**

Public Road

#### **Section 252**

By Laws

Council is regulated under several Acts and / or is required to provide information under other Acts. A listing of key Acts and Plans that Council either operates under or takes guidance from includes: -

Burial & Cremation Act 2013  
Community Titles Act 1996  
Dog & Cat Management Act 1995  
Environment Protection Act 1993 and Environment Protection (Waste to Resources) Policy 2010  
Expiation of Offences Act 1996  
Fences Act 1975  
Fire and Emergency Services Act 2005 and Fire and Emergency Services Regulations 2005  
Freedom of Information Act 1991  
Food Act 2001  
Heavy Vehicle National Law (South Australia) Act 2013  
Land & Business (Sale & Conveyancing) Act 1994  
Liquor Licensing Act 1997  
Local Government Act 1999  
Local Nuisance and Litter Control Act 2016 and Local Nuisance and Litter Control Regulations 2017  
Natural Resources Management Act 2004, Natural Resources Management (General) Regulations 2005 and Natural Resources Management (Transitional Provisions - Levies) Regulations 2005  
Planning, Development and Infrastructure Act 2016  
Real Property Act 1886  
Electronic Conveyancing National Law (South Australia) Act 2013  
Roads (Opening and Closing) Act 1991  
Road Traffic Act 1961 (SA), Road Traffic (Miscellaneous) Regulations 2014 and Road Traffic (Road Rules – Ancillary and Miscellaneous)  
Safe Drinking Water Act 2011  
South Australian Public Health Act 2011, South Australian Public

Health (Legionella) Regulations 2013, South Australian Public Health (Wastewater) Regulations 2013 and South Australian Public Health (General) Regulations 2013  
Strata Titles Act 1988  
Unclaimed Goods Act 1987  
Water Industry Act 2012 and Water Industry Regulations 2012  
Work Health and Safety Act 2012  
Building Code of Australia + Relevant Australian Standards  
Lower Eyre Peninsula Development Plan – 28 February 2017  
District Council of Lower Eyre Peninsula Strategic Plan  
District Council of Lower Eyre Peninsula Annual Business Plan  
District Council of Lower Eyre Peninsula Long Term Financial Plan  
South Australian Strategic Plan

### Council Policies

Council's Policy Documents are available for inspection or purchase at the principal office of Council, Railway Terrace, Cummins, SA 5631, between the hours of 9.00 am and 5.00 pm, Monday to Friday, excluding Public Holidays.

The following are the policies required to be kept under the Local Government Act 1999:  
Section 49 - Contracts & Tenders  
Section 50 - Public Consultation  
Section 77(1)(b) - Reimbursement of Council Member Expenses  
Section 78 - Provision of Facilities & Support for Council Members  
Section 80A -Council Member Training & Development  
Section 125 -Internal Control policies  
Section 219 -Road naming  
Section 259 -Order Making

Section 270 - Internal review of Council decisions

A full list of Council's policy documents as at 30 June 2017 is outlined at 'Appendix B' of this report.

### By-Laws

The District Council of Lower Eyre Peninsula has adopted no by-laws.

### Delegations

Council employs a number of staff to undertake the day to day running of the organisation and to facilitate the provision of services to the community. Council have delegated authority to the Chief Executive Officer who in turn delegates to members of staff to make decisions on various administrative and operational matters.

Council delegated its powers under relevant Acts to the Chief Executive Officer and a review of the delegations is due to be conducted in October 2017.

### Auditor Independence

Dean Newbery & Associates have been appointed Councils Auditor for a 2 year period. During the 2016/17 financial year the remuneration paid to the Auditor was \$18,850. There were no amounts paid in non-audit fees.

### Community Land

No community land was disposed of or purchased by Council in 2016/17.

## SERVICE DELIVERY

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This Council uses a variety of options to ensure the cost-effective delivery of services. These include:

- Waste collection and disposal is subject to competitive tendering.
- Operation of waste transfer stations is undertaken by Council employees.
- Council's public convenience cleaning is subject to competitive tendering.
- The majority of Council's gardening and footpath maintenance is undertaken by a combination of contracting by competitive tendering and Council's workforce and equipment.
- Bitumen work not undertaken by Council staff, including maintenance and new work, is subject to competitive tendering.
- The construction of open surface roads is a significant part of Council's ongoing service delivery program. The method of delivering this service is a combination of Council staff and equipment charged out on hourly hire rates and contractors paid at unit rates. This has been found to be the most cost-effective method to undertake this type of work over many years. The contract component relies on production rates to generate contractor payments and the Council staff component is aimed at ensuring standards and quality requirements are met without excessive supervision costs.
- The construction of sealed roads is also undertaken using a combination of contract components and Council staff and equipment charged out at hourly hire rates.
- Works Department staff regularly monitor the unit costs of Council work against other Councils and contractors to ensure cost-effective outcomes.
- All major projects of a specialised nature, such as the crushing of road base material or specialist project planning, are subject to a competitive tendering process.
- Council's work teams are given an opportunity to tender for all services which are subject to a competitive tendering process.
- Council's Policy regarding purchasing procedures includes: *Preference for local suppliers is encouraged where the quality and price are competitive.*

## NATIONAL COMPETITION POLICY

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Council did not conduct any category one or two "Significant Business Activities" or submitted any "In House Tenders" for Council activities during the 2016/17 year.

The Port Lincoln Airport is operated by Council and is the only significant business activity of Council.

To maintain competitive neutrality Council utilise cost reflective pricing in its airport operations. Cost reflective pricing is a calculation of the cost of providing the service, taking

account of:

- The actual costs of providing the good or service on a full-cost basis
- The cost advantages of local government ownership (e.g. non-payment of taxes, lower cost of finance, mix of commercial and non-commercial activities, exemption from the operation of legislation);
- The cost disadvantages of local government ownership (e.g. increased accountability and administration, higher award rates or costs associated with enterprise

agreements); and

- Return on investment and dividend payments to local government owners; to arrive at a price which is competitively neutral.

Council received no competitive neutrality complaints during the year and Council Policies include the Council Contracts Tendering and Purchasing Policy which includes competitive tendering.

## CONFIDENTIALITY PROVISIONS

Council and Council committee meetings are open to the public and attendance is encouraged with the public only excluded from the meeting where Council (or the Council committee) believes it is necessary in the broader community interest to exclude the public from the discussion (and, if necessary, the decision) of a particular matter.

The public will only be excluded when considered proper and necessary i.e. the need for confidentiality outweighs the principle of open decision-making.

No committees of Council considered a matter in confidence in the 2016/17 year.

Council has adopted a Code of Practice for public access to Council meetings which is available on Councils website.

Twelve items of business were considered in confidence during this financial year and the decision to keep those minutes confidential is reviewed annually.

8 Council meetings held during 2016/17 involved a portion of the meeting where the public were excluded.

Matters considered in confidence during the 2016/17 period in respect to S90 (2) & (3) (a-n) of the Act included:

LG	ACT	DESCRIPTION	2016/17
90	(3) (a)	<i>information concerning the personal affairs of any person (living or dead);</i>	1
90	(3)(b)	<i>Information that could confer a commercial advantage or prejudice the commercial position of the Council</i>	9
90	(3)(j)	<i>would divulge information provided on a confidential basis by or to a Minister of the Crown, or another public authority or official</i>	2

All confidentiality orders issued under Section 91 (7) of The Act in 2016/17 remain confidential as at 30 June 2017 as the items confidentiality orders issued during 2015/16 have ceased to apply while the remainder continue to be ongoing in confidence.

## REVIEW OF DECISIONS AND REQUESTS FOR SERVICES

Section 270 of The LG Act states that Council must develop and maintain policies, practices and procedures for dealing with any reasonable request for services or improvements to services and also in relation to any complaints regarding the actions of employees or contractors of Council.

Staff record all incoming requests and complaints and allocate Responsible Officers for addressing each item, within given time periods. This information is then used to ensure items are being addressed in a timely, effective and fair way as well as being used as data on which to consider improvement to services and operations.

During the 2016/17 year, 479 requests for services were recorded in Council's records management system in the following categories (excludes correspondence attended to by the Council body):

REQUEST FOR SERVICE CATEGORY	QUANTITY
Road maintenance (i.e. grading, re-sheeting, drainage)	111
Building/Asset maintenance (i.e. toilets, septic, halls, CWMS)	50
Vegetation maintenance (i.e. Tree trimming / removal, mowing)	95
Request for new / additional services (i.e. rubbish collection routes, additional bins)	38
Sign maintenance / requests (i.e. installation of new signs, repair of old signs)	29
Animal issue (i.e. noise complaints, attacks, bees / ants on Council owned sites)	20
Inspectorial Service (i.e fire hazards, alleged breach of building codes, illegal dumping)	54
Request for Council information (Non FOI)	60
Request, other (alterations on council land, speed zones etc)	13
Complaint against persons acting on behalf of Council (i.e. contractors,)	1
Complaint regarding a good/services Council has provided	3
Compliments on services provided	5

## HUMAN RESOURCES

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The District Council of Lower Eyre Peninsula believes it has a social responsibility towards all members of its community and is required to create an employment environment which reflects the values and needs of the community. Accordingly, the District Council of Lower Eyre Peninsula is firmly committed to the principle of equal employment opportunity for all Staff.

Council's policies reflect commitment to create a work place that is free of discrimination and in which all people are permitted equal access and opportunity to progress to the full extent of their ability.

Council have a Consultative Committee which meets concurrently with the Work Health & Safety committee to discuss matters related to employment.

### EXECUTIVE OFFICERS

Council employs four executive officers and two additional senior contract roles. Details of these contracts and a summary of benefits provided to the officers for year ending 30 June 2017 are as follows:

#### Executive Team

- **Chief Executive Officer** Rodney Pearson
  - Salary
  - Private use of motor vehicle
  - Mobile phone
  
- **Director of Works & Infrastructure** Alex Douglas
  - Salary
  - Private use of motor vehicle
  - Mobile phone
  
- **Manager Development & Environmental Services** Leith Blacker
  - Salary
  - Private use of motor vehicle
  - Mobile phone
  
- **Manager Corporate Services** Sacheen Hopewell
  - Salary
  - Private use of motor vehicle
  - Mobile phone

#### Senior Contract Roles

- **Airport Manager** Barrie Rogers
    - Salary
    - Private use of motor vehicle
    - Mobile phone
  
  - **Works Manager** Gary Jutzen
    - Salary
    - Private use of motor vehicle
    - Mobile phone
-

STAFF LIST at 30 June 2017

Rod Pearson	Chief Executive Officer
Sacheen Hopewell	Manager Corporate Services
Leith Blacker	Manager Development & Environmental Services
Robert Fox	Development Assessment Officer
Ian Douglas	General Inspector
Alex Douglas	Director Works & Infrastructure
Gary Jutzen	Works Manager
Bryce Breed	Senior Corporate Services Officer
Margaret Wandner	Rates & Payroll Officer (Part Time)
Bonnie Puckridge	Executive Assistant
Jenna Anderson	Administration Officer - Governance
Julie Elliott	Senior Works Administration (Part Time)
Patrina Coombs	Administration Officer (Part Time) - Works
Jenna Hughes	Community Project Officer – C&DEC (Part Time)
Wendy Ettridge	Administration Officer - Development
Jennifer Windsor	Administration Officer (Part Time)
Julie Crettenden	Community Development Officer (Part Time)
Carolyn Miller	Corporate Services Assistant (Part Time)
Kaye Ferguson	Health & Ageing Project Officer (Contract)
Kimberley Roberts	Administration Trainee
David Hall	Works Coordinator
Dale Stirling	Works Project Officer
Barrie Rogers	Airport Manager
Matthew Newland	Airport Operations Officer

**Northern Depot**

**Construction Team:**

Craig Meyers	Team Leader - Construction
Paul Mickan	Plant Operator
Terry Sampson	General Duties & Plant Operator
Trevor Arnold	Plant Operator

**Maintenance Team:**

Dion Kemp	Team Leader - Maintenance
Simon Porter	General Duties & Plant Operator
Kit Williams	General Duties & Plant Operator
Vacant	General Duties & Plant Operator

**Waste Transfer Station:**

Gary Walter	Waste Transfer Station Operator
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**Southern Depot**

**Construction Team:**

Trevor Bateman	Team Leader – Construction
Chris Carter	General Duties & Plant Operator
David Harrold	Plant Operator
Mark Paxon	Plant Operator

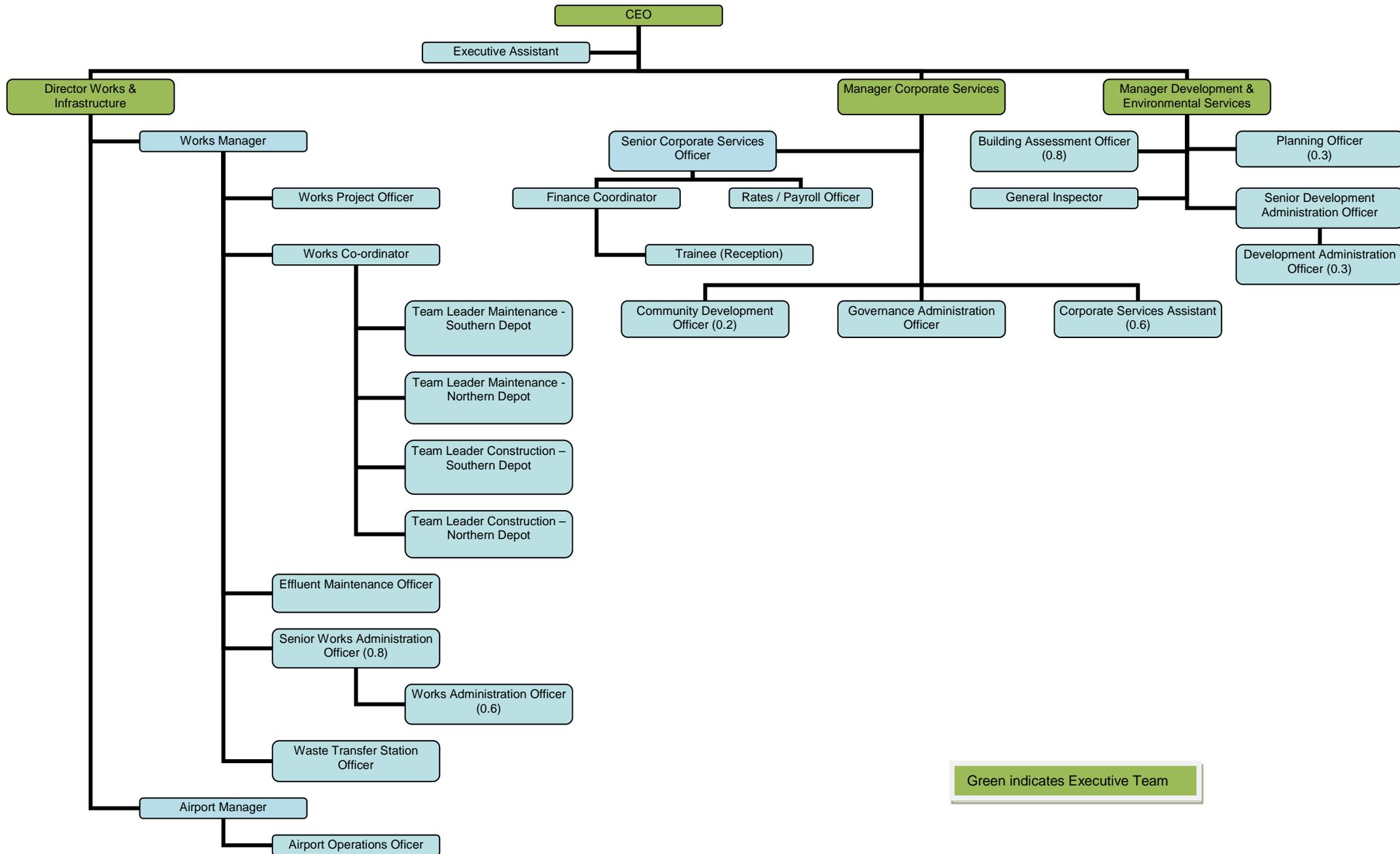
**Maintenance Team:**

John Gerlach	Team Leader – Maintenance
Michael Bertram	General Duties & Plant Operator
Willy Janssen	General Duties & Plant Operator
Greg Hughes	General Duties & Plant Operator

**Wastewater Treatment:**

Greg Smith	Waste Water Treatment Officer
Aaron Clarke	Facilities Trainee

# ORGANISATIONAL CHART



Green indicates Executive Team

## ANNUAL BUSINESS PLAN

### Report card against 2016/17 planned projects

Area	Project	Status	Comment
Port Lincoln Airport	Upgrade old Terminal building	Complete	
	Upgrade existing roadworks	Not commenced	Council deferred project
	Extend Taxiway	Not commenced	Council deferred project
	Extend paid carpark area	Not commenced	Council deferred project
	Runway Reseal	Complete	
	Lighting Upgrades	Not commenced	Project under review due to technical requirements
Rubble Roads	Re-sheeting	In Progress	Remaining roads 2017/18
Road Sealing	Sanctuary Drive, Boston	Complete	
	Capital Reseals	Complete	
	Wattle Drive, Tulka	Complete	
	Old Flinders Highway	Complete	
	Bruce Terrace, Cummins	Complete	
	Penmaric Lane, Boston	Complete	
	Proper Bay Road, S Bend	In progress	
	Mortlock Street, Cummins	Complete	
Cummins Homes	Upgrade 2 bathrooms	Complete	
Stormwater Construction	Drainage works, Boston area	Complete	
	Drainage works, Peelina Creek	In progress	Carried f/wd to 2017/18
Foreshore Construction	North Shields, Beach access	In progress	Awaiting response from Coast Protection Board
Playgrounds	Upgrade to Lions Park, Boston	Complete	
Reserves	Streetscape upgrade, Cummins	Deferred	2017/18 Budget
	Relocate Info board, Cummins	Not commenced	
	Seating & Signage, Dutton Bay boat ramp	Deferred	2017/18 Budget
	Relocate Airport canopy to Tulka	Not commenced	
	Relocate Airport canopy to Coffin Bay lookout	Not commenced	
	Tourism signs – Sleaford	Complete	
Effluent Construction	Cummins – Pump upgrades, Line relay and relocate flushing points	Complete	
Footpath Construction	Coffin Bay, Hotel to Morgan Rd Cummins, Bruce Terrace	Complete	
Community Development	Cummins Skate Park	In progress	Project transferred to a community based group
	Community Bus monthly trip	Complete	Ongoing
	Community Bus Shelter (Northern Depot)	Not commenced	2017/18 Budget
Footpaths	Hall Street, Cummins	Complete	
	Giles Rd to Haggerty Rd, Coffin Bay	Complete	
Public Conveniences	Construct at Sleaford Bay	Complete	
Effluent Construction	Tulka – Creation of Easements	In progress	
Coffin Bay Foreshore	Construct access points along Esplanade	In Progress	
Coffin Bay Caravan Park	Install Fire Hose Mains System	Complete	
Cemeteries	Upgrade to Cummins carpark etc	Deferred	2017/18 Budget
Cummins ALA	Minor works to complete	Complete	
Coffin Bay Boat Ramp	Fish Cleaning Facilities	Complete	

In April 2016, Council adopted a new Strategic Plan in which they reconsidered the vision and mission statements, reaching a final consensus on both as follows:

**VISION:**

To promote and inspire safe, prosperous and inclusive rural and coastal communities

**MISSION:**

To assist our community achieve its economic and social potential through services, programs and advocacy and responsible management.

Within the new Strategic Plan, key function areas were identified with a specific goal assigned to it, and actions below those goals to outline how Council will achieve its targets:



## Infrastructure & Services

Council recognises that appropriate Public infrastructure and assets are among the highest priorities that the community expects and demands from local government. Council will maintain and improve Councils infrastructure and assets to support economic and social development of the district.

STRATEGIC ACTIONS		Measure / Comment	2016/17 Achievements / comment	Status	2017/18 Projections
11	Maintain kerbside collection and Waste Transfer Stations in line with the Waste Management Level of Service Standards.	Contractual arrangements in place for collection of kerbside waste.	Weekly Kerbside Waste Collection undertaken.	Achieved	Weekly Kerbside Waste Collection undertaken.
		Transfer stations operating in line with established procedures and operating times within budget constraints.	Waste transfer stations available in Cummins and Coffin Bay.	Achieved	Waste transfer stations available in Cummins and Coffin Bay.
		In conjunction with CoPL and DCTB a shared use residual waste facility is in operation on Lower Eyre Peninsula	Residual waste facility in operation	Achieved	Residual waste facility continues to be in operation.
12	Explore opportunities for joint Council contracts for the collection and disposal of waste streams such as domestic and business waste, recyclable products and effluent.	A review is undertaken and consideration given to sourcing the best value product and cost for Council.	No actions identified for 2016/17	N/A	A review of Waste collection and disposal contracts is commenced in 2017/18
13	Implement Council's Rural Roadside Vegetation Management Policy.	Maintenance undertaken in line with Council budget.	Work undertaken along rural roadsides in line with council policy and budget.	Achieved	Work is undertaken along rural roadsides in line with council policy.
14	Maintain and where practical improve the standard of Council owned rural roads in line with Council's Road Network Level of Service Standards and the Asset and Infrastructure Management Plan.	Patrol grading undertaken in line with established Road network service standards	Budget expended in line with Council policies and standards	Achieved	Budget expended in line with Council policies and standards
		80% of resheeting identified in annual budgets is completed (allowing for weather events)	80% of re-sheeting projects are completed	Achieved	Carried over roads are included in 2017/18 budget along with new roads. Expectation is to complete all.
15	Maintain and where required Improve the standard of urban roads by progressively sealing roads subject to high traffic volumes and supporting expanding residential populations.	Work has been undertaken in line with identified priorities in the Capital Works Program and within budgetary allowances.	Sealing projects were undertaken in line with the identified projects & capital works programs.  Road links progressed.	Achieved	Sealing projects will be undertaken in line with the identified projects  Road links progressed.
16	Expand staff knowledge and resources in the development and implementation of a best practice approach to the management of a	Training budget expended.	Training undertaken by relevant staff	Achieved	Internal workshops to create standardised processes and quality controls.

STRATEGIC ACTIONS		Measure / Comment	2016/17 Achievements / comment	Status	2017/18 Projections
	quality road network.				
17	Develop a street scape amenity plan for each major town.	Plan created and implemented / budgeted. Template created for other townships within the district with works considered in future budgets.	Action not undertaken in 2016/17, other priorities took precedent.	Not Achieved	Development of street scape amenity plan will be undertaken in 2017/18 for key townships
18	Maintain and upgrade Council reserves in accordance with the Community Land Management Plan.	90% of annual maintenance undertaken on reserves in line with annual budget.	Budget expended.	Achieved	Annual maintenance undertaken on reserves in line with budget
		90% Council projects identified in annual budgets are completed	Relocation of canopies to Tulka & Coffin Bay & Mt Dutton Bay signage & seating not completed.	In Progress	Relocation of canopies to Tulka & Coffin Bay Mt Dutton Bay signage & seating will be completed
I&S9	Footpaths and trails maintained and developed in accordance with the Footpath Strategic Plan.	90% of annual maintenance undertaken on reserves in line with budget (allowing for weather events)	Budget expended	Achieved	Footpaths maintenance in line with Footpath Strategic Plan / LTFP / Strategic Plan and 2017/18 budget
		90 % Capital works programmed are completed.	Budget expended in line with capital works program	In Progress	90% Capital works programmed are completed.
		Footpath Strategic Plan reviewed in 2017/18.	No actions identified for 2016/17	N/A	A review of the Footpath Strategic Plan is due to commence in 2017/18.
I&S10	Maintain and upgrade public conveniences within Council townships and at important tourist locations.	Contracts are in place and monitored for effectiveness and quality.	No identified action as contracts are due for renewal in 2017/18	NA	Contracts for the cleaning of conveniences are in place
		Identified Capital works from budget have been commenced.	Works completed at Sleaford Bay	Achieved	Public conveniences to be installed at Farm Beach
I&S11	Develop and implement a playground Strategic Plan.	Playground Strategic Plan is reviewed in 2017/18	No actions identified for 2016/17	N/A	The Playground Strategic Plan is to be reviewed.
I&S12	Maintain and upgrade playgrounds in	100% of existing playgrounds inspected	Playground inspections have been	Achieved	Existing playgrounds maintained

STRATEGIC ACTIONS		Measure / Comment	2016/17 Achievements / comment	Status	2017/18 Projections
	accordance with the Playground Strategic Plan.	quarterly	undertaken with actions identified recorded and addressed.		and inspected regularly.
		Inspections are undertaken within four weeks of the target dates	Inspections undertaken in line with schedule	Achieved	Inspections undertaken in line with schedule
		Cummins Skate Park design completed by end 2017/18	Council agreed to allow a community skate park committee to redesign the proposed plan and set schedule of work	In Progress	Skate Park construction commenced.
I&S13	Street lighting standards are maintained or improved in accordance with the Street Lighting Strategic Plan.	90% Capital works completed.	Projects deferred to 2017/18	Not Achieved	Capital installations completed in line with budgets
I&S14	Maintain and improve the standard of Council cemeteries in accordance with the Cemetery Management Plan	Annual maintenance undertaken on reserves in line with budget.	Budget expended in line with management / strategic plans.	Achieved	Review Cemetery Management Plan in conjunction with stakeholders
			Council has resolved to review Poonindie Cemetery and create a management plan for the site.	In Progress	Review of Poonindie Cemetery undertaken to create a management plan for the site.
I&S15	Enact administrative requirements in accordance with the Burial & Cremations Act 2013, and to ensure the dignified treatment of human remains by the allocation of sufficient resources.	Policies and procedures implemented and full compliance with the act is in place.	Policies and procedures have been drafted, new forms are in place	In Progress	Finalise the procedures and policies.

## Community Wellbeing

Council aspires to provide an appropriate level of amenity and support to maintain and improve the wellbeing of the community and recognises that the willingness of residents to live, work and recreate within the district is enhanced through the provision of quality health and educational institutions and the amenity of the area, including well maintained streetscapes, parks and reserves.

Continued support and encouragement of local community groups and organisations to undertake their activities is seen as important by Council to assist in maintaining the attitude of self-help that has existed almost uniquely within the Lower Eyre Peninsula communities over many years.

STRATEGIC ACTIONS		Measure / Comment	2016/17 Achievements / comment	Status	2017/18 Projections
C1	Encourage the retention of, and where appropriate provide new access to the coastline for the local community and visitors alike, whilst working in conjunction with responsible State Government agencies to protect and ensure sustainable use of the extensive coastline of the Council area.	Identified work from Strategic Plan included in annual budgets	North Shields beach access commenced, but waiting on approval from EPNRM.  Coffin Bay access points included in budget.	In Progress	North Shields – Once feedback has been received from EPNRM, access to be constructed  Coffin Bay Foreshore / Esplanade Access Points & Parking Area completed
C2	On Council's coastal reserves, ensure appropriate signage identifying known high risks and highlighting the conservation values to assist the community in protecting the habitat of those areas.	(1) Signage audit undertaken (2) Signage installed and fit for purpose.	Signage audit identified as being important by Regional Development Australia Whyalla & Eyre Peninsula on a regional basis – awaiting action by RDAWEP	Not Achieved	RDAWEP to coordinate and Council to consider budget allocation in future budgets.
C3	Participate in the development of a Coastal Access Strategy in conjunction with the EPLGA and RDAWEP.	Participate in process as opportunities arise.	Council provided comment on RDAWEP Coastal Access Strategy Commenced investigation of DCLEP By-Laws	In Progress	Action Council by-laws for addressing coastal access in our Council area.
C4	Review Council's Climate Change Adaption Report, and implement where necessary in the interests of community safety.	Report reviewed as scheduled	No action identified for 2016/17.	N/A	No action identified for 2017/18, review to commence in 2018/19
C5	Monitor climate change impacts on Council's coastal towns and settlements and take the appropriate actions to reduce identified impacts where resources permit.	Action taken to address identified climate change impacts.	No action identified for 2016/17	N/A	No action identified for 2017/18
C6	Mitigate the potential negative impact of stormwater run off from coastal towns or settlements.	Coffin Bay Stormwater Management Plan completed  Implementation of actions arising from Coffin Bay Stormwater Management Plan	No action identified in 2016/17  No action identified in 2016/17	N/A	Coffin Bay Stormwater Management Plan will be developed  No action identified in 2017/18 Implementation scheduled for 2018/19

STRATEGIC ACTIONS		Measure / Comment	2016/17 Achievements / comment	Status	2017/18 Projections
C7	Continue to provide 'Community & Sports Groups Capital Grants' to assist with the upgrading of local facilities.	Community Capital Grants available annually to community groups and organisations.	Grants were allocated to successful bodies	Achieved	Develop a guideline / policy to assist Council with awarding grant funding
C8	Support strategic upgrading of sporting, recreation and community facilities in the Council area.	Community Development Officer to assist groups accessing funding.	Officer in place and provided assistance to a number of groups	Achieved	Promote the services of the officer to all communities
C9	Provide recycled water to improve community assets where feasible.	Recycled water is made available to the Coffin Bay Golf Club & the Cummins Oval	Road redesign was undertaken for Flinders Hwy to allow PL Golf Club increased water catchment. Recycled water available to Cummins Oval & CB Golf Club	Achieved	Recycled water continues to be available to Coffin Bay Golf Club & Cummins Oval.
C10	Provide a community bus in association with the Cummins & District Enterprise Committee and the Cummins Community Bank to provide a medium of transport for disadvantaged persons, business groups and the wider community for social events.	Bus available for community use and maintained to an appropriate standard.	Monthly Community Bus program put in place with the Red Cross	Achieved	Investigate further opportunities for community use of the bus
		New shed built to house community bus.	Staff assessment of appropriate location for shed completed	In Progress	Development approval sourced and shed erected.
C11	Ensure annual budget allocations and staff cars are made available for Red Cross Community Transport Services.	A Memorandum of Understanding is entered into with the Red Cross Port Lincoln to enable access to vehicles for the purpose of patient transportation.	MOU in place and access to Council vehicles provided.	Achieved	MOU continues to be in place and Council vehicles utilised when required / available
C12	Promote local community groups and events through a range of services and funding initiatives.	Promotion of community events on Council social media and website	Community focus groups asked for events, community calendar created on website, events shared on facebook when known	Achieved	Promotion of community activities via website & Facebook and increased use of community calendar encouraged.
C13	Retain the position of a part time Community Development Officer to support local community groups.	Officer engaged	Officer engaged	Achieved	Officer engaged, hours / role reviewed to determine if hours appropriate for tasks required.
C14	Provide 'Community Reserves Support Grants' to assist with local initiatives.	Community Reserves Support Grants available annually to community groups and organisations.	Grants were allocated to successful bodies	Achieved	Develop a guideline / policy to assist Council with awarding grant funding
C15	Support the youth of our community through the Youth Advisory Committee.	Community Development Officer provides administrative / coordination support for the Youth Advisory Committee	Officer in place	Achieved	Officer continues to provide support for Youth Activities

STRATEGIC ACTIONS		Measure / Comment	2016/17 Achievements / comment	Status	2017/18 Projections
C16	Work with the State Recovery Office to prepare an Emergency Response Plan for the Council area that will ensure a unified and appropriate response is planned and resourced ahead of an event to enable Council to support the community in the aftermath of a natural disaster.	R&D Grant received from Local Government Association and consultant engaged to prepare a Community Recovery Plan for DCLEP through consultation with the community and stakeholders.	R&D grant successful and consultant engaged, committee convened and meetings held amongst stakeholders. Commenced drafting recovery plan.	In progress	Complete plan and template for Local Government.
C17	Facilitate the establishment of a committee to review support services and accommodation needs of the elderly aimed at enhancing the lives of older people living at home or in aged care. The terms of reference for the committee include but are not limited to assessment of existing and future services, public and private facilities and land availability where necessary in order to meet identified needs.	A committee for Health & Ageing has been formed and a project officer engaged to review the Health & Ageing needs of our communities.	Committee formed and assisting Health & Ageing project officer with the preparation of a business case for increased services.	Achieved	Compile survey findings and prepare a business case for advocating for services / facilities in our communities
C18	Advocate for, and where appropriate provide reasonable resources to support the establishment of health facilities and to progress initiatives that will support improved health outcomes for the community.	Activity undertaken in support of improved health outcomes for the community.	Health & Ageing project officer engaged in conjunction with the Cummins District Community Bank	Achieved	Compile survey findings and prepare a business case for advocating for services / facilities in our communities
C19	Implement actions from the Regional Health Plan within resourcing constraints.	Actions from the Regional Health Plan commenced.	Progress Plan against Regional Health Plan developed across CoPL, DCTB & DCLEP.	In Progress	Implement actions emanating from the plan

## Economic

Council will work to promote its area and provide a supportive framework to assist the development and expansion of private enterprise in recognition that small/medium enterprises are significant employers and are major contributors to the economic well being of the district.

STRATEGIC ACTIONS		Measure / Comment	2016/17 Achievements / comment	Status	2017/18 Projections
E1	Work cooperatively with the Department of Water, Environment and Natural resources, Eyre Peninsula Natural Resource Management Board, SA Water and other relevant Government agencies to pursue a quality, sustainable and expanded water supply.	Participate in the Eyre Peninsula Water Taskforce.	Council elected representatives to EP Water Task force.  Council has been represented at Tod Reservoir working group meetings.	Achieved	Continue to participate as opportunities arise
E2	Support initiatives to improve power, water and telecommunication infrastructure for the region.	Participation undertaken as opportunities arise.	Participation in electricity forums with feedback provided through agendas and meetings	Achieved	Continue to participate and advocate for increased reliability as opportunities arise
E3	Maintain & develop relationships with government, airlines and other stakeholder interests to ensure the prosperity of the airport.	Engagement with stakeholders as issues arise	Meetings held with airline operators	Achieved	Inclusion of funding to promote increased visitor access to the region through the airport included in the budget
E4	Advocate for initiatives that preserve and enhance the transport infrastructure of the region, including: · Rail retained and upgraded to be the principal mover of grain and mining produce across the region; · Highways upgraded to improve safety of road users; · Reduce conflict between social and freight movements.	Advocate for retention of rail on Eyre Peninsula for the movement of grain.	Railway and highway interface with grain freight included as a topic in the EPLGA conference hosted by DCLEP to highlight issues  DPTI approached re retention of rail on Eyre Peninsula, requesting consideration of impact on road network should rail not be used in future.	Achieved	Continue to advocate for rail as principal grain movement medium on Eyre Peninsula.
E5	Support the Eyre Peninsula Natural Resource Management Board, government agencies, agricultural interests and the community to ensure sustainable land management practices are utilised.	Participation undertaken as opportunities arise.	No actions in 2016/17.	N/A	Support provided by sponsorship of the 'Nature on Eyre' Conference in the 2017/18 budget.
E6	Elected Members and relevant staff participate in appropriate land management forums conducted in the region.	Participation undertaken as opportunities arise.	No relevant forums held in 2016/17.	N/A	Participate as opportunities arise.

STRATEGIC ACTIONS		Measure / Comment	2016/17 Achievements / comment	Status	2017/18 Projections
E7	Actively support the establishment of locally based value added business initiatives.	Support provided for value adding businesses.	Engagement with and support provided where possible.	N/A	Continue to support value adding businesses.
E8	Work with relevant agencies to encourage development of business activity and initiatives conducive to ensuring young residents have the option of remaining and working in the area e.g. RDAWEP	Participation undertaken as opportunities arise.	No actions identified for 2016/17.	N/A	CEO involvement on Industry Leaders Group to look at training / skill needs for the region
E9	Consider the social & environmental impacts on the DCLEP community of mining proposals while seeking to maximise economic benefits.	Work with and monitor activity of the Eyre Peninsula Mining Taskforce.	Eyre Peninsula Mining Taskforce meeting minutes and information received.	Achieved	Respond to activities of the Eyre Peninsula Mining Taskforce.
E10	Ensure that appropriate quantities and availability of industrial & residential land exists in key towns.	Active steps are taken to ensure appropriate land is available for key towns to expand and grow.	Progress made on concept plans for land held by Council in Coffin Bay and Cummins.	In progress	Complete costing's for concept plans and resolve next steps for their development though Council agenda and Prudential management reports where required.
E11	Utilise the Council website to provide links to businesses locally and regionally.	Staff actively present articles on the website to promote business.	Community Calendar created on website and community groups contacted for articles periodically	Achieved	Identify how the website can be enhanced/ links created to business domains
E11	Support tourism opportunities by promoting the area, its facilities and attractions both locally and to the broader tourist market.	Consider tourism initiatives as presented by RDAWEP.  Representation maintained on the RDAWEP Tourism Committee	Council has responded to RDAWEP tourism initiative requests, which were not taken up across the Eyre Peninsula region.  Community Development Officer has represented Council at RDAWEP Tourism Committee meetings	Achieved  Achieved	Funding included in 2017/18 budget for tourism planning surrounding increased visitation to the Port Lincoln Airport  Continue to be represented at RDAWEP Tourism Committee.
E12	Along with Eyre Peninsula Councils and other stakeholders assist with funding of a Regional Tourism Officer employed by Regional Development Australia Whyalla & Eyre Peninsula.	Continue to provide funding for regional Tourist Officer.	Funding provided to RDAWEP Tourism Officer	Achieved	Funding provided to RDAWEP Tourism Officer
E13	Engage with the South Australian Tourism Commission to explore opportunities for the airport to grow and expand its role as a visitor gateway to the Lower Eyre Peninsula.	Minimum of one meeting held between Council staff and SATC staff	Meetings held with SATC.	Achieved	Minimum of one meeting held between Council staff and SATC staff

STRATEGIC ACTIONS		Measure / Comment	2016/17 Achievements / comment	Status	2017/18 Projections
E14	Promote significant tourism destinations via Council website with links to regional websites.	Links to regional websites are provided on the Council website.	Website review has not occurred and RDAWEP website with pages for each region has not been completed (for links on our website)	Not Achieved	Links to regional websites are provided on the Council website.
E15	Explore opportunities with the South Australian Tourism Commission to promote our region as an area of high quality coastal experiences.	Participation undertaken as opportunities arise.	Coffin Bay selected as a 'Celebration Community' for the Commonwealth Games Queens Baton Relay following endorsement by SATC	Achieved	Coffin Bay promotion opportunity associated with the Queens Baton Relay event maximised
E17	Invest in tourism infrastructure at significant tourist locations including the Port Lincoln Airport and Council owned Caravan Parks and Camp grounds.	85% Capital Works completed.	Capital works included in the 2016/17 budget completed or Council decision made to defer projects.	Achieved	Capital works projects as identified in Long Term Financial Plan and Council 2017/18 budget.  Provision of a \$45,000 budget for the promotion of tourism to increase airport revenue

## Responsible Governance

Council will provide vision and leadership in a stable environment reflecting a high level of integrity and accountability to the community.

Operating within the State Government legislative framework, namely the Local Government Act 1999 and associated regulations, the Council will diligently discharge its duties in providing a range of services and advocating for facilities and services on behalf of the community and business sector.

STRATEGIC ACTIONS		Measure / Comment	2016/17 Achievements / comment	Status	2017/18 Projections
G1	Undertake biennial reviews of Councils rating methodology, to ensure fairness for both built up and rural land owners.	Rating reviews conducted	Minor review at time of budget preparation	Achieved	Undertake full review of rating methodology taking into account all of the facilities provided to each township, interrogating the methodology of assessment, and giving appropriate consideration to the future needs of each community.
G2	Review Council business activities annually (Airport, Cummins Homes, Coffin Bay Caravan Park, Community Waste Water Management Schemes) to ensure they represent value to the ratepayers.	Review LTFP Business activities (PLA, Caravan Park, Cummins homes)	LTFP business activities reviewed with various scenarios investigated for each activity	Achieved	Long Term Financial Plan reviewed annually
G3	Enact appropriate policies and procedures to ensure the financial transparency of Council, the minimisation of risk is sufficient and that Council is compliant with the Financial Regulations and codes.	Internal controls are considered and where improvement is required, enacted.	Review of Internal Controls commenced, but not completed due to staff turnover	In Progress	Internal controls are considered and where improvement is required, enacted.
G4	Review the Infrastructure & Asset Management Plan to ensure the asset figures are current and replacement of assets and infrastructure is planned and resourced sufficiently.	A review of the Asset & Infrastructure management plan is commenced	Asset & Infrastructure Management plan not reviewed, however new asset valuations have been attained.	In progress	Complete AIMP review
G5	Review the Community Engagement Strategy on an annual basis to ensure it provides for flexibility in engagement options and remains tailored to the current needs of the community.	Community Engagement Strategy reviewed	A review was undertaken in April 2017	Achieved	Review undertaken annually
G6	Review the make up of Community Reference Groups on an annual basis to assist in their effectiveness in representing their respective communities.	Community Reference Groups reviewed	A review of the strategy and the Community Focus / Reference Groups was undertaken in April 2017	Achieved	Review undertaken annually

STRATEGIC ACTIONS		Measure / Comment	2016/17 Achievements / comment	Status	2017/18 Projections
G7	Encourage smaller communities to establish their own local resident 'data bases' and 'news feeds' to engender connection within individual areas and to provide a communication avenue for Council.	Alternative avenues for community consultation & assisting residents form groups considered	Contact details were requested from groups at the time of policy review (April 2017) & registers updated.	Achieved	Undertake a further review and consider opportunities for assisting in establishing community contacts within communities that currently have no formal meetings or bodies.
G8	Develop and implement the Customer Service Standards which outline the level of service customers can expect for a variety of Council's services.	DCLEP Customer Service Levels implemented	Review has been commenced, with further information requested by Council. A follow up review was planned for December 2016 and has not been completed due to staffing turnover	In Progress	Conduct a review by June 2018
G9	Allocate internal resources for the review of Governance practices once in the term of the Council.	Governance review is conducted in 2018/19	No actions identified for 2016/17	N/A	No action identified for 2017/18 Governance Review due in 2018/19.
G10	Regularly review internal practices and procedures utilising independent parties where considered necessary.	Manage Internal Controls in line with Council's auditor recommendations	High risk controls identified were put in place from auditor recommendations	In progress	Complete auditor recommendations and further implement internal controls
G11	Allocate sufficient resourcing to ensure the safety of our employees and compliance with the Work Health & Safety Act 2012 and to meet the required Performance Standards for Self Insured Entities.	Annual budget allowances in training and the continued engagement of a Work Health & Safety Administration officer.	WHS Officer engaged in a part time role. Training budget expended.	Achieved	Annual budget allowances in training and the continued engagement of a Work Health & Safety Administration officer.
G12	Represent and advocate for residents, community groups and business to other levels of government or agencies where regional, social or economic development activity is considered to be of benefit to the region or is consistent with the strategic objectives of Council.	As opportunities arise advocate on behalf of our Council area	Council has advocated to government on a range of activities including in relation to rail continuance, power supply and reliability and in relation to private enterprise as appropriate.	Achieved	Represent and advocate as opportunities arise
G13	Elected Members and staff will participate in forums, meetings and other activities involving the Local Government Association, Eyre Peninsula Local Government Association or relevant government agencies.	As opportunities arise advocate on behalf of our Council area	DCLEP was represented at all LGA and EPLGA meetings and successfully hosted an EPLGA conference in 2017	Achieved	Continue to represent the interests of the DCLEP communities at an Eyre Peninsula and State Level.

STRATEGIC ACTIONS		Measure / Comment	2016/17 Achievements / comment	Status	2017/18 Projections
G14	Actively engage in regional collaboration initiatives in conjunction with other Local Government entities for the betterment of our region.	Council has actively sought out regional collaboration initiatives	Council has participated or explored a range of regional activities including Regional Roadside Vegetation Management Plan, RDAWEP tourism initiatives, Regional Health Plans, Coastal Access Strategy, DPTI / Local Govt MOU and local shared services.	Achieved	Continue to pursue opportunities as they arise.
G15	Maintain effective working relationships with State & Federal Governments and agencies.	As opportunities arise advocate on behalf of our Council area	Council has worked closely with State Recovery Office in developing a Council Recovery Plan. Council has worked with Country Health SA in developing the Health & Ageing in our Community project. Council engages with NRM and RDAWEP and other agencies as required.	Achieved	Continue to pursue opportunities as they arise.

## Statutory

The Council operates within a highly legislated and regulated environment that both influences and dictates its administrative functions and a range of services provided to the community.

Council will at all times discharge its statutory responsibilities to aid the safety of the community in a fair and courteous manner while enforcing the activities vested in the Council as outlined by the relevant legislation.

STRATEGIC ACTIONS		Measure / Comment	2016/17 Achievements / comment	Status	2017/18 Projections
S1	Maintain the current level of dog control and enforcement services in accordance with the Animal Management Plan.	Manage animal compliance in line with Councils Animal Management Plan	General Inspector activities reported through Council agenda	Achieved	Continued engagement of General Inspector
S2	Review the Council's Animal Management Plan in 2017.	Review conducted when planned	No actions identified for 2016/17	N/A	Review of DCLEP Animal Management Plan due in 2017/18
S3	Undertake a Master Plan review of Cummins and Coffin Bay Townships between 2016/17 and 2018/19.	Planning and budget provision has been considered and where appropriate, action commenced.	No actions identified for 2016/17	N/A	Planning and budget provision has been considered however no allocation was provided in the 2017/18 year.
S4	Undertake a Section 30 review in line with requirements of the Development Act 1993, to ensure that the area is developed in an orderly and economically sustainable fashion.	Section 30 review undertaken	Due to new planning legislation a section 30 review is not considered to be required.	N/A	Not considered to be required
S5	Undertake Development Plan Amendments where a Section 30 review has identified the need for the rezoning of land.	DPA amendments are undertaken where identified	Due to new planning legislation no Development Plan Amendments have been commenced in 2016/17.	N/A	Review status of Development Plan Amendments based on new legislation and approach of the State Government.
S6	Assess the opportunity for the employment of specialist planning and development staff to support Councils across the region.	In conjunction with the CoPL and DCTB Councils continue to work towards a streamlining of development practices.	Shared service meetings have considered options and opportunities for the sharing of development resources	In progress	Continue to review opportunities for sharing development resources
S7	Participate in the development and implementation of Bushfire Management Area Plans for our district and region.	Provide active provision of comment and input in Regional and State plans where opportunities arise.	Input provided to the BMAP process.	Achieved	Provide annual input into Lower Eyre Peninsula Bushfire Management Area Plan.

STRATEGIC ACTIONS		Measure / Comment	2016/17 Achievements / comment	Status	2017/18 Projections
S8	Implement recommendations of the Bushfire Management Area Plan by inclusion in Council annual budgets	Implement the works program associated with the LEP BMAP.	Work undertaken in line with allocated budgets	Achieved	Identified works are undertaken in line with Council budget
S9	Support CFS Community Education initiatives which inform and assist landholders to be prepared for bushfires and to build community resilience.	Share information on Council's website, newsletters, facebook page as available.	Information regarding forums, training opportunities and preparedness information shared on Council media	Achieved	Continue to share current Information available on Council's website and information shared on facebook and other media.
S10	Consider opportunities for retrofitting road linkages to improve fire access / egress in township and rural living areas	Consider opportunities to retrofit roads in rural living area within budget constraints and subject to landowner willingness to discuss options.	Work progressed towards a fire access road linkages in the Lincoln Fringe area	In progress	Complete legal process surrounding opening of identified fire access road
S11	Activate the Local Bushfire Prevention Committee to gain local knowledge and expertise from local CFS representatives	Reform the DCLEP Bushfire Prevention Committee	Committee has not been activated	Not achieved	Reform the DCLEP Bushfire Prevention Committee
S12	Undertake Food Act inspections as required by legislation.	Food Premise annual inspections are undertaken	No action was undertaken in 2016/17 as suitably qualified contractors were unavailable	Not achieved	Food Premise annual inspections will be undertaken
S13	Undertake an annual review of Council's Environmental Health resourcing arrangements to ensure they meet the needs of the Council.	Review Environmental Health Officer operations within DCLEP with consideration of shared service opportunities	Shared service meetings surrounding the streamlining of development also considered the need for EHO resources at DCLEP	In progress	Shared services review of development resources, will consider EHO's as an agenda item

## *SOUTHERN EYRE PENINSULA SUBSIDIARY*

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Council has continued to participate in the Southern Eyre Peninsula Subsidiary as a Regional Subsidiary in conjunction with the District Council of Tumby Bay. The subsidiary provides the mechanism by which the two Councils jointly own one bulldozer and low loader for shared use.

This innovative resource sharing venture has enabled both Councils to have the use of specialised equipment, while at the same time ensuring optimum usage of the equipment. The result of this partnership continues to provide savings in the ownership costs of a high capital cost machine.

However, a decision was made to wind up the subsidiary it was determined that ownership of the dozer is no longer the most cost effective means of supporting road construction activities. As such, the dozer will be sold and the subsidiary wound up in the next financial year.

A copy of the Annual Report and audited financial statements for the Southern Eyre Peninsula Subsidiary for 2016/17 has been included in this report as **Appendix "C"**.

## *EYRE PENINSULA LOCAL GOVERNMENT ASSOCIATION*

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Council also continues to participate in the Eyre Peninsula Local Government Association in conjunction with other Eyre Peninsula Councils. This Association is constituted as a Regional Subsidiary pursuant to Section 43 of the Local Government Act.

A copy of the Eyre Peninsula Local Government Association Annual Report and audited financial statements for 2016/17, have been included in this report as **Appendix "D"**.

**APPENDIX 'A'**

**COUNCIL FINANCIAL STATEMENTS**

## APPENDIX B – POLICY DOCUMENTS

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### 1. Animal Management

ANI-POL-01	Poultry in Townships
ANI-POL-02	Horses on Residential Allotments
ANI-POL-03	Keeping of Bees
ANI-POL-04	Keeping of Dogs & Cats

### 2. Community Relations

CR-POL-01	Media
CR-POL-02	Public Consultation
CR-POL-03	Community Engagement Strategy
CR-POL-04	Requests for Services
CR-POL-05	Compliments & Complaints
CR-POL-06	Australia Day Awards

### 3. Development Control

DEV-POL-01	Height of Fences
DEV-POL-02	Land Division Applications
DEV-POL-03	Building Inspection
DEV-POL-04	Habitation of sheds, garages & other outbuildings

### 4. Economic Development

ED-POL-01	Tourism Development
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### 5. Equipment Plant, Fleet and Stores

EPS-POL-01	Private Works Hire
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### 6. Financial Management

FIN-SCH-01	Schedule of Fees and Charges
FIN-POL-02	Loans to Sporting Bodies and Community Groups
FIN-POL-03	Treasury Management
FIN-POL-04	CWMS Hardship
FIN-POL-05	Refund of Dog Registration
FIN-POL-06	Compensation for removal or materials
FIN-POL-08	Internal Controls
FIN-POL-09	Procurement
33.01.01	Internal Control Procedures
33.03.01	Competitive Tendering, Purchasing, Sale and Disposal of Land & Other Assets

### 7. Governance

GOV-POL-01	Gifts, Benefits & Hospitality
GOV-POL-02	Council Meeting Agenda
GOV-POL-03	Supplementary Elections
GOV-POL-04	Council Members Allowances & Benefits
GOV-POL-05	Council Induction
GOV-POL-06	Council Member Access to Information
GOV-POL-07	Order Making
GOV-POL-08	Whistle Blower

GOV-POL-09	Fraud & Corruption Prevention
GOV-POL-10	Caretakers Period
GOV-POL-11	Internal Review of Council Decisions
GOV-POL-12	Training – Elected Members

### 8. Human Resources

HR-POL-01	Volunteer Policy
HR-POL-02	Equal Opportunity
HR-POL-03	Smoking in the workplace

### 9. Information Management

IT-POL-01	Records Management
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### 10. Infrastructure

INF-POL-01	Electricity Mains Under Road Reserves
INF-POL-02	Permits to Use a Public Road for Business Purpose
INF-POL-03	Verge Development
INF-POL-04	Property Identification
INF-POL-05	Vegetation Management - Unsealed Rural Roads
INF-POL-06	Election Signs

### 11. Legal Provisions

LP-POL-01	Mayor / Chairperson seeking legal advice
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### 12. Property Management

PRM-POL-01	Hire of Council Chambers
PRM-POL-02	Camping
PRM-POL-03	Cummins Homes – Tenancy
PRM-POL-04	Council Property Maintenance
PRM-POL-05	Community Bus Transport Scheme

### 13. Social, Cultural and Community Services

CS-POL-01	Involvement in emergency response operations (CFS)
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### 14. Traffic Management

TM-POL-01	Portable Stock Signs
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### 15. Work Health & Safety

WHS-POL-01	WHS & RTW
WHS-POL-02	WHS Contractor Management
WHS-POL-03	Administration of WHSMS
WHS-POL-04	Communication and Consultation
WHS-POL-05	Emergency Management
WHS-POL-06	Hazard Management
WHS-POL-07	Hazardous Work

### CODES

Code of Conduct - Members
Code of Conduct for Employees

Code of practice – Public Access to Council Meetings &

Associated documents

Code of Practice – Meeting Procedure

**CHARTERS**

CWMS Customer Charter

**TERMS OF REFERENCE**

Development Assessment Panel

Audit Committee

Cummins Homes Committee

Staff Committee

WHS Committee

**APPENDIX 'C'**

**SOUTHERN EYRE PENINSULA SUBSIDIARY**

**ANNUAL REPORT  
AND FINANCIAL STATEMENTS**

## Southern Eyre Peninsula Subsidiary 2016/2017 Annual Report

The Southern Eyre Peninsula Subsidiary (SEPS) is an arrangement between the District Council's of Tumby Bay and Lower Eyre Peninsula formed under the Local Government Act as a Regional Subsidiary. Each Council is represented by two (voting) delegates on the Subsidiary Management Committee. The Delegates are as follows:

- Cr W Holman, District Council of Lower Eyre Peninsula
- Cr L Collins, District Council of Tumby Bay
- Cr G Stewart, District Council of Tumby Bay
- Cr D Millard, District Council of Lower Eyre Peninsula

The Management Committee also consists of the following (non-voting) staff representatives:

- Secretary - Mr D Windsor (Works Manager DCTB)
- Treasurer - Mr T Smith (Accountant DCLEP) replaced during the year by Mr B Breed
- Mr G Jutzen - (Works Manager DCLEP)

There were two meetings held during the year (one being a phone meeting).

### Plant

During 2016/17 the Subsidiary owned a Caterpillar D7R dozer that was purchased new in December 2008. Each member Council contributed \$115,000 towards the purchase of the new machine and traded a D7H.

The dozer was primarily used to raise rubble for the member Council's Rural Road Construction and Maintenance Programs. During the year the Subsidiary Committee made recommendation to the constituent Council's that this practise be reviewed with consideration to the increasing costs, decreasing incomes and changes in road construction techniques.

In November 2016 the constituent Council's advised the Subsidiary that they supported the recommendation that the bulldozer be disposed of and the Subsidiary wound up. Following an open tender process the bulldozer was disposed of July 2017.

The constituent Council's anticipate taking the steps necessary to wind up the Subsidiary and distribute the assets in accordance with the terms of the Charter during 2017/18.

### Finance

The Subsidiary recorded an operating deficit of \$43,546 for the 2016/17 financial year.

Bank accounts held with the LGFA and Bendigo Bank had balances totalling \$256,845 at 30 June 2017.

***APPENDIX D – EYRE PENINSULA LOCAL GOVERNMENT ASSOCIATION ANNUAL REPORT & FINANCIAL STATEMENTS***

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**APPENDIX 'D'**

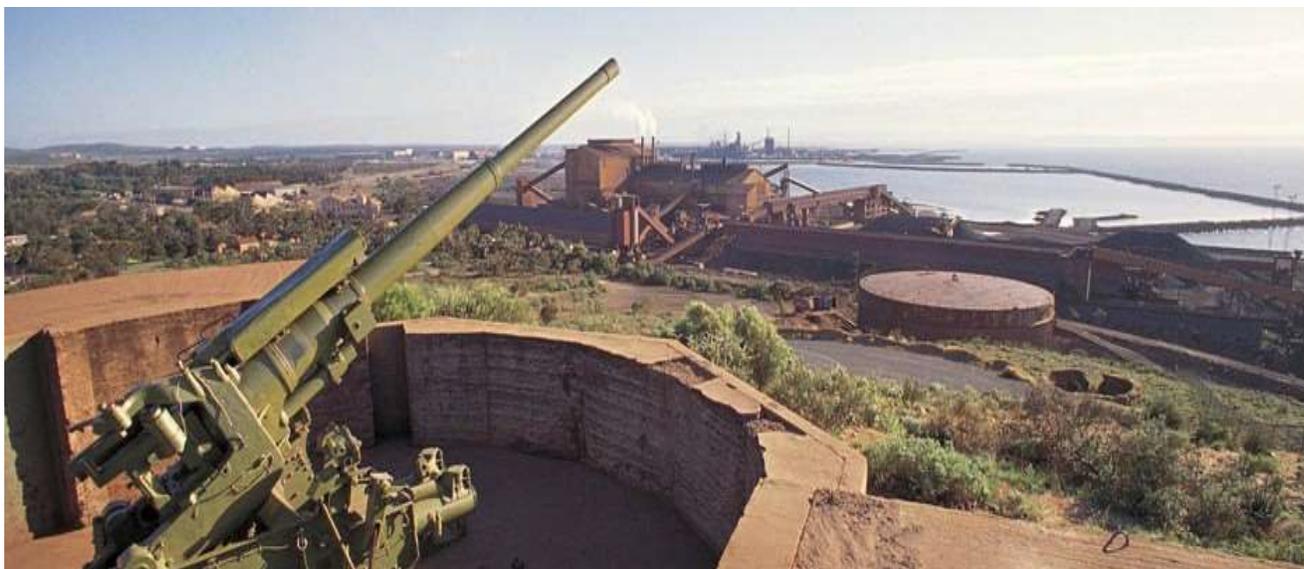
**EYRE PENINSULA LOCAL GOVERNMENT ASSOCIATION**

**ANNUAL REPORT  
AND  
FINANCIAL STATEMENTS**



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

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

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



The regional population grew by 3% from 2006, but this was not consistent across the region as a whole. The District Councils of Ceduna, Cleve, Elliston, Kimba and Wudinna experienced population decline 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 GDP, 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
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**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
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**South Australian Regional Organisation of Councils (SAROC) Executive Officers Committee:**

Tony Irvine, Executive Officer	- EPLGA
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**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
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### 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.

**M A N A G E M E N T P L A N P E R F O R M A N C E 2 0 1 6 - 1 7**

**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 meetings 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 Actual: Zero complaints received.
Member attendance at meetings, workshops, training	Number of members who are represented	All members Actual: Usually all 11 Councils represented.
Competitive funding secured	Dollars secured	Equal to membership (\$167K) Actual: Outreach Program \$50,000 Regional Capacity \$155,800 Other \$6,000 Total \$211,800
Achieved annual work plan		All items either achieved or timeframes for completion, and process, in place. Some subject to external funding. Actual: On target
EPLGA is represented at LGA regions meetings	Number of meetings attended	100% Actual: 100%
Co-ordinate regional training activities on EP	Number of days training per year	At least 6 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. 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. 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.
  - Barnagala 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

**Venue:** Port Lincoln Hotel Meeting Room  
**Time** 10:05am

**Present:**

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 Tumbly 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

**Invited Guests:**

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]

**Apologies:**

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, Campoona 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  
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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:

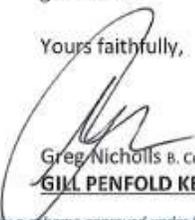
### ***Internal Controls***

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  
**GILL PENFOLD KELLY PTY LTD**

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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
		<u>387,182</u>	<u>323,229</u>
<b><u>TOTAL INCOME</u></b>			
<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
		<u>370,345</u>	<u>321,155</u>
<b><u>TOTAL EXPENDITURE</u></b>			
<b><u>NET SURPLUS/(DEFICIT)</u></b>			
		<u>\$ 16,837</u>	<u>\$ 2,074</u>



## 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>	16,837	2,074
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>	<u>\$ 226,245</u>	<u>\$ 209,408</u>



## EYRE PENINSULA LOCAL GOVERNMENT ASSOCIATION

### STATEMENT OF FINANCIAL POSITION AS AT 30TH JUNE, 2017

		2017	2016
	NOTE	\$	\$
<b><u>EQUITY</u></b>			
Accumulated Surplus		\$ 226,245	\$ 209,408
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		1,959	-
<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	19,273	16,030
		<u>125,853</u>	<u>74,141</u>
<b><u>NET ASSETS</u></b>		<b>\$ 226,245</b>	<b>\$ 209,408</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
	\$ 205,847	\$ 53,273

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

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

**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**

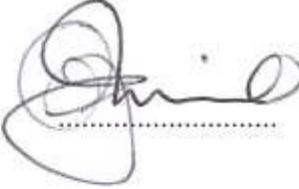
**BOARD CERTIFICATE**

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	<u>President</u>	<u>EXECUTIVE OFFICER</u>

Dated this 12 day of September 2017



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

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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

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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