Council Meeting

A G E N D A

16 JANUARY 2015
DISTRICT COUNCIL OF LOWER EYRE PENINSULA

9 January 2015

TO ALL COUNCILLORS:

The next meeting of the District Council of Lower Eyre Peninsula will be held in the Council Chambers, 31 Railway Terrace, Cummins, on Friday 16 January 2015 commencing at 9:00 am.

ROD PEARSON
CHIEF EXECUTIVE OFFICER

AGENDA

118 WELCOME

119 APOLOGIES

120 OVERVIEW OF ADDITIONAL DOCUMENTS

121 CONFIRMATION OF MINUTES

RECOMMENDATION CEO

"That the Minutes of the following meeting:-
• Council meeting held 16 December 2014; and
• Confidential Council Meetings held 16 December 2014 as per copies previously supplied to Members, be confirmed."

122 BUSINESS ARISING FROM THE MINUTES

123 INVITED GUESTS

Nill.

124 DEPUTATIONS

Nill.
F17 FINANCE REPORT

**RECOMMENDATION ACC**
“That the Finance Report be received.”

**RECOMMENDATION ACC**
“That the Finance Report be adopted.”

F18 FINANCE CORRESPONDENCE

(1) **Minister Geoff Brock – Details of $10 million Job Accelerator Fund Announced**

A News Release has been received from Minister Geoff Brock, Minister for Regional Development and Minister for Local Government announcing details of the State Government’s new one-off $10 million Jobs Accelerator Fund for the regions.

*(REFER FOLIO: FN15.01.01)*

The new fund is part of the $39 million package Minister Brock secured for the regions this financial year as part of his agreement with the Premier.

Mr Brock says that the $15 million Regional Development Fund (RDF) has been heavily over subscribed so it has been decided to use $2.6 million from the Jobs Accelerator fund to partially meet the over subscription in the RDF.

The package includes:

<table>
<thead>
<tr>
<th>Regional Development Fund</th>
<th>15</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jobs Accelerator Fund</td>
<td></td>
</tr>
<tr>
<td>- Regional Development Fund</td>
<td>2.6</td>
</tr>
<tr>
<td>- Regional Loans Scheme</td>
<td>4.0</td>
</tr>
<tr>
<td>- Indigenous economic development</td>
<td>1.4</td>
</tr>
<tr>
<td>- Regional initiatives or project opportunities that arise in the future – Yet to be decided</td>
<td>2.0</td>
</tr>
<tr>
<td></td>
<td>10</td>
</tr>
</tbody>
</table>

The new Regional Loans Scheme is offering loans ranging from $500,000 to $2 million at 3% interest over 3 years for projects which support regional jobs growth.
F18  FINANCE CORRESPONDENCE  cont’d:

(1)  Minister Geoff Brock – Details of $10 million Job Accelerator Fund Announced  cont’d:

The purpose of the loan must relate to improving business operations through infrastructure expansion or developing new markets with projects involving local employment and procurement strategies being considered favourably.

Council did not apply for any funding from the Regional Development Fund as projects were required to create jobs and promote economic growth to the region.

RECOMMENDATION  ACC
“Noted.”

(2)  Premier of South Australia – Local Government Concessions

Correspondence received from Hon Jay Weatherill MP, Premier of South Australia in relation to the issue of Local Government Concessions that formed part of the 2014/15 Federal Budget.

The State Government decided not to pass on the cut to Local Government concessions in the 2014/15 State Budget, however failing a reversal of the cut to concessions, the State Government cannot commit to funding these concessions beyond 30 June 2015.

Mr Weatherill advised that the State Government will continue to honour their election commitment which increased the energy and the medical heating and cooling concession by $50 for pensioners and concession card holders and they will continue to advocate for a reversal of the Federal Budget cuts.

RECOMMENDATION  ACC
“Noted.”

(3)  Audit Committee

Correspondence received from Mr S Coates, Principal, Moore Stephens Accountants and Advisors and Ms M Mattsson in response to Council’s advertisement seeking expressions of interest for Audit Committee independent members.

(REFER FOLIO: FN15.01.02)

Council has historically only paid $40 to independent members sitting on the committee. Many SA Councils do engage specialist consultants such as Mr Coates to sit on Audit Committees however a substantial cost is then incurred for their services.

(continued)
F18  FINANCE CORRESPONDENCE  

(3) Audit Committee  

The Deputy CEO at DCTB has confirmed he is willing to continue the reciprocal arrangement where he and the Accountant sit on the others Audit Committee.

Council has also appointed Councilor Laube to the committee who along with Mayor Low bring a wealth of Local Government experience and financial knowledge that the committee will benefit from greatly.

Council must also elect a Presiding Member for the Audit Committee. The Presiding Member can be any member of the Audit Committee and as with all appointments to this committee shall remain in place until the end of the current term of Council.

RECOMMENDATION 1 ACC  
“That Council appoint Mr Dion Watson and Ms Maureen Mattsson to the Audit Committee as Independent Members until the end of the current term of Council and that Mr Coates, Mr Watson and Ms Mattsson be thanked for their application and accordingly be advised of Councils appointments.”

RECOMMENDATION 2 ACC  
“That ………………………. be appointed the Presiding Member of Councils Audit Committee until the end of the current term of Council.”

F19  TENDERS / QUOTATIONS  

(1) Replacement of Airport Managers Vehicle  

Quotations were called for replacement of the existing Airport Managers vehicle purchased in late 2010.

RECOMMENDATION AM  
“That quotations for the replacement of the Airport Managers Vehicle be received.”

The following quotations were received:

<table>
<thead>
<tr>
<th>Dealer</th>
<th>Unit Offered</th>
<th>GST Exclusive</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mike Raleigh Motors</td>
<td>Subaru Tribeca</td>
<td>$41,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$7,500</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$33,500.00</td>
</tr>
<tr>
<td>City Motors Port Lincoln</td>
<td>Nissan Pathfinder</td>
<td>$39,900</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$8,550</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$31,350.00</td>
</tr>
</tbody>
</table>
F19 TENDERS / QUOTATIONS  cont’d:

(1) Replacement of Airport Managers Vehicle  cont’d

Quotations are available to Councillors upon request. A variety of factors were considered, such as after sales service, operator preference, specifications and price leading to the recommendation of the Nissan Pathfinder being the preferred vehicle of choice.

Council has approved a budget of $40,000 excluding GST for the replacement vehicle and $8,500 for the trade in excluding GST, City Motors Holden have provided a changeover quotation excluding GST of $31,350 which is $150.00 below the approved budget.

The recommendation is made on the basis that there were only two quotations and the Nissan Pathfinder is considered to be best value for money and met all of the specified performance criteria including local servicing arrangements.

RECOMMENDATION AM
“That Council approve the replacement of the existing Airport Managers vehicle with a Nissan Pathfinder from City Motors Holden Port Lincoln at a changeover cost of $31,350 (GST Exclusive).”

(2) Desludging Of Residential / Commercial Septic Tanks

As members would be aware, Council operates four Community Wastewater Management Schemes (CWMS) across four townships (Cummins, Coffin Bay, North Shields and Tulka). As part of the ongoing operation and maintenance of the CWMS’, Council has each tank that is connected to the Schemes pumped out on a regular basis and engages a contractor to undertake this work.

As a result, tenders were called for the desludging of residential / commercial septic tanks across the four Schemes.

Following the close of tenders on Wednesday 7 January 2015, three tenders were received. The tenders are currently undergoing an evaluation process and as such a report and recommendation is not yet available for inclusion in the main agenda. A detailed report and recommendation based on the outcome of the evaluation process will be tabled at the meeting.

RECOMMENDATION MDES
“Noted.”
F20  FINANCE GENERAL CORRESPONDENCE

(1) Port Lincoln Visitor Information Centre visitor numbers and tour statistics for September 2014.

RECOMMENDATION  ACC
“Noted”.

F21  OTHER BUSINESS ACTIVITIES

Nil.

F22  FINANCE LATE CORRESPONDENCE

F23  CORRESPONDENCE NOT REQUIRING A COUNCIL DECISION

Items of correspondence received which have been dealt with by Council staff and do not require a resolution of Council have been provided under separate cover for the information of members.

RECOMMENDATION  ACC
“Noted.”

F24  FINANCE GENERAL BUSINESS
FN/01/15 - BANK RECONCILIATION STATEMENT AS AT 06/01/2015

BENDIGO - GENERAL ACCOUNT

Balance as per bank statement $194,828.22 Cr
Less Un-presented Cheques $7,665.42 Dr
Add Receipted Deposits not yet on Statement $1,349.40 Cr
Less Deposits on Statement not yet Receipted $6,710.42 Dr
$181,801.78 Cr

BALANCE AS PER GENERAL LEDGER $181,801.78 Dr

RECOMMENDATION ACC
“Noted.”

FN/02/15 - RESERVES STATUS REPORT AS AT 06/01/2015

General Self Funding Activity Reserves (Excl. CWMS) $ $ $ $ 

AIRPORT FUND

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/7/14</td>
<td>Balance per Budget</td>
<td>$121,400</td>
</tr>
<tr>
<td>Less</td>
<td>Adjustment 2013/14</td>
<td>-$127,900</td>
</tr>
<tr>
<td>Add</td>
<td>2014/15 CAD Drawdown</td>
<td>$250,000</td>
</tr>
<tr>
<td>Add</td>
<td>Actual Deposit – General Operations (Budgeted $491,000)</td>
<td>$204,334</td>
</tr>
<tr>
<td>Less</td>
<td>Current Debtor amount (invoices raised, cash not rec’d)</td>
<td>-$119,273</td>
</tr>
<tr>
<td>Add</td>
<td>Unbudgeted Deposit – Helicopter Hangar Contribution</td>
<td>$49,500</td>
</tr>
<tr>
<td>Less</td>
<td>Sullivan Dr. expenditure funded by Airport (project life to date)</td>
<td>-$223,310</td>
</tr>
<tr>
<td>Less</td>
<td>Budgeted Withdrawal – Old Terminal Upgrade ($166,000)</td>
<td>-$47,568</td>
</tr>
<tr>
<td>Less</td>
<td>Budgeted Withdrawal – Plant &amp; Equipment ($15,000)</td>
<td>-$1,100</td>
</tr>
<tr>
<td>Less</td>
<td>Budgeted Withdrawal – Paid Car park Infrastructure ($50,000)</td>
<td>$0</td>
</tr>
<tr>
<td>Less</td>
<td>Budgeted Withdrawal – Car park Fencing ($5,000)</td>
<td>$0</td>
</tr>
<tr>
<td>Less</td>
<td>Budgeted Withdrawal – CCTV ($72,000)</td>
<td>$0</td>
</tr>
<tr>
<td>Less</td>
<td>Budgeted Withdrawal – Taxiway ($11,000)</td>
<td>-$7</td>
</tr>
<tr>
<td>Less</td>
<td>Budgeted Withdrawal – Lighting Upgrades ($90,000)</td>
<td>-$6,518</td>
</tr>
<tr>
<td>Less</td>
<td>Unbudgeted Withdrawal – Helicopter Hangar Construction</td>
<td>-$112,117</td>
</tr>
<tr>
<td>06/01/15</td>
<td>Balance</td>
<td>-$12,559</td>
</tr>
</tbody>
</table>

COFFIN BAY CARAVAN PARK FUND

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/7/14</td>
<td>Balance per Budget</td>
<td>-$114,600</td>
</tr>
<tr>
<td>Add</td>
<td>Adjustment 2013/14</td>
<td>$7,100</td>
</tr>
<tr>
<td>Add</td>
<td>Budgeted Deposit – General Operations ($55,300)</td>
<td>$41,475</td>
</tr>
<tr>
<td>Less</td>
<td>Budgeted Withdrawal – Tourism Development Fund ($9,000)</td>
<td>-$6,750</td>
</tr>
<tr>
<td>Less</td>
<td>Budgeted Withdrawal – Loan Principal Repayment ($11,300)</td>
<td>-$5,587</td>
</tr>
<tr>
<td>Less</td>
<td>Budgeted Withdrawal – Loan Principal Repayment ($44,100)</td>
<td>-$21,788</td>
</tr>
<tr>
<td>06/01/15</td>
<td>Balance</td>
<td>-$100,150</td>
</tr>
</tbody>
</table>

CUMMINS HOMES FUND

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/7/14</td>
<td>Balance per budget</td>
<td>$26,100</td>
</tr>
<tr>
<td>Less</td>
<td>Adjustment 2013/14</td>
<td>-$21,300</td>
</tr>
<tr>
<td>Add</td>
<td>Budgeted Deposit ($22,800)</td>
<td>$17,100</td>
</tr>
<tr>
<td>Less</td>
<td>Budgeted Withdrawal – Renovate 2 Bathrooms ($18,000)</td>
<td>$0</td>
</tr>
<tr>
<td>Less</td>
<td>Budgeted Withdrawal – Unit 7 Upgrade to 2 bedroom ($80,000)</td>
<td>$0</td>
</tr>
<tr>
<td>06/01/15</td>
<td>Balance</td>
<td>$21,900</td>
</tr>
</tbody>
</table>

Sub-total General Self Funding Activity Reserves (Excl. CWMS) -$90,809

(continued)
General Reserves (Excl. Self Funding Activities & CWMS) | $ | $ | $  
---|---|---|---  
**PLANT REPLACEMENT FUND**  
1/7/14 Balance $522,500  
Add Budgeted Deposit ($210,000) $157,500  
Less Budgeted Withdrawal ($400,200) -$412,098  
06/01/15 Balance $267,902  
**LONG SERVICE LEAVE FUND**  
1/7/14 Balance $352,800  
Add Budgeted Deposit ($52,800) $39,600  
Less Budgeted Withdrawal ($4,000) -$6,365  
06/01/15 Balance $386,035  
**SEPS FUND**  
1/7/14 Balance $121,500  
Add Budgeted Contributions ($22,300) $11,143  
06/01/15 Balance $132,643  
**JETTY FUND**  
1/7/14 Balance $164,000  
Add Budgeted Deposit ($18,000) $13,500  
Less Budgeted Withdrawal ($10,000) $0  
06/01/15 Balance $177,500  
**COFFIN BAY BOAT RAMP RESERVE**  
1/7/14 Balance $26,000  
Add Budgeted Deposit ($3,700) $0  
06/01/15 Balance $26,000  
**OPEN SPACE RESERVE (LGFA)**  
1/7/14 Balance $4,821  
Add Interest Received $61  
06/01/15 Balance $4,882  
**COFFIN BAY TOURISM DEVELOPMENT FUND**  
1/7/14 Balance -$33,100  
Add Caravan Park Lease ($9,000) $6,750  
06/01/15 Balance -$26,350  
**SEALED ROADS RESERVE**  
1/7/14 Balance $0  
Add Budgeted Deposit ($115,000) $86,250  
Less Budgeted Wdl – Sealed Roads Capital Reseals ($115,000) $0  
06/01/15 Balance $86,250  
**LAND DISPOSAL & ACQUISITION RESERVE**  
1/7/14 Balance $212,000  
Less Budgeted Withdrawal – Land Purchase ($100,000) $0  
Less Budgeted Withdrawal – Shed for Depot ($45,000) -$36,597  
06/01/15 Balance $175,403  
**LANDFILL CAPPING RESERVE**  
1/7/14 Balance -$55,000  
Add Budgeted Deposit – Reserve Repayment ($28,000) $21,000  
06/01/15 Balance -$34,000  
**SLEAFORD BAY CABIN PARK RESERVE**  
1/7/14 Balance -$109,800  
06/01/15 Balance -$109,800  
Sub-total Reserves (Excl. Self Funding Activities & CWMS) $1,086,465  
(continued)
FN/02/15 - RESERVES STATUS REPORT AS AT 06/01/2015

CWMS Reserves

<table>
<thead>
<tr>
<th>CONSOLIDATED CWMS – OPERATING FUND</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1/7/14 Balance</td>
<td>$177,800</td>
<td></td>
</tr>
<tr>
<td>Add Adjustment 2013/14</td>
<td>$67,800</td>
<td></td>
</tr>
<tr>
<td>Add Budgeted Deposit – General Operations ($165,800)</td>
<td>$124,350</td>
<td></td>
</tr>
<tr>
<td>Less Budgeted Withdrawal – Debenture Loan 41 Repayment ($101,900)</td>
<td>-$50,074</td>
<td></td>
</tr>
<tr>
<td>Less Budgeted Withdrawal – Debenture Loan 68 Repayment ($14,300)</td>
<td>-$7,020</td>
<td></td>
</tr>
<tr>
<td>Less Budgeted Withdrawal – Station J Upgrade ($15,000)</td>
<td>$0</td>
<td></td>
</tr>
<tr>
<td>Less Budgeted Withdrawal – Pump Station Upgrades ($115,000)</td>
<td>$0</td>
<td></td>
</tr>
<tr>
<td>Less Budgeted Withdrawal – Tulka Easements ($80,000)</td>
<td>-$11,706</td>
<td></td>
</tr>
<tr>
<td>06/01/15 Balance</td>
<td>$301,150</td>
<td></td>
</tr>
</tbody>
</table>

Sub-total CWMS $301,150

Total Reserves $1,296,806

RECOMMENDATION ACC
“Noted.”

FN/03/15 - FUNDS STATUS REPORT AS AT 06/01/2015

<table>
<thead>
<tr>
<th>Bank Accounts</th>
<th>Balance</th>
<th>Interest Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>BENDIGO CHEQUE ACCOUNT</td>
<td>$181,802</td>
<td>1.00%</td>
</tr>
<tr>
<td>LGFA AT CALL GENERAL</td>
<td>$3,115,707</td>
<td>2.50%</td>
</tr>
<tr>
<td>LGFA OPEN SPACE RESERVE</td>
<td>$4,881</td>
<td>2.50%</td>
</tr>
</tbody>
</table>

Total Bank Accounts $3,302,390

less Total Reserves -$1,296,806

Balance Remaining:
GENERAL OPERATING FUNDS $2,005,584

RECOMMENDATION ACC
“Noted.”

FN/04/15 - COUNCIL BUDGET REPORT AS AT 02/01/15

This report has been provided for the information of members.

(REFER FOLIO: FNRP15.01.01)

RECOMMENDATION ACC
“Noted.”
The following report highlights several areas where budget discrepancies have been identified as part of the second quarter budget review process.

The summary report is not intended to highlight every budget line with an over or under expenditure but is intended to identify issues where a Council decision has been made in regard to unbudgeted expenditure, an alteration has occurred in grants received, contract renewal has affected the budget performance or a significant budget discrepancy has occurred.

**Note:**
- **(E)** Items for which the actual yearly expenditure/income for the budget line has not been finalised but where an estimate of the likely budget discrepancy has been made are indicated by the letter E (Estimate) in the last column. An estimate of the year’s actual income or expenditure based on information available at the time of the review has been inserted.

- **(I)** Items for which the actual yearly expenditure/income is incomplete for the year and it is not possible to estimate the final actual amount are indicated by the letter I (Incomplete). The current actual amount at the time of preparing the report has been inserted.

- **(A)** Items for which actual expenditure/income for the year has been finalised are indicated by the letter A (Actual).

- **(B)** Items which relate to a business activity (including CWMS) and are separated from the general cash flow of Council are indicated by the letter B (Business Activity).

- **(C)** Items which do not affect the budget position but which require explanation are indicated by the letter C (Comment Only) in the last column.

(continued)
### Expenditure

<table>
<thead>
<tr>
<th>Acc No</th>
<th>Account Name</th>
<th>Budget $</th>
<th>Actual Estimate $</th>
<th>2014/15 Surplus / (Deficit) $</th>
<th>Comment</th>
<th>Estimate/Actual/Incomplete/Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>8012</td>
<td>Consultants Fees</td>
<td>0</td>
<td>10,000</td>
<td>(10,000)</td>
<td>Unbudgeted expenditure to engage LG Risk Services to update Councils Business Continuity Plan. This is funded by unbudgeted LGRS special distribution (refer to income account 20000)</td>
<td>(A)</td>
</tr>
<tr>
<td>8041</td>
<td>Council Offices Construction</td>
<td>120,000</td>
<td>140,100</td>
<td>(20,100)</td>
<td>Over budget expenditure to upgrade Port Lincoln branch office. Refer December 2014 Finance Agenda F11 (1). Loan borrowings also increased. Figures shown here are total cost over two years</td>
<td>(E)</td>
</tr>
<tr>
<td>8552</td>
<td>Coffin Bay CWMS Construction</td>
<td>15,000</td>
<td>20,000</td>
<td>(5,000)</td>
<td>Station J upgrade in industrial area expected to be over budget</td>
<td>(B)</td>
</tr>
<tr>
<td>8555</td>
<td>Cummins CWMS Construction</td>
<td>115,000</td>
<td>30,000</td>
<td>85,000</td>
<td>Pump Station Upgrades not to commence however $30,000 required to be spent to replace earthenware line with PVC</td>
<td>(B)</td>
</tr>
<tr>
<td>8564</td>
<td>Coffin Bay CWMS Maint.</td>
<td>176,300</td>
<td>206,300</td>
<td>(30,000)</td>
<td>Unbudgeted expenditure to replace decanter arm. Refer October 2014 Works Manager report - WM/111/14</td>
<td>(B)</td>
</tr>
<tr>
<td>8561</td>
<td>CWMS Maintenance</td>
<td>0</td>
<td>8,400</td>
<td>(8,400)</td>
<td>Unbudgeted expenditure to engage consultant to undertake valuations and A&amp;IMP plan for the four CWMS schemes. LGA are providing a $4,000 subsidy for the work. Refer to income account 20520 &amp; FN/06/15</td>
<td>(B)</td>
</tr>
<tr>
<td>10997</td>
<td>Sealed Roads Maintenance</td>
<td>70,000</td>
<td>159,000</td>
<td>(89,000)</td>
<td>Over budget expenditure. Refer Works Manager report January 2015</td>
<td>(E)</td>
</tr>
<tr>
<td>11016</td>
<td>Point Drummond Road</td>
<td>46,000</td>
<td>17,000</td>
<td>29,000</td>
<td>Under budget expenditure</td>
<td>(A)</td>
</tr>
<tr>
<td>11017</td>
<td>Douglas Well Road</td>
<td>56,000</td>
<td>12,000</td>
<td>44,000</td>
<td>Under budget expenditure</td>
<td>(E)</td>
</tr>
<tr>
<td>11038</td>
<td>Coulta Streets</td>
<td>28,000</td>
<td>15,000</td>
<td>13,000</td>
<td>Under budget expenditure</td>
<td>(A)</td>
</tr>
<tr>
<td>11057</td>
<td>Cemetery Hill Road</td>
<td>20,000</td>
<td>24,000</td>
<td>(4,000)</td>
<td>Over budget expenditure</td>
<td>(A)</td>
</tr>
<tr>
<td>12995</td>
<td>Unsealed Road Maintenance – Patrol Grading</td>
<td>355,000</td>
<td>395,000</td>
<td>(40,000)</td>
<td>Over budget expenditure. Refer Works Manager report January 2015</td>
<td>(E)</td>
</tr>
<tr>
<td>12996</td>
<td>Formed &amp; Surfaced Roads Maintenance – Tree trimming</td>
<td>125,000</td>
<td>110,000</td>
<td>15,000</td>
<td>Reduce expenditure on tree trimming to fund over budget expenditure on other road maintenance accounts</td>
<td>(E)</td>
</tr>
<tr>
<td>12997</td>
<td>Formed &amp; Surfaced Roads General Maintenance</td>
<td>55,000</td>
<td>75,000</td>
<td>(20,000)</td>
<td>Over budget expenditure. Refer Works Manager report January 2015</td>
<td>(E)</td>
</tr>
<tr>
<td>15301</td>
<td>PLA – Buildings &amp; Land</td>
<td>0</td>
<td>5,400</td>
<td>(5,400)</td>
<td>Unbudgeted expenditure to construct welcome sign at the Airport</td>
<td>(B)</td>
</tr>
<tr>
<td>15309</td>
<td>Development Lighting – PLA</td>
<td>90,000</td>
<td>110,000</td>
<td>(20,000)</td>
<td>Over budget expenditure for installation of carpark lighting at the Port Lincoln Airport to meet Australian Standards – Refer CLMN0814</td>
<td>(B)</td>
</tr>
</tbody>
</table>
## FN/05/15 - SECOND QUARTER COUNCIL BUDGET REVIEW AS AT 02/01/15

### Expenditure

<table>
<thead>
<tr>
<th>Acc No</th>
<th>Account Name</th>
<th>Budget $</th>
<th>Actual/ Estimate $</th>
<th>2014/15 Surplus / (Deficit) $</th>
<th>Comment</th>
<th>Estimate/ Actual/ Incomplete/ Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>15322</td>
<td>PLA – Helicopter Hanger Construction</td>
<td>0</td>
<td>110,000</td>
<td>(110,000)</td>
<td>Unbudgeted Construction of a 500sqm Hanger at the Port Lincoln Airport for CHC Helicopters (see also income account 21018) – Refer CLMN0814</td>
<td>(B)</td>
</tr>
<tr>
<td>15347</td>
<td>PLA Mtce – Sealed Airside Pavements</td>
<td>5,000</td>
<td>17,000</td>
<td>(12,000)</td>
<td>Unbudgeted marking and repairing of airport runway</td>
<td>(B)</td>
</tr>
<tr>
<td>16033</td>
<td>Works Dept Income Protection Insurance</td>
<td>16,000</td>
<td>19,600</td>
<td>(3,600)</td>
<td>Over budget expenditure</td>
<td>(A)</td>
</tr>
<tr>
<td>16101</td>
<td>Purchases Plant (Tractor E)</td>
<td>110,000</td>
<td>119,500</td>
<td>(9,500)</td>
<td>Over budget expenditure for changeover of Tractor E located at the Port Lincoln Depot, funded by the Plant reserve so there is no impact on rates – Refer CLMN0814</td>
<td>(C)</td>
</tr>
<tr>
<td>16101</td>
<td>Purchases Plant (Tractor J)</td>
<td>70,000</td>
<td>122,800</td>
<td>(52,800)</td>
<td>Over budget expenditure for changeover of Tractor J, funded by the Plant reserve so there is no impact on rates – Refer CLMN1114</td>
<td>(C)</td>
</tr>
</tbody>
</table>
## Income

<table>
<thead>
<tr>
<th>Acc No</th>
<th>Account Name</th>
<th>Budget</th>
<th>Actual/ Estimate</th>
<th>2014/15 Surplus / (Deficit)</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>20000</td>
<td>Insurance special distributions</td>
<td>0</td>
<td>46,000</td>
<td>46,000</td>
<td>Unbudgeted performance based distribution from the LG Mutual Liability Scheme. This income is required to be spent on risk management projects that may also be unbudgeted at this point. (A)</td>
</tr>
<tr>
<td>20009</td>
<td>Loans – Administration</td>
<td>120,000</td>
<td>140,100</td>
<td>20,100</td>
<td>Increase loan borrowings to fund over budget cost to upgrade Port Lincoln branch office (E)</td>
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<tr>
<td>20520</td>
<td>CWMS Operating grants</td>
<td>0</td>
<td>4,000</td>
<td>4,000</td>
<td>LGA providing subsidy for Council to engage Consultant to complete CWMS valuations and A&amp;IMP (B)</td>
</tr>
<tr>
<td>20926</td>
<td>Financial Assistance Grants – Roads</td>
<td>400,000</td>
<td>402,700</td>
<td>2,700</td>
<td>Over budget income (A)</td>
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<tr>
<td>20928</td>
<td>Roads to Recovery</td>
<td>300,800</td>
<td>294,100</td>
<td>(6,700)</td>
<td>Under budget income (A)</td>
</tr>
<tr>
<td>21018</td>
<td>CHC Helicopters Contribution</td>
<td>0</td>
<td>49,500</td>
<td>49,500</td>
<td>Unbudgeted client contribution for construction of a 500sqm Hanger at the Port Lincoln Airport for CHC Helicopters (refer expenditure account 15322) (B)</td>
</tr>
<tr>
<td>21019</td>
<td>PLA – Helicopter Hangar Rent</td>
<td>0</td>
<td>3,800</td>
<td>3,800</td>
<td>Unbudgeted income from rental of Helicopter hangar (B)</td>
</tr>
<tr>
<td>21425</td>
<td>LGFA Reserve Funds Interest Received</td>
<td>30,000</td>
<td>63,200</td>
<td>33,200</td>
<td>Additional Funds held with the LGFA and also includes special bonus distribution of $11,300 from the LGFA (E)</td>
</tr>
</tbody>
</table>

### Legend
- E – Account not finalised (Estimate)
- I – Account incomplete and estimate not possible
- A – Account finalised (Actual)
- B – Self funding Business Activity, surplus not affected
- C – Comment only, surplus not affected
The net effect of items identified in the summary report which affect the budget surplus/deficit for the year amount to a net budget deficit of $10,400 to the end of the second quarter.

The budget reviews are required to include an amended budgeted statement of comprehensive income, budgeted cash flow statement, budgeted balance sheet, financial indicators and budgeted uniform presentation of finances.

These statements are required to be prepared for review by Council Audit Committees however they have been included in the folios for the information of Members. They will be presented to the Audit Committee at its February meeting.

(REFER FOLIO: FNRP15.01.02)

The Accountant will provide a summary of the statements at the Council meeting.

RECOMMENDATION      ACC
“Noted.”

FN/06/15 – LGA SUBSIDIES FOR LONG TERM FINANCIAL PLANS AND ASSET AND INFRASTRUCTURE MANAGEMENT PLANS

Council were advised at the December 2014 meeting of an offer by the Local Government Association (LGA) to provide 50% subsidies to promote financial sustainability, predominantly in smaller country Councils. It was noted that Council was well placed in this regard and a consultant could be engaged as required.

The Accountant has since been in discussion with Rick Gayler from Gayler Professional Services who advised that revaluations and an Asset and Infrastructure Management Plans (A&IMP) for Councils Community Waste Water Management Schemes (CWMS) schemes would meet the criteria for the subsidies.

Council staff are keen to professionally review the CWMS valuations and associated annual depreciation prior to the 2015/16 budget to ensure that the levies are set at appropriate levels to ensure sustainability.

A quote for $8,840 has been received to complete the work and the LGA have advised that Council will qualify for a subsidy of $4,000 being the maximum amount allowable.

(continued)
FN/06/15 – LGA SUBSIDIES FOR LONG TERM FINANCIAL PLANS AND ASSET & INFRASTRUCTURE MANAGEMENT PLANS cont’d:

Council’s contribution of $4,840 could be funded by the Local Government Risk Services (LGRS) special distribution as a risk management initiative or by the CWMS reserve funds. A report is to be presented to a future meeting setting out how the LGRS special distribution could be used to manage Council risk.

RECOMMENDATION ACC
“That Council endorse the actions of staff in engaging Gayler Professional Services to complete revaluations and an Asset & Infrastructure Management Plan for the four CWMS schemes at a cost of $8,840.”

FN/07/15 - ISSUE TRACKING SPREADSHEET

The Finance Issue Tracking Spreadsheet has been folio’d for Councillors information.

RECOMMENDATION ACC
“Noted.”

FN/08/14 - MEETINGS ATTENDED

16/12/14 - Attended ordinary Council meeting
18/12/14 - Attended Contractor Management workshop in Cummins office
19/12/14 - Attended Council Christmas function
14/01/15 - Completed annual performance review with the Chief Executive Officer

RECOMMENDATION ACC
“Noted.”

TROY SMITH
ACCOUNTANT

8 JANUARY 2015
WORKS AND INFRASTRUCTURE
16 JANUARY 2015

W14 WORKS & INFRASTRUCTURE REPORT

RECOMMENDATION DWI
“That the Works & Infrastructure Report be received.”

RECOMMENDATION DWI
“That the Works & Infrastructure Report be adopted.”

W15 AIRPORT GENERAL BUSINESS

W16 WORKS & INFRASTRUCTURE CORRESPONDENCE

(1) Request for Bus Stop Signage on Chapman Road

A request for Bus Stop signage has been received from a concerned parent along Chapman Road.

The issue of vehicle speed was also raised and the correspondent indicated that she felt signage may assist with safety of the area.

RECOMMENDATION WM
“That the correspondent be advised that:

• Issues with motorists driving without due care are best reported to the local police;
• School bus committees are responsible for the safe location of rural school bus stops and your letter has been passed onto the Port Lincoln School Bus Committee for their assessment;
• Department of Planning Transport and Infrastructure Operational Instruction 20.2 states that signs should not be used where rural school bus stops meet the required safety standards as the hazard (school children) are seldom seen by motorists resulting in these signs being largely ignored;
• It is the parents responsibility to ensure the safe delivery to and supervision of school children at rural school bus stops; and
• Upon request from school bus committees, Council assists where there is difficulty in meeting safety standards of Department of Planning Transport and Infrastructure Operational Instruction 20.2.”
(2) North Shields Progress Association – Request for Street Light

A request has been received from the North Shields Progress Association (NSPA) to install a street light opposite the hotel in North Shields. It is a request the NSPA had received from the owners of the hotel. The NSPA queried if there were any spare street lights over from a previous project which could be used.

The installation or upgrading of street lighting, whilst funded by Council, typically requires the approval of the SA Power Networks as the lights are generally installed on their stobie poles and connected to their power supply.

Council does not have spare lights as we do not install them. The Progress Association may be referring to the solar powered lights at the North Shields jetty. Apart from being unsuited to the location under review there are no surplus solar powered lights.

An inspection of the area adjoining the Hotel indicates that there are two street lights on the western side of the road and the nearest stobie pole on the west side of the road has a tree growing alongside and it would require the removal of the tree to make an additional street light effective. The Hotel has a number of weatherproof fluorescent light fittings attached to the verandah which should provide sufficient light for general needs in combination with the existing street lights on the west side of the road.

RECOMMENDATION WM

“That Council advise the North Shields Progress Association that:

- Council has no spare street lights;
- The only pole available for fitting a street light is obscured by a tree which would have to be removed; and
- Council suggests that if lighting is an issue in front of the hotel, the hotel managers could look into upgrading their outside lighting.”

(3) Mount Dutton Bay Progress Inc. – Request for Works

Correspondence has been received from the Mount Dutton Bay Association Inc in reply to the Works Manager’s letter concerning their requests for some works in the Mount Dutton Bay area. The Association would like to see the following items placed in next year’s budget:

- the resurfacing of the area adjoining the jetty and the boat ramp from the public toilet block to the western side of the Woolshed with a vehicle turn around created at the western end of the foreshore road.
- The resheeting of West Bay Road into Dutton Bay West.

(continued)
(3) Mount Dutton Bay Progress Inc. – Request for Works cont’d:

The Mount Dutton Bay Association Inc had previously been advised by the Works Manager that the requested works, although relatively minor have not been budgeted for in this financial year. However at times there are opportunities to deliver minor works during the budget year and if this does not occur then these works can be considered alongside other priorities when Council sets the 2015/2016 Budget.

**RECOMMENDATION WM**

“That the Mount Dutton Bay Association Inc be advised that resurfacing the area between the public toilet block and the Woolshed including a turnaround will be considered by Council alongside other priorities in the formulation of the 2015/16 budget.”

(4) Cummins & District Enterprise Committee – Remote Jobs & Communities Program

Correspondence has been received from the Cummins & District Enterprise Committee (CDEC) seeking support for a project to upgrade the Cummins Caravan Park.

CDEC have been approached by Complete Personnel Group who are the Eyre Peninsula provider for a Remote Jobs & Communities Program. This program aims to help people into jobs and encourages participation in local communities.

A supervisor is employed to oversee groups of 1-5 workers and at this stage Andy Edwards and Tom Hull have been employed in the supervisor roles.

The program is run by Complete Personnel who cover all training, insurance, personal protective equipment, capital equipment and police checks, and there is also a risk assessment and induction undertaken at each worksite.

The program runs in twenty-six week blocks for twenty hours per week. There is an opportunity to roll the program over at the conclusion of that period.

The work that the CDEC expect to undertake initially would be paving under the BBQ shelter, prune trees, mowing of the lawns and ungrade of the facilities within the amenities block.

(continued)
W16 WORKS & INFRASTRUCTURE CORRESPONDENCE cont’d:

(4) Cummins & District Enterprise Committee – Remote Jobs & Communities Program cont’d:

Other suggestions that this group could undertake would also be welcomed from Council as they see it as a way of benefitting the Cummins community long term.

The CDEC have a number of different projects that could utilise this program.

The CDEC are questioning whether Council has any objection to the work being carried out at the Cummins Caravan Park, noting that Council is the owner of the land.

It is noted that CDEC are seeking a formal lease from Council over the Cummins Caravan Park, however at this time the lease has not been finalised. In effect this places onus on Council in relation to the activities to be undertaken.

RECOMMENDATION WM
“That the Cummins & District Enterprise Committee be advised that Council has no objection to a Remote Jobs and Communities Program being run by Complete Personnel at the Cummins Caravan Park subject to:

- Induction records for all workers being maintained and provided to Council on request;
- Public Liability and Workers Compensation insurance coverage being provided by Complete Personnel or the Cummins & District Enterprise Committee in relation to work being undertaken at the Caravan Park; and
- Council being regularly informed and consulted with in relation to the works to be undertaken.”
(5) Request for Speed Limit Changes at Wangary

A request has been received from a local resident for reduced speed limits in the Wangary area with increased families choosing to live there following subdivision.

The proposed changes are outlined below:

- Flinders Highway from Minniribbie Creek to Marble Range Football Club be reduced to 80km/h;
- Farm Beach Road past Wangary be reduced to 80km/h;
- Children signs along Kewell Road; and
- Kewell Road be upgraded.

During last year’s annual Council inspection day, comment was made by Councillor’s of sight distance issues in this area, particularly at the Marble Range Football Club access. Council may therefore be supportive of a review of the speed limit in this area.

RECOMMENDATION WM

“That the correspondent be advised that:

- Council supports the review of the speed limit along Flinders Highway covering the Farm Beach Road junction and the Marble Range Football Club access and will make this request to the Department of Planning Transport and Infrastructure;
- Council supports a speed limit reduction on the section of Farm Beach through Wangary from the Flinders Highway to Taylor Road and will make this request to the Department of Planning Transport and Infrastructure;
- Children signs will be erected at the two entrances to Kewell Road off Farm Beach Road. Council also cautions that Kewell Road is located in a rural living area and caution is required when walking along open country roads;
- Upgrading Kewell Road will be considered alongside other priorities in future budgets.

W17 WORKS & INFRASTRUCTURE GENERAL CORRESPONDENCE

1 KESAB – Environmental Solutions – December 2014 Edition

W18 WORKS & INFRASTRUCTURE LATE CORRESPONDENCE
W19  CORRESPONDENCE NOT REQUIRING A COUNCIL DECISION

Items of correspondence received which have been dealt with by Council staff and do not require a resolution of Council have been provided under separate cover for the information of members.

RECOMMENDATION  DWI
“Noted.”

W20  WORKS & INFRASTRUCTURE GENERAL BUSINESS
WORKS SECTION

1.1 WORKS MANAGER

WM/01/15 – HIDDEN VALLEY LANE – SPEED LIMIT

This item was considered by Council at the September 2014 Council Meeting where it was resolved to write to the Department of Planning Transport and Infrastructure (DPTI) supporting a request by S Hebbermann on behalf of residents of Hidden Valley Lane to extend the current 60km/hr from Howard Avenue to include Hidden Valley Lane. The request was to be made on the basis that, since the last DPTI speed review, the properties are now largely occupied and the speed limit is considered excessive for the use in an area where there are now pedestrians and town hazards.

A response has been received from DPTI indicating that the department have completed an investigation into the speed limit on Hidden Valley Lane and deemed the current speed zoning to be appropriate for the prevailing conditions and therefore no changes are considered necessary at this time. If there were still concerns that motorists were speeding then it was recommended to contact South Australia Police.

The other matter that S Hebbermann raised concerned the installation of a Children’s Crossing sign to give motorist warning of the bus stop on the corner of Ford Road and Hidden Valley Lane.

RECOMMENDATION WM

“That S Hebbermann be advised that:

- The Department of Planning Transport and Infrastructure have assessed the 80km/h posted speed limit as appropriate for the prevailing conditions;
- In relation to the school bus stop, it is the responsibility of parents to ensure the safe delivery and supervision of school children at rural school bus stops. School bus committees are responsible for the safe location of rural school bus stops;
- The Department of Planning Transport and Infrastructure Operational Instruction 20.2 states that signs should not be used where rural school bus stops meet the required safety standards as the hazard (school children) are seldom seen by motorists resulting in these signs being largely ignored;
- The Port Lincoln School Bus Committee has advised the Works Manager that the bus stop at Howard Avenue/Ford Avenue intersection meets the safety criteria and this seems to agree with onsite assessments by Council staff; and
- Upon request from the school bus committees, Council assists where there is difficulty in meeting safety standards of Department of Planning Transport and Infrastructure Operational Instruction 20.2.”
1.1 WORKS MANAGER

WM/02/15 – BREACHES OF SECTION 221, LOCAL GOVERNMENT ACT 1999 - LONG BEACH DEVELOPMENT, JUBILEE DRIVE AND LONG BEACH ROAD, COFFIN BAY

Following an application received for the erection of an advertising sign for a proposed land development the site was inspected by Works and Infrastructure staff. Staff consider that there have been a number of breaches (unauthorised work within a road reserve) pursuant to Section 221 of the Local Government Act 1999:

Breach 1
A developer has placed a large sign advertising a property development at the Jubilee Drive / Long Beach Road intersection on public road reserve. Council development officers have advised the developer that development approval is not required. The developer also lodged an application to use the road reserve. This was received on the 15 December 2014. Further information was sought by council staff that was received on 18 December 2014. The sign was erected on 19 December 2014 without approval having been given. The site was investigated by the Works Manager and Director of Works and Infrastructure on 22 December 2014 when another breach of the Act was observed.

The Works Manager has advised the developer that he does not support the location of the sign as it detracts from the other signage at the intersection and could be considered an eyesore. The Works Manager advised that the sign should be placed at the entrance to the development off Long Beach Road on the developer’s property. Given an element of subjectivity in the matter, the Works Manager advised that the matter would be referred to Council to make a decision on the matter.

Breach 2
A second breach of the Act was observed where vegetation has been removed and earth has been excavated on road reserve. No plan for any construction work had been lodged to date and therefore no approvals have been given for work to be carried out on the road reserve.

The vegetation clearance is understood to have been approved however no construction drawings have been received for assessment.

RECOMMENDATION

“That the Works Manager advise the developer to relocate the advertising sign to a location within their property and that the Works Manager issue a caution to the developer for unapproved works on a road reserve.”
1.1 WORKS MANAGER

cont'd:

WM/03/15 – MAINS WATER RELATED ISSUES

Bruce Terrace Water Leak
At the end of October last year, a water bill of $8,283.01 was received for the use of almost 2.5 megalitres of water from meter 93 80237 01 8 along Bruce Terrace at Cummins. An investigation was immediately undertaken by the Works Manager. The meter confirmed that water was being discharged at a considerable rate. After a considerable time, a leak was found in one of the irrigation pipes located in the underground stormwater system. At some stage in the past, irrigation pipes have been placed through the stormwater system as a means of getting water to flowers across roads and railway tracks. Unfortunately, a ruptured pipe is not noticeable from the surface. Another 1.9 megalitres of water has been lost since the reading on the water bill. This would roughly equate to another $6,400 worth in cost. It is now believed that all irrigation pipes in the underground stormwater system have been disconnected.

The Works Manager wrote to SA Water requesting a leakage allowance rebate. A rebate of $991.41 has been received. At this stage, it is unknown whether a further leakage allowance will be received for the next bill.

Sawyer Street / Dorward Street Burst Water Main

On Saturday, 13 December 2014, a SA Water main ruptured on the corner of Sawyer Street and Dorward Street at North Shields.

The burst pipe caused considerable damage to the road in the immediate area. SA Water have reinstated the road and undertaken a clean-up in the general area. It was noted that this water main is very close to the road surface and it was thought that a large truck parked further down the street might have damaged the pipe.

RECOMMENDATION  WM
“Noted.”
WORKS MANAGER

1.1 WORKS MANAGER

**WM/04/15 MID YEAR WORKS BUDGET REVIEW**

The Works Manager has undertaken a mid-year review of the Works Department expenditure. The report targets accounts that are expected to be in significant deficit by the year end and offsets this where savings have or can be achieved. The final balance shows an overrun of $80,000. This has been considered in terms of the Accountant’s overall Q2 Budget Review in this months Finance Report. The Works department programs will continue to be assessed during the third quarter in line with overall Council budget reviews.

The following general ledger accounts have been reviewed:

**A/c 12995 - Patrol Grading**

- **Current Budget**: $355,000
- **Remaining Budget**: $94,000

In the first half of this year there was increased effort in patrol grading with a total expenditure of around $261,000. Increased focus on patrol grading came about in the second half of the last budget year. In this half about $218,000 was spent that resulted in an over expenditure of $60,000 in the last budget. It must be noted that in the last budget, patrol grading was grouped with general maintenance for unsealed roads, however, for practical purposes; the general maintenance component would have been small. Clearly, to maintain the current increased effort in patrol grading, one would need to have around $220,000 plus in the account at this stage of the year. The increased effort has been realised in terms of hiring a fifth grader, overtime and taking more time to attend to drainage and shape definition.

Unfortunately, this level of service cannot be matched within the current budget constraints. A number of reductions in service are now recommended that will result in an over expenditure of $40,000.

The reductions in service proposed for the second half of 2014/15 are as follows:

1. Concentrate Patrol Grading effort on Class 1 to Class 3 Roads. This equates to roughly 600kms of road. The list of roads belonging to these classes has been folioed for Elected Members. *(Please note this list is a quick extract from mapping and is open to a few minor inconsistencies).*

   *(REFER FOLIO WIRP15.01.01)*

2. No fifth grader is employed.

3. No overtime patrol grading in season break. *(Overtime would be allowed up to the season break to take advantage of the limited opportunities leading up to this time).*

Strategies will continue to be assessed based on weather patterns and road conditions in the autumn period.

**A/c 12995 - Target Year End Balance**

-$40k

(continued)
1.1 WORKS MANAGER  

WM/04/15 MID YEAR WORKS BUDGET REVIEW  

**A/c 12997 - Unsealed Road General Maintenance**

Current Budget $55,000  
Remaining Budget $10,000  

This account experienced accelerated expenditure due to repairs required from flood damage over last winter. There are still some repair works required such as additional pipes along Chapman Road near the Old Racecourse Road intersection.

- General Maintenance to YE: -$30k  
- Remaining in a/c: +$10k  
- Tumby Bay Invoice: -$8k  
  **Total**: -$28k

**A/c 12995 - Target Year End Balance**: -$28k

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**A/cs - Resheeting Works**

<table>
<thead>
<tr>
<th>Resheeting - Completed Works</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>a/c 11016 Point Drummond</td>
<td>+$29k</td>
</tr>
<tr>
<td>a/c 11017 Douglas Well (unbudgeted)</td>
<td>-$20k</td>
</tr>
<tr>
<td>Coulta Streets</td>
<td>+$44k</td>
</tr>
<tr>
<td>a/c 11038 Proude Gully Road</td>
<td>+$13k</td>
</tr>
<tr>
<td>a/c 11057 Cemetery Hill Road</td>
<td>-$4k</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>+$62k</td>
</tr>
</tbody>
</table>

**Resheeting Target Year End Balance**: +$62k

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**A/c 12996 – Rural Tree Trimming**

Current Budget $125,000  
Remaining Budget $31,000  

To find savings it is recommended that this account be underspent by $15k

**A/c 12996 Target Year End Balance**: +$15k

(continued)
1.1 WORKS MANAGER cont’d:

WM/04/15 MID YEAR WORKS BUDGET REVIEW cont’d:

A/c 10997 Sealed Road Maintenance

Current Budget $70,000 Remaining Budget $15,000

The other issue along Bratten Way was at the Kapinnie intersection where hot truck tyres have lifted the new bitumen. Some chippings have been spread and the situation will most likely require future works that have not been included in the review of this account.

Road failure along the edges of the road adjacent the kerbing on the new section of Penmarric Lane require stabilisation. The failure is believed to be attributed to the infiltration of water into the road materials when heavy rain was experienced during construction. The estimated cost is expected to be around $18,000.

The Works Manager estimates the following outstanding demands to the year end:

Jeanes Street relay kerbing -$5k (jointly funded with adjacent business)
Gledstanes Terrace -$18k
Bratten Way repairs -$45k
Firth Avenue sunken kerb -$10k
Flinders Hwy (area treatments) -$6k
General maintenance to YE -$20k
Remaining in a/c +$15k

Total -$89k

A/c 10997 Target Year End Balance -$89k

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TOTAL FORECAST -$80K

WORKS DEPARTMENT OVER EXPENDITURE

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RECOMMENDATION WM “That Council approve the following budget adjustments:

A/c 12995 -$40k (Over Expenditure)
A/c 12997 -$28k (Over Expenditure)
Resheeting Works +$62k (Under Expenditure)
A/c 12996 +$15k (Under Expenditure)
A/c 10997 -$89k (Over Expenditure)

Total Works Dept Expenditure -$80k (Over Expenditure).543”
1.1 WORKS MANAGER cont’d:

WM/05/15 – COMMUNITY WASTEWATER MANAGEMENT SYSTEMS

Coffin Bay Waste Water Treatment Plant (WTTP)

The lagoon was dosed with 120L of Copper Chelate on 17 December 2014. There are signs of algal die back and the situation continues to be monitored. Staff are visiting the plant every two days to clean out the irrigation delivery system to ensure continued water supply to the golf club. The Director of Works and Infrastructure has provided a report this month to Council on the issue of supplying water to the golf club.

Due to the unavailability of a key person, the contractor was unable to replace the broken decanter arm before Christmas as alluded to in the December report.

Tulka CWMS

A domestic pump had to be replaced and issues were experienced with the replacement pump. The Works Manager has concerns in relation to the long term maintenance costs with the responsibility for so many domestic pumps – 26 in all.

RECOMMENDATION WM

“Noted.”

WM/06/15 – WASTE MANAGEMENT

Cummins Waste Transfer Station was again closed on the Sunday afternoon after Christmas with the Waste Transfer Station Operator spending the afternoon checking the public bins in Coffin Bay. 12 public bins were emptied.

There were some reports of garbage deposited alongside bins at Pound Lane and Farm Beach. Whilst not required to by the contract, Cave Civil & Environmental Services have been prepared to collect this illegally dumped garbage. Due to the increased volumes over the Christmas break, priority had to be given to the main collection and some uncontained garbage had to be left until the following collection.

RECOMMENDATION WM

“Noted.”
1.1 WORKS MANAGER

cont’d:

WM/07/15 – CONSTRUCTION REPORT

Not much has progressed due to the Christmas break and construction will pick up momentum as staff come off holidays.

Easton Road
The laying of kerbing will be delayed until late January. It was initially reported that this would be achieved before the Christmas break.

Haigh Drive
Work is continuing on getting the road to formation level ready for the carting in of sub-base.

RECOMMENDATION WM
“Noted.”

WM/08/15 – MAINTENANCE REPORT

No significant maintenance has been carried out over the Christmas break.

RECOMMENDATION WM
“Noted.”

WM/09/15 – LEAVE APPROVALS

P Wandner  05/01/15 – 09/01/15
D Harrold   20/01/15 – 30/01/15
G Walter    27/01/15 – 29/01/15

The Works Manager is intending to take leave from 19 - 30 January 2015. If this materialises, then Council’s Works Technical Officer will act in the role of Works Manager.

RECOMMENDATION WM
“Noted.”

WM/10/15 - NEW PLANT

The new Tractor L for the Cummins Gang has arrived.

RECOMMENDATION WM
“Noted.”
1.1 WORKS MANAGER

cont’d:

WM/11/15 – PERMITS AND AUTHORISATIONS

1. Special Event Permit – B Jolly and A Maurischat
Approval has been granted to B Jolly and A Maurischat to hold their wedding at the Coffin Bay Foreshore on Saturday 21 February 2015 between the hours of 2pm and 5pm.

A Special Event Permit has been issued for the EP Farmer and Fishermans Market to be held at the Coffin Bay Foreshore between 2pm and 9pm on 3 January 2015.

3. Special Event Permit – Australia Day Breakfast
Approval has been granted to the Coffin Bay Yacht Club to hold an Australia Day breakfast on the Coffin Bay Foreshore adjacent the Coffin Bay Yacht Club on 26 January 2015 between the hours of 8am and 11am.

4. Authority to Alter a Public Road
Approval has been granted to R Johnsson to install an overflow pipe from the rainwater tank to the kerb at 8 Sophie Crescent, Coffin Bay.

5. Authority to Alter a Public Road
Approval has been granted to E & E Burge to alter two driveways for a property on the corner of Roe Street and Cooper Street Cummins.

RECOMMENDATION
“WM
“That Council endorse the issuing of approvals, as listed, to undertake works or conduct activities on land under Council care and control.””

WM/12/15 – WORKS MANAGER MEETINGS ATTENDED

04/12/14 DAP, Port Lincoln.
04/12/14 Meeting in Council Chambers to discuss Council’s involvement with ANZAC centenary celebrations.
08/12/14 Site visits to Cummins and Coffin Bay Waste Water Treatment Plants with Rex Gibbs, Factor Consulting.
11/12/14 Attended training for Elected Members, Tumby Bay.
16/12/14 Council meeting and Community Representatives luncheon.
18/12/14 Contractor Management Training, Cummins.
19/12/14 Met with Mr Mark Langford to discuss his development along Haigh Drive.
19/12/14 Council Christmas Show, Cummins Swimming Pool.

RECOMMENDATION
“Noted.”

GARY JUTZEN
WORKS MANAGER
8 January 2015
1.2 DIRECTOR OF WORKS & INFRASTRUCTURE

DWI/01/15 – COFFIN BAY WASTE WATER TREATMENT PLANT (WWTP) – SUPPLY OF TREATED EFFLUENT WATER TO THE COFFIN BAY GOLF COURSE

During the last quarter of 2014 issues arose within the holding dam/lagoon of the treatment plant. The issue was excessive growth of algae and whilst it did not impact on the water quality in the lagoon it did cause blockages in the inlet pipe from which water is drawn for re-use.

The excess algal growth increased the risk of algae being drawn into the pipe and subsequently either blocking the inlet pipe (250mm PVC gravity main) or the suction pipe of the pick-up pump. The result of either occurrence was for the pick-up pump to shut down which stopped the ‘contact’ tanks re-filling and then the reticulation pump stopping due to low water.

The maintenance procedure introduced as a result of the blockages was to increase site visits by the CWMS Maintenance Officer to check the situation and unblock the inlet pipe by back-flushing or cleaning the suction pipe foot valve. As a result of the blockages the supply of water to the golf course has been intermittent by either not starting or by stopping during a watering cycle.

The Golf Club undertook the installation of grassed greens following on from the Coffin Bay Bowling Club’s conversion from grass to synthetic greens. The sensitivity (reliance) of watering the fairways and new greens obviously has increased as a result of that work. The sporadic issues with the water supply following the early end to the winter rainfall has heightened concerns and resulted in a string of complaints from the Club.

The Works Manager investigated options and arranged for the spraying of the lagoon with an approved algaecide suitable for re-use water and the volume of algae will be reduced. However the dead algae will sink and rot and may cause similar blockage issues but the frequency will reduce over time.

A review of the water re-use operations of the WWTP has identified a number of improvements that could be made to address some inherent weaknesses in the current infrastructure. In effect the current system is dependent on absolutely ideal operating conditions at all times.

The Council essentially provides the equipment; power and chemicals to operate the golf course re-use water reticulation system. The system includes:

- Pick-up pump,
- Sodium hypochlorite and dosing pump,
- Sand filters,
- 2 x 5kL contact/storage tanks,
- Reticulation pump,
- Rising main (600m) from WWTP to Golf Course point of connection,
- Pump control equipment (float switches, valves etc),
- Unmetered power supply,

(continued)
Based on seasonal use the re-use system delivers in excess of 1.2 ML per week to the golf course. The predicted seasonal volume is 40 ML.

The current setup is a combination of equipment that is over-kill to irrigate the woodlot, and under-capacity for a broad acre reticulation system.

Based on recent experiences and anecdotal evidence of previous problems the list of areas to assess is as follows:

<table>
<thead>
<tr>
<th>Item</th>
<th>Design Element</th>
<th>Issue</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Inlet pipe (250mm gravity main)</td>
<td>• no in-line screen or filter; • the inlet is located at the deepest section of the lagoon and cannot be inspected or accessed without emptying the lagoon</td>
<td>Initial thoughts are to install an in-line sump with multiple screens. The sump would be installed near the inlet point but outside the lagoon</td>
</tr>
<tr>
<td>2</td>
<td>Suction pipe draws from the inlet pipe</td>
<td>• no installed sump to draw from; • there is no sediment trap or storage capacity. The 100mm suction line sits inside the 250mm pipe.</td>
<td>This will be assessed as it will require significant alterations to the pipework and pumps;</td>
</tr>
<tr>
<td>3</td>
<td>Two contact tanks</td>
<td>• capacity is inadequate; • the primary tank (1 x 5 kL) is supplied by the pick-up pump and water flows under gravity to the second tank (1 x 5 kL) from which the reticulation pump draws; • the reticulation pump can empty the second tank in under 10 minutes</td>
<td>Initial estimates suggest a 150kL tank is required</td>
</tr>
<tr>
<td>4</td>
<td>Controls and switchgear located on wall behind pump and pipework</td>
<td>The control gear is to be located to the opposite wall away from the pumps and pipework.</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Reticulation pump and interface with golf course system</td>
<td>• the present system relies on two independent timers to activate and switch off the pumps; • 1 timer is located at the WWTP and the other at the golf course;</td>
<td>There are inadequate failsafe measures to prevent damage to the reticulation pump, rising main and the golf course reticulation system; There is no immediate urgency but will be assessed during 2015.</td>
</tr>
<tr>
<td>6</td>
<td>User Agreement</td>
<td>There is no agreement in place to resolve operational and strategic issues such as water availability and quality, reticulation maintenance and operator knowledge and operating costs</td>
<td>Neither the Council nor the Golf Club benefit from having no agreement; The involvement of ESCOSA in CWMS licensing will require increased compliance and re-use of water controls.</td>
</tr>
</tbody>
</table>
1.2 DIRECTOR OF WORKS & INFRASTRUCTURE cont’d:

DWI/01/15 – COFFIN BAY WASTE WATER TREATMENT PLANT (WWTP) – SUPPLY OF TREATED EFFLUENT WATER TO THE COFFIN BAY GOLF COURSE cont’d:

The estimated cost for the suggested improvements for items 1 and 3 is $39,000. Investigations will continue on all elements of the above issues for consideration through the annual budget process.

An aerial image of the lagoon, the irrigation woodlot and the nearest portion of the golf course is shown below:

The lagoon has an upper surface area which measures approximately 130m by 75m. The deepest portion is at the eastern end which has a maximum depth of 3m (design water depth).

(continued)
WORKS AND INFRASTRUCTURE REPORT – 16 JANUARY 2015

1.2 DIRECTOR OF WORKS & INFRASTRUCTURE

cont’d:

DWI/01/15 – COFFIN BAY WASTE WATER TREATMENT PLANT (WWTP) – SUPPLY OF TREATED EFFLUENT WATER TO THE COFFIN BAY GOLF COURSE

cont’d:

The gravity inlet pipe is located approximately mid-point along the south side of the lagoon and drains via a 250mm diameter pipe to adjacent the control room located at the south-west corner of the lagoon. The control room contains the electronics and monitoring equipment for the WWTP. In addition, the water re-use equipment is located in the control room - whilst this not a particular issue it does expose the electronic equipment to accidental water spray if a pressure pipe or fitting fractures.

The Golf Club’s re-use water consumption appears to be around 40,000 kL per annum, however with the addition of the grassed greens that is likely to increase. The average annual inflow to the WWTP is 60,000 kL.

The estimated cost of electricity and chemicals associated with water re-use is $14,000 per annum ($12,000 – electricity and $1,750 – sodium hypochlorite). Wages and other costs are not easily isolated for the individual components of the WWTP and are not listed.

By comparison the annual Cummins water re-use consumption is 13,500 kL. The estimated annual cost attributed to the re-use water is $4,000 ($3,200 – electricity and $600 – sodium hypochlorite). As with the Coffin Bay WWTP, wages and other costs have been excluded.

The Cummins re-use system operates with minimal operational issues. The water re-use system for Cummins is for the oval at the sportsground and comprises:

- Reticulation pump,
- Rising main (1,100m) from WWTP to Sportsground point of connection,
- Pump control equipment (float switches, valves etc),
- Unmetered power supply,

Approximately 50% of the rising main is owned by the Cummins Memorial Recreation Centre as they have an existing stormwater re-use system which provided reticulation water to the oval.

The purpose of this report is to advise elected members of:

- the relative costs associated with the provision of re-use water for both Coffin Bay and Cummins,
- operational issues with the Coffin Bay WWTP water re-use system, and
- cost estimates for suggested improvements for future budget consideration.

A letter has been sent to the Golf Club advising of the actions being taken and we have sought current information in respect of the watering regime for the re-use water.

RECOMMENDATION

DWI

“Noted.”
1.2 DIRECTOR OF WORKS & INFRASTRUCTURE  

**DWI/02/15 – DISPOSAL OF ASSETS – 2 X BARREL-VAULTED CANOPIES – PORT LINCOLN AIRPORT**

At the December Council meeting the disposal method for two barrel-vaulted canopies removed from the old terminal building was raised, and a report requested for consideration at the January 2015 meeting.

The canopies were removed from the airside frontage of the old terminal building as part of the building refurbishment which, when completed will be the Airport Administration Centre and General Aviation Terminal. The canopies to the northern and western sides are to be retained for the foreseeable future.

There were no specific uses identified by staff for the canopies at the time of their removal. Since that time and following ‘word of mouth’ or casual observation there has been a number of approaches to Council for their use (e.g. Railway Triangle) or purchase by various groups/organisations.

Based on the Asset Register, the current written down value of the canopies is $45,000 in total. The replacement value was estimated at $140,000 in 2007.

The canopies are not all identical however, for simplicity; the average estimated value for each of the ten (10) canopies is $4,500.

The Council Policy 33.03.01 – Competitive Tendering, Purchasing, Sale & Disposal would apply, with the relevant section being:

**SALE AND DISPOSAL OF LAND AND OTHER ASSETS**

*Council’s Charter – The Principles*

For the sale and disposal of land and other assets, the following principles will apply regarding decisions of Council:

- *Consistency with and relevance to Council’s Strategic Management Plan.*
- *Transparency and accountability in sale and disposal procedures and practices to ensure that Council obtains the best price and that all potential purchasers are given equal opportunity to purchase the land or assets.*
- *Opportunities to enhance local economic development and growth.*
- *Compliance with statutory and other obligations.*
- *Commercial confidentiality.*
- *Other relevant factors*

*Sale and Disposal Options*
1.2 DIRECTOR OF WORKS & INFRASTRUCTURE
ccont'd:

DWI/02/15 – DISPOSAL OF ASSETS – 2 X BARREL-VAULTED CANOPIES
– PORT LINCOLN AIRPORT
ccont'd:

Generally, Council will sell or dispose of land and other assets through adoption of the following practices:

- Direct sale - advertisement for sale and the nature of the advertisement i.e. public notice, local paper etc.
- Quotation - seeking quotations for the sale of land and other assets.
- Selected Tender - seeking tenders from a selected group of persons/companies etc.
- Open Tender - openly seeking, through advertisement, tenders, or buyers for Council, land and other assets.

In identifying the circumstances in which to apply these options, Council will consider a number of issues, e.g.

- The number of known potential purchasers of the land or assets.
- The original intention for the use of the land or asset when purchased, where relevant.
- The current and possible preferred future use of the land or assets.
- The existence of local purchasers of the land or asset.
- The opportunity to promote local economic growth and development.
- The total estimated value of the sale.
- Delegation limits taking into consideration accountability, responsibility, operational efficiency and urgency of the sale.
- Compliance with statutory and other obligations.

Given that several organisations have expressed an interest directly to Council and that there is at least one other party interested then the appropriate method for disposal would be to advertise the sale of the two canopies by open tender.

(continued)
1.2 DIRECTOR OF WORKS & INFRASTRUCTURE cont’d:

DWI/02/15 – DISPOSAL OF ASSETS – 2 X BARREL-VAULTED CANOPIES – PORT LINCOLN AIRPORT cont’d:

A number of criteria require specifying, and include:

- Advertising arrangements will influence the extent of coverage and will require a decision by Council.
- Another element for consideration is whether a reserve price is to be set.
- With respect to how to determine the preferred submission may require further assessment as one criterion may be community benefit. For example, the Council may choose to require that only those organisations offering a community benefit for the use of the canopies would be eligible. On that basis the criterion would need to be advertised to avoid individuals or groups making unnecessary submissions.
- Alternately, Council may consider the disposal of the assets as purely a commercial action and make the tender unconditional with the exception of price.

An alternate to disposal is for Council to consider appropriate locations, such as cemeteries, where the canopies could be used for shelter and seating. If this action was considered appropriate the Strategic Plan and/or Cemeteries Management Plan (as an example) would be reviewed to assess locations where most benefit could be achieved.

Should Council take the approach of using the canopies for a community benefit it would be reasonable for a value to be set and a budget allocation made to allow the transfer of funds from the relevant budget account to the Airport Reserve account.

Given the potential for two alternate directions by Council the order of consideration is seen as:

A. Determine the preferred option (disposal or relocation), then

B. If Disposal is chosen then:
   • Determine eligibility criteria,
   • Determine advertising method,
   • Determine a reserve price (if considered appropriate),
   • Determine if decision is delegated to CEO or to be by Council

Or

C. If Relocation is chosen then:
   • Determine preferred use/locations (e.g. parks, cemeteries etc),
   • Determine a valuation for budget purposes,
   • Refer the item for budget consideration for the draft 2015-16 Annual Business Plan

(continued)
1.2 DIRECTOR OF WORKS & INFRASTRUCTURE cont'd:

DWI/02/15 – DISPOSAL OF ASSETS – 2 X BARREL-VAULTED CANOPIES – PORT LINCOLN AIRPORT cont'd:

Suggested recommendation wording for the options above are as follows:

1. **Disposal:**

**RECOMMENDATION 1 DWI**

“That Council authorise the disposal of the two (2) barrel-vaulted canopies removed from the Port Lincoln Airport ex-Terminal building by open tender as follows:

1. A reserve price of $........ be set for each canopy;
2. Submissions for purchase will be conditional on the use of the canopies to be within the boundaries of the District Council of Lower Eyre Peninsula, and the location to be available to the general public;
3. The sale is on an ‘as is, where is’ basis;
4. The tender be advertised twice over a period of three (3) weeks in the Port Lincoln Times plus a monthly edition of the Coffin Bay Sun and Cummins Connections; and
5. Inspection of the canopies is to be by an appointment during normal business hours through the Airport Manager.”

**RECOMMENDATION 2 DWI**

“That Council delegate authority to the Chief Executive Officer to assess submissions and to determine a successful submission subject to the satisfaction of assessment criterion 1, 2 and 3.”

**RECOMMENDATION 3 DWI**

“That subject to a successful tender submission being made, the monies received be credited against the Port Lincoln Airport Reserve account.”

2. **Relocation:**

**RECOMMENDATION 1 DWI**

“That Council considers the most appropriate use for the canopies to be sale by relocation to a Council managed public space.”

**RECOMMENDATION 2 DWI**

“That a report be submitted to the February 2015 Council meeting listing options for consideration for the relocation of the canopies based on a review of the Strategic Plan 2012-21 and other relevant Management Plans.”
1.2 DIRECTOR OF WORKS & INFRASTRUCTURE cont’d:

DWI/03/15 – CUMMINS HOMES – BATHROOM RENOVATIONS UPDATE

An update on the renovations of two bathrooms at the Cummins Homes scheduled for this budget year is provided for Members information.

Three requests for quote documents were sent to builders prior to the Christmas break with two returned. Both tenders were over budget.

The Cummins Homes Secretary and the Director of Works and Infrastructure are of the view that Council wait until tenders have been received for the renovation of the two bedroom unit at the Cummins Homes, also proposed in the current budget year, to see if there is any capacity to undertake the work at a similar time thus potentially reducing contractor travelling time costs involved in the renovation work on the two bathrooms.

Plans have been received for the renovation of the two bedroom unit, with Council developmental approval in progress. It would be anticipated that requests for quotes would be called as soon as this approval has been received.

RECOMMENDATION DWI

“That Council endorse the action to wait for the outcome of tenders for the two bedroom unit at the Cummins Homes to see if the cost can be minimised by managing both the renovation of the two bedroom unit and the two bathroom renovation projects concurrently.”

DWI/04/15 – CUMMINS HOMES COMMITTEE – MEMBERSHIP AND COMMITTEE NUMBERS

At the November 2014 Council Meeting the positions of Elected Members on various committees was determined with Mayor Low and Councillor Quigley nominated as Council’s representatives on the Cummins Homes Committee.

The community representatives are listed as Isobel Arnold, Maureen Maloney, Gladys Hall, Jenny Goosens, Peter Wandner and Patrina Coombs and the Committee’s Secretary is Julie Elliott.

The community representatives and the position of Secretary were determined at the Annual general Meeting of the Committee held on 18 June 2014. At the 18 November Cummins Homes Committee meeting the following notation:

(1) Community Member
With the recent Council Election, Paul Pedler did not re nominate as a Councillor.
At the November Council meeting there will be two Council representatives appointed for the Cummins Homes Committee. Paul Pedler has indicated that he is willing to remain as a Community Member on the Committee and remain the Chairperson of the Committee.

(continued)
1.2 DIRECTOR OF WORKS & INFRASTRUCTURE  

DWI/04/15 – CUMMINS HOMES COMMITTEE – MEMBERSHIP AND COMMITTEE NUMBERS  

The Minutes of this meeting are being presented to the 16 January Council meeting, later in this Agenda.

The Terms of Reference for the Cummins Homes Committee allow for the appointment of up to eight (8) community representatives, and the current positions held are seven (7).

Based on that circumstance Council is in a position to favourably consider the recommendation of the Cummins Homes Committee.

The Terms of Reference state that the position of Chairperson is determined by the Committee in accordance with the method adopted by Council for selection of a Mayor.

As the Annual General Meeting cycle is not in sync with the local government elections then the position of Chairperson is uncertain as the person elected was at that time an elected member of Council, but was appointed for a period of 12 months. The position of Chairperson has been taken to be a 12 month term based on the 12 month terms for the community representatives.

In order to provide clarity for the Cummins Homes Committee the following recommendation is submitted for consideration.

RECOMMENDATION 1 DWI  
“That Council accept the nomination and appointment of Mr Paul Pedler as a community representative on the Cummins Homes Committee with his term to coincide with the current community members, effective until June 2015.”

RECOMMENDATION 2 DWI  
“That Council accepts that Mr Paul Pedler retain the position of Chairperson subject to the consideration of the Cummins Homes Committee at its first meeting held in 2015.”
1.2 DIRECTOR OF WORKS & INFRASTRUCTURE cont'd:

DWI/05/15 – LANG FOUNDATION – DONATION OF FUNDING FOR A FLAGPOLE AT THE COFFIN BAY TOWN CENTRE

The Director Works and Infrastructure has been liaising with the Lang Foundation and a local group to auspice the funds offered by the Lang Foundation.

The recipient organisation has been agreed and has received the funds.

A 9 metre high flagpole has been ordered and will be uplit to allow the flag to remain in the raised position. The position of the pole will be approximately 3 metres west of the upper viewing platform and 2 metres from the southern end of the platform.

A plaque is to be ordered to acknowledge the donation by the Lang Foundation and the assistance of the Cummins State Emergency Services (SES) in facilitating the funds.

A suggestion by Mr Lang was that the plaque includes commemoration of the lives lost in the Wangary fires.

If Council supported this inclusion then it would be recommended to not include the names of those lost in the fires but a more generic acknowledgment of the fire, the loss of lives and the efforts of all emergency services personnel involved during and after the fires.

If this is included then the official opening ceremony moves from a simple acknowledgement and invitations to the Lang Foundation, the Cummins SES and Elected Members to a more formal and inclusive ceremony with possibly SA Police, Country Fire Service and SES representatives together with the families of the deceased.

This clearly is a decision for Elected Members. Subject to the option to be considered the alternate wording for the plaque would be:

Option 1
This flagpole has been provided by the kind donation by the Lang Foundation and the assistance of the Cummins SES Unit.

Option 2
This flagpole has been provided by the kind donation of the Lang Foundation and the assistance of the Cummins SES Unit.

The flagpole is to commemorate the memory of those lives lost and acknowledge the efforts of all emergency services personnel both during and after the tragic events of January 2005

RECOMMENDATION DWI
“That Council note the information regarding the donation by the Lang Foundation to erect a flagpole at the Coffin Bay Town Centre, and that the plaque incorporate the following wording:

..........................................................................................................................”
DWI/06/15 – DIRECTOR OF WORKS & INFRASTRUCTURE MEETINGS
ATTENDED

04/12/2014  QantasLink teleconference with CEO.
08/12/2014  Meeting on combined EBA at Tumby Bay with CEO and CSC.
11/12/2014  Elected Member training session at Tumby Bay.
12/12/2014  Meeting with Viterra Regional Manager with CEO.
18/12/2014  Meeting with ISS Security with CEO and AM.
18/12/2014  Contract Risk Management session with Senior Management Team.
06/01/2015  Meeting with Regional Director Transport Security Operations with CEO.
07/01/2015  Meeting on combined EBA at Port Lincoln with CEO.

RECOMMENDATION  DWI
“Noted.”
AIRPORT SECTION

2.1 AIRPORT MANAGER

AM/01/15 - AIRPORT USAGE

Total passengers for the month of December 2014 were 16,789 representing a 1% increase compared to December 2013 and marks the seventh consecutive month of increased numbers compared to the corresponding months in 2013. It should be noted that the 2014 figures are comparable to the 11/12 year financial year, a result of the market re-establishing itself to the figures for that year.

Total passenger numbers for the calendar year 2014 were 190,693 compared to 189,522 (2013) and 195,622 (2012)

**RECOMMENDATION**

“Noted.”
2.1 AIRPORT MANAGER

AM/02/15 – AIRPORT OPERATIONS

General information is provided on operational aspects of the airport and precinct:

Maintenance
Scheduled maintenance on the checked baggage system unit was undertaken by Smiths Detection engineers on 5 January 2015.

Bardavcol are due on site from 14 - 16 January 2015 to undertake remedial works on taxiway Bravo in accordance with agreements in place from the previous year when it was noted the bitumen primer was leaching through the surface.

The Faresin Telehandler purchased to replace Tractor E was delivered to the Airport on 18 December 2014.

General Business
The Runway Open Day scheduled for 15 February 2015 and co-ordinated jointly by Variety Club Port Lincoln and Port Lincoln Rotary Club is well into the planning stage and the Special Event Zone application was submitted to the Office of Transport Security by the Airport Manager for approval.

RECOMMENDATION AM
“Noted.”

AM/03/15 – REDEVELOPMENT OF THE OLD TERMINAL BUILDING

Construction of the internal framework commenced on 12 January 2015 by the builder N Elliot following the completion of the floor sheeting.

RECOMMENDATION AM
“Noted.”
AM/04/15 – LICENSE AGREEMENT – AEROTECH

The License agreement to use the old administration building with the Country Fire Service (CFS) expires in April 2015 at the completion of the current fire season.

Aerotech has been engaged by the CFS to provide the fire support aircraft that are based at the Port Lincoln Airport each fire season and the license has been requested to be in the name of Aerotech Australasia Pty Ltd for future agreements.

Council approval is needed for the change of name for the lease and also the execution of the new lease documents for tenure commencing 1 November 2015.

RECOMMENDATION AM

“That Council:

- Approve the seasonal (nominally 1 November to 30 April) use of the ex-Administration building at the Port Lincoln Airport by Aerotech Australasia Pty Ltd as the aerial fire support contractor to the SA Country Fire Service to Aerotech; and
- That Council authorise the Mayor and the Chief Executive Officer to sign and seal the licence Agreement between Aerotech Australasia Pty Ltd and the District Council of Lower Eyre Peninsula for a new three year license commencing 1 November 2015 to be based on the terms and conditions of the existing license with the SA Country Fire Service.”

AM/05/15 - AIRPORT MANAGER – MEETINGS ATTENDED

16/12/14 Council meeting.
18/12/14 CEO/DWI/AM met with Simon Venour of ISS to discuss current arrangements and the proposed change of aircraft by QantasLink.

RECOMMENDATION AM

“Noted.”

BARRIE ROGERS
AIRPORT MANAGER
8 January 2015
2.2 DIRECTOR OF WORKS & INFRASTRUCTURE

Nil.

ALEX DOUGLAS
DIRECTOR OF WORKS & INFRASTRUCTURE
8 January 2015
DEVELOPMENT & ENVIRONMENTAL SERVICES
16 JANUARY 2015

D015 MANAGER DEVELOPMENT & ENVIRONMENTAL SERVICES REPORT

RECOMMENDATION MDES
“That the Manager Development & Environmental Services Report be received.”

RECOMMENDATION MDES
“That the Manager Development & Environmental Services Report be adopted.”

D016 DEVELOPMENT CORRESPONDENCE

Nil.

D017 DEVELOPMENT GENERAL CORRESPONDENCE

Nil.

D018 DEVELOPMENT LATE CORRESPONDENCE

D019 CORRESPONDENCE NOT REQUIRING A COUNCIL DECISION

Nil.
D020 HEALTH

1 Rural Doctors Workforce Agency – Strategic Directions and Annual Report

Correspondence has been received from the Rural Doctors Workforce Agency advising of the release of the Strategic Directions 2015-2020 ‘Foundation and Futures’ and the Annual Report for 2013-2014 ‘The 7Rs of Rural’. Both documents are available on the website www.ruraldoc.com.au.

The Agency focuses exclusively on supporting rural health in South Australia in ensuring there is a highly skilled and capable workforce to enhance the health and well being of rural communities.

RECOMMENDATION MDES
“Noted.”

D021 DEVELOPMENT GENERAL BUSINESS
MDES/01/15 – COASTAL & GENERAL DEVELOPMENT PLAN AMENDMENT

Correspondence has been received from the Minister for Planning advising Council that he has ‘Approved for Consultation’ the Coastal and General Development Plan Amendment (DPA).

(REFER FOLIO: MDESRP15.01.01)

Due to the work involved with the release of a DPA for public consultation, the Manager Development and Environmental Services is currently working on a suitable time for this process to take place.

RECOMMENDATION MDES
“Noted.”

MDES/02/15 – EXPERT PANEL ON PLANNING REFORM

The Expert Panel on Planning Reform has released its final report and recommendations for reform. The report is out for public consultation until Friday 13 February 2015.

The Report can be viewed at:

The Local Government Association (LGA) will be undertaking a presentation and workshop to Council following the Council meeting on Friday 16 January 2015 with a view to obtaining feedback to inform the LGA’s submission on the Expert Panel’s final report and recommendations.

RECOMMENDATION MDES
“Noted.”

MDES/03/15 – ANIMAL MANAGEMENT

The General Inspector has responded to several reports of lost and wandering dogs over the Christmas period.

The General Inspector has received several reports of attacks on animals. Dogs were believed to be responsible for an attack on a sheep at a property along Haigh Drive and some lambs were also attacked and killed at a property on Quartz Hill Road. Dogs have also been chasing kangaroos in Coffin Bay.

RECOMMENDATION MDES
“Noted.”
MDES/04/15 – CAMPING

The General Inspector and Director of Works and Infrastructure undertook a patrol at Farm Beach on New Years Eve and stopped and talked to each camp encouraging the occupants to keep their site clean and also provided garbage bags to those who were without them. The General Inspector returned the following day to ensure sites were clean and collected any rubbish left behind.

The Farm Beach Caravan Park was full over the Christmas/New Year period and approximately 200 people stayed on the beach New Years Eve.

Council has received two complaints this year from visitors who stayed in the Caravan Park over Christmas concerned about the overflow of, and smell coming from the rubbish bins in the Park and suggested that extra bins be provided or increased pickups occur. Also mentioned was the length of time spent waiting to use the male toilet.

The General Inspector also received a verbal complaint regarding the nuisance caused by people continually coming up from the beach throughout the night on New Years Eve.

The General Inspector will look into placing the rubbish bins in a more suitable area away from campsites. Council has also budgeted to upgrade the male toilet this financial year and unfortunately builders were unavailable to carry out the work prior to the holiday season.

RECOMMENDATION

“Noted.”
MDES/05/15 – WORKSHOPS / SEMINARS / MEETINGS / TRAINING

17 November 2014  B Redding / J Isle (DCLEP) RE: site inspection for 932/175/14
J Isle (DCLEP) / R Forster / B Milic RE: 932/D014/14 and RE: 932/D014/14 and 932/D015/14

19 November 2014  Elected Member Training

20 November 2014  Southern EP Regional Public Health Plan Steering Group Meeting

21 November 2014  Council Meeting
Informal Council Workshop

24 November 2014  J Taylor RE: 932/D037/05
M Hihimanis RE: 932/D001/14 A/c Clarke

5 December 2014  AIBS Regional Meeting

15 December 2014  L Crossman / CEO / J Isle (DCLEP) RE: various development issues

16 December 2014  Council Meeting

17 December 2014  A Catterall / B Catterall / J Isle (DCLEP) RE: 932/181/14

18 December 2014  Contractor Management Training

19 December 2014  Council Christmas Show

8 January 2015  B Green / B Redding / J Isle (DCLEP) RE: various development issues

RECOMMENDATION  MDES
“Noted.”

LEITH BLACKER
MANAGER DEVELOPMENT & ENVIRONMENTAL SERVICES

8 January 2015
COUNCIL
16 JANUARY 2015

C44 MAYOR’S REPORT

C45 MEMBER’S REPORTS

C46 QUESTIONS WITHOUT NOTICE

C47 QUESTIONS WITH NOTICE
Nil.

C48 MOTIONS WITHOUT NOTICE

C48 MOTIONS WITH NOTICE
Nil.

C49 PETITIONS
Nil.

C50 COMMITTEE MINUTES

RECOMMENDATION CEO
“That the Minutes of the Committee Meetings be received.”

(1) Cummins Homes Committee Meeting held on Tuesday 18 November 2014.

(REFER FOLIO: CL15.01.01)

RECOMMENDATION CEO
“That the Minutes of the Committee Meetings, and the recommendations contained therein, be adopted.”

C51 MINUTES FROM OTHER BODIES

(2) Minutes of the Eyre Peninsula Natural Resources Management Board Meeting held on Tuesday 28 October 2014 at Whyalla.

(REFER FOLIO: CL15.01.02)

RECOMMENDATION CEO
“Noted.”
C52 PUBLIC MEETINGS
Nil.

C53 CHIEF EXECUTIVE OFFICER’S REPORT

RECOMMENDATION CEO
“That the Chief Executive Officer’s Report be received.”

RECOMMENDATION CEO
“That the Chief Executive Officer’s Report be adopted.”

C54 COMMUNITY DEVELOPMENT OFFICER’S REPORT
Nil.

C55 REVIEW OF CONFIDENTIALITY ORDERS
Nil.

C56 POLICY DEVELOPMENT
(1) Policies for Adoption
Nil.

(2) Policies for Review – With Amendment
Nil.

(3) Policies for Deletion
Nil.

C57 REGIONAL DEVELOPMENT
Nil.
COUNCIL – 16 JANUARY 2015

C58 COUNCIL CORRESPONDENCE

(1) BP Developments Australia Pty Ltd – Great Australian Bight Exploration Drilling Environment Plan Consultation

Correspondence received from Rochelle Smith, Regulatory Compliance and Environment Manager, BP Developments Australia Pty Ltd advising of a joint venture with partner Statiol in relation to four petroleum exploration permits in the Great Australian Bight (GAB) located approximately 300 km south west of Ceduna and 400 km west of Port Lincoln.

The primary exploration program in these permits comprises a 3D seismic survey and the drilling of four exploration wells.

The 3D seismic survey was completed in May 2012 and the exploration drilling program is currently being planned. The specific drilling locations are still being finalised and exploration wells will be drilled within the area of the seismic survey.

The Seismic Survey Location Map has been folio’d for member’s information.

(REFER FOLIO: CL15.01.03)

Council is invited to provide feedback on the proposed survey.

RECOMMENDATION CEO

“That Council advise BP Developments Australia Pty Ltd that it has no comment in relation to the proposed drilling operations in the Great Australian Bight.”
COUNCIL – 16 JANUARY 2015

C58 COUNCIL CORRESPONDENCE

cont’d:

(2) Karen Baines – Copy of Letter forwarded to Minister Geoff Brock in relation to Amalgamation of Councils on Eyre Peninsula

Correspondence received from Karen Baines, Ungarra, being a copy of a letter Ms Baines has forwarded to Minister Geoff Brock in November 2014.

In the letter to Minister Brock, Ms Baines requests that the Government of South Australia fund and establish a steering committee to investigate the options for local government and amalgamations on Eyre Peninsula.

Ms Baines suggests that a review needs to include the major towns of Whyalla, Ceduna and Port Lincoln and consist of people from the community as well as those familiar with local government.

Ms Baines has identified the following as main issues for Eyre Peninsula Councils:

• Road infrastructure maintenance and upgrade costs far outweigh what local Councils can afford;
• Lack of adequate skills at Councils, both staff and councillors;
• 11 Councils for 58,000 people hardly seems an efficient business model;
• Property value versus ‘user pays’ ratio is way out of balance with pensioner/retiree townships supported by agricultural industry surroundings.

Ms Baines letter requests action from Minister Brock in relation to a review of the Eyre Peninsula Local Government structure.

RECOMMENDATION CEO

“Noted.”
(3) Eyre Peninsula Natural Resources Management Board Draft Business Plan

A copy of the Eyre Peninsula Natural Resources Management (NRM) Board Draft Business Plan covering the period 2015 to 2018 has been provided to Council for comment prior to 6 February 2015. In the foreword, Presiding Member Heather Baldock states that from strategic planning perspective the Board’s priorities are finalisation of the Water Allocation Plan, further progression of the new Regional NRM Plan and continued development of targeted Pest Management Plans.

The Board’s vision for Eyre Peninsula is “Natural resources managed to support ecological sustainability, vibrant communities and thriving enterprises in a changing climate”.

The board has broken its proposed activities down into four programs as follows:

<table>
<thead>
<tr>
<th>Program</th>
<th>% of total funding to program</th>
<th>Comment</th>
<th>Sub Program</th>
<th>2015/16 $000’s</th>
<th>2016/17 $000’s</th>
<th>2017/18 $000’s</th>
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</thead>
<tbody>
<tr>
<td>Land, Water &amp; Wildlife</td>
<td>45</td>
<td>Program encompasses management of landscapes, water, native plants and animals, pest plants and animals and coastal &amp; marine environments</td>
<td>Water, Landscapes, Coast &amp; Marine, Pest Plants &amp; Animals</td>
<td>125</td>
<td>140</td>
<td>150</td>
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<tr>
<td></td>
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<td></td>
<td></td>
<td>1,510</td>
<td>1,640</td>
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<tr>
<td>Farming</td>
<td>20</td>
<td>Program addresses soil condition and health &amp; water use efficiency</td>
<td>Healthy &amp; Productive Soils, Sustainable Farming</td>
<td>150</td>
<td>120</td>
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<td>455</td>
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<td>480</td>
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<tr>
<td>Engagement</td>
<td>11</td>
<td>Program aims to communicate effectively, build community, board and staff knowledge through information exchange &amp; support volunteer groups</td>
<td>Community &amp; Industry, Engagement, Aboriginal Engagement</td>
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<tr>
<td>Leadership &amp; Accountability</td>
<td>24</td>
<td>Program aims to provide good governance and operates with integrity, openness, accountability, consideration for risks, efficiency and considers the views and aspirations of community</td>
<td>Planning, Strategy, Governance, Monitoring &amp; Improvement</td>
<td>1,250</td>
<td>1,260</td>
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<td>110</td>
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</tbody>
</table>

(continued)
(3) Eyre Peninsula Natural Resources Management Board Draft Business Plan

Funding for the EPNRM Board programs comes from the following sources:

- Federal Government 47%
- NRM Levies 47%
- State Government 1%
- Other 5%

The board will fund 32.4 full time positions in 2015/16, with employment levels expected to remain similar in the following two years.

NRM Levies consist of the Regional NRM Levy (collected by Local Government with Council rates), and the NRM Water Levy (Payable by holders of water licenses). It is proposed that these levies each be increased annually by 3.1% for the three year period of the plan.

The Board proposes to collect the Regional NRM Levy by imposing a fixed charge of the same amount on all rateable land, meaning that $65 will be the approximate amount payable per rateable property. This amounts to the collection of $228,072 from the District Council of Lower Eyre Peninsula.

The NRM Water Levy is proposed to be based on the quantity of water allocated, and the purpose for which the water is taken, raising $445,685 in 2015/16.

(continued)
RECOMMENDATION CEO

“That Council advises the following to the Eyre Peninsula Natural Resources Management Board in relation to the draft 2015 to 2018 Business Plan:

- Council supports the concept of the Regional NRM Levy being collected by imposing a fixed charge of the same amount on all rateable land;
- Council supports the NRM Levy increases remaining in line with CPI for the three years of the agreement;
- Council has no comment to make in relation to the concept that collection of the NRM Water Levy be based on the quantity of water allocated;
- Council notes with concern that State Government funding to the Board’s programs only accounts for one percent of the total funding;
- Council is pleased to see that the programs in relation to Pest Plants & Animals and Farming have a substantial annual funding allocation;
- Council supports community engagement programs, but is concerned by the level of annual funding provided for this program;
- Council notes that in excess of $1.5m is provided in the next two years for landscapes and requests that further detail be provided in relation to this activity.”
(4) Local Government Association of South Australia - Regional Development Australia (RDA) Committees – Future Arrangements

Correspondence received from Mayor David O'Loughlin, President, Local Government Association of South Australia providing a preliminary response to correspondence received from Hon Warren Truss MP, Deputy Prime Minister regarding future arrangements for Regional Development Australia (RDA) Committees.

Mr Truss outlines in his correspondence proposed changes to the current RDA Committee arrangements so that they have a narrower focus on regional economic development.

RDA Committees will continue to link local community stakeholders within all three levels of government and will be funded to:

- Maintain a 3-5 year regional plan that focuses on economic development of the region and takes account of Australian, state/territory and local government plans;
- Advise on the priority activities that will drive regional economic development and take advantage of comparative advantages, based on consultation and engagement with community leaders;
- Assist local community stakeholders to develop project proposals and help shepherd them to appropriate public and/or private funding sources;
- Provide advise to the Australian Government on critical issues affecting each region; and
- Enhance awareness of Australian Government programs.

Mr Truss proposes to simplify the current appointment process with Chair and Deputy Chair appointments being made by the Australian Government Minister responsible for regional development and jointly where state and territories and local government are funding partners.

Mr Truss advised that the Government supports the inclusion of capital cities and surrounding metropolitan areas in its approach to regional engagement. This ensures all regions have a voice to government in respect of planning, development and infrastructure.

Mayor O'Loughlin has provided a preliminary response to Mr Truss while the details of the proposed exchange of letters are developed and subjected to further consultation across the Local Government sector.

Mr O'Loughlin indicates that the Local Government Association of SA (LGA) welcomes the Australian Government’s continued support of economic development throughout South Australia’s regions.
COUNCIL – 16 JANUARY 2015

C58 COUNCIL CORRESPONDENCE

(4) Local Government Association of South Australia - Regional Development Australia (RDA) Committees – Future Arrangements

In particular the LGA supports the following:

- Longer term regional plans (3-5 years);
- Ongoing inclusion of Local Government representation on RDA Committees; and
- The inclusion of capital cities and metropolitan areas in the Government’s approach to regional engagement.

Mr O’Loughlin notes that South Australia has been the only State to provide tripartite support for regional development through the RDA Committees, but the LGA is concerned with the State’s move to only providing project based funding, resulting in uncertainty about the future and affecting long term planning and staff stability.

Mr O’Loughlin makes reference to the LGA Councils of the Future report, noting opportunity for Regional Strategic Partnerships that have the potential to bring together Federal, State & Council agencies, community organisations and the private sector to share information and resources. He notes a Round Table of the three spheres of government proposed for March 2015 to discuss opportunities.

Mr O’Loughlin seeks arrangements whereby core funding is provided to RDA Committees to ensure that appropriate resources are retained for optimal performance in line with agreed key performance measures and long term funding arrangements.

Both letters have been folio’d for member’s information.

(REFER FOLIO: CL15.01.04)

RECOMMENDATION CEO

“Noted.”

C59 EYRE PENINSULA LOCAL GOVERNMENT ASSOCIATION

(1) Eyre Peninsula Local Government Association Draft Minutes

Draft Minutes from the Eyre Peninsula Local Government Association Board Meeting held at Wudinna on Friday 5 December 2014 have been folio’d for member’s information.

(REFER FOLIO: CL15.01.05)

RECOMMENDATION CEO

“Noted.”
COUNCIL – 16 JANUARY 2015

C60 LOCAL GOVERNMENT ASSOCIATION

(1) Local Government Association Circulars

The following circulars have been received from the Local Government Association:

2.7 2014/15 John Legoe Award – Nominations are now open;
In recognition of personal and professional development of Council Members and their commitment and service to their communities. Nominations close on 23 February 2015.

2.6 2015 Showcase and Ordinary General Meeting Notices of Motion Information;
Council Notices of Motions for the LGA Annual General Meeting must be received by 12.00 noon on Friday 20 March 2015.
Voting Delegates – remains the same as for the October 2014 Meeting, unless Councils choose to change and the nomination of new voting delegate closes on Thursday 2 April 2015.
Certificates of Service for Council Members and Staff close on Thursday 2 April 2015.

2.5 State-wide Asbestos Website for the Community;

2.4 Extreme Heat Planning 2015;

2.3 Roads to Recovery Circular 2014/7;

2.2 Natural Disaster Resilience Program 2015 - Reminder;

2.1 Nominations to Outside Bodies - Nominations sought for the Development Assessment Commission;
NOTE: Suitable candidates for membership of the Development Assessment Commission are sought. The Commission meets on the second and fourth Thursday of each month with meeting duration of three to four hours. Presiding Member and other Members will receive remuneration. Nominees need to be current serving Council Members or Council Staff. Nominations close on Tuesday 27 January 2015.

52.9 National Energy Efficient Building Report now available on-line;

52.8 Model Policy and Guide to the Burial and Cremation Act 2013;

52.7 Special Local Roads Program (SLRP) Funding 2015/16;


52.5 Commissioner for Children and Young People - Private Member’s Bill;

52.4 Guide to Reporting Council Operating Expenditure;

52.3 Expert Panel on Planning Reform Final Report - LGA Consultation;
The LGA will conduct a workshop with the Council after our meeting on Friday 16 January 2015 (3pm – 5pm)

52.2 i-Responda & Bushfire Support Training;

52.1 LG Professionals SA - 2015 Leadership Excellence Awards;

51.7 Nominations sought for the LGA Mutual Liability Scheme Board;
The Board meets quarterly on Thursday morning for up to two hours. Meetings will be held March, June, September and December 2015. Nominations close on Thursday 5 March 2015.

51.6 Nominations sought for the LGA Workers Compensation Scheme Board;
The Board meets quarterly on Thursday morning for up to two hours. Meetings will be held March, June, September and December 2015. Nominations close on Thursday 5 March 2015.

51.5 LGA Environment Portfolio Update - December 2014;

51.4 Registrations Now Open - Public Health Partnerships Forum;

51.3 Development of revised LGA Regions Work Program;

51.2 Campaign Donation Returns - Failure to Provide a Return;

(continued)
COUNCIL – 16 JANUARY 2015

C60 LOCAL GOVERNMENT ASSOCIATION cont’d:

(1) Local Government Association Circulars cont’d:

51.1 Conflict of Interest Proposals - Discussion Paper;
50.13 Showcase your Council at the 2015 Local Government Showcase;
50.12 2015 LG Professionals SA - Professional Leaders Program (PLP);
50.11 Work Inspiration Feasibility Study;
50.10 Strategic Employment Fund;
50.9 LG Professionals SA - 2015 State Conference - 20 February 2015;
50.8 Revised Model Policy - Training and Development Policy and Plan;
50.7 Update your details with the National Heavy Vehicle Regulator (NHVR);
50.6 2015 Inaugural Youth Development in Local Government Conference ‘Our Future is NOW’;
50.5 Additional Public Health Information Papers Released; and
50.4 Responses Due: Feedback on Open Space Contribution and Analysis Discussion Paper

A copy of all circulars is available to Councillors on request or on the LGA website at www.lga.sa.gov.au

RECOMMENDATION CEO
“That Local Government Association Circulars Numbered 50.4 – 2.7 be noted by Council.”

(2) Call for Nominations for Local Government Association of South Australia President, Board Members and Deputy Board Members

Correspondence received from Ms Wendy Campana, Chief Executive Officer, Local Government Association of South Australia (LGA) inviting Councils to nominate people for the positions of LGA President, Board Member and Deputy Board Member(s).

Eligibility criteria for LGA President:
• Councillor or Mayor of a Member Council;
• Served as a Board Member on the LGA Board for at least twelve months;
• Member of a ‘country’ Council is required to fill the office of President for a two year term; and
• Nominated by a Council

Eligibility criteria for Board Members and Deputy Board Members
• Person must be a member of a Council in that Region;
• Nominated by the Regional LGA.

A nomination may only be made by resolutions of the Council.

Nominations close at 5.00pm on Friday 13 February 2015.

RECOMMENDATION CEO
“‘Noted.’”
C60 LOCAL GOVERNMENT ASSOCIATION

(3) Council Election Banner Re-Use

Correspondence received from the Local Government Association of South Australia canvassing Councils with a proposal for the re-use of the Council Election banners to celebrate 175 years of Local Government in 2015.

The proposal is a Banner Competition in which schools from each Council area produce a banner as part of an Arts project, with submissions then displayed in Adelaide in October 2015 in conjunction with the LGA AGM.

Elements of the project could involve:
- Councils sponsor an entry from a school within its area;
- Schools invited to participate, with the student/s to paint the banner selected at random, based on preliminary designs;
- Banners will reflect one or two key outcomes that Local Government bring to the community;
- Schools to paint on the reverse side of the Council Election banners; and
- Council might provide some funding to the school for art materials.

RECOMMENDATION 1 CEO
“That Council support in principle the concept of the Banner competition for the reuse of Council Election Banners.”

RECOMMENDATION 2 CEO
“That subject to final determination in relation to the future of the project by the Local Government Association, Council writes to the Schools within our area to enquire whether they are interested in participating in the Banner Competition.”

C61 COUNCIL GENERAL CORRESPONDENCE

1 Issues and Events

2 Newsletters, Brochures and Magazines
1. The Coffin Bay Sun – January 2015
2. Cummins Area School Newsletter:
   - Issue 21 – 9 December 2014
3. SA Native Vegetation Council e-news – December 2014,

A copy of this correspondence is available to all Councillors on request.

RECOMMENDATION CEO
“Noted.”
C62 COUNCIL LATE CORRESPONDENCE

C63 CORRESPONDENCE NOT REQUIRING A COUNCIL DECISION

Items of correspondence received which have been dealt with by Council staff and do not require a resolution of Council have been provided under separate cover for the information of members.

RECOMMENDATION CEO

“Noted.”

C64 COUNCIL GENERAL BUSINESS
CEO/01/15   BUSHFIRE COMMEMORATION

Council has assisted the Port Lincoln Ministers Association with preparations for the Wangary Bushfire Commemoration Service to be held at Wangary on Sunday 11 January 2015, in particular helping with advertising and promotion of the event. This has been undertaken within the budget set by Council at the December meeting.

Agencies such as Council, the SA Country Fire Service and SA State Emergency Service have been asked to present a symbol at the service as recognition of the event. Mayor Low will be presenting a new gum tree which reflects regeneration and life, and also depicts the widespread damage to vegetation caused by the fire.

Arrangements will be made to plant this tree in a relevant location following the event, and the Wangary township seems the most suitable as the 2005 fire is largely known as the Wangary bush fire. This could be at the Sports grounds, the school or on Council land.

It would also be appropriate to place a small plaque with the tree, the cost of which would be quite low.

RECOMMENDATION   CEO

“That Council purchases a small plaque to be placed with the planted gum tree which was presented by Mayor Low to the Wangary bushfire commemorative service at a suitable location in the Wangary township; and

That the Chief Executive Officer be authorised to determine a suitable location for the tree in conjunction with the local community.”

CEO/02/15   NORTH SHIELDS CFS STATION LICENSE

A request has been received from the South Australian Fire & Emergency Services Commission (SAFECOM) to extend the area licensed from Council to the Minister for Emergency Services for the North Shields Country Fire Service (CFS) Station.

SAFECOM would like the license area extended to allow the construction of a lean-to on the eastern side of the existing building.

(REFER FOLIO: CEORP15.01.01)

A photo of the shed showing its proximity to the Lincoln Highway and Dorward Street has been provided for the information of Councillors.

(REFER FOLIO: CEORP15.01.02)

(continued)
CEO/02/15 NORTH SHIELDS CFS STATION LICENSE cont’d:

SAFECOM has advised that the CFS will pay all costs associated with amendment of the license agreement with the exception of Council’s legal advice. I do not expect any legal costs to arise with this license review; however confirmation of the proposal will be sought from the Crown as the land is located on the Lincoln Highway road reserve.

RECOMMENDATION CEO
1. “That Council gives ‘In Principle’ support to granting an extension of the area licensed to the Minister for Emergency Services for the North Shields CFS Station.”

2. “That the Chief Executive Officer be authorised to negotiate the amended license area subject to:
   - Approval being granted by the Crown for the amended license area on the Lincoln Highway Road Reserve;
   - SAFECOM paying for all costs associated with amendment to the license agreement; and
   - A review of utility services in the location, with SAFECOM paying for any changes to these services.”

3. “That the Mayor and Chief Executive Officer be authorised to sign and seal an amendment to the license agreement between Council and the Minister for Emergency Services on land described as portion of Lincoln Highway (public road) adjacent 108 in FP 34808 Hundred of Louth.”

CEO/03/15 – 2015 COUNCIL CALENDAR

A Council calendar of events for the 2015 year has been prepared to assist Councillors and staff in planning for the coming year. The calendar should be treated as a work in progress, and can be amended as circumstances change.

The calendar has been provided simply as an excel folio at this time, however may be inserted into a Microsoft calendar in the future.

(REFER FOLIO: CEORP15.01.03)

In particular the calendar lists Council meetings, Local Government and Eyre Peninsula Local Government events, budget and strategic planning meetings incorporating community engagement, some committee meetings and board meetings affecting Councillors.

RECOMMENDATION CEO
“Noted.”
CEO/04/15 – MEETING PROCEDURES

Discussion has been held amongst Councillors, and at the induction session held in Port Lincoln in regard to meeting procedures.

The Local Government (Procedures at Meetings) Regulations 2013 prescribe the procedures to be followed at Council meetings; however a Council is able to establish its own procedures in relation to some aspects of meeting procedures subject to a resolution supported by at least two thirds of the Council Members.

An amendment to the meeting procedures is taken to be a ‘Code of Practise’ for relevant meeting procedure matters.

Research of the regulations reveals that in fact there is limited scope to vary from the prescribed procedures, with some flexibility in the areas of petitions, motions, amendments to motions, addresses by members, voting, divisions, adjourned business and revocation of motions.

I am preparing a summary document and draft Code of Practise for the consideration of Council which I hope to provide at the January 2015 meeting; however I will be recommending that any formal decision on this matter be made at the February 2015 meeting.

In effect much of the discussion paper, and Code of Practise will focus on the approach to allowing clarification and explanation of agenda items prior to a motion being moved, the presiding members options in regard to Questions and Motions Without Notice and General Business.

RECOMMENDATION CEO
“Noted.”

CEO/05/15 – COUNCIL ISSUES INDUCTION

It was noted at the December 2014 Council meeting that a process to induct new Councillors in relation to local Council issues will be presented to the January 2015 meeting.

Time has not permitted the presentation of information to this meeting, however I intend to review Council issues as part of the Project Status Reports as identified in item CEO/06/15 below. At this time I will determine whether each issue can be summarised in a written report, or whether some items require a workshop discussion.

RECOMMENDATION CEO
“Noted.”
CEO/06/15 – PROJECT STATUS

It was noted at the December 2014 meeting that a Project Status Report will be maintained by staff going forward, and provided to Councillors under separate cover on a monthly basis.

Time has not permitted this reporting tool to be finalised for provision with the January 2015 meeting papers, however it is still intended to implement this system in coming weeks.

RECOMMENDATION CEO
“Noted.”

CEO/07/15 – POLICY REVIEW

Council policy 25.04.01 stipulates that the Council will review all Council policies following a general election. This practice is useful as it ensures that all policies are reviewed regularly and that Councillors and staff have the opportunity to keep familiar with the content.

It is proposed that as part of the review a new policy structure be put in place based on the twenty Council functions included in the GDS20 records management schedule. It should therefore be noted that the headings listed in the recommendation do not match with the headings in the current policy manual.

Initial staff review suggests that quite a few policies will be able to be deleted on the basis of being identified as administrative in nature, or now being dealt with under delegation. However this is clearly a decision of Council and will be dealt with on a case by case basis.

(continued)
CE0/07/15 – POLICY REVIEW

RECOMMENDATION CEO
“That the review of Council’s Policy Manual be undertaken in line with the following schedule during 2015:

February Governance Part 1
March Governance Part 2
April Community Relations
May Economic Development
Environmental Management
Property Management
Legal Provisions
June Financial Management
July Development Control
Information Management
August Infrastructure
September Human Resource Management
October Animal Management
Social, Cultural & Community Services.”

CE0/08/15 – MEETINGS ATTENDED

11 December Elected Member Training, Tumby Bay
Along with Councillors and Senior staff I attended the ICAC training session in Tumby Bay.

12 December Viterra
Along with the DWI I met with Tim Gurney, Viterra to discuss issues associated with grain receival to the Cummins strategic grain receival site.

15 December Coffin Bay Development
Along with the MDES and Planning Officer I met with L Crossman regarding development at Coffin Bay.

16 December Council
Attended the monthly meeting of Council.

16 December Community Reference Group Meeting
Participated in the presentation and luncheon with Community Reference Group representatives held at the Cummins Hotel.

(continued)
CEO/08/15 – MEETINGS ATTENDED
cont’d:

18 December ISS
Along with the DWI and AM I met with ISS representatives in regard to screening at the Port Lincoln Airport.

18 December Contractor Management
Along with the CSC, CSA, WM, AS and ACC I participated in a contractor management session as part of the LGRS Tailored Implementation Plan.

19 December Council Christmas Party & Councillor Farewells
Attended the Council Christmas event held at the Cummins Swimming Pool.

RECOMMENDATION CEO
“Noted.”

CEO/09/15 – LEAVE

G Jutzen 19/01/2015 – 30/01/2015
T Smith 19/01/2015 – 23/01/2015
M Low 30/01/2015 – 06/02/2015
J Anderson 06/02/2015 – 20/02/2015

RECOMMENDATION CEO
“Noted.”

CEO/10/15 – LAND OWNERSHIP AND TENURE SYSTEM (LOTS) ADVICES

LOTS advices for the month of November 2014 are provided for information.

RECOMMENDATION CEO
“Noted.”

RODNEY PEARSON
CHIEF EXECUTIVE OFFICER

10 December 2014
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