Yorke Peninsula Council

NOTICE OF MEETING

Notice is hereby given that the next ordinary meeting of Council
will be held on Wednesday 11th May 2016,
in the Council Chambers,
57 Main Street, Minlaton commencing at 5.30pm

Andrew Cameron
CHIEF EXECUTIVE OFFICER

A G E N D A

ITEM 1	YORKE PENINSULA COUNCIL
1.1	Welcome by Mayor – meeting declared opened
1.2	Opening Prayer
1.3	Present
1.4	Leave of absence Cr John Rich – 8/4/2016 – 22/06/2016
1.5	Apologies Cr Darren Braund

1.6 Conflict of Interest

CONFLICT OF INTEREST

Elected Members are reminded of the requirements for disclosure by Members of direct or indirect pecuniary benefit or detriment and non-pecuniary benefit or detriment in relation to a material conflict of interest in accordance with Section 73, or an actual or perceived conflict of interest in accordance with Section 75 of the Local Government Act in items listed for consideration on the Agenda. Section 74 and 75A of the Local Government Act 1999 requires that Elected Members declare any interest and provide full and accurate details of the relevant interest to the Council. In relation to actual or perceived conflicts of interest a member has an obligation to outline how they propose to deal with the actual or perceived conflict of interest prior to consideration of that item on the Agenda.

Each Member of a Council has a duty to vote at all meetings unless excepted by legislation.

The major exception being where a Member has a material conflict of interest.

1.7 Minutes of previous meeting – for confirmation

1.7.1 Council meeting held on Wednesday 13th April 2016 at 5.30pm (with an alteration to General Business - Deputy Mayor Davey – ….*William Road should be* Willing Road…..

1.7.2 Confidential Council meeting held on Wednesday 13th April 2016 at 5.58pm

1.8 Motions on Notice

Nil

1.9 Questions on Notice

Nil

1.10 Questions without Notice

1.11 Petitions

Nil

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	Nil		
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	Council has resolved that an Agenda Item “General Business” be included on the Council Agenda to enable members to raise matters of a minor nature for action by the Administration, or to call for reports.		
ITEM 8	CONFIDENTIAL AGENDA		Pages
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ITEM 9	NEXT MEETING		
	Wednesday 8th June 2016		
ITEM 10	CLOSURE		

MAYOR

IA/ITEM 2

MONTHLY REPORT (File Ref: 9.24.1.1)

PURPOSE

To keep Elected Members updated on Mayoral activities during the month of April 2016.

RECOMMENDATION

That the report be received.

DISCUSSION

3rd – 11th April	Outbound Mission to Shandong 2016.
13th April	Monthly Council meeting.
14th – 15th April	2016 LGA Council Best Practice and LGA Ordinary General Meeting (copy of the key outcome summary is attached). LG Professionals Gala Awards Dinner as a guest of the LGA.
20th – 21st April	Elected Members District Tour including Innes National Park.
22nd April	Briefly spoke at the Ribbon Cutting ceremony held at Eldercare Southpark at Minlaton to celebrate the new ownership of Southpark by Eldercare.
25th April	ANZAC Day Dawn Service at Stansbury followed by a brief speech at 10.30am service at Bublacowie Military Museum.
27th April	Community Grants Fund Working Party meeting to review applications for the AGL Wattle Point Wind Farm funding round. Monthly Elected Members Workshop.
29th April	Attended Gayle Woodford's community funeral at Stansbury Oval Complex with an estimated gathering of around 1,000 community members who came together to mourn the sad and tragic loss of this committed Registered Nurse. There was a Guard of Honour formed by nursing colleagues from across South Australia and staff from the APY lands.

2016 Council Best Practice Showcase and LGA Ordinary General Meeting – Key Outcome Summary – 13-15 April

Best Practice Council Showcase

The Showcase event held on Thursday 14 April included presentations from 24 councils on best practice. These included:

- Onkaparinga Council on using service reviews to improve efficiency
- Victor Harbor and Alexandrina Councils on the joint construction of a regional aquatic facility to reduce costs
- Charles Sturt Council on using mobile technology to drive efficiency
- Mt Barker Council on the efficient management of infrastructure, and
- Tea Tree Gully Council on its volunteer strategy

John Legoe Award Winner

During the Showcase and OGM Dinner at the Intercontinental Hotel in Adelaide on Thursday night, Yorke Peninsula Council Mayor Ray Agnew received the John Legoe Award, recognising his contribution to the Yorke Peninsula and Local Government sector over more than 30 years.

Rate Capping

A rate capping workshop held on Wednesday 13 April was attended by approximately 150 Mayors, Elected Members and council staff, who heard from local and interstate speakers about the negative impact a rate capping policy would have on South Australian communities. At the OGM on Friday councils unanimously voted to support the LGA's continued opposition to the introduction of such a policy in SA.

Shared Services Audit

The LGA announced at the OGM that it will undertake an audit of shared services throughout the Local Government Sector. This audit is expected to demonstrate the high level of collaboration which exists between South Australian councils, while exploring opportunities to achieve even greater efficiencies.

NRM Levy

Councils voted at the OGM to ask the LGA to lobby State Government to remove the requirement for the sector to collect NRM levies through rates notices. With many communities experiencing financial hardship, councils have indicated they do not wish to be responsible to passing on what is essentially a State tax to their communities through their rates notices.

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Version: 2, Version Date: 19/04/2016

Support for Whyalla

South Australian councils resolved at the OGM to support the communities of Whyalla and the Upper Spencer Gulf. This included asking the LGA to write to all councils about adopting procurement policies and practices that can support the steel industry in Whyalla, and urging Whyalla City Council to seek assistance from the LGA and councils as needed.

Small Bar Licensing

Recognising the success small bar licensing has had on revitalising Adelaide's cultural landscape, councils asked the LGA to lobby the State Government to expand small bar licensing to areas outside of the CBD.

LGA Governance and Boundary Reform

Councils endorsed the LGA's review of its governance and insurance schemes, and also supported its reform agenda aimed at implementing more regional cooperation between Councils and simpler processes for boundary adjustment.

Rubble Royalties

The OGM resolved to support the LGA as it lobbies the State Government in relation to the unfair impost of royalty for rubble, which is putting additional financial pressure on regional councils and communities.

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Version: 2, Version Date: 19/04/2016

INFORMATION

AGENDA

CHIEF EXECUTIVE OFFICER

IA/ITEM 4.3

1. CEO ACTIVITIES (File Ref: 9.24.1.1)

PURPOSE

To keep Elected Members informed of other meetings and activities during the month of April 2016.

RECOMMENDATION

That the report be received.

DISCUSSION

1st April	CLGR Council's CEO Forum.
3rd – 9th April	Outbound Mission to Shandong 2016.
13th April	Monthly Council Meeting.
15th April	SA Local Government Professionals Annual Excellence Awards Dinner and Presentation as State President.
19th April	Corporate Management Team meeting. Ardrossan Hospital Board and Trust Board meetings.
20th – 21st April	Elected Members and Senior Staff District Tour including Innes National Park.
24th April	Meeting with Rick Nunnes in relation to Marion Bay Boat Ramp.
25th April	Attended the ANZAC Day dawn service at Maitland.
26th April	Corporate Management Team meeting.
27th April	Meeting with Directors in relation to Operating Budget. Monthly Council workshop.
28th April	Meeting with Kelly-Anne Saffin and Jo Buchanan RDA briefing. Meet and Greet with NBN construction delivery partner at Maitland. Meeting with Terry Boyce DEWNR in relation to Aboriginal Lands Trust.
29th April	LG Professionals Executive Meeting in Adelaide. Meeting with Progress Committee in Ardrossan various matters.

CHIEF EXECUTIVE OFFICER

IA/ITEM 4.3

2. ACTION LISTING REPORT (File Ref: 9.24.1.1)

PURPOSE

To keep Elected Members updated on the status of the Action Listing.

RECOMMENDATION

That the report be received.

LINK TO STRATEGIC PLAN

Key Theme:	Corporate Governance and Leadership 2. Organisational Efficiency and Resource Management
Strategic Goal:	2.4 Effective Risk Management

DISCUSSION

The Action List included in the Council Agenda each month will incorporate action items from Council along with the current status.

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Local Government Act 1999
Yorke Peninsula Council's Risk Management Framework

ATTACHMENTS

Attachment 1: Action Listing

COUNCIL MEETING 11th May 2016

Action List

Responsible Officer	Agenda Item Number	Task	Due Date	Status
Director Development Services	10th Aug 10 Item 20.4	Advise the Dept of Environment and Natural Resources that Council wish to Relinquish Care and Control of Crown Land Lot 88 Main Street Curramulka CR 5856/772	As soon as DEWNR responds	Underway - DEWNR advised, no response to date
22nd January 2014				
Director Development Services	DA/CCS/R4	Organise Land Only lease for Balgowan Camping Ground	As soon as Ministerial approval is granted	Waiting on consent
14th May 2014				
Director Assets & Infrastructure Services	DA/AIS/R3	Organise to have the following documents signed and sealed for the Walk the Yorke Leisure Trail with the State Government and private landholders	July 2014 – ongoing for duration of project	Only one private agreement still outstanding Ongoing
13th May 2015				
Director Development Services	DA/DS/R2	Council agreed to accept care, control and management of Lot 10 Moorowie Terrace Port Moorowie CR5323/554	As soon as Ministerial approval is granted	Underway awaiting response from Minister
10th June 2015				
Director Development Services	DA/CCS/R4	Relinquishment of care/control of Crown land occupied by the Royal Volunteer Coastal Patrol SA Inc. Port Victoria adjacent to the Port Victoria CFS station to accommodate the new CFS station requirements	Associated with Port Victoria CFS issue RVCP likely to be transferred to the Crown	Acknowledgement letter for revocation of existing dedication posted to DEWNR
12th August 2015				
Director Development Services	DA/CCS/R5	Finalise the proposed lease for the Royal Volunteer Coastal Patrol at Point Turton	May 2016	Awaiting outcome of Development Application

9th September 2015				
Director Assets and Infrastructure Services	Motion on Notice	Organise a plan for allocating $1 million for the accelerated roadside vegetation management	March 2016	Presentation to September 2015 Workshop Ongoing
9th December 2015				
Director Corporate & Community Services	DA/CCS/R4	Organise to undertake necessary works to upgrade Black Point Caravan and Camping Ground amenities	May/June 2016	Contractor engaged. Works to commence within the next month
20th January 2016				
Director Corporate & Community Services	DA/CCS/R4	Undertake Public Consultation with residents of Parsons Beach in relation to naming of the locality	April 2016	Completed
Director Assets & Infrastructure Services	DA/AIS/R1	Advise the proponents in relation to Clinton Road construction project and the additional 3kms	April 2016	Completed
9th March 2016				
Director Development Services	DA/DS/R1	Organise to erect a fence at the Port Vincent Foreshore Boat Ramp in accordance with Minute # 041/2016 and install a ticket machine	June 2016	Underway
Director Assets & Infrastructure Services	DA/AIS/R1	Advise affected land owners in relation to Clinton Road Land Acquisition values	June 2016	Ongoing
Director Assets & Infrastructure Services	DA/AIS/R2	Organise for the Mayor and CEO to sign and seal the documentation for land acquisition requirements for Hd of Clinton.	April 2016	Completed
Director Development Services	DA/DS/R5	Organise to process a supplementary LMA against LMA # 7045857	March/April 2016	Completed
13th April 2016				
CEO	DA/CEO/R2	Advise the owners of the Minlaton Old School that Council are not in a position to purchase their property at this	April 2016	Completed

		time.		
CEO	DA/CEO/R3	Submit Mayor Ray's nomination to the Local Roads Advisory Group	April 2016	Completed
CEO	DA/CEO/R4	Update and re-issue sub delegations to staff affected	April 2016	Completed
Director Corporate & Community Services	DA/CCS/R2	Council receive and take into consideration feedback in relation to the LTFP	April 2016	Completed
Director Corporate & Community Services	DA/CCS/R3	Advise Stansbury Bowling Club of the outcome in relation to their community loan application	April 2016	Completed
Director Corporate & Community Services	DA/CCS/R4	Advise Warooka Bowling Club of the outcome in relation to their community loan application	April 2016	Completed
Director Corporate & Community Services	DA/CCS/R5	Advise Port Vincent Progress Association in relation to their request for funds	April 2016	Completed
Director Corporate & Community Services	DA/CCS/R6	Advise all relevant parties of Council's decision in relation to branding of Council managed Caravan Parks	April 2016	Completed
Director Development Services	DA/DS/R1	Organise Public Consultation in relation to Maitland Children's Centre Community Land redesignation	April/May 2016	Public Consultation closes 9 May 2016
Director Development Services	DA/DS/R2	Finalise paper work to submit to have the Warooka Consulting Rooms parcels of land CL status revoked and transfer ownership to Warooka Progress Association	April/May 2016	With Progress and Council's conveyancers to administer transfer of properties
CEO	General Business – Questions without notice	The CEO advised that he would take on notice these matters and provide a report to a future Council meeting:	May 2016	Memo to update Elected Members completed

		1. Resheeting at Willling and Honner Roads 2. Tree trimming and 10m clearances 3. Fire Season and permit burning and season dates		
CEO	GB	Cr Hoyle queried tree trimming contract and RFT process advising that widths for clearance should be from the centre line of the road	April/May 2016	
CEO	GB	Cr Meyer requested a review of the tree trimming contract with the CEO to provide a report to a future workshop	May 2016	
Director Development Services	CA/DS/R1	Notify participants in the tender process for the Maitland Children's Centre of Council's decision	April 2016	Completed

CHIEF EXECUTIVE OFFICER

IA/ITEM 4.3

3. OUTBOUND MISSION TO SHANDONG 2016 (File Ref: 9.24.1.1)

PURPOSE

To provide Elected Members with an update of the meetings attended, functions and activities associated with the Outbound Mission to Shandong 2016.

RECOMMENDATION

That the report be received.

LINK TO STRATEGIC PLAN

Key Theme/s: Sustainable Communities
3. Our Economy
Strategic Goal/s: 3.1 Sustainable economic growth

BACKGROUND

Elected Members would recall that Council agreed to send a delegation on the Outbound Mission to Shandong 2016 accompanied by The Premier Mr Jay Weatherill.

DISCUSSION

Nearly 300 delegates from South Australia travelled to Shandong accompanied by Premier Weatherill, Minister Geoff Brock and other State and Local Government officials, diplomats, business and tourism leaders. Of the 300 delegates, 56 represented Local Government with 114 businesses also represented. Steve Bowley from Pacific Estate Oysters accompanied the Yorke Peninsula Council delegation to investigate opportunities that may lay ahead for future key partnership relationships. Mr Bowley made contact with a number of key business people and potential investors during his visit to Shandong, discussing future business and tourism opportunities and providing insight into the benefits of the mission for his Yorke Peninsula business. Mr Bowley will be a valuable source of support and assistance for other local business owners deciding whether to explore Shandong opportunities next year or in the future.

Extract from the Yorke Peninsula Country Times following the Mission to China:

"Given China is Australia's largest export, tourist and investment market, it was an amazing opportunity to travel with nearly 300 other local and state government and business representatives, including YP's Pacific Estate Oysters, to foster large-scale opportunities between the two regions," Cr Bittner said.

This initial trip to China was an excellent opportunity to gain an understanding of the environment and what opportunities may be available for the Council and local businesses in the future.

This was our region's first involvement in this programme, while the state government was celebrating its 30 year anniversary of South Australia's relationship with Shandong. To initiate some contacts and explore just some of the possibilities of promoting tourism and produce from our region, was an awesome and rewarding outcome. Opportunities to partner with Adelaide City Council and other regions, with the support of the state government would not

have been made possible, if we had not been part of this delegation. Further involvement in this project would be the catalyst for even stronger and more expansive direct contact with a market that is largely untouched by our region.

The itinerary for the Mission was extensive visiting five Cities in five days, with delegate receptions and briefings, informal and formal meetings, Ministerial briefings, signing of MOU's. The official launch of the 30th Anniversary of Shandong-South Australia Sisterhood Relationship Celebration and Opening Ceremony of Shandong South Australia Business Forum and Photo Exhibition was held in Ji'nan on Wednesday 6th April commencing at 9.40am. Most of the Cities also held concurrent Business Fairs to enable the South Australian Business Partners to showcase their business and what they were able to offer to the Chinese community.

Some key partnership projects between South Australian local government and Chinese cities were also showcased, followed by informal networking lunches.

On the afternoon of Thursday 7th April the Launch of the SA-SD Trade and Investment Information Portal was held in Zi'bo as one of the pilot cities for this project.

Strengthening connections with other Councils was a great and important result, especially the opportunity to explore a future partnership relationship with Adelaide City Council in relation to the Qingdao festival. After meeting with Lord Mayor Haese and Adelaide City Council Crs Slama and Corbell, the YPC delegation were invited to attend a meeting with Minister Brock, Cr Slama and other board members of the Royal Adelaide Club. Based on initial comments made by YPC, the ACC and RAC have modified their plans for their showcase at the Qingdao International Festival to include regional Councils and their businesses interested in generating opportunities with Shandong, Chinese and global businesses via this platform. Cr Slama is attending the next Council workshop to give more detail on how the Qingdao festival may provide a unique opportunity for Yorke Peninsula to engage directly with Shandong and further promote Yorke Peninsula Barley and other regional produce.

Shandong is the third strongest economy in China and the Mission reached a potential audience of 1,000 Chinese Businesses and investors. Qingdao is Adelaide's sister-city, and their annual International Festival attracts over 5 million visitors from China and globally.

Tourism opportunities were also explored on the mission. We know visitors to regional areas are looking for an experience and it was strongly suggested that we encourage local operators to consider targeting the Chinese tourism market, to foster and enhance our local economy and support increased visitor tourism to Yorke Peninsula. Chinese visitor numbers to SA increased by 33% last year alone and are expected to continue this rate of expansion and could deliver to our doorstep tourists who spend much more per visit than visitors from any other nation. If our local providers aren't encouraged to capitalise on this, the Yorke Peninsula will continue to lose revenue and reputation to the Barossa, Kangaroo Island and other SA regions.

Support for Local Government through the attendance of Minister Geoff Brock during the Mission was invaluable, as he brings a strong local government presence to the table. His involvement fosters and supports direct engagement with key strategic partners, both within the State Government and with representatives in Shandong directly.

Formal dinners and networking events allowed the YPC delegation to strengthen relationships with other regional councils, and notable political and industry figures including Ministers Martin Hamilton-Smith, Leon Bignell and Geoff Brock, Rob Kerin and Karlene Maywald. One of the YPC delegation's key aims for the mission was to promote among our SA peers the YP brand, particularly highlighting our important contribution to SA's export economy and tourism industry.

The Local Government Association has partnered with the Australia China Business Council (ACBC-SA) to drive Local Government China engagement activities with a particular focus on the development of a business-to-business (B2B) platform to facilitate greater two-way trade and investment with South Australia's sister-state Shandong. This platform is something that Council can actively promote to local businesses throughout the year, enhancing the Yorke Peninsula's profile to Chinese importers, investors, tourists and other SA regions.

In addition the LGA has a wealth of information available on their website in relation to the recent Mission to Shandong and China Engagement and the potential opportunities available to local government communities to advance trade and investment partnerships across the sector. See Local Government Association of South Australia - China Engagement - LGA

COMMUNITY ENGAGEMENT PLAN

Not applicable.

CONSULTATION PROCESS

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- CEO, Mayor, Cr's Hoyle and Bittner

In preparing this report, the following External Parties were consulted:

- Nil

POLICY IMPLICATIONS

Not applicable.

BUDGET AND RESOURCE IMPLICATIONS

Costs associated with involvement in this delegation were attributed to Elected Members Training and Development.

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Not applicable.

ATTACHMENTS

Nil

DIRECTOR CORPORATE AND COMMUNITY SERVICES

IA/ITEM 4.4

1. ART EXHIBITION WORKING PARTY MINUTES – 26th APRIL 2016

(File Ref: 17.94.5.1)

PURPOSE

The Art Exhibition Working Party is a Working Party of Council. A copy of the minutes from their meeting held on 26th April 2016 is attached.

RECOMMENDATION

That the report be received.

LINK TO STRATEGIC PLAN

Key Theme/s: Community Engagement
1. Vitality & Connection

Strategic Goal/s: 1.2 Offer a range of accessible community facilities, programs, events and activities

BACKGROUND

To keep Council and the community informed of progress in delivering the 2016 Art Exhibition.

DISCUSSION

Business discussed at the meeting centred around:

- Reports – Chairpersons report, finance report and school report
- Correspondence
- Sending letters of thanks to sponsors
- Thank you donations/certificates
- 2018 Exhibition
- Review of date of next meeting

COMMUNITY ENGAGEMENT PLAN

Not applicable

CONSULTATION PROCESS

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Director Corporate and Community Services

In preparing this report, the following External Parties were consulted:

- Art Exhibition Working Party

POLICY IMPLICATIONS

Not applicable

BUDGET AND RESOURCE IMPLICATIONS

Funding provided for in the 2015/2016 adopted budget.

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Not applicable

ATTACHMENTS

Attachment 1: Art Exhibition Working Party Minutes 26th April 2016

Attachment 2: Art Exhibition Working Party Chairperson Report

Minutes of the Meeting of the Art Exhibition Working Party

held on Tuesday 26th April 2016
in the Maitland Council Office
commencing at 2.00pm

(Subject to confirmation)

ITEM 1 OPEN

1.1 Welcome by Chairperson — Anne Eyles declared the meeting open at 2.03pm and thanked everyone for attending.

1.2 Present - Anne Eyles, Irene Hughes–Jones, Brenda Bowman and Cr Alan Headon
In Attendance: David Harding, Rachel Rich (minute secretary)

1.3 Apologies/leave of absence – Cr John Rich 8/4/2016 – 22/06/2016

1.4 Minutes of previous meeting –

Brenda Bowman moved **Cr Alan Headon seconded**

That the Minutes of the Art Exhibition Working Party meeting held on 9th March 2016 as circulated be confirmed.

CARRIED

1.5 Conflict of Interest - The Chairperson reminded members of their obligations in relation to Conflict of Interest provisions.

ITEM 2 BUSINESS ARISING

2.1 Reports:

a. Chairpersons report - Anne Eyles presented report to the Working Party.

Brenda Bowman moved **Irene Hughes-Jones seconded**

That the report from the Chair be accepted with noted changes.

CARRIED

b. Financial report - David briefed the Working Party on the financials on completion of the exhibition.

- To include Picturesque Framing & Gallery, Wheares Transport in kind sponsorship.
- Port Victoria Progress and Port Clinton Progress not showing under sponsorship.

Brenda Bowman moved **Cr Alan Headon seconded**

That the financial report be received.

CARRIED

c. Schools report – Irene briefed the Working Party on her observations of the school entries for the Exhibition.

Anne Eyles moved **Cr Alan Headon seconded**

That schools to be notified earlier i.e. 4th term of the preceding year and to liaise with the art coordinator rather than the Principal.

CARRIED

ITEM 3 CORRESPONDENCE IN:

- Letter of appreciation from artist Walter Gray.
- Letter from artist Roe Gartlemann querying commission payments.

ITEM 4 NEW BUSINESS

4.1 Request to use art screens by Leisure Options. Forward form request to Brenda Bowman to organise.

4.2 Request to use art screens by Cr Darren Braund.

Brenda Bowman moved **Cr Alan Headon seconded**

That both community groups be able to use the art screens in accordance with terms and conditions.

CARRIED

ITEM 5 2018 EXHIBITION

5.1 Discussions around implementing new changes/format for the next exhibition. David suggested the invitation process be reviewed for the next exhibition.

5.2 Request from winning Artists to know what prize they have won.

5.3 People's choice winners from the schools. Suggested a follow up to ensure the prizes are redeemed.

5.4 Sponsor letters to go out this week.

5.5 Thank you donations/certificates to go out to Tidy Towns $200, Ardrossan Garden Club $100.

Brenda Bowman moved **Irene Hughes-Jones seconded**

That agreed donations be paid to both Tidy Towns and Ardrossan Garden Club.

CARRIED

Thank you letters to go out to the following:

Ashleigh Bowman	Jeff Lock
Bruce & Daphne Davey	Mike Osborne
Roger & Christine Saunders	Margaret Thomsen
Peter Aitchison	Pam Headon
Jeanette Ireland	Jan Hill
Judy Parham	Victoria Rolinski

The following donations are yet to be paid:
Leigh Polkinghorne $200
Ardrossan Community Club $200

5.6 Suggestion by Cr Alan Headon to send out certificates to sponsors for involvement.

Cr Alan Headon moved **Irene Hughes-Jones seconded**

That certificates be sent to all sponsors & community clubs involved with exhibition.

CARRIED

5.7 Suggestion of recognition to offer patronage to long time members/involvement with Art Exhibition.

ITEM 6 NEXT MEETING

Monday 30th May 2016 at 2.00pm

ITEM 7 MEETING CLOSE

The meeting closed at 3.30pm

……..
Chairperson - Anne Eyles

Art Exhibition Working Party

Chairpersons Report 2016

Although I am a long standing member of the Art Committee, I have never been involved in the actual overall organization of the exhibition.
The 2016 exhibition has been an awesome experience, considering since the very beginning it was necessary to overcome several obstacles.
The committee agreed that a change from Section 41 to a working party was the way forward, so we started with a different operational procedure.
The then committee agreed that we would allocate an area to each member, to reduce the burden put on the council staff with regard to administration. As the Council was undergoing huge changes renovating the Maitland offices and preparing for the move to Maitland, I had hoped to structure the committee to absorb these positions and have them carried out by individual members of the committee such as, i.e. someone for advertising, someone for sponsorship or minute secretary etc. Unfortunately due to committee members who found they could not attend on a regular basis or had to resign for personal reasons it soon became clear that although favourable this programme would not work. At this point I would thank David Harding and Mary Herrmann who stepped up to overview and guide me with regard to Council policy
David managed to clear a member of Council staff to help as a minute secretary. However, the job became harder as the only member with experience was unavailable, and looking back at records was a very time consuming task.
Once again David came to the rescue and was able to organise a regular secretary - Rachel. Councillor's Alan and John were able to join us on a regular basis, and with untiring energy Irene Hughes-Jones took over the school organisation programme, we were then able to overcome most of the problems. Thank you all.
The Ardrossan Progress Association along with Yorke Peninsula Council (our major sponsors), Mayor Mr. Ray Agnew and all our sponsors I thank for their support.
Due to Easter being early in 2016 Opening Night was upon us in no time. Here I must thank Brenda Bowman for her unceasing and determined efforts especially during the exhibition.
Before, during and after the exhibition many members of the community groups (too numerous to mention) came and helped, especially with setting up, on opening night, packing and unpacking the paintings. These volunteers are valued by the committee and held in high esteem by us all.
From feedback I received the exhibition was very successful. Comments such as 'a very high standard', and 'excellent layout' were among the praise I heard on a regular basis.
The school's exhibition was extremely popular with many requests to be passed on to buy their work. There were a total of 8 schools entered from the area with 69 paintings being displayed.
We displayed 260 paintings, sold 48 and took in an excess of $23,300 for the artists.

Anne Eyles
Chairperson

DIRECTOR ASSETS & INFRASTRUCTURE SERVICES

IA/ITEM 4.5

1. CONSTRUCTION AND MAINTENANCE WORKS (File Ref: 9.24.1.1)

PURPOSE

To provide a summary of capital and maintenance works undertaken within Assets and Infrastructure Services throughout the month preceding the May 2016 meeting of Council.

RECOMMENDATION

That the report be received.

LINK TO STRATEGIC PLAN

Key Theme/s: Sustainable Communities
1. Sustainable Infrastructure

Strategic Goal/s: 1.1 Provide infrastructure assets that are sustainable and safe

BACKGROUND

This report provides Council with a summary of the capital and maintenance works undertaken within Assets and Infrastructure Services throughout the month preceding the Council meeting.

DISCUSSION

- The following works / upgrades have been applied to our Community Wastewater Management Systems (CWMS), Water Schemes and Stormwater Harvesting Schemes:

CWMS

o Pump station alarm system upgraded (Bridge Road)	**Ardrossan**
o Upgrade to chemical shower	**Black Point**
o Overflow pipework installed	**Black Point**
o Flowmeter relocated	**Bluff Beach**
o Irrigation hosing replaced	**Bluff Beach**
o New irrigation tank installed	**Foul Bay**
o Upgrade to plant control switchboard	**Foul Bay**
o Upgraded alarm system installed	**Foul Bay**
o Attended to blockages in gravity drain	**Maitland**
o Pump station alarm system upgraded (South Terrace)	**Maitland**
o Vehicle access to WWTP compound	**Port Victoria**
o Installation of new chemical tank	**Port Vincent**
o Upgrade to pump station commenced (Caravan Park)	**Stansbury**
o Upgrade to pump station	**Tiddy Widdy Beach**

Water Schemes

o New pressure pump installed	**Hardwicke Bay**
o New flow meter installed	**Hardwicke Bay**

Stormwater Harvesting Schemes

o Section of fencing replaced	**Minlaton**

(All CWMS, Water Schemes and Stormwater Harvesting Schemes are monitored with water quality testing in accordance with SA Health and Environmental Protection Authority [EPA] licence conditions.)

- Attention to parks, gardens and reserves is ongoing throughout the district to a sustainable level in accordance with available resources.
- Patrol Grading is ongoing and programmed throughout the district, in line with current schedules, techniques and resources for this activity.
- Road construction and maintenance requirements have been undertaken on the following roads complimenting 2015/16 budget allocations:

o **Clinton Road**	Ongoing
o **Corny Point Road**	Commenced (Contractors)
o **North Coast Road**	Commenced (Contractors)
o **Old Coast Road**	Commenced
o **Recluse Road**	Ongoing
o **Wattle Point Road**	Completed

- Approximately 50 Customer Service Requests (CSRs) have been addressed throughout April with activities including:
    - Attention to acts of vandalism
    - Cemetery maintenance
    - Footpath maintenance
    - Maintenance to coastal infrastructure
    - Maintenance to public buildings
    - Maintenance to stormwater infrastructure
    - Repairs to traffic control devices
    - Sealed and unsealed road maintenance
    - Tree trimming
- Jetpatching has been completed within Ardrossan, Balgowan, Port Victoria, Price and Warooka areas.
- The following areas of roadside vegetation clearance have been attended to by contractors:

o **Arthurton Road**	Sheoak Hill Road to Harmer Road
o **Broster Road**	Upper Yorke Road to Clinton Road
o **Gap Road**	Spencer Highway west to the Coast
o **Graham Road**	Ardrossan Road to Clinton Road
o **Harmer Road**	Arthurton Road to Sawley Road
o **Heinrich Road**	Balgowan Road to Old Boundary Road
o **McCauley Road**	Spencer Highway to Ardrossan Road
o **Old Boundary Road**	Heinrich Road to Thomas Road
o **Pipeline Road**	Spencer Highway to Upper Yorke Road
o **Sawley Road**	Upper Yorke Road to Waylands Road
o **Sheoak Hill Road**	Arthurton Road to 4km NE of Arthurton

- Coastal infrastructure (stairs) have been completed at Point Souttar and commenced at Blue Bay.
- Footpath maintenance has been undertaken in Ardrossan and Maitland.

COMMUNITY ENGAGEMENT PLAN

Not applicable

CONSULTATION PROCESS

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Infrastructure Manager
- Operations Manager
- Works Manager
- Operations Coordinator
- Leading Worker Central
- Leading Worker North
- Leading Worker South
- Works Supervisor North
- Works Supervisor South

In preparing this report, the following External Parties were consulted:

- Nil

POLICY IMPLICATIONS

Not applicable

BUDGET AND RESOURCE IMPLICATIONS

Within capital and operations budgets

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Not applicable

ATTACHMENTS

Nil

DIRECTOR ASSETS & INFRASTRUCTURE SERVICES

IA/ITEM 4.5

2. 2016 LGA ROADS AND WORKS CONFERENCE (File Ref: 9.24.1.1)

PURPOSE

To seek expressions of interest from Elected Members to attend the 2016 Local Government Association (LGA) Roads and Works Conference, which is being held in Mount Gambier on Thursday 1st and Friday 2nd September 2016.

RECOMMENDATION

That the report be received.

LINK TO STRATEGIC PLAN

Key Theme/s: Corporate Governance and Leadership
1. Progressive Communities through Strategic Planning

Strategic Goal/s: 1.2 Knowledgeable and skilled decision makers

BACKGROUND

The LGA Roads and Works Conference is an annual event, which provides attendees with the opportunity to meet and discuss issues relating to the provision of roads and works services.

The Conference includes networking opportunities, information sessions and presentations.

In 2015 the Conference featured information sessions covering a range of topics including:

- movement of agricultural machinery on public roads;
- media management;
- asset management;
- infrastructure guidelines;
- bitumen technology and application;
- sustainability;
- releasing potential;
- Nature Play;
- GPS tracking;
- the National Heavy Vehicle Regulator; and
- road safety.

DISCUSSION

The 2016 LGA Roads and Works Conference is being held in Mount Gambier on Thursday 1st and Friday 2nd September 2016, with a welcome reception being held on Wednesday 31st August 2016.

Travel to and from Mount Gambier will occur on Wednesday 31st August 2016 and Friday 2nd September 2016 respectively.

Registration for the Conference will open in June 2016 at which time the Conference Program will also be released.

To secure early registration for the Conference Elected Members are encouraged to express their interest to the Executive Assistant to the Director Assets and Infrastructure Services, Kira Tapps, by Friday 27th May 2016.

COMMUNITY ENGAGEMENT PLAN

Not applicable

CONSULTATION PROCESS

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Nil

In preparing this report, the following External Parties were consulted:

- Nil

POLICY IMPLICATIONS

Not applicable

BUDGET AND RESOURCE IMPLICATIONS

Costs associated with attendance at the 2016 LGA Roads and Works Conference are unknown at this stage as the LGA has not released the Conference registration fee, however, accommodation has been secured at $125 (GST inclusive) per person per night.

Provision is made in the annual budget to cover costs associated with Elected Members Training and Development.

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Not applicable

ATTACHMENTS

Nil

DIRECTOR DEVELOPMENT SERVICES

IA/ITEM 4.6

1. INSPECTORIAL ACTIVITY REPORT (File Ref: 9.24.1.1)

PURPOSE

To inform Council of the activities of the Inspectorial Team.

RECOMMENDATION

That the report be received.

LINK TO STRATEGIC PLAN

Key Theme/s: Corporate Governance and Leadership
2. Organisational Efficiency and Resource Management

Strategic Goal/s: 2.3 Meet all legislative and compliance responsibilities

BACKGROUND

This report provides Elected Members with information relating to the activities of Inspectorial staff.

DISCUSSION

Council's Inspectors have dealt with many routine matters during the past month including illegal campers, abandoned vehicles, wandering nuisance dogs, cats, noisy dogs and noise complaints.

A family was on holidays in Marion Bay, when a dog owned by a local person snatched a dog out of the arms of a child sitting on the beach. The dog required veterinary treatment as a result of the attack. The owner of the dog was apologetic and offered to pay all veterinary fees. Council's Ranger later attended Marion Bay and observed the dog walking on a road without a leash, with the owner not far behind. Due to the seriousness of the unprovoked attack, the dog was impounded. Whilst in detention, Council staff observed the temperament of the dog and decided that the destruction of the dog was not warranted and subsequently the dog was released to the owner. The owner of the dog was expiated in relation to the incident and was advised of Council's intention to place a Control (Dangerous Dog) Order on the dog.

A dog was impounded at Wool Bay on a Saturday afternoon as a result of the dog wandering at large. Previous complaints have been received regarding this dog and its nuisance behaviour. The owner paid the after hours impounding fee and received an expiation for the dog wandering at large.

A resident, who was walking within the Maitland township, was harassed by two dogs wandering from a residential property. Subsequently, Council staff closed the gate, securing the dogs from further escape. As no one appeared to be caring for the dogs, Council staff ensured they had food and water on a daily basis. The Royal Society for the Prevention of Cruelty to Animals (RSPCA) was contacted and two weeks later the dogs were removed.

As a result of a complaint, a visitor to Point Turton was issued with an Expiation Notice for their dog wandering at large.

Routine patrols of boat ramps have been performed to ensure that users are paying to use the facilities. 17 warning notices have been issued to persons for not displaying a launch ticket/permit after launching their boats at a user pay launching facility.

Random patrols have occurred at the Gleesons Landing and Burners Beach bush camping reserves to ensure users are paying to use the facilities. Council Rangers have collected $345 in camping fees from campers who had not paid their fees prior to setting up their camp.

Staff are also monitoring several properties where the owners have been requested to ameliorate the unsightly condition of that land.

Council Rangers routinely patrol all townships for traffic management, including foot patrols, paying particular attention to disabled parking bays and vehicles parking on yellow lines. One driver has been cautioned for not displaying their disabled parking permit whilst parking in a disabled parking bay.

An Expiation Notice was issued to a Wallaroo resident as a result of a complaint received in relation to him illegally driving in the sand hills near The Bamboos.

Burn offs have been randomly inspected to ensure permit holders are complying with the conditions of their permit. A burn off near Clinton Centre escaped as a result of burning chaff piles. The fire breaks were not of a suitable standard and as a result the permit holder was expiated for breaching the conditions of a permit. A Minlaton permit holder was also expiated for breaching the conditions of the permit after he ignited a large pile of tree debris which they allowed to burn unsupervised.

COMMUNITY ENGAGEMENT PLAN

Not applicable

CONSULTATION PROCESS

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Inspectorial Staff

In preparing this report, the following External Parties were consulted:

- Nil

POLICY IMPLICATIONS

Not applicable

BUDGET AND RESOURCE IMPLICATIONS

Routine inspectorial activities are contained within the 2015/16 Annual Business Plan.

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Fire and Emergency Services Act 2005

Dog and Cat Management Act 1995

Local Government Act 1999

The activities undertaken by Council Rangers are based on reducing the risk of nuisance, injury, public damage and disaster to the community.

ATTACHMENTS

Nil

DIRECTOR DEVELOPMENT SERVICES

IA/ITEM 4.6

2. DEVELOPMENT APPLICATION DECISIONS (File Ref: 9.24.1.1)

PURPOSE

To inform the Elected Members of Development Application decisions for the period 4th April 2016 to 29th April 2016.

RECOMMENDATION

That the report be received.

LINK TO STRATEGIC PLAN

Key Theme/s: Sustainable Communities
2. Progressive and Sustainable Development
Strategic Goal/s: 2.2 Streamlined Development Assessment Process

BACKGROUND

To keep Elected Members informed of Development Application decisions under delegated authority.

DISCUSSION

The following is a list of all Development Applications processed for the period 4th April 2016 to 29th April 2016.

Yorketown

544/1164/2015	544/1171/2015	544/1228/2015
544/1247/2015	544/1250/2015	544/1013/2016
544/1052/2016	544/1053/2016	544/1065/2016
544/1066/2016	544/1085/2016	544/1093/2016
544/1099/2016	544/1105/2016	544/1107/2016
544/1109/2016	544/1111/2016	544/1114/2016
544/1117/2016	544/1118/2016	544/1125/2016
544/1126/2016	544/1130/2016	544/1134/2016
544/1141/2016	544/1148/2016	544/1152/2016
544/1161/2016		

Maitland

544/2156/2015	544/2218/2015	544/2253/2015
544/2257/2015	544/1008/2016	544/1018/2016
544/1029/2016	544/1033/2016	544/1044/2016
544/1064/2016	544/1077/2016	544/1088/2016
544/1090/2016	544/1091/2016	544/1096/2016
544/1110/2016	544/1116/2016	544/1123/2016
544/1131/2016	544/1138/2016	544/1157/2016

Land Division

544/D018/2015	544/D026/2015

COMMUNITY ENGAGEMENT PLAN

Not applicable

CONSULTATION PROCESS

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Planning & Building Officers

In preparing this report, the following External Parties were consulted:

- Nil

POLICY IMPLICATIONS

Not applicable

BUDGET AND RESOURCE IMPLICATIONS

Not applicable

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Local Government Act 1999

Development Act 1993

Council's Development Plan

Development Assessment functions involve critical risk management considerations which include meeting legislative responsibilities, environmental issues, impact upon community and safety.

ATTACHMENTS

Attachment 1: Development Application Decisions Register.

LIST OF DEVELOPMENT APPLICATIONS & DECISIONS ISSUED BY THE ASSISTANT BUILDING SURVEYOR UNDER DELEGATION FOR THE PERIOD 4 APRIL 2016 TO 29 APRIL 2016

YORKETOWN

Dev. App. No.	Name & Address	Location	Proposal	Class	Area m^2	Cost $	Conditions Planning Building	Assessment / Valuation No	Decision Date	Builder & Licence No
544/1164/2015	S Mack C/- Post Office COOBOWIE	(Lot 2) 2 Panfry Terrace EDITHBURGH	Dwelling Addition, Verandah & Deck	1a 10a 10b	61.52 41.69 63.73	100,000	Planning 5 Building 1 Private Certifier	211797 5405124400	29 April 2016	TBA
544/1171/2015	K Smith 35 Compass Drive SEAFORD	(Lot 36) 94 Beach Road COOBOWIE	Dwelling Extension	1a	102.9	135,000	Planning 4 Building 1 Private Certifier	214197 5405635509	15 March 2016	Timothy Roehl BLD237729
544/1228/2015	Stephen Tait 3 Halba Crescent PARALOWIE	(Lot 104) 73 Ti-Tree Road THE PINES	Carport Garage	10a 10a	54 108	10,000	Planning 5 Building 3	114025 5400848548	6 April 2016	Owner Builder
544/1247/2015	R & B Harris 2 Oval Avenue WAROOKA	(Lot 30) 2 Oval Terrace WAROOKA	Carport	10a	57.2	6,000	Planning Nil Building 2	101501 5400335603	14 April 2016	A V Golja BLD56065
544/1250/2015	B & S Bowman 49 Beechcroft Road STANSBURY	(Sec 367) 49 Beechcroft Road STANSBURY	Garage	10a	135	10,000	Planning 4 Building 1 Private Certifier	208140 5404771023	4 April 2016	K Glover BLD246775
544/1013/2016	G Trezise PO Box 267 STANSBURY	(Sec 371) 161 Beechcroft Road STANSBURY	Dwelling Extension	1a	29.95	35,000	REFUSED	208090 5404768000	22 April 2016	R Bray BLD433033
544/1052/2016	S Ayliffe PO Box 2176 MAGIL NORTH	(Lot 60) 122 Marine Parade PORT MOOROWIE	New Dwelling	1a	123.39	122,431	Planning 5 Building Nil	434100 5406417140	4 April 2016	Rivergum Homes GL113681
544/1053/2016	S Ayliffe PO Box 2176 MAGIL NORTH	(Lot 60) 122 Marine Parade PORT MOOROWIE	Garage	10a	100.04	11,000	Planning 5 Building Nil Private Certifier	434100 5406417140	14 April 2016	Owner Builder
544/1065/2016	P Kossatz & Others 5/62 Ormond Ave DAW PARK	(Lot 808) 97-101 Corny Point Road CORNY POINT	Dwelling Alteration, Verandah & Carport	1a 10a 10a	209 87 29.92	40,000	Planning 2 Building 1 Private Certifier	106534 5400689209	14 April 2016	TBA
544/1066/2016	D Sherriff PO Box 15 YORKETOWN	(Lot 88) 7 Sultana Point Road SULTANA POINT	Partial enclosure of Verandah; New Verandah & Carport	 10a 10a	 34 30	9,000	Planning 3 Building 5	225326 5406326337	26 April 2016	R Voigt BLD166934

544/1085/2016	G Marshall, N Lambert & M Lloyd c/- 6 Charles Street TRANMERE	(Lot 11) 65 Esplanade POINT TURTON	Balcony & Re-Pitch & Replacement of Annexe Roof	10a 1a	5.8 24	4,500	Planning 3 Building 2	103036 5400464050	19 April 2016	K Fitzgerald BLD191578
544/1093/2016	W & I Stockhoff 1331 North East Rd TEA TREE GULLY	(Lot 54) 44 Bayview Road POINT TURTON	New Dwelling	1a	161.6	217,066	Planning 5 Building Nil Private Certifier	102855 5400457900	14 April 2016	Longridge Group Pty Ltd BLD175837
544/1099/2016	Edithburgh RSL & Bowling Club	(PTS 645) Yorketown Road EDITHBURGH	Shelter Structure	10a	86	4,850	Planning 2 Building Nil	211367 5405105014	4 April 2016	Owner Builder
544/1105/2016	J De Tullio 17 Polynesia Grove WEST LAKES	(Lot 251) 3 Scenic Drive POINT TURTON	Carport	10a	73.2	4,900	Planning 4 Building 2	411645 5401015257	19 April 2016	TBA
544/1107/2016	A & G Standen 21 Shearwater Crescent MARION BAY	(Sec 1205) 21 Shearwater Crescent MARION BAY	Carport & Verandah	10a 10a	48.3 6.7	11,226	Planning 3 Building 3	121418 5400948055	5 April 2016	Paul Delsar G6630
544/1109/2016	J Nourse 24 Jarrad Road HAPPY VALLEY	(Lot 17) 5 Schnapper Court EDITHBURGH	Garage Extension	10a	31	2,000	Planning 5 Building Nil	211896 5405124725	14 April 2016	TBA
544/1111/2016	J & P Alexander 7 Palomino Drive ANGLE VALE	(Sec 650) Site 37 34 O'Halloran Pde EDITHBURGH	Caravan Annexe & Porch	1a 10a	19.5 3.6	4,900	Planning 2 Building 2	209650 5405001004	5 April 2016	M Lampe BLD262044
544/1114/2016	A & D Liddiard Box 11 CORNY POINT	(Lot 5) 178 Liddiard Road CORNY POINT	Machinery Shed	7b	270	16,000	Planning 1 Building 3	104109 5400634021	6 April 2016	TBA
544/1117/2016	Stansbury Progress Association PO Box 13 STANSBURY	(Site 5) (Lot 24) 22 Oyster Point Drive STANSBURY	Caravan Annexe & Porch	1a 10a	17.4 8.1	4,800	Planning 3 Building Nil	207654 5404753001	6 April 2016	Matthew Lampe BLD262044
544/1118/2016	J Dinham 53 Coral Sea Road FULHAM	(Sec 371) 358 North Coast Road POINT TURTON	Garage Extension	10a	31.8	2,500	Planning 6 Building 2	115824 5400872530	6 April 2016	Owner Builder
544/1125/2016	K & J Firth PO Box 44 HARWICKE BAY	(Lot 27) 34 Esplanade HARDWICKE BAY	New Deck	10a	34.2	4,000	Planning 3 Building 3	322768 5408978814	20 April 2016	Owner Builder
544/1126/2016	P & J Doyle PO Box 279 EDITHBURGH	(Lot 9) 4 Panfry Terrace EDITHBURGH	Garage Extension	10a	36	6,000	Planning 5 Building 2	211813 5405124514	19 April 2016	TBA
544/1130/2016	R Pearson 6 Leopold Avenue NORTHGATE	(Sec 289) Site 17 1a Maitland Road MINLATON	Caravan Annexe & Porch	1a 10a	17.4 3.6	4,800	Planning 2 Building 2	303933 5407841007	20 April 2016	M Lampe BLD262044

544/1134/2016	M Busch 893 Tothill Belt Rd SADDLEWORTH	(Lot 41) 9 Seaview Road CORNY POINT	Garage	10a	49.01	5,500	Planning 5 Building 2	105973 5400673160	20 April 2016	Owner Builder
544/1141/2016	G Keating 9 Shirley Avenue WOODVILLE	(Sec 157) 57 Slow Street MARION BAY	Demolish All Buildings & Structures	1a	44	5,000	Planning NA Building 7	117846 5400932707	20 April 2016	TBA
544/1148/2016	T & K Brown PO Box 181 YORKETOWN	(Lot 11) 21 Marine Parade PORT MOOROWIE	Garage & Verandah	10a 10a	50.6 21.56	10,450	WITHDRAWN	226738 5406369409	28 April 2016	Olympic Industries GL37130
544/1152/2016	GGL Pty Ltd C/- A & S Lamshed PO Box 202 KADINA	(Sec 447) 385 Lamshed Road SUNNYVALE	Swimming Pool & Safety Fence	10b	37.8	42,500	Planning N/A Building 4 Private Certifier	46714 4607361100	26 April 2016	Freedom Pools
544/1161/2016	S & D Collins PO Box 111 MINLATON	(Sec 100) 48 Cemetery Road MINLATON	Verandah	10a	60.2	4,900	Planning 3 Building 2	319871 5408902000	26 April 2016	Owner Builder
TOTAL						**$688,873**				

MAITLAND

Dev. App. No.	Name & Address	Location	Proposal	Class	Area m^2	Cost $	Conditions Planning Building	Assessment / Valuation No	Decision Date	Builder & Licence No
544/2156/2015	Rotary Club of Maitland PO Box 112 MAITLAND	Adjacent to Sec 108 HD MAITLAND	Service Club of Maitland Sign on Road Reserve	10b	3.6	790	Planning 3 Building 1	Adjacent to 25304 4604361024	15 April 2016	Owner Builder
544/2218/2015	S & D Margitich 12 Castle Eaton St GOLDEN GROVE	(Lot 60) 36 East Terrace ARDROSSAN	Two Storey Dwelling, Garage UMR & Verandah	1a 10a 10a	192.98 20.8 17.29	269,223	Planning 7 Building 1 Private Certifier	416156 4600158310	12 April 2016	G Wahlstedt Pty Ltd GL148938
544/2253/2015	J Cacciola & J Bernardin 54 Devitt Avenue PAYNEHAM STH	(Lot 21) 3 Heather Court BALGOWAN	Garage	10a	72	9,600	Planning 5 Building 2	36137 4605061007	18 April 2016	Owner Builder
544/2257/2015	G Klunyk & P O'Dwyer-Klunyk 11 Yoolomardy Tce PORT CLINTON	(Lot 99) 11 Yoolomardy Tce PORT CLINTON	New Dwelling, Alfresco & Garage UMR	1a 10a 10a	202.14 71.36 40.82	260,319	Planning 8 Building 1 Private Certifier	41152 4606282004	29 April 2016	Fairmont Homes Group Pty Ltd BLD188013
544/1008/2016	A Sutcliffe 1 Devon Street PORT CLINTON	(Lot 161) 1 Devon Street PORT CLINTON	Garage	10a	55	5,300	Planning 6 Building 1 Private Certifier	40253 4606229502	15 April 2016	Owner Builder
544/1018/2016	S Glazbrook PO Box 9 ARTHURTON	(Lot 2) 13 North Terrace ARTHURTON	Garage	10a	76.8	8,500	Planning 4 Building 2	37887 4606067603	15 April 2016	TBA

544/1029/2016	B Robinson & S Keating 1 Highview Road ARDROSSAN	(Lot 37) 1 Bullock Street ARDROSSAN	Retaining wall, Fence, Verandah & Garage	10b 10b 10a 10a	 50 51	30,000	Planning 5 Building 2 Private Certifier	429738 4600338257	12 April 2016	TBA
544/1033/2016	J & T Clark 26 Jasper Drive BURTON	(Lot 2) 128 Songvaar Road PORT VICTORIA	New Dwelling	1a	107.58	90,757	Planning 9 Building 1 Private Certifier	432039 4604725414	28 April 20016	Rivergum Homes Pty Ltd GL113681
544/1044/2016	R Blackwell PO Box 240 PORT VINCENT	(Lot 177) 18 Main Street PORT VINCENT	2 Advertising Signs	10b	10.08 6.0	2,486	Planning 4 Building 1	401596 5408415501	29 April 2016	Darren Lloyd Signs
544/1064/2016	B Dennes 677 Grange Road GRANGE	(Lot 133) 3 Hocking Road TIDDY WIDDY BEACH	Carport	10a	36	4,000	Planning Nil Building 2	8185 4600622400	7 April 2016	Owner Builder
544/1077/2016	S & J Lowings PO Box 718 UNLEY	(Lot 131) 7 Hosking Road TIDDY WIDDY BEACH	Carport	10a	48	4,581	Planning 4 Building 2	8169 4600622303	19 April 2016	TBA
544/1088/2016	P Hood PO Box 1061 PORT VINCENT	(Lot 7) 72 Main Street PORT VINCENT	Carport	10a	67.5	6,171	Planning 5 Building 2	309203 5408338155	5 April 2016	TBA
544/1090/2016	G Herd 56 East Terrace ARDROSSAN	(Lot 7) 56 East Terrace ARDROSSAN	Garage	10a	54	1,600	Planning 1 Building 2	6346 4600376106	18 April 2016	Owner Builder
544/1091/2016	C Woods & L Frost PO Box 6249 LINDEN PARK	(Lot 68) 7 Berno Crescent PORT JULIA	Carport & Verandah	10a 10a	16 41	20,000	Planning 1 Building 2 Private Certifier	417675 5408645366	12 April 2016	TBA
544/1096/2016	R Honner PO Box 15 ARTHURTON	(Sec 370) 493 Honner Road ARTHURTON	Verandah & Deck	10 10a	81.25 96.21	74,000	Planning 2 Building 2 Private Certifier	46243 4607320009	12 April 2016	SA Quality Home Improvements BLD50985
544/1110/2016	A Brown PO Box 244 RUNDLE MALL	(Lot 20) 52 Esplanade PINE POINT	Garage	10a	64.52	6,000	Planning 7 Building 1	19430 4603806052	19 April 2016	TBA
544/1116/2016	S & J Juett PO Box 182 CLARENDON	(Lot 877) 20 East Terrace ARDROSSAN	Garage	10a	108	19,480	Planning 6 Building 2	364 4600116507	15 April 2016	Owner Builder
544/1123/2016	M Wilson C/- 13 Petrel Cres MAWSON LAKES	(Lot 248) 15 Douglas Court TIDDY WIDDY BEACH	Garage	10a	47.79	9,932	Planning 2 Building 2 Private Certifier	400127 4600617555	8 April 2016	Apex Home Improvements BLD259049
544/1131/2016	N Rowett C/- Post Office MAITLAND	(Lot 662) 15 Samuel Street MAITLAND	Demolish Shed; New Garage & Carport	 10a 10a	 46.18 54.48	11,165	Planning 7 Building 2	9589 4601750008	28 April 2016	Owner Builder BLD268957

544/1138/2016	M Wilson & S Clark 2 Sucre Court PARALOWIE	(Lot 248) 15 Douglas Court TIDDY WIDDY BEACH	Verandah	10a	24	3,757	Planning 1 Building 1 Private Certifier	400127 4600617555	4 April 2016	Apex Home Improvements BLD259049
544/1157/2016	P & H Radoslovich 6 Walker Place HIGHBURY	(Lot 103) 6 Minlacowie Road PORT VINCENT	Demolish Dwelling & Carport	1a 10a	44.43 32.4	13,250	Planning Nil Building 7	400168 5408306102	28 April 2016	Rapid Demolition BLD177376
TOTAL						**$850,911**				

LAND DIVISION

Dev. App. No.	Name & Address	Location	Proposal	Conditions Planning Building	Assessment / Valuation No	Decision Date
544/D018/2015	TC Launer C/- John Bested & Associates 362 Magil Road KENSTINGTON PARK	(Sec 125) 2485 North South Rd SANDILANDS	Land Division	Planning 1 Land Division 3	27920 4604589088	2 February 2016
544/D026/2015	Edencason Pty Ltd C/- John Bested & Associates 362 Magil Road KENSTINGTON PARK	(Sec 257) 434 Mount Terrible Road MINLATON	Land Division	Planning 1 Building 3	320861 5408969002	7 April 2016

DIRECTOR DEVELOPMENT SERVICES

IA/ITEM 4.6

3. ENVIRONMENTAL HEALTH REPORT (File Ref: 9.24.1.1)

PURPOSE

To inform Council of correspondence received from the Minister for Health, The Hon Jack Snelling, Member for Parliament (MP).

RECOMMENDATION

That the report be received.

LINK TO STRATEGIC PLAN

Key Theme/s:	Corporate Governance and Leadership 2. Organisational Efficiency and Resource Management
Strategic Goal/s:	2.3 Meet all legislative and compliance responsibilities

BACKGROUND

On 28th April 2016, Council received a letter of response in relation to correspondence sent by Council to the Minister for Health, the Hon Jack Snelling MP regarding the Communicable Disease Notifications.

DISCUSSION

Councils have received regular weekly listings for communicable diseases notified within their local government area, from the Communicable Diseases Control (CDC) Branch of the Department of Health. These lists identified the person with the disease, their date of birth, contact details and the date of disease onset. The infections listed could include food borne illnesses such a Campylobacter, Salmonella and Shigella, mosquito vector diseases such as Ross River Fever and viral infections such as Varicella-Zoster (chicken pox/shingles). Environmental Health Officers (EHOs) were able to take whatever action they deemed necessary with such information. They might contact an individual to see if they could determine the source of a food borne illness or where a person with Ross River Fever had been recently. EHOs were only expected to do a follow up if directed by the CDC Branch.

The Yorke Peninsula Council's EHO assessed that these weekly listings did not provide Council with any real intelligence about the cause of disease in the local area, as most cases were isolated incidents rather than clusters that could be traced to a common cause. When a significant disease outbreak occurs, such as the recent Salmonella outbreak related to bean sprouts, the CDC Branch instigates the investigation across the state. The lack of relevance of weekly disease notifications was highlighted to Councils EHO in November 2015, when the Ardrossan Area School experienced a Pertussis (whooping cough) outbreak. This outbreak was widely known about by the community and obviously concerning. The EHO only became aware of this outbreak after being

contacted by a community member who was seeking some guidance on what should be done to stop the spread. The EHO contacted the CDC Branch for advice and discovered that the department only knew of one case of Pertussis whilst the local community were aware of about 20 cases. The department supplied the EHO with information on the availability of Pertussis vaccine and a fact sheet.

From November 2015 to January 2016, Council had consistent notifications of Pertussis; in total, 49 confirmed cases to 9th January 2016. The EHO was unsure what to do with such data as no information was supplied from the CDC to indicate whether the outbreak was due to:

- poor local immunization rates; or
- adults infecting children

It should be noted that whilst immunization reduces the risk of infection, immunity fades over time. You can still contract whooping cough even if you have been immunized.

Part 9 of the South Australian Public Health Act 2011 S65, states that the department must report on a monthly basis to councils with a list of notifications and *"any problems or issues caused by or arising on account of such diseases or medical conditions that may exist in its area*"; and "*must inform a council of the occurrence or incidence of an notifiable condition in its area that constitutes, or may constitute, a threat to public health".*

S66 of the South Australian Public Health Act 2011, states that the Chief Public Health Officer or an authorised officer, authorised by the Chief Public Health Officer may give directions and take such action as appropriate to avert that danger.

The EHO was concerned that whilst notifications were regularly given to Council, little communication was occurring between the CDC Branch and councils when there was evidence of a local outbreak. The EHO wrote to the Minister for Health, the Hon Jack Snelling MP on 2nd March, 2016 asking the following questions:

- What is the purpose of providing weekly disease notifications to the Council – these notifications identify the individuals with a disease and are therefore highly confidential? When I have asked this question of the CDC Branch they simply say it is legislated. All legislation is meant to have been formulated to prevent a mischief – what is the mischief here and how is supplying confidential information to Environmental Health Officers (EHO's) mitigating against it?

- What action does the Department of Health expect the EHO to take on receipt of these statistics? We have been told by the CDC that they do not expect EHOs to take action and will be directed by the CDC when action is necessary.

- At what point does the department deem it necessary to contact the EHO to discuss a disease outbreak and offer some direction as to how to deal with community concerns?

- Why is there such a difference in actions when a food borne illness is identified as opposed to other infectious diseases?

- Are there notifiable diseases that are not provided in the listings to EHOs

The Department of Health advised that the value of the weekly notifications had been identified as an issue requiring review, as can be seen in the response Council received from the Minister for Health. Prior to Council receiving this letter the CDC Branch had sent out a general communique to all councils.

Councils will now only receive monthly statistic reports which do not identify people's personal details and specifically indicate the health profile of the local government area.

COMMUNITY ENGAGEMENT PLAN

Not applicable

CONSULTATION PROCESS

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Environmental Health Officer

In preparing this report, the following External Parties were consulted:

- Nil

POLICY IMPLICATIONS

Not applicable

BUDGET AND RESOURCE IMPLICATIONS

Council has mandatory legislative responsibilities as identified in the 2015/16 Annual Business Plan.

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

South Australian Public Health Act 2011

Food Act 2001

Safe Drinking Water Act 2011

Mitigation of Council's risk by ensuring legislative compliance, consistency and appropriate, suitably qualified personnel are undertaking business and regulatory functions.

ATTACHMENTS

Attachment 1: Response from Minister for Health, the Hon Jack Snelling, MP.

Attachment 2: General letter sent to all Councils in relation to suspension of weekly notifications from CDC Branch.

Our ref: MH16-0851

Government of South Australia

The Hon. Jack Snelling M.P.

Ms A. Creaser
Environmental Health Officer
Yorke Peninsula Council
Branch Office Yorketown
P.O. Box 57
MAITLAND S.A. 5573

Dear Ms Creaser

Thank you for your letter of 2 March, 2016, about the weekly communicable disease report of notifiable diseases to Local Government Environmental Health Officers (E.H.O's).

While I understand and will address your concerns, I would firstly like to clarify that the new public health legislation was not "designed to broaden public health *away* from communicable diseases" but has maintained the emphasis on these diseases. In fact, the wording around requirements of local government about notifiable diseases in the new Act is identical to that in the previous Act, while bringing in extra awareness of other public health measures. Given the inherent impact on patient privacy that the process of notification entails, communicable diseases are only made notifiable if they are associated with real public health risks.

The Department for Health and Ageing (the department), through the Communicable Disease Control Branch (C.D.C.B.), has been providing weekly and monthly disease notifications to authorised E.H.O's and councils respectively to fulfil the requirements under Part 9 of the *South Australian Public Health Act 2011* S65. Such notifications have occurred for decades under previous public health legislation, as well as recently.

The reports are aimed at supporting councils to meet their obligations under section 37 of the Act, specifically:

- *2 (a) to take action to preserve, protect and promote public health within its area;*
- *2 (b) to provide, or support the provision of, educational information about public health and to provide or support activities within its area to preserve, protect or promote public health.*

As you have suggested, for most notifiable diseases, immediate control measures are best undertaken by C.D.C.B; however, for some notifiable diseases, councils are clearly well placed to use specific actions, such as inspection of food premises, or mosquito control activities. Providing weekly and monthly reports has also allowed councils to be informed on the disease trends in their area. Some councils have reported using this data to direct their health promotion activities and public health response activities, such as addressing gaps in immunisation coverage.

Minister for Health | Minister for Health Industries | Minister for the Arts
Leader of Government Business in the House of Assembly
9th Floor, Citi Centre Building, 11 Hindmarsh Square, Adelaide S.A. 5000 | G.P.O. Box 2555, Adelaide S.A. 5001 | DX 243
Tel 08 8463 6270 | Fax 08 8463 6277 | Email minister.health@health.sa.gov.au

SOUTH AUSTRALIA

As well as the weekly and monthly reports sent to councils, the department contacts council E.H.O's as soon as practicable if there is a notification that indicates immediate action needs to be taken for an urgent threat to public health in their area. While foodborne diseases make up most of these referrals to council E.H.O's, Notifications for Legionella and outbreaks of mosquito-transmitted infections are also regularly referred to councils for urgent action. Nevertheless, E.H.O's can be contacted if there is an immediate threat to public health posed by any notifiable condition. Council E.H.O's can also contact the C.D.C.B. if there is a concern.

The department and I agree with you that the data previously given were highly confidential. As authorised officers under the *South Australian Public Health Act 2011*, E.H.O's must maintain confidentiality, which is underpinned by their own legal and professional standards. As you receive the notifiable disease reports, you will be familiar with the inclusion of the following footnote specifically reminding you of this requirement:

The enclosed statistical report is provided to you for your information, as required under the South Australian Public Health Act 2011.

Please note that the Disease Summary is intended only for the information of the Environmental Health Officers (or those involved in the follow-up of infectious diseases) in the relevant Councils. It could contain details which may identify individuals and should not be distributed to other Council staff, the general public or the media.

Nevertheless, after decades of providing these reports, the C.D.C.B. conducted a review in early February, 2016, examining the purpose, objectives and utility of the reports. On 25 February, 2016, the Manager of the Disease Surveillance and Investigation Section within C.D.C.B. also discussed the reports at the Local Government Association Environmental Health Managers' Forum. Findings show that the weekly reports were not timely for immediate public health action due to the delays in receiving notifications from requesting doctors and some laboratories.

As a result of that investigation, it was decided that the monthly summary reports will continue to be provided, but the weekly reports will not. If there is a need to provide individual patient details because of a risk to public health, this will be done on a case-by-case basis. If an E.H.O. believes there is a need to discuss a specific circumstance, this too can be facilitated through the C.D.C.B.

Yours sincerely

L Vlahos

Hon. Leesa Vlahos M.P.
Acting Minister for Health

28/4/2016

c.c.: Mr Ray Agnew O.A.M., Mayor, Yorke Peninsula Council (email: Jackie.Reddaway@yorke.sa.gov.au)

Our ref: 2009-01061 || eA921561

RECEIVED
March, 2016
- 1 APR 2016

Environmental Health Officer
District Council of Yorke Peninsula
PO Box 88
MINLATON
SA 5575

Government of South Australia
SA Health
Document Number
2509-2016-4
GDS Number
11.3.2.2
Distribution

Communicable Disease Control Branch
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CDCB: +61 8 8226 6648
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STI +61 8 8226 1800
ABN 97 643 356 590
cdcb@health.sa.gov.au
www.sahealth.sa.gov.au

Dear Local Government Environmental Health Officers

The Department for Health and Ageing, Communicable Disease Control Branch (CDCB), has been providing you with weekly and monthly disease notifications to councils to fulfil the requirements under Part 9 of *the South Australian Public Health Act 2011* S65. These reports include data on the all notifiable conditions (now over 70), with the exception of blood borne infections and mycobacterial disease (tuberculosis). In addition, all data (de-identified) are published annually and are available for Local Government Environmental Health Officers (EHOs) to access through the Department's website.

The CDCB is committed to providing quality reports for EHOs to guide public health action, program planning and evaluation. In February 2016, the CDCB started an evaluation of the weekly local government reports, aiming to review the purpose, objectives and utility of the reports.

Initial findings show that the weekly reports are not timely for immediate public health action due to the delays in receiving notifications from requesting doctors and some laboratories. It is estimated that a significant number of notifications are missing from these reports due to a delay in receiving address details. CDCB relies on notifications from requesting doctors and some laboratories for address information about each person with a notifiable condition. The address information is used to ensure the patient appears on the relevant council report.

It is also acknowledged that the reports contain confidential, identifying information. CDCB has confidence in EHOs, who are authorised officers under the Act, to maintain confidentiality which is underpinned by their own legal and professional standards. Legal advice obtained by the department is that the reports should reflect only what is necessary for the prevention and avoidance of public health risks, and for this reason we are suspending the weekly report to local government councils. The monthly reports will continue to be sent. CDCB will also continue to contact council EHOs as soon as practicable, if there is a notification that indicates there might be an immediate threat to public health in the area.

To improve communication and clarification of the roles between the Department and Local Government EHOs, a Working Group was established in November 2015, to review and update the "Guidelines for the Investigation of Foodborne Disease for Local Government Environmental Health Officers". The Working Group consists of local government EHOs and staff from the Food and Controlled Drugs Branch and CDCB. Once the guidelines have been drafted, a process of consultation will be undertaken.

Yours sincerely

Dr Ann Koehler
Director
COMMUNICABLE DISEASE CONTROL BRANCH

Encl: Monthly Local Government Area Report

Statistics for local government area of Yorke Peninsula (DC) for Period 01 Feb 2016 to 29 Feb 2016 (Notification Date) - All Diseases

Government of South Australia
SA Health
Communicable Disease Control Branch

Disease	LGA Statistics		State		Sex		Age (years)		
	Total Cases	Rate*	Total Cases	Rate*	Males	Females	Min	Max	Median
Campylobacter	2		88	5.9	1	1	53	68	61
Pertussis	1		51	3.4	1	0		12	
Rotavirus	1		14	0.9	0	1		53	
Salmonella	3		67	4.5	2	1	48	83	54
Varicella virus	4		83	5.5	1	3	14	66	49

** Rates are calculated per 100,000 people and based on an LGA population of and State Population of 1,504,040; derived from ABS 2006 preliminary census data.*

The enclosed statistical report is provided to you for your information, as required under the South Australian Public Health Act 2011.

Please note that the *Disease Summary* is intended only for the information of the Environmental Health Officers (or those involved in the follow-up of infectious diseases) in the relevant Councils. It could contain details which may identify individuals and should not be distributed to other Council staff, the general public or the media.

DIRECTOR DEVELOPMENT SERVICES

IA/ITEM 4.6

4. WASTEWATER SYSTEM APPLICATION DECISIONS (File Ref: 9.24.1.1)

PURPOSE

To inform the Elected Members of Wastewater Application decisions for the period 4th April 2016 to 29th April 2016.

RECOMMENDATION

That the report be received.

LINK TO STRATEGIC PLAN

Key Theme/s: Sustainable Communities
2. Progressive and Sustainable Development
Strategic Goal/s: 2.2 Streamlined Development Assessment Process

BACKGROUND

To keep Elected Members informed of Wastewater Application decisions under delegated authority.

DISCUSSION

The following is a list of all Wastewater System applications processed for the period 4th April 2016 to 29th April 2016.

Maitland

050/111/2015	050/024/2016	050/025/2016
050/029/2016	050/031/2016	

Yorketown

050/017/2016	050/018/2016	050/020/2016
050/005/2016	050/013/2016	050/033/2016

COMMUNITY ENGAGEMENT PLAN

Not applicable

CONSULTATION PROCESS

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Environmental Health Officer

In preparing this report, the following External Parties were consulted:

- Nil

POLICY IMPLICATIONS

Not applicable

BUDGET AND RESOURCE IMPLICATIONS

Not applicable

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Local Government Act 1999

Development Act 1993

Environmental Protection Act 1993

Council's Development Plan

Wastewater System approval functions involve critical risk management considerations which include meeting legislative responsibilities, environmental issues and public health.

ATTACHMENTS

Attachment 1: Wastewater Application Decision Register.

LIST OF WASTE CONTROL APPLICATIONS & DECISIONS ISSUED BY THE ENVIRONMENTAL HEALTH OFFICERS UNDER DELEGATION FOR THE PERIOD 4 APRIL 2016 – 29 APRIL 2016

Maitland

Septic App. No.	Owner	Location	Proposal	Conditions	Assess. No	Decision Date	Plumber & Licence No
050/111/2015	S & D Margitich 12 Castle Easton Street GOLDEN GROVE	(Lot 60) 36 East Terrace ARDROSSAN	CWMS (STED) Connection	11	416156	27 April 2016	G Wahlstedt Pty Ltd
050/024/2016	M & C Richardson 572 Main South Road OLD NOARLUNGA	(Sec 621) 60 The Esplanade PORT CLINTON	Alteration to Existing CWMS Connection	11	44321	4 April 2016	L & R Hore
050/025/2016	G Mayes 6 Stephen Place HILLBANK	(Sec 616) 50 The Esplanade PORT CLINTON	Alteration to Existing CWMS Connection	11	44271	4 April 2016	L & R Hore
050/029/2016	J & T Clark 26 Jasper Drive BURTON	(Lot 2) 128 Songvaar Road PORT VICTORIA	CWMS (Sewer) Connection	11	432039	28 April 2016	L & R Hore
050/031/2016	G Klunyk 15 Wandilta Terrace PORT CLINTON	(Lot 99) 11 Yoolamardy Terrace PORT CLINTON	Septic & Soakage	11	41152	29 April 2016	Moonta Plumbing & Gas

Yorketown

Septic App. No.	Owner	Location	Proposal	Conditions	Assess. No	Decision Date	Plumber & Licence No
050/005/2016	C & A Doudle 14 Lorenzo Court ANGLE VALE	(Lot 44) 20 Kona Crescent SULTANA POINT	Septic & Soakage	11	221770	21 March 2016	Rivergum Homes
050/013/2016	Electranet Pty Ltd PO Box 7096 Hutt Street ADELAIDE	(Lot 501) HD DALRYMPLE	Alteration to Septic & Soakage	11	405993	4 March 2016	Owner Applicant
050/017/2016	P Kossatz & Others 25 Glenloth Drive HAPPY VALLEY	(Lot 808) 97401 Corny Point Road CORNY POINT	Septic & Soakage	11	106534	14 April 2016	S Palecek
050/018/2016	SJ Ayliffe PO Box 2176 MAGIL NORTH	(Lot 60) 122 Marine Parade PORT MOOROWIE	Aerobic System	11	434100	4 April 2016	Rivergum Homes
050/020/2016	W & I Stockhoff 1 Glanville Crescent GULFVIEW HEIGHTS	(Lot 54) 44 Bayview Road POINT TURTON	Aerobic System	11	102855	14 April 2016	Aithchison Plumbing Services
050/033/2016	S Mack 21 Anstey Terrace COBDOWIE	(Lot 2) 2 Panfry Terrace EDITHBURGH	Aerobic System	11	211797	29 April 2016	Owner Applicant

DEBATE

AGENDA

CHIEF EXECUTIVE OFFICER

DA/ITEM 6.1

1. INTERNAL REVIEW OF COUNCIL DECISIONS POLICY (File Ref: 9.24.1.1)

PURPOSE

To seek endorsement and approval from Council for the updated PO037 Internal Review of Council Decisions Policy.

RECOMMENDATION

That Council endorse and approve the updated PO037 Internal Review of Council Decisions Policy for inclusion in Council's Policy Manual and on the website.

LINK TO STRATEGIC PLAN

Key Theme/s: Corporate Governance and Leadership
2. Organisational Efficiency and Resource Management
Strategic Goal/s: 2.3 Meet all legislative and compliance responsibilities

BACKGROUND

The PO037 Internal Review of Council Decisions Policy has been updated for consistency and to reflect the most recent updates recommended by the Local Government Association as demonstrated by "track changes" in the draft document attached.

DISCUSSION

Section 270 of the Local Government Act 1999 requires Council to maintain "policies, practices and procedures" for dealing with requests for service and complaints including a procedure about "the review of decisions of —

(a) the Council;
(b) employees of the council;
(c) other persons acting on behalf of the council."

This policy specifically addresses the manner in which requests for a review of a previous decision of Council will be dealt with, and provides a fair, consistent and structured process for any party dissatisfied with a decision which has been made by Council or its agents.

COMMUNITY ENGAGEMENT PLAN

Level 1 Inform – notification that the policy has been updated will be included on Council's website and Facebook page.

CONSULTATION PROCESS

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Chief Executive Officer
- Governance Officer

In preparing this report, the following External Parties were consulted:

- Local Government Association

POLICY IMPLICATIONS

Internal Review of Council Decision Policy

BUDGET AND RESOURCE IMPLICATIONS

Not applicable

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

It is essential that Council has the appropriate policies and delegations in place to ensure legislative compliance and a fair, consistent, responsible and accountable process for reviewing grievances.

Local Government Act 1999

Australian Standard ISO 10002-2006, Customer satisfaction – Guidelines for Complaint Handling in Organisations

Ombudsman SA VALUING COMPLAINTS – An audit of complaint handling in South Australia – November 2011

The Commonwealth Ombudsman's Better Practice Guide to Complaint Handling 2009

Protocol – Ombudsman Enquiry Procedure

LGA Internal Review of a Council Decision: Model Policy and Procedure

ATTACHMENTS

Attachment 1: Draft Internal Review of a Council Decision Policy

COUNCIL POLICY

Internal Review of a Council Decision

Policy Number:	PO037		
Strategic Plan Objective	Meet all legislative and compliance responsibilities		
Policy Owner:	Chief Executive Officer	**File Number:**	9.63.1
Responsible Officer:	Governance Officer	**Minute Reference:**	
Date Adopted:		**Next Review Date:**	

1. POLICY OBJECTIVES

Council is committed to ensuring its customers are provided with an open, responsive and accountable process for reviewing grievances.

The aim of this policy is to provide a fair, consistent and structured process for Council's customers if they are dissatisfied with a previous decision made by:

- The council;
- Employees of the council;
- Other persons acting on behalf of the council;

in accordance with the requirements under Section 270 of the Local Government Act, 1999.

2. SCOPE

2.1 This policy applies:

i) When matters cannot be satisfactorily resolved by any other means;
ii) To all ~~persons~~ employee~~s~~s who may be involved in an application for review of a Council decision.

2.2 Requests to review matters that are not Council's responsibility, such as disputes between neighbours, civil liability matters and matters already being dealt with through the Court process, will not be handled under this policy.

2.3 Requests to review decisions relating to other legislation, that has its own prescribed appeal processes such as:

- Objections to valuations made by a Council;
- Appeals against orders made pursuant to section 254 of the Local Government Act;
- Development matters;
- Freedom of Information matters;
- Dog and cat management matters;

will not be handled under this policy.

3. DEFINITIONS

Definitions are provided in Attachment 1.

4. POLICY STATEMENT

Council has a "Three Tier Process" for managing customer complaints, as set out in item 4.2 of Council's Complaint Policy, policy number PO147. An internal review is the third tier in Council's complaints handling process.

The Internal Review of Council a Decision Policy commences when:

- A written request for the review of a decision is received, or
- A complaint escalates to Tier 3 under Council's Complaint Policy.

There are five fundamental principles that underpin Council's approach to handling requests for service, complaints and decision reviews. They are:

- Fairness: treating complainants fairly with impartiality, confidentiality and transparency at all stages of the process;
- Accessibility: ensuring broad public awareness about Council's policy and a range of contact options;
- Responsiveness: ensuring that sufficient resources and well trained staff are provided and that systems are reviewed for improvement;
- Efficiency: complaints will be resolved as quickly as possible, while ensuring that they are dealt with at a level that reflects their complexity;
- Integration of different areas of Council where the complaint overlaps functional responsibilities.

An application for a review of a Council decision provides Council with an opportunity to revisit a decision which has aggrieved a customer(s). This may include an individual or a group, ratepayer, resident or business owner. It may also include a person who is not the direct subject of the decision (for example, where a Council issues a permit for a person to keep more than the maximum number of dogs permitted under a by-law, a neighbour may seek an internal review of the decision). Council will determine whether a person has sufficient interest in a matter to apply for an internal review of a decision, on a case-by-case basis.

~~This policy and Council's Complaints Policy are available on Council's website (select the Council tab at the top of the screen, then Documents and Policies), or via any Council office.~~

4.1 Internal Review of a Council Decision Process

An application for review must be in writing and set out the reasons why the Applicant believes that the decision is wrong and may also include new, relevant information or evidence to support the application. A person can make an application in a number of ways:

- Email;
- Letter;
- Fax;
- Visit a Council customer service office.

No one is excluded from lodging an application for review because of any difficulties they may have representing themselves. All Council ~~staff~~employees will offer assistance where appropriate and, upon request, provide assistance in documenting the reasons for the review when warranted. Access to interpreters, aids or advocates will be arranged by Council staff when necessary.

Everyone will be treated equally, in accordance with good administrative practice.

Council will ensure that:

- Every Applicant has the opportunity to make an application for review of a decision covered by this procedure
- An unbiased assessment is undertaken
- Decisions are based on sound evidence
- Applicants receive information about the outcome of the review.

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4.2 Internal Review Contact Officer

Council's Governance Officer is the Internal Review Contact Officer (IRCO). In the absence of the Governance Officer, the Chief Executive Officer (CEO) will appoint an acting IRCO.

The IRCO is the initial point of contact for Applicants and is responsible for:

- Explaining the process for review to the Applicant and exploring any alternative options to resolve the matter;
- Acknowledging receipt of the written application within ten business days;
- Ensuring that a register of all applications, including review outcomes, is maintained;
- Outlining the timeframes involved and the action to be taken;
- Undertaking a preliminary investigation to determine what actions have already been taken to try to resolve the matter;
- Keeping the Applicant informed of progress as agreed with the Applicant;
- Ensuring adequate records are maintained;
- Reporting to Council on an annual basis regarding the number and nature of applications received;
- Consulting with the CEO and/or Elected Body (as appropriate under this policy) to determine how the review will be handled.

All applications are to be referred to the IRCO immediately.

4.3 Reviewer's Role

The Reviewer is the CEO and/or a person appointed as the reviewer by the CEO.

The role of a Reviewer is to review the decision in question to ensure that the decision-maker complied with the following requirements and made the best possible decision in the circumstances:

- The decision must be within delegated authority;
- All relevant matters have been considered;
- The decision was made based on good faith and for proper purposes;
- The findings are based on evidence;
- The decision is reasonable;
- Existing policies have been adequately considered and applied.

The Reviewer will observe the principles of procedural fairness (also called 'natural justice') when undertaking the Internal Review of Council Decision process including:

- Allowing the Applicant to put their case forward, including the opportunity to provide all relevant evidence, both documented and verbal;

- Ensuring that the Reviewer does not have a personal interest in the outcome (is not biased);
- Acting only on proper evidence that is capable of proving the case.
- A decision-maker must not exercise a discretionary power at the direction of another person.
- Those who may be affected by a decision must be accorded procedural fairness, which includes the principles of natural justice.

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4.4 Decision Review

The Reviewer will consider all the information and material that was before the original decision-maker and any additional relevant information or material provided by the Applicant and determine whether a different decision would be more appropriate, based on the evidence.

This means the reviewer will do more than simply consider whether the decision is legally and procedurally correct. The reviewer will also consider whether a different decision would be better, based on the evidence. The process of merits review, as described above, will typically involve a review of the facts that support a decision, including any new evidence that may come to light.

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The Reviewer will provide the Applicant with reasons for their decision.

4.5 Rates or Service Charge Review Application

If an application for a review of a decision concerning the financial impact of Council rates or services charges is received, the Director~~,~~ Corporate and Community Services will consider financial relief or concessions under Council's ~~Remission and Postponement of Rates~~Rates Relief Policy~~, policy number~~ PO060~~121~~.

These will be dealt with as a matter of priority.

4.6 Remedies

Possible remedies include:

- An explanation;
- An admission of fault;
- A change to policy, process or practice;
- A correction to records;
- Disciplinary action;
- Referral of a matter to an external agency for further investigation or prosecution.

The remedy may be one, or a combination of actions.

Where a review of a decision upholds the Applicants grievance Council will, where reasonably practicable, remedy the situation in a manner which is consistent and fair for both Council and the Applicant. The solution chosen will be proportionate and appropriate to the circumstances.

As a general principle the Applicant should, so far as possible, be put in the position they would have been in, had things not gone wrong. This may mean providing the desired service or changing a decision. Sometimes, however, it may only be possible to offer an apology.

Compensation may only be offered in cases where the loss or suffering is considered substantial. Only the CEO is authorised to offer financial compensation and the CEO must consult with the Local Government Association Mutual Liability Scheme before doing so, in relation to all civil liability matters.

4.7 Alternative Remedies

Council may seek to use alternative dispute resolution methods, such as mediation, to resolve grievances, in circumstances where the CEO or his/her delegate, deems that this is the appropriate course of action and the Applicant agrees. Costs and expenses relating to alternative dispute resolution methods will be shared equally between the Council and the Applicant.

4.8 Complainants Right to Seek Other Forms of Resolution

While Council prefers to work with its customers to resolve grievances quickly and effectively, an Applicant retains the right to seek other forms of resolution, such as contacting the Ombudsman, or taking legal action at any time. As a general rule, the Ombudsman prefers a grievance to be addressed by Council in the first instance, unless this is not appropriate in the circumstances.

When advising an Applicant of the outcome of an investigation under this policy, Council will provide information about alternative remedies, including any rights of appeal and the right to make a complaint to an external agency such as the SA Ombudsman.

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4.9 Privacy and Confidentiality

Applicants have a right to expect that their grievance will be investigated in private, to the extent possible. The identity of Applicants will be made known only to those who need to know in the process of investigating and responding the Applicant. The Applicant will not be revealed or made public by the Council, except where required by law.

All grievances lodged with Council are subject to the Freedom of Information Act 1991 and confidentiality cannot be guaranteed under the provisions of that legislation.

4.10 Timeframes

The IROC will acknowledge an application for review within ten business days.

Council will endeavour to ensure that a review of the original decision will be completed within twenty one business days, however if the decision relates to a more complex issue, the review may take longer.

Applicants will be advised of the likely timeframe required to investigate and resolve their grievance and will be kept updated as to progress where necessary.

4.11 Refusing Application for Review

A council, or a person assigned to consider the application, may refuse to consider an application for review if:

- The application is made by an employee of the council and relates to an issue concerning his or her employment;
- It appears that the application is frivolous or vexatious;
- The Applicant does not have a sufficient interest in the matter.

Reasons for the refusal will be documented and provided to the Applicant.

4.12 Using Grievances to Improve Service Provision

In addition to making changes to policies, processes and practices where appropriate, Council will review and evaluate the information gained through its Internal Review of a Council Decision processes on an annual basis to identify systemic issues and improvements to service provision. Council will receive a report annually on the number, nature and outcomes of applications received, including how outcomes have been utilised to improve service. This information will also be included in Council's Annual Report.

Where appropriate, Applicants will be provided with an explanation of changes proposed or made as a result of the review process.

4.13 Availability of the Policy

This Policy will be available for inspection at the Council's Offices during ordinary business hours and via the Council's website. Copies will also be provided to the public upon request, and upon payment of a fee in accordance with the Council's Fees and Charges Register.

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5. REVIEW

This policy will be reviewed every three years and as necessary in consideration of any changes to legislation and relevant standards, codes and guidelines.

6. TRAINING

Persons responsible for carrying out reviews under this policy will be appropriately trained in keeping with the nature of complaints they are expected to resolve.

Training needs will be identified through the performance review, audit and training needs analysis processes. Training will also occur and as necessary in response to changes to legislation and relevant standards, codes and guidelines.

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7. RELATED COUNCIL POLICIES AND DOCUMENTS

PO060 Rates Relief Policy
PO063 Records Management Policy
~~7. PO147 Complaints Policy~~
~~PO121 Remission and Postponement of Rates Policy~~
~~PO123 Code of Conduct for Elected Members~~
~~PO123 Process for Managing Complaints and Breaches under the Code of Conduct for Elected Members~~
~~PO014 Employee Code of Conduct~~
~~PO014 Process for Managing Complaints and Breaches under the Employee Code of Conduct~~
~~PO063 Records Management Policy~~
PO134 Whistleblowers Policy
PO147 Complaints Policy
PO148 Fraud and Corruption Prevention Policy
Code of Conduct for Council Members
Code of Conduct for Council Employees

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8. REFERENCES AND LEGISLATION

Local Government Act 1999
Australian Standard ISO 10002-2006, Customer satisfaction – Guidelines for Complaint Handling in Organisations
Ombudsman SA VALUING COMPLAINTS – An audit of complaint handling in South Australia – November 2011
The Commonwealth Ombudsman's Better Practice Guide to Complaint Handling 2009
Protocol – Ombudsman Enquiry Procedure
LGA Internal Review of a Council Decision: Model Policy and Procedure

9. COUNCIL DELEGATION

Details of Delegation:	Paragraph 135 Procedures for Review of Decisions and Requests for Service
Delegate:	Chief Executive Officer
~~Sub Delegate:~~	
~~Minute Number:~~	

1~~1~~0. VERSION HISTORY

Archived Policy Name	Policy Number	Date Adopted	Last Reviewed
Internal Review of Council Decisions Policy	PO037	07/04/2003	08/06/2010
~~Internal Review of Council Decisions Policy~~	~~PO037~~	~~13/03/2013~~	13/03/2013

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DEFINITIONS

Applicant	The party lodging the requests for review. Examples include residents, ratepayers, members of a community group, users of Council facilities and visitors to the area.
Business Day	A day when the Council is normally open for business.
Complaint	For the purposes of this policy, a complaint is defined as an expression of dissatisfaction with a product or service delivered by the Council or its representatives that has failed to reach the standard stated, implied or expected. This includes complaints about a service that has been, or should have been delivered. **It does not mean** a request for service ("Customer Service Request").
Council	The Yorke Peninsula Council
Decision Maker	The individual or entity responsible for the decision under review.
Employee(s)	All personnel undertaking tasks/duties for and/or on behalf of the Yorke Peninsula Council, including persons employed directly by the Council in a full time, part-time or casual basis under an employment contract, volunteers, contractors, agency personnel and work experience placements.
Request for Service	An application to have Council or its representative(s) take some form of action to provide a Council service such as grading a road or fixing a footpath ("Customer Service Request").
Reviewer	The individual or entity responsible for resolution of a request for review of a decision.

CHIEF EXECUTIVE OFFICER

DA/ITEM 6.1

2. WHISTLEBLOWERS PROTECTION POLICY (File Ref: 9.24.1.1)

PURPOSE

To seek endorsement and approval from Council for the updated PO134 Whistleblowers Protection Policy.

RECOMMENDATION

That Council endorse and approve the updated PO134 Whistleblowers Protection Policy for inclusion in Council's Policy Manual and on the website.

LINK TO STRATEGIC PLAN

Key Theme/s: Corporate Governance and Leadership
2. Organisational Efficiency and Resource Management

Strategic Goal/s: 2.3 Meet all legislative and compliance responsibilities

BACKGROUND

The PO134 Whistleblowers Protection Policy has been updated for consistency and to reflect the most recent updates recommended by the Local Government Association as demonstrated by "track changes" in the draft document attached.

DISCUSSION

The purpose of this policy is to ensure that Council:

- Properly fulfils its responsibilities under the *Whistleblowers Protection Act 1993*;
- Encourages and facilitates Disclosures of Public Interest Information so that internal controls may be strengthened;
- Provides a process by which Disclosures may be made so that they are properly investigated;
- Provides appropriate protection for those who make Disclosures;
- Appropriately support the Whistleblower, the Responsible Officer and, as appropriate, those Public Officers affected by any allegation that affects them.

COMMUNITY ENGAGEMENT PLAN

Level 1 Inform – notification that the policy has been updated will be included on Council's website and Facebook page.

CONSULTATION PROCESS

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Chief Executive Officer

- Governance Officer

In preparing this report, the following External Parties were consulted:

- Local Government Association

POLICY IMPLICATIONS

Whistleblowers Protection Policy

BUDGET AND RESOURCE IMPLICATIONS

Not applicable

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

It is essential that Council has the appropriate policies and delegations in place to ensure legislative compliance and that all disclosures of public interest are appropriately investigated in a manner that promotes the fair and objective treatment of those involved.

Independent Commissioner Against Corruption Act 2012

Local Government Act 1999

Whistleblowers Protection Act 1993

LGA Whistleblower Protection Policy: Model Policy

ATTACHMENTS

Attachment 1: Draft Internal Review of a Council Decision Policy

Attachment 2: Community Engagement Plan

COUNCIL POLICY

Whistleblowers Protection Policy

Policy Number:	PO134		
Strategic Plan Objective	Corporate Governance and Leadership		
Policy Owner:	Chief Executive Officer	**File Number:**	~~12.63.1.1~~
Responsible Officer:	~~Manager Organisational Development~~Governance Officer	**Minute Reference:**	~~043/2014 (12/03/2014)~~
Date Adopted:	~~12/3/2014~~	**Next Review Date:**	~~March 2016~~

1. POLICY OBJECTIVES

This policy will ensure that Council fulfils its responsibilities under the Whistleblowers Protection Act 1993 and to provide guidance on how to make disclosures so that they are properly investigated. This policy will provide appropriate protection for those who make disclosures in accordance with the Whistleblowers Protection Act 1993.

It will also encourage and facilitate disclosures of public interest information, which may include occurrences of maladministration and waste within Council, and corrupt or illegal conduct in general, so that internal controls may be strengthened. Council recognises the need to appropriately support any whistleblower, the Responsible Officer and, as appropriate, those ~~public officer~~Public Officers affected by any allegation.

2. SCOPE

Council is committed to upholding the principles of transparency and accountability in our administrative and management processes, and therefore encourages the making of disclosures that reveal public interest information. This policy applies to appropriate disclosures of public interest information that concern a ~~public officer~~Public Officer, made in accordance with the Act by Elected Members, Council employees, and members of the public.

3. DEFINITIONS

Definitions are provided in attachment 1.

~~Act~~	~~Whistleblowers Protection Act 1993.~~
~~Appropriate Authority~~	~~An authority that receives disclosure of public interest information including:~~ ~~• A Minister of the Crown;~~ ~~• A member of the South Australian Police – where the information relates to an illegal activity;~~ ~~• The Auditor General – where the information relates to the irregular or unauthorised use of public money;~~ ~~• The Ombudsman – where the information relates to a public~~

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	officer; • A Responsible Officer – where the information relates to a matter falling within the sphere of responsibility of a local government body; • Any other person (such a person may include an independent company that offers an anonymous whistleblower call service) to whom, in the circumstances of the case, it is reasonable and appropriate to make the disclosure (where the disclosure relates to fraud and corruption the appropriate authority must pass the information as soon as practicable to the Anti-Corruption Branch of the SA Police.
Appropriate Disclosure	A person makes an appropriate disclosure of public interest information if: The person – • Believes on reasonable grounds that the information is true; • Is not in a position to form a belief on reasonable grounds about the truth of the information but believes on reasonable grounds that the information may be true, and is of sufficient significance to justify its disclosure so that its truth may be investigated; • The disclosure is made to the Appropriate Authority.
CEO	Refers to the Chief Executive Officer (including their delegate) of the Yorke Peninsula Council, or an Acting Chief Executive Officer of the Yorke Peninsula Council (including their delegate) .
Corruption	In public administration means: • an offence against Part 7 Division 4 (Offences relating to public officers) of the Criminal Law Consolidation Act 1935, which includes the following offences: a. bribery or corruption of public officers; b. threats or reprisals against public officers; c. abuse of public office; d. demanding or requiring benefit on basis of public office; e. offences relating to appointment to public office. • any other offence (including an offence against Part 5 (Offences of dishonesty) of the Criminal Law Consolidation Act 1935) committed by a public officer while acting in his or her capacity as a public officer or by a former public officer and related to his or her former capacity as a public officer, or by a person before becoming a public officer and related to his or her capacity as a public officer, or an attempt to commit such an offence; or • any of the following in relation to an offence referred to in a preceding paragraph: a. aiding, abetting, counselling or procuring the commission of the offence; b. inducing, whether by threats or promises or otherwise, the commission of the offence; c. being in any way, directly or indirectly, knowingly concerned in, or party to, the commission of the offence; d. conspiring with others to effect the commission of the offence
Detriment	Includes: • Injury, damage or loss; • Intimidation or harassment;

	• Discrimination, disadvantage or adverse treatment in relation to a person's employment; or • Threats of reprisal.
Directions and Guidelines	Reference to the Directions and Guidelines issued pursuant to section 20 of the ICAC Act 2012, which are available on the commissioner's website(www.icac.com.au).
Disclosure	An appropriate disclosure of public interest information made by the Whistleblower to an Appropriate Authority, including to a Responsible Officer. A person makes an appropriate disclosure of public interest information if: • the person: o believes on reasonable grounds that the information is true; or o is not in a position to form a belief on reasonable grounds about the truth of the information but believes on reasonable grounds that the information may be true and is of sufficient significance to justify its disclosure so that its truth may be investigated; and o the disclosure is made to an Appropriate Authority.
Employee	Any person who is employed by Council but also includes any contractors, volunteers and consultants undertaking work for, or on behalf of Council.
Fraud	Is an intentional dishonest act or omission done with the purpose of deceiving.
ICAC Act 2012	Independent Commissioner Against Corruption Act 2012.
Immunity	An undertaking given by Council (in accordance with the Act) to a Whistleblower in relation to action it does not intend to take against a Whistleblower as a result of receiving an appropriate disclosure of public interest information from the Whistleblower.
Independent Assessor	The person responsible for investigating a disclosure made to a Responsible Officer. The Independent Assessor will be appointed by the Responsible Officer on a case-by-case basis (depending upon the nature of the disclosure) in accordance with clause 6.5 of this Policy. The Council may prepare a list of pre-approved persons who may be appointed as an Independent Assessor in any given circumstances, in which case, the Responsible Officer must have regard to this list in appointing the Independent Assessor.
Maladministration	Is defined in the Whistleblowers Protection Act 1993 to include impropriety or negligence. Section 4 of the Independent Commissioner Against Corruption Act 2012 defines Maladministration in public administration to mean: a. Conduct of a public officer, or a practice, policy or procedure of a public authority, that results in an irregular and unauthorised use of public money or substantial mismanagement of public resources; or b. Conduct of a public officer involving substantial mismanagement in or in relation to the performance of official functions; and c. includes conduct resulting from impropriety, incompetence or negligence; and d. is to be assessed having regard to relevant statutory

	provisions and administrative instructions and directions.
Misconduct	In public administration defined at Section 4 of the ICAC Act means: • Contravention of a code of conduct by a public officer while acting in his or her capacity as a public officer that constitutes a ground for disciplinary action against the officer; or • Other misconduct of a public officer while acting in his or her capacity as a public officer.
OPI	Office for Public Integrity is the office established under the ICAC Act 2012 that has the function to: • Receive and assess complaints about public administration from members of the public; • Receive and assess reports about corruption, misconduct and maladministration in public administration from the Ombudsman, the Council and public officers; • Make recommendations as to whether and by whom complaints and reports should be investigated; and • Perform other functions assigned to the Office by the Commissioner.
Public Administration	Defined at section 4 of the ICAC Act 2012 means without limiting the acts that may comprise public administration, an administrative act within the meaning of the Ombudsman Act 1972 will be taken to be carried out in the course of public administration.
Public Interest Information	Information that tends to show: • That an adult person, a Council or other Government Agency, is or has been involved in: o An illegal activity; o An irregular and unauthorised use of public money; o Substantial mismanagement of public resources; or o Conduct that causes a substantial risk to public health or safety or to the environment. • That a public officer is guilty of maladministration in or in relation to the performance of official functions.
Public Officer	Includes: • An Elected Member of Council, including the Mayor; • An Independent Member of Council's Development Assessment Panel; • An Independent Member of a Council Committee or subsidiary of Council; or • An employee or officer of Council.
Responsible Officer	A person (or persons) authorised to receive and act upon public interest information provided by a Whistleblower. Council must ensure that a member of the employees of the Council (with qualifications prescribed by the Regulations) is designated as a Responsible Officer for the Council for the purposes of the Act (The Responsible Officer should not be the CEO, the Mayor, Council Member or a Council Committee Member).
SAPOL	The Anti-Corruption Branch of the South Australia Police.
Victimisation	When a person causes detriment to another on the grounds, or substantially on the grounds, that the other person (or a third person) has made or intends to make an appropriate disclosure of public interest information.

~~Waste~~	~~The waste of public resources (including public money), which occurs as a result of the substantial mismanagement, irregular or unauthorised use of public resources~~
~~Whistleblower~~	~~Any person who makes an appropriate disclosure of public interest information.~~

4. POLICY STATEMENT

Council is committed to a working environment that reflects the core values of integrity, respect, trust and honesty which is achieved by:

- Referring, as necessary, appropriate disclosures to the appropriate authority which, depending on the nature of the disclosure, includes a Minister of the Crown, the South Australian Police (SAPOL)~~SAPOL~~, the Anti-Corruption Branch of SAPOL, the Auditor-General or the Ombudsman. Where the disclosure relates to corruption it must be reported directly to the OPI in accordance with the Directions and Guidelines. A report of misconduct or maladministration may be made to the OPI, but it must be reported to the OPI if the disclosure gives rise to a reasonable suspicion of serious or systemic misconduct and/or maladministration unless there is knowledge that the disclosure has already been reported to the State Ombudsman.
- Otherwise investigating all appropriate disclosures of public interest information in a manner that promotes the fair and objective treatment of those involved.
- Rectifying any substantiated wrongdoing to the extent practicable in all the circumstances.

Confidentiality

The identity of a Whistleblower will be maintained as confidential in accordance with the Act. Confidentiality will remain in all circumstances, unless the Whistleblower consents to his/her identity being disclosed, or disclosure is otherwise required so that the matter may be properly investigated. The Act does not expressly require any other information relating to a disclosure (i.e. the nature of the allegations) to be maintained as confidential.

In the event that an anonymous disclosure is made, the Whistleblower must ensure that the allegation is sufficiently supported by the provision of necessary details and evidence to enable the matter to be properly investigated. If an allegation is not supported by sufficient evidence, it will not be investigated.

The Responsible Officer, in conjunction with the Independent Assessor will ensure all information relating to an appropriate disclosure is maintained as confidential and as such, will be responsible for the secure storage of this information. In the event that a person's appointment as a Responsible Officer is terminated, the person must provide this information to the newly-appointed Responsible Officer and having done so will continue to be bound by a duty of confidentiality in respect of the Whistleblower's identity and the information received.

~~Except for the identity of the Whistleblower, the Act does not expressly require any other information relating to a public interest disclosure (i.e. the nature of the allegations) to be made confidential. Such information will be treated confidentially, except in circumstances where the investigation process requires this information to be disclosed (i.e. where the allegations must be put to the person who is the subject of the disclosure).~~

Disclosure of Public Interest Information

An appropriate disclosure of public interest information is to be made to a Responsible Officer or to an Appropriate Authority.

Responsible Officers are trained to apply the Act. They are required to maintain a supportive relationship with a Whistleblower and keep them informed on the progress of the investigation. Disclosures can be made to one of the current Responsible Officers by telephone (8832 0000) or in writing:

- Governance Officer; or
- Manager ~~Organisational Development~~People and Culture.

Written disclosures should be addressed as:

PRIVATE & CONFIDENTIAL
Whistleblowers Responsible Officer
Yorke Peninsula Council
PO Box ~~88~~57
~~MINLATON SA 5575~~MAITLAND SA 5573

Where a disclosure is made by telephone, the Responsible Officer must take notes of the conversation and, where possible, ask the Whistleblower to verify ~~and sign~~ the notes.

The following are relevant considerations for the Whistleblower in determining where to direct a disclosure:

- When choosing to make a disclosure internally, disclosures relating to an Elected Member or a member of Council staff, other than the CEO (or person acting in that position), should be made to a Responsible Officer;
- Any disclosure relating to a person appointed as a Responsible Officer should be made to the other person appointed as a Responsible Officer or failing this, to an Appropriate Authority external to the Council;
- Any disclosure relating to the CEO should be made external to the Council to the Ombudsman or, where it relates to Corruption in public administration to the OPI;
- Any disclosure relating to Maladministration or Misconduct in public administration may be reported in accordance with the ICAC Act or, if there is a reasonable suspicion that the Maladministration or Misconduct is serious or systemic, it must be reported to the OPI in accordance with the Directions and Guidelines;
- If a disclosure contains allegations of Fraud or Corruption, the Whistleblower should report the matter in accordance with the Council's Fraud and Corruption Policy PO148. That is, if the disclosure relates to Corruption in public administration it should be reported to the OPI in the first instance. If the disclosure relates to Fraud, it may be reported to the Responsible Officer or direct to SAPOL;
- Any allegations of Fraud or Corruption and/or criminal conduct will not be investigated by an Independent Assessor under this Policy.
- Nothing in this policy prevents a person from making a disclosure to an appropriate authority external to the Council (i.e. the Ombudsman or the OPI). This is a choice to be made by the Whistleblower at his/her discretion.

~~The Act requires Responsible Officers to refer information relating to fraud or corruption in the public sector to SAPOL who may refer the matter to the appropriate official investigating authority.~~

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~~If you are uncomfortable with divulging information to a Council employee, contact the SA Police or disclose the information to another Appropriate Authority as detailed above.~~

Role of the Responsible Officer

Upon receiving a disclosure, the Responsible Officer ~~will determine the nature of the public interest information contained within the disclosure and either refer the disclosure to the Appropriate Authority (where it is appropriate to do so), or proceed with the assessment and/or investigation process outlined in this Policy.~~

~~If the disclosure relates to the CEO (or a person acting in that position), the Responsible Officer will refer it to the Ombudsman for investigation as the Ombudsman deems appropriate. Alternatively, if the disclosure relates to fraud or corruption, the Responsible Officer will immediately refer the matter to SAPOL or any other identified relevant authority.~~

~~The Responsible Officer will undertake a preliminary assessment as described in this Policy.~~

~~In making a determination:~~

~~• The Responsible Officer may seek legal advice from Council's lawyers and/or seek guidance from SAPOL or the Ombudsman in relation to the best course of action to pursue; and~~

~~• Is authorised to incur costs in accordance with Council's Budget for this purpose.~~

~~In the event that the Responsible Officer determines that the disclosure warrants further investigation, the Responsible Officer will appoint an Independent Assessor for these purposes.~~

~~The Responsible Officer will liaise with the Independent Assessor and the Whistleblower in relation to any ensuing investigation process and will ensure that the Whistleblower is provided with adequate support and protection as necessary.~~

~~The Whistleblower will be notified of the progress of any investigation by the Responsible Officer and, wherever practicable and, in accordance with the law, of the final outcome.~~

~~**Protection for the Whistleblower**~~

~~The Act provides immunity from criminal or civil liability for Whistleblowers, and protection for Whistleblowers against victimisation. Accordingly the Council will take action as appropriate to protect Whistleblowers from victimisation. Furthermore, in the event that a Whistleblower is victimised, the Council will immediately refer the matter to SAPOL.~~

~~The Act does not provide any protection to people who knowingly make false disclosures or are reckless as to whether their disclosures are true.~~

~~A person who knowingly makes a false disclosure or is reckless as to whether the disclosure is true is guilty of an offence and may be prosecuted.~~:

- Will undertake a preliminary assessment in accordance to determine the nature of the public interest information contained within the disclosure;
- Will either refer the disclosure to the appropriate authority (where it is appropriate to do so), or proceed with an investigation;

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- Will, if the disclosure relates to the CEO (or a person acting in that position), immediately refer it to the Ombudsman for investigation as the Ombudsman deems appropriate. Alternatively, if the disclosure relates to Corruption in public administration, the Responsible Officer must immediately report the matter to the OPI in accordance with the Directions and Guidelines.
- May seek legal advice from Council's Lawyers and/or seek guidance from SAPOL or the Ombudsman in relation to the best course of action to pursue;
- Is authorised to incur costs in accordance with the Council's Budget for this purpose.

In the event that the Responsible Officer determines that the disclosure warrants further investigation by the Council, the Responsible Officer may appoint an Independent Assessor for these purposes as deemed necessary. If an Independent Assessor is appointed, the Responsible Officer will liaise with the Independent Assessor and the Whistleblower in relation to any ensuing investigation process and will ensure that the Whistleblower is provided with adequate support and protection as necessary.

The Whistleblower will be notified of the progress of any investigation by the Responsible Officer and, wherever practicable and in accordance with the law, of the final outcome.

Preliminary Assessment of Complaint

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~~A public officer who knowingly makes a false disclosure, or is reckless as to whether the disclosure is true, in addition to being guilty of an offence under the Act, may face disciplinary action by the Council. Preliminary Assessment of a complaint where the identity of the Whistleblower is known to the Responsible Officer or is reasonably ascertainable, the Responsible Officer will acknowledge receipt of the disclosure within two days, providing a copy of this Policy.~~

~~Upon receipt of a disclosure, the Responsible Officer will undertake a preliminary assessment to determine whether it:~~

- ~~Is frivolous and/or vexatious, in which case, no further action will be taken in relation to the complaint;~~
- ~~Warrants referral to an Independent Assessor for a formal investigation and report;~~
- ~~Requires referral to SAPOL; and~~
- ~~Otherwise warrants referral to an appropriate external body such as the Ombudsman, the Office for State/Local Government Relations or the Minister for Local Government.~~

~~Following the preliminary assessment, the Responsible Officer must report the outcome to the CEO. Where the Responsible Officer determines the disclosure warrants investigation, the Responsible Officer will, having regard to available resources, appoint the Independent Assessor and refer the disclosure to the Independent Assessor for investigation.~~

~~Where the Responsible Officer determines the disclosure warrants referral to an external body, the Responsible Officer will undertake the referral.~~

~~The Responsible Officer will inform the Whistleblower of the outcome of his/her determination in writing as soon as is reasonably practicable after the determination has been made.~~

~~If the Whistleblower is dissatisfied with the Responsible Officer's determination, it is open to him/her to report the disclosure to an appropriate authority external to the Council.~~ Where the identity of the Whistleblower is known to the Responsible Officer or is reasonably ascertainable, the Responsible Officer will acknowledge receipt of the disclosure within 10 business days and in doing so, will provide a copy of this Policy to the Whistleblower.

Upon receipt of a disclosure, the Responsible Officer will undertake a preliminary assessment to determine whether it:

- Is frivolous, vexatious or trivial, in which case, no further action will be taken in relation to the complaint;
- Warrants a formal investigation;
- Requires referral to an Appropriate Authority external to the Council;

The Responsible Officer must report the outcome of the preliminary assessment to the CEO (unless the disclosure relates to the CEO in which case it should be reported external to the Council to the Ombudsman or, where it relates to Corruption in public administration to the OPI and must not be investigated by an Independent Assessor).

Where the Responsible Officer determines the disclosure warrants investigation, the Responsible Officer may, having regard to available resources, appoint an Independent Assessor and refer the disclosure to the Independent Assessor for investigation.

Where the Responsible Officer determines the disclosure warrants referral to an external body, the Responsible Officer will undertake the referral.

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The Responsible Officer will inform the Whistleblower of the outcome of the preliminary investigation in writing as soon as is reasonably practicable after the determination has been made.

If the Whistleblower is dissatisfied with the Responsible Officer's determination it is open to him/her to report the disclosure to an Appropriate Authority external to the Council.

Investigation of a Complaint

The objectives of the investigation process are to:

- Investigate the substance of the disclosure and to determine whether there is evidence in support of the matters raised or, alternatively, to refute the report made;
- Collate information relating to the allegation as quickly as possible. This may involve taking steps to protect or preserve documents, materials and equipment;
- Consider the information collected and to draw conclusions objectively and impartially;
- Observe procedural fairness in the treatment of any person who is the subject of the disclosure; ~~and~~
- Make recommendations arising from the conclusions drawn concerning remedial or other appropriate action.

~~The Independent Assessor will observe t~~The principles of natural justice will be observed throughout the investigation process. The investigation will be conducted in an efficient manner and will involve a thorough and balanced assessment of the available evidence and any other factors deemed relevant to making a fair and reasonable judgement about the matter.

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The Act requires that the Whistleblower assist with certain investigations that may result from his/her disclosure. In the event that the Whistleblower fails, without reasonable excuse, to assist with an investigation process the protection afforded to him/her under the Act may be forfeited.

Upon receipt of a disclosure, the Responsible Officer, or Independent Assessor where appointed, will bring the fact of the disclosure to the attention of the person who is the subject of it in writing within five (5) days, and will provide them with an opportunity to respond to the disclosure within a reasonable timeframe (either in writing or in person). The full details of any allegations contained in the disclosure need not be brought to the person's attention if the Responsible Officer, or Independent Assessor where appointed~~Independent Assessor~~ considers that doing so will compromise the success of the investigation.

At any time, the Responsible Officer, or Independent Assessor where appointed~~Independent Assessor~~ is required to communicate with the person subject of the disclosure, the Whistleblower and/or other witnesses for the purposes of the investigation. The Responsible Officer, or Independent Assessor where appointed,~~Independent Assessor~~ will ensure the relevant person is aware of the reason for and purpose of the communication. Where possible, such notification will be provided to the relevant person at least 48 hours before communication is scheduled to take place.

During any interview with the Responsible Officer, or Independent Assessor where appointed~~Independent Assessor~~, the person who is the subject of a disclosure may be accompanied by any person providing support to him/her (including a lawyer) as he/she considers fit. Any costs incurred in relation to obtaining the assistance of a support person is at the personal expense of the person subject of the disclosure. The support person is bound by a duty of confidentiality in relation to any matter discussed during such interview.

The investigation will be undertaken in confidence. The Responsible Officer, or Independent Assessor where appointed,~~Independent Assessor~~ will keep the identity of the Whistleblower confidential unless disclosure of his/her identity is necessary to ensure the proper investigation of the disclosure.

~~The~~Where an Independent Assessor has been appointed to undertake the investigation, the Independent Assessor will keep the Responsible Officer informed of the expected timeframes for completion of the investigation. ~~and the provision of a report to the Council.~~

Final Report and Recommendation

Upon finalising a detailed investigation, the Responsible Officer, or Independent Assessor where appointed,~~Independent Assessor~~ must prepare a report that will contain the following:

- The allegation(s);
- An account of all relevant information received including any rejected evidence, and associated reasons for rejection;
- The conclusions reached and the basis for them;
- Any recommendations arising from the conclusions; ~~and~~
- Any remedial action which should be applied ~~by the Council~~.

The report ~~will~~may also be accompanied by:

- The transcript or other record of any verbal evidence taken~~.~~; ~~including tape recordings; and~~

- ~~All~~ Relevant documents, statements or other exhibits received ~~by the officer and~~ by the Council and accepted as evidence during the course of the investigation.

The report will not disclose particulars that will or are likely to lead to the identification of the Whistleblower.

The report must be provided to the CEO to action as he/she considers appropriate.

Where the report relates to ~~misconduct on the part of an Elected Member of~~ the ~~Council or the~~ CEO (where investigated by the Ombudsman or another agency), it must be provided to the ~~Principal Member~~Mayor who will determine what action, if any, should be taken. ~~In all other cases, the report must be provided to the CEO to action as he/she considers appropriate.~~

Handling of Information

The Responsible Officer, or Independent Assessor where appointed, ~~Independent Assessor~~ must ensure accurate records of the investigation process are maintained including notes of all discussions, phone calls, and interviews. ~~It is recommended that the interviewee sign written records of interviews and interviews be taped, but only where the interviewee has consented to this.~~ Witness statements should ~~also~~ be signed wherever possible. ~~.~~

In performing his/her duties, the Responsible Officer, or Independent Assessor where appointed, ~~Independent Assessor~~ will maintain a confidential file of information (including written documents, disks, tapes, film or other objects that contain information) that relates to a disclosure and/or is a product of the associated investigation/reporting process. All such information will be recorded in a register, which is to remain confidential and be securely stored.

Information to ~~Council~~ the Elected Body

As a matter of discretion, the CEO may inform the ~~Council~~Elected Members, on a confidential basis, of the fact an investigation of a disclosure took place and the outcome of the investigation.

The CEO will take the following into account in determining whether to inform the Council and the level of detail provided in doing so:

- The identity of the person who is the subject of the disclosure;
- The impact (if any) of the investigation upon the Council's achievement of its objectives under its Strategic Plan and/or policies;
- The nature of the impact of any action taken to finalise the matter upon the Council's operations and/or budget; ~~and~~
- Whether or not it is lawful for the CEO to provide this information to the Council or other persons.

In the event the disclosure and investigation process is confined only to issues impacting upon Council employees and human resource processes, the CEO will not inform the ~~elected body~~Elected Members of the fact of the disclosure and/or investigation since these matters fall outside the roles and responsibilities of Elected Members under the Local Government Act 1999.

Protection for the Whistleblower

The Act provides immunity from criminal or civil liability for Whistleblowers, and protection for Whistleblowers against victimisation. Accordingly the Council will take action as appropriate to protect Whistleblowers from victimisation. Furthermore, in the event that a Whistleblower is victimised, the Council will, immediately refer the matter to SAPOL.

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The Act does not provide any protection to people who knowingly make false disclosures or are reckless as to whether their disclosures are true.

A person who knowingly makes a false disclosure or is reckless as to whether the disclosure is true is guilty of an offence and may be prosecuted.

A Public Officer who knowingly makes a false disclosure, or is reckless as to whether the disclosure is true, in addition to being guilty of an offence under the Act, may face disciplinary action taken by the Council.

Availability of the Policy

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This Policy will be available for inspection at the Council's Offices during ordinary business hours and via the Council's website. Copies will also be provided to the public upon request, and upon payment of a fee in accordance with the Council's Fees and Charges Register.

5. COMPLAINTS

Complaints about this policy can be made in writing to the ~~Manager Organisational Development~~Governance Officer. All complaints will be managed in accordance with Council's Complaints Policy PO147. ~~(or in the case where the policy only applies internally and not to the public, Conflict Resolution Policy PO017).~~

6. REVIEW

This policy will be reviewed every ~~two~~three years~~, in consultation with employees and/or their nominated representative(s). The policy will also be reviewed~~ and as deemed necessary in consideration of any changes to legislation, relevant standards, codes and guidelines, audit findings, any corrective actions/controls arising from risk assessment and/or hazard/incident reports and stakeholder feedback.

7. TRAINING

Training needs will be reviewed during induction and annually, during individual performance reviews and as necessary in consideration of any changes to legislation relevant standards, codes and guidelines, audit findings, any corrective actions/controls arising from risk assessment and/or hazard/incident reports and stakeholder feedback.

8. RELATED COUNCIL POLICIES AND DOCUMENTS

~~PO014 Employee Code of Conduct~~
~~PO017 Conflict Resolution Policy~~Code of Conduct for Council Members
Code of Conduct for Council Employees
PO037 Internal Review of a Council Decision
PO063 Records Management Policy

~~PO123 Elected Members Code of Conduct~~
PO147 Complaints Policy
PO148 ~~Prevention~~ Fraud and Corruption Prevention Policy
Fees and Charges Register

9. REFERENCES AND LEGISLATION

Independent Commissioner Against Corruption Act 2012
Local Government Act 1999

Whistleblowers Protection Act 1993
Local Government Association Whistleblower Protection Policy – Model Policy

10. COUNCIL DELEGATION

Details of Delegation:	Chief Executive Officer
Delegate:	Manager Organisational Development - Responsible Officer Governance Officer - Responsible Officer

11. VERSION HISTORY

Archived Policy Name	Policy Number	Date Adopted	Last Reviewed
Whistleblowers Protection Policy	PO134	09/06/2009	08/06/2010
Whistleblowers Protection Policy	PO134	12/03/2014	12/03/2014

DEFINITIONS

Act	Whistleblowers Protection Act 1993.
Appropriate Authority	An authority that receives disclosure of public interest information including: • A Minister of the Crown; • A member of the police force - where the information relates to an illegal activity; • The Auditor-General - where the information relates to the irregular or unauthorised use of public money; • The Ombudsman – where the information relates to a ~~public officer~~Public Officer; • A Responsible Officer – where the information relates to a matter falling within the sphere of responsibility of a local government body; • Any other person to whom, in the circumstances of the case, it is reasonable and appropriate to make the disclosure. Such a person may include: o A Council employee (such as the CEO) to whom the whistleblower feels comfortable making the disclosure; and/or o The OPI where the disclosure relates to corruption, maladministration or misconduct in public administration. • ~~The person –~~ • ~~Believes on reasonable grounds that the information is true;~~ • ~~Is not in a position to form a belief on reasonable grounds about the truth of the information but believes on reasonable grounds that the information may be true, and is of sufficient significance to justify its disclosure so that its truth may be investigated;~~ • ~~The disclosure is made to the Appropriate Authority.~~
Business Day~~Appropriate Disclosure~~	A day when the Council is normally open for business. ~~A person makes an appropriate disclosure of public interest information if:~~
CEO	Refers to the Chief Executive Officer (including their delegate) of the Yorke Peninsula Council, or an Acting Chief Executive Officer of the Yorke Peninsula Council (including their delegate) .
Corruption	In public administration means: • an offence against Part 7 Division 4 (Offences relating to ~~public officer~~Public Officers) of the Criminal Law Consolidation Act 1935, which includes the following offences: ~~f.~~a. bribery or corruption of ~~public officer~~Public Officers; ~~g.~~b. threats or reprisals against ~~public officer~~Public Officers; ~~h.~~c. abuse of public office; ~~i.~~d. demanding or requiring benefit on basis of

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	public office; ~~j.~~e. offences relating to appointment to public office. • any other offence (including an offence against Part 5 (Offences of dishonesty) of the Criminal Law Consolidation Act 1935) committed by a ~~public officer~~Public Officer while acting in his or her capacity as a ~~public officer~~Public Officer or by a former ~~public officer~~Public Officer and related to his or her former capacity as a ~~public officer~~Public Officer, or by a person before becoming a ~~public officer~~Public Officer and related to his or her capacity as a ~~public officer~~Public Officer, or an attempt to commit such an offence; or • any of the following in relation to an offence referred to in a preceding paragraph: ~~e.~~a. aiding, abetting, counselling or procuring the commission of the offence; ~~f.~~b inducing, whether by threats or promises or otherwise, the commission of the offence; ~~g.~~c. being in any way, directly or indirectly, knowingly concerned in, or party to, the commission of the offence; ~~h.~~d. conspiring with others to effect the commission of the offence
Detriment	Includes: • Injury, damage or loss; • Intimidation or harassment; • Discrimination, disadvantage or adverse treatment in relation to a person's employment; or • Threats of reprisal.
Directions and Guidelines	Reference to the Directions and Guidelines issued pursuant to section 20 of the ICAC Act 2012, which are available on the commissioner's website(www.icac.com.au).
Disclosure	An **appropriate disclosure** of public interest information made by the Whistleblower to an Appropriate Authority, including to a Responsible Officer. A person makes an **appropriate disclosure** of public interest information if: • the person: o believes on reasonable grounds that the information is true; or o is not in a position to form a belief on reasonable grounds about the truth of the information but believes on reasonable grounds that the information may be true and is of sufficient significance to justify its disclosure so that its truth may be investigated; and o the disclosure is made to an Appropriate Authority.
Employee	All the Council's employees and includes trainees, work experience students, volunteers, and contractors whether they are working in a full-time, part-time or casual capacity.~~Any person who is employed by Council but also includes any contractors, volunteers and consultants~~

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	~~undertaking work for, or on behalf of Council.~~
Fraud	Is an intentional dishonest act or omission done with the purpose of deceiving.
ICAC Act 2012	Independent Commissioner Against Corruption Act 2012.
Immunity	An undertaking given by Council (in accordance with the Act) to a Whistleblower in relation to action it does not intend to take against a Whistleblower as a result of receiving an appropriate disclosure of public interest information from the Whistleblower.
Independent Assessor	The person responsible for investigating a disclosure made to a Responsible Officer. ~~The~~An Independent Assessor ~~will~~ may be appointed by the Responsible Officer on a case-by-case basis (depending upon the nature of the disclosure) ~~in accordance with clause 6.5 of this Policy~~. The Council may prepare a list of pre-approved persons who may be appointed as an Independent Assessor in any given circumstances, in which case, the Responsible Officer must have regard to this list in appointing the Independent Assessor.
Maladministration	Is defined in the Whistleblowers Protection Act 1993 to include impropriety or negligence. Section 4 of the Independent Commissioner Against Corruption Act 2012 defines Maladministration in public administration to mean: ~~e.~~a. Conduct of a ~~public officer~~Public Officer, or a practice, policy or procedure of a public authority, that results in an irregular and unauthorised use of public money or substantial mismanagement of public resources; or ~~f.~~b. Conduct of a ~~public officer~~Public Officer involving substantial mismanagement in or in relation to the performance of official functions; and ~~g.~~c. includes conduct resulting from impropriety, incompetence or negligence; and ~~h.~~d. is to be assessed having regard to relevant statutory provisions and administrative instructions and directions.
Misconduct	In public administration defined at Section 4 of the ICAC Act means: • Contravention of a code of conduct by a ~~public officer~~Public Officer while acting in his or her capacity as a ~~public officer~~Public Officer that constitutes a ground for disciplinary action against the officer; or • Other misconduct of a ~~public officer~~Public Officer while acting in his or her capacity as a ~~public officer~~Public Officer.
OPI	Office for Public Integrity is the office established under the ICAC Act 2012 that has the function to: • Receive and assess complaints about public administration from members of the public; • Receive and assess reports about corruption, misconduct and maladministration in public administration from the Ombudsman, the Council and

	~~public officer~~Public Officers; • Make recommendations as to whether and by whom complaints and reports should be investigated; and • Perform other functions assigned to the Office by the Commissioner.
Public Administration	Defined at section 4 of the ICAC Act 2012 means without limiting the acts that may comprise public administration, an administrative act within the meaning of the Ombudsman Act 1972 will be taken to be carried out in the course of public administration.
Public Interest Information	Information that tends to show: • That an adult person, a Council or other Government Agency, is or has been involved in: o An illegal activity; o An irregular and unauthorised use of public money; o Substantial mismanagement of public resources; or o Conduct that causes a substantial risk to public health or safety or to the environment. • That a ~~public officer~~Public Officer is guilty of maladministration in or in relation to the performance of official functions.
~~Public Officer~~Public Officer	Includes: • An Elected Member of Council, including the Mayor; • An Independent Member of Council's Development Assessment Panel; • An Independent Member of a Council Committee or subsidiary of Council; or • An employee or officer of Council.
Responsible Officer	A person appointed pursuant to Section 302B of the Local Government Act 1999 who is authorised to receive and act upon public interest information received from a Whistleblower . Each Council must ensure that a member of the staff of the Council, with qualifications prescribed by the Regulations is designated as a Responsible Officer for the Council for the purposes of the Act. Regulation 21B of the Local Government (General) Regulations 1999, states that the prescribed qualifications are the qualifications determined by the Minister. The Minister has not yet made any determination.~~A person (or persons) authorised to receive and act upon public interest information provided by a Whistleblower. Council must ensure that a member of the employees of the Council (with qualifications prescribed by the Regulations) is designated as a Responsible Officer for the Council for the purposes of the Act (The Responsible Officer should not be the CEO, the Mayor, Council Member or a Council Committee Member).~~
SAPOL	The Anti-Corruption Branch of the South Australia Police.
Victimisation	When a person causes detriment to another on the grounds, or substantially on the grounds, that the other person (or a third person) has made or intends to make an appropriate disclosure of public interest information.
Waste	The waste of public resources (including public money),

	which occurs as a result of the substantial mismanagement, irregular or unauthorised use of public resources
Whistleblower	Any person who makes an appropriate disclosure of public interest information.

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CHIEF EXECUTIVE OFFICER

DA/ITEM 6.1

3. COUNCIL CEREMONIES AND CIVIC EVENTS POLICY (File Ref: 9.24.1.1)

PURPOSE

To seek endorsement and approval from Council for the updated PO105 Council Ceremonies and Civic Events Policy.

RECOMMENDATION

That Council endorse and approve the updated PO105 Council Ceremonies and Civic Events Policy for inclusion in Council's Policy Manual and on the website.

LINK TO STRATEGIC PLAN

Key Theme/s: Corporate Governance and Leadership
2. Organisational Efficiency and Resource Management
Strategic Goal/s: 2.3 Meet all legislative and compliance responsibilities

BACKGROUND

The PO105 Council Ceremonies and Civic Events Policy has been updated for consistency as demonstrated by "track changes" in the draft document attached.

DISCUSSION

This policy outlines the manner in which Council will organise and manage Council Ceremonies and Civic Events providing a consistent approach across the region. In addition the policy will determine the annual budget provided for support of ANZAC Day Celebrations across the Council area. All community members will be encouraged to participate in Council ceremonies and civic events held within the region.

COMMUNITY ENGAGEMENT PLAN

Level 1 Inform – notification that the policy has been updated will be included on Council's website and Facebook page.

CONSULTATION PROCESS

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Chief Executive Officer
- Executive Assistant to the CEO and Mayor

In preparing this report, the following External Parties were consulted:

- Australia Day Council
- Citizenship Ceremonies code

POLICY IMPLICATIONS

Council Ceremonies and Civic Events

BUDGET AND RESOURCE IMPLICATIONS

An annual budget allocation for Council Ceremonies and Civic Events will be included in the draft budget for endorsement by Council.

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

It is essential that Council has the appropriate policies and delegations in place to ensure legislative compliance and a fair, consistent, responsible and accountable process for management of Council Ceremonies and Civic Events

Local Government Act 1999

ATTACHMENTS

Attachment 1: Draft Council Ceremonies and Civic Events Policy

COUNCIL POLICY

Council Ceremonies and Civic Events

Policy Number:	PO105		
Strategic Plan Objective	Key Theme: Community Engagement Objective 1.2: Offer a range of accessible community facilities, programs, events and activities		
Policy Owner:	Executive Services	**File Number:**	17.63.1
Responsible Officer:	EA to CEO & Mayor	**Minute Reference:**	
Date Adopted:		**Next Review Date:**	April 2019

1. **POLICY OBJECTIVES**
   The objective of this policy is to ensure that all Council ceremonies and Civic Events are conducted appropriately, effectively and within the allocated budget.

2. **SCOPE**
   This policy applies to all Council ceremonies including Australia Day, Citizenship Ceremonies, Civic Events and support provided for ANZAC day community ceremonies.

3. **DEFINITIONS**
   Nil

4. **POLICY STATEMENT**

Australia Day

~~The Mayor and Chief Executive Officer will determine the location of the Australia Day Celebration on an annual basis based on the successful Australia Day Citizen of the Year award recipient and their individual circumstances.~~

The Australia Day Celebration will be held on Australia Day in the Minlaton Town Hall or an alternative location as determined by the Mayor and Chief Executive Officer if required.

Nominations for the Australia Day Awards will be called in accordance with Australia Day Council guidelines. To be eligible for Australia Day Awards (State and Federal) the nominees must be Australian Citizens, for the local Australia Day Citizen of the Year and other Community Awards this requirement can be waived at the discretion of the Mayor.

The Mayor will convene an independent selection panel to assess all nomination forms received prior to the closing date and will generally make an announcement of the winners at the December Council Meeting.

Citizenship Ceremonies

The Mayor is the Ministers representative and authorised to officiate over Citizenship Ceremonies as and when required. If the Mayor is unavailable for whatever reason authorisation can be obtained for the Chief Executive Officer to preside over the ceremony. All Citizenship Ceremonies will be conducted in accordance with the requirements of the Ceremonies Code.

ANZAC Day

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Council will support the community to participate in ANZAC Day celebrations across the Council area, as recognition of the national day set aside to commemorate Australia's servicemen and women who served the nation with pride and valour in wars, conflicts and peace keeping operations.

The legacy of ANZAC day embodies the values of courage, determination and mateship, characteristics which define all Australians.

It is essential that Council supports and encourages all communities and particularly young Australians, to recognise ANZAC Day and to ensure that the history behind this national day of commemoration is passed on to future generations.

Council will provide an annual budget allocation (approximately $6,000) per annum increasing by CPI each year ~~per annum~~ to be used to subsidise ANZAC Day events and to encourage community involvement.

Funding shall be used for the advertising of events in the local media and the purchase and distribution of floral wreaths to be provided to community groups, upon request to the Chief Executive Officer.

Distribution of the remaining funds will be made to community groups, at the discretion of the Chief Executive Officer and will be used generally to assist with encouraging participants to attend the event and will be based on providing numbers of attendees at their event to Council.~~;~~

A maximum of $500 will be provided to any community group.

Bublacowie Military Museum will be provided with an amount of $250 to support their ANZAC Day event.

Civic Events

Other Civic Events will be held at the discretion of the Mayor and Chief Executive Officer, Council holds a community civic event to celebrate National Volunteers Week in May each year.

5. COMPLAINTS

Any complaints relating to this policy are to be directed to the Chief Executive Officer for attention.

6. REVIEW

This policy will be reviewed within 3 years of being adopted, then each three years thereafter ~~and~~ in accordance with any changes to legislation, codes and Australia Day Council guidelines.

7. TRAINING

Training needs will be reviewed as part of Council's Training Plan and as necessary in consideration of performance reviews, changes to legislation and relevant standards, codes and guidelines.

8. RELATED COUNCIL POLICIES AND DOCUMENTS

PO091 Risk Management Policy
OHS&W – 1 OHSW and Injury Management Policy

9. REFERENCES AND LEGISLATION

Australia Day Council guidelines.

10. COUNCIL DELEGATION

Delegate:	Chief Executive Officer
Sub Delegate:	Executive Assistant to CEO and Mayor

11. VERSION HISTORY

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Archived Policy Name	Policy Number	Date Adopted	Last Reviewed
Citizenship Ceremonies	PO105	14/09/2005	08/06/2010
Support for ANZAC Day Events	PO133	14/04/2009	08/06/2010
Council Ceremonies	PO105	10/04/2013	April 2016

CHIEF EXECUTIVE OFFICER

ITEM 6.1

4. STRATEGIC MANAGEMENT PLAN DEVELOPMENT (File Ref: 9.24.1.1)

PURPOSE

To provide Council with a summary of the feedback received from the Stage 3 consultation on the 2016-2020 Yorke Peninsula Council Strategic Management Plan.

Therefore, based on the feedback received, seek Council endorsement of the full draft Plan.

RECOMMENDATION

That Council endorse the proposed draft Strategic Management Plan for consultation.

LINK TO STRATEGIC PLAN

Key Theme/s: Corporate Governance and Leadership
1. Progressive Communities through Strategic Planning

Strategic Goal/s: 1.1 Strong, proactive leadership

BACKGROUND

Council previously endorsed the framework for the development of the 2016-2020 Yorke Peninsula Council Strategic Management Plan (refer Council Decision 160/2015).

The framework detailed four stages of development thereby allowing multiple opportunities for the community to be involved. Stages 1 - 3 have now been completed.

The aim of the Stage 3 consultation was to confirm the draft outcomes and strategies.

The Stage 3 consultation was open for 3 weeks. Over 150 letters were mailed directly to Progress Associations, sporting clubs, community groups plus and anyone who indicated an interest in being kept informed during the first two stages of consultation.

In total nine submissions were received. Feedback was generally supportive and resulted in a minor change of wording to one of the proposed strategies.

DISCUSSION

The feedback received has been collated and the results are provided below.

1. **Vision:** no change required. The Vision is now confirmed.
2. **Goals:** no change of direction required. The Goals are now 'confirmed'.
3. **Outcomes:** Feedback did not suggest any changes were required. The Outcomes are now confirmed.
4. **Strategies:** Minor change of wording to strategy 3.4 "Support Progress Associations and ***other community groups*** to improve environmental outcomes".

Pending Council endorsement, the proposed Strategic Management Plan (provided as Attachment 2) will be put back out for community consultation for a period of two weeks. The purpose of the Stage 4 (final) consultation is to seek community feedback on the draft 2016-2020 Strategic Management Plan.

All feedback received will be brought back to Council.

Following this, the final 2016-2020 Strategic Management Plan will be presented to Council for adoption.

COMMUNITY ENGAGEMENT PLAN

This is a Level 3 – Participate consultation. The consultation plan was previously endorsed by Council on 8 July 2015.

For information, the specific Stage 4 Engagement Plan is provided again as Attachment 3.

CONSULTATION PROCESS

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Corporate Management Team

In preparing this report, the following External Parties were consulted:

- All Progress Associations
- Community groups within the Council area
- All sporting groups within the Council area
- General community

POLICY IMPLICATIONS

PO057 Community Engagement Policy

Community Engagement Strategy

BUDGET AND RESOURCE IMPLICATIONS

This approach requires no additional budget, only staff time to deliver this project which can be achieved through existing budgets.

At a later stage Council may wish to consider allocating funds for professional printing of the endorsed 2016-2020 Strategic Management Plan.

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Section 122 Local Government Act 1999

ATTACHMENTS

Attachment 1: Summary of Stage 3 feedback

Attachment 2: Draft SMP for Consultation

Attachment 3: Stage 4 Consultation Plan

Strategic Management Plan - Stage 3 Feedback

	Comment	Action	Other Actions
1	Supportive of the focus on tourism within the Plan. Want more land developments around Minlaton	Covered off under strategy 1.2 "Deliver strategic & responsible land use planning"	Comment passed onto Roger Brooks
2	Comment was focussed on an action - not the Plan. Wishes to see free use of dumps once a quarter.	No action required	Comment passed onto A&I
3	Support the Plan	No action required	-
4	No changes to goals, strategies or outcomes. Suggested improvements in covering page.	No action required	
5 (phone)	Rang - really didn't have anything to say.	No action required	
6 (phone)	Queried Council's role RE: the "Identify opportunities to advocate on behalf of key industries" strategy	Advised economic development is stated in the Act as being Council's role. This is a 'catchall' for any opportunities that may present themselves over the next 4 years e.g. China trip.	
7	No specific strategy RE: 'heritage'. Other suggestions (e.g. Coastal Motor Vehicle Management Strategy, Coastal Erosion, Native Vegetation Management etc.) are all covered off by the existing draft strategies within Goal 3. Many suggestions are worthy, unfortunately we cannot increase FTEs or financial allocations in order to achieve these suggestions (e.g. volunteer program for biodiversity, de-centralising Environment Officer role, Rangers & Compliance Officers, increasing spend on environmental & heritage outcomes, implementing master plans, developing local seed bank, increasing enforcement activities for misusing community land).	Expand strategy 3.4 to include 'community groups'	Respond to all suggestions within the letter. Passed onto A&I + Development Services for information
8	Letter did not suggest that the Plan needed amendment	No action required	Respond RE: use of containers by Progress Associations
9	Suggested that Council should do more to financially support Progress Association to cover insurance costs	No action required	Respond RE: suggestions for financial sustainability + address 'no camping' compliance

YORKE PENINSULA COUNCIL
Agriculturally rich~Naturally beautiful
2016-2020
Strategic Management Plan

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DRAFT

NOTE: THIS IS ONY A DRAFT. FINAL DESIGN AND LAYOUT WILL OCCUR AFTER THE COUNCIL AND COMMUNITY HAVE APPROVED THE FINAL CONTENT.

Message from the Mayor and CEO

The Yorke Peninsula 2016-2020 Strategic Management Plan is the result of extensive process of engagement with the community drawing out the priorities and aspirations that will deliver a prosperous future for current and future generations.

We would like to express our gratitude to everyone who took the time to be involved. All submissions received were carefully considered, and where appropriate informed the development of this Plan.

A number of issues were identified during the development of the Plan, including the potential impacts of a change in Federal and State Government policies, changes in technology and the changing industry base on the Peninsula.

Yorke Peninsula is known for its rich agricultural history and will remain for quite some time as the largest source of employment and economic output on the Peninsula. However, tourism is emerging as the industry that must grow in order to ensure a sustainable future for all.

Another key shift has been the increased focus on environmental concerns; the ability to protect our natural resources and our amazing coastline. Our Council area is unique in that it is bordered by sea on three sides with an incredible 485 kilometres of coastline. This is what attracts visitors to our area and Council must ensure we have the necessary infrastructure in place to accommodate the rise in tourists.

It is these factors that have shaped our new Council vision. Therefore to achieve our new vision, five strategic goals have been developed, which Council will strive to achieve for the Yorke Peninsula community, including residents, non-residential ratepayers, workers, businesses and visitors. It is these goals that will influence the way in which Council operates and structures itself over the coming years.

Council is always mindful of achieving the best outcomes for the Peninsula, the challenge is to balance the sometimes competing interests and needs of the community with the available resources and capacity to deliver. This challenge is only going to increase over the coming years.

We are excited about working in close partnership with the Yorke Peninsula community to deliver this Plan.

Ray Agnew OAM

Mayor

Andrew Cameron

Chief Executive Officer

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What is a Strategic Management Plan

The Yorke Peninsula Council 2016-2020 Strategic Management Plan sets the direction for Council and the community for the coming years.

The Plan is focussed on ensuring that the Peninsula can thrive – to be a place where; the young want to stay and can find employment, where our ageing community can continue to reside, where new families want to relocate to and to be a place that attracts visitors to support our economy.

The key element of this Strategic Management Plan is the long term vision for the Peninsula. The vision was developed in consultation with residents, community groups and sporting groups from across our Council area and represents a shared understanding of our future direction.

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Our Peninsula

The Yorke Peninsula Council covers an area of 5,899 square kilometres, has a distance of approximately 175 kilometres between its northern and southern boundaries, and being a Peninsula, has a varying width east to west averaging approximately 30 kilometres. Bordered by sea on three sides with 485 kilometres of coastline.

The area contains 12 larger towns and 33 smaller townships and holiday settlement zones, the latter being predominately located along the vast coastline.

Yorke Peninsula is the traditional home of the Narungga people who have occupied the area for around 40,000 years.

The Yorke Peninsula's population has slowly declining for the past 10 years.

11,018 – current estimated residential population

13,804 – current number of rateable properties

49% - unoccupied private dwelling (holiday houses)

2.2 – average number of people per household

54.4% - residents are in full-time employment

33.2% - residents undertake voluntary work

52 – median age of our residents

86.8% - of residents were born in Australia

Agriculture is still the predominant source of employment:

25.0% - Agriculture, forestry and fishing

11.4% - Health care and social assistance

10.2% - Retail

7.8% - Accommodation and food services

7.1% - Construction

6.8% - Education and training

5.1% - Manufacturing

4.3% Transport, postal and warehousing

3.7% - Public administration and safety

Within the 25% of 'agriculture, forestry and fishing', the sector is made up of:

57.0% - Grains

20.4% - Sheep

10.8% - Beef

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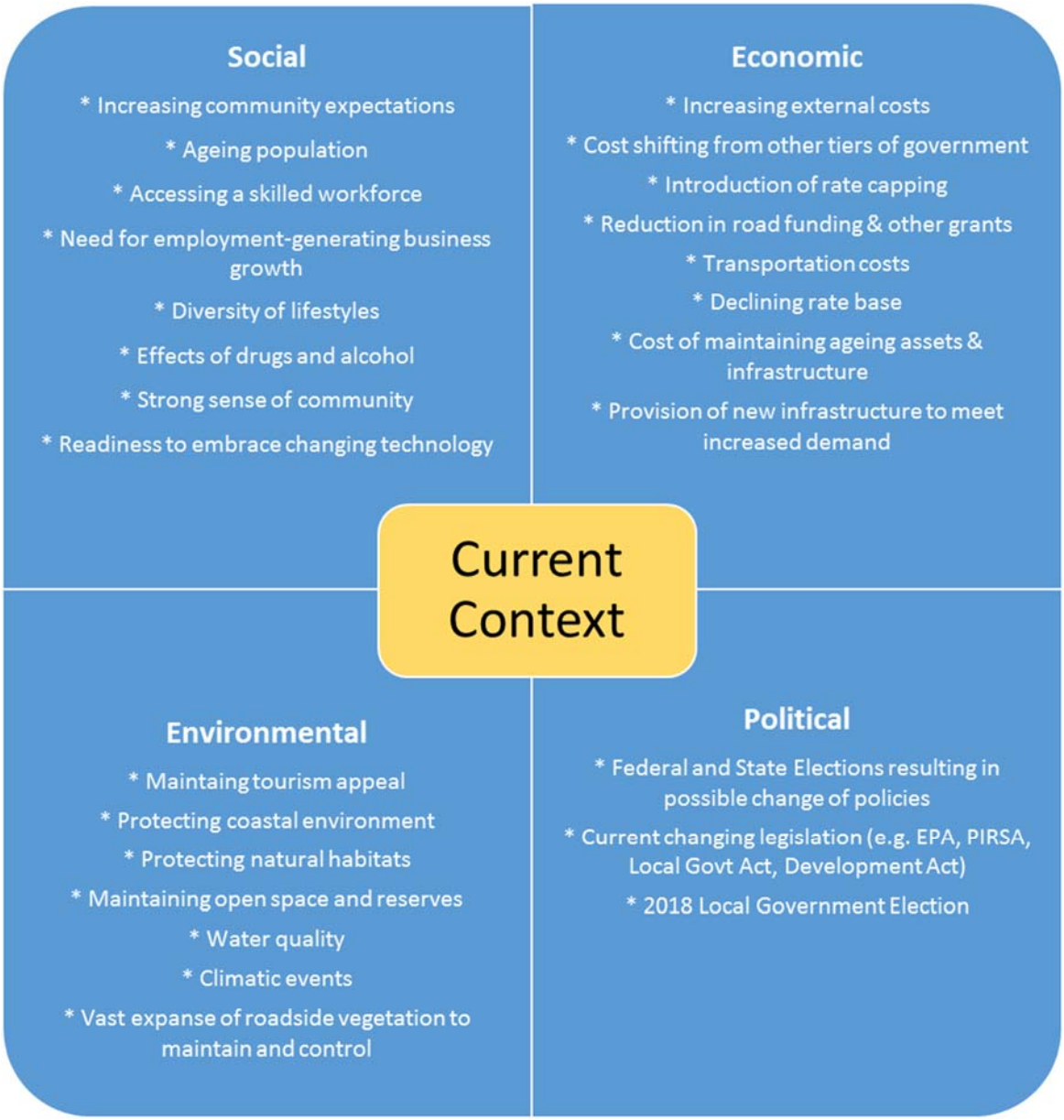
Current Context – Challenges and Opportunities

This Plan has been developed in the context of a number of significant opportunities and also challenges that affect our region now and into the future. Council does not have a direct influence over all of these challenges and we will therefore advocate on behalf of the community for improved infrastructure and services through key partnerships and lobbying of State and Federal Governments.



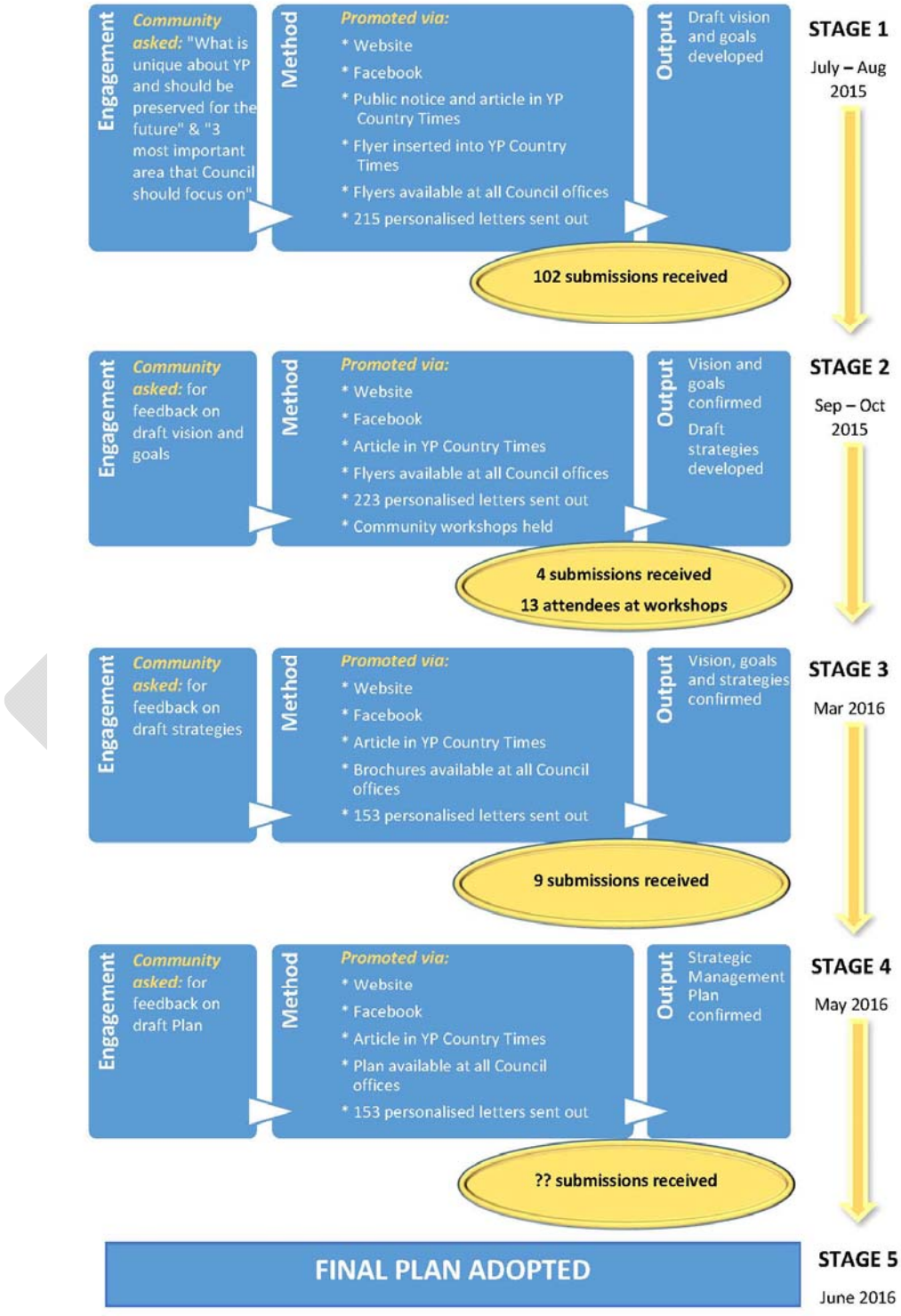
The challenges and opportunities drive our vision for the Peninsula and set the direction for our five strategic goals.

Planning a sustainable future for the Peninsula relies on being responsible today – responsible in our care of the environment, our people and culture, our heritage and our prosperity. It also relies on building and maintaining productive partnerships and strong relationships with the Yorke Peninsula community.

How this Plan was Developed

The development of this Plan has involved extensive community engagement, an analysis of the current operating environment and review and alignment to a number of external plans, most significantly, the South Australian Strategic Plan.

The development of the Plan was staged to allow the community to be involved in every step of the process as illustrated below.



The Role of Council

The Strategic Management Plan is an ongoing commitment by the Yorke Peninsula Council to achieve a more sustainable future for our community.

The Yorke Peninsula Council has the lead role in implementing the plan, however this can only be achieved through building partnerships and collaborative relationships with the community, businesses, developers and other tiers of government.

The Local Government Act 1999 states that a council is, under the system of local government established by this Act, provides government and management of its area at the local level and, in particular—

a) to act as a representative, informed and responsible decision-maker in the interests of its community; and

b) to provide and co-ordinate various public services and facilities and to develop its community and resources in a socially just and ecologically sustainable manner; and

c) to encourage and develop initiatives within its community for improving the quality of life of the community; and

d) to represent the interests of its community to the wider community; and

e) to exercise, perform and discharge the powers, functions and duties of local government under this and other Acts in relation to the area for which it is constituted.

The various roles of Council can be summarised as:-

Advocate	Council lobbying or making representations on behalf of the community to another body, organisation or 'responsible authority' to achieve a desired outcome.
Facilitator	Council empowering a groups, or bringing together stakeholders to collectively pursue a shared interest or resolve an issue.
Information Provider	Council keeping the community and stakeholders informed through providing information via a number of channels such as written correspondence, website and other social media platforms.
Leader	Council leading the community by example, setting direction and planning for the future.
Listener	Council actively engaging with the community, seeking comments, opinions and feedback, which will inform future directions and improve services.

Owner / Custodian	Council managing the community's assets and infrastructure.
Partner	Council working with others to collectively pursue a shared interest and achieve a common goal. In addition, Council contributing funds or resources to a 3rd party to achieve a specific goal.
Regulator	Council undertaking a particular role as determined by legislation.
Service Provider	Council fully funding and directly providing a service to the community.

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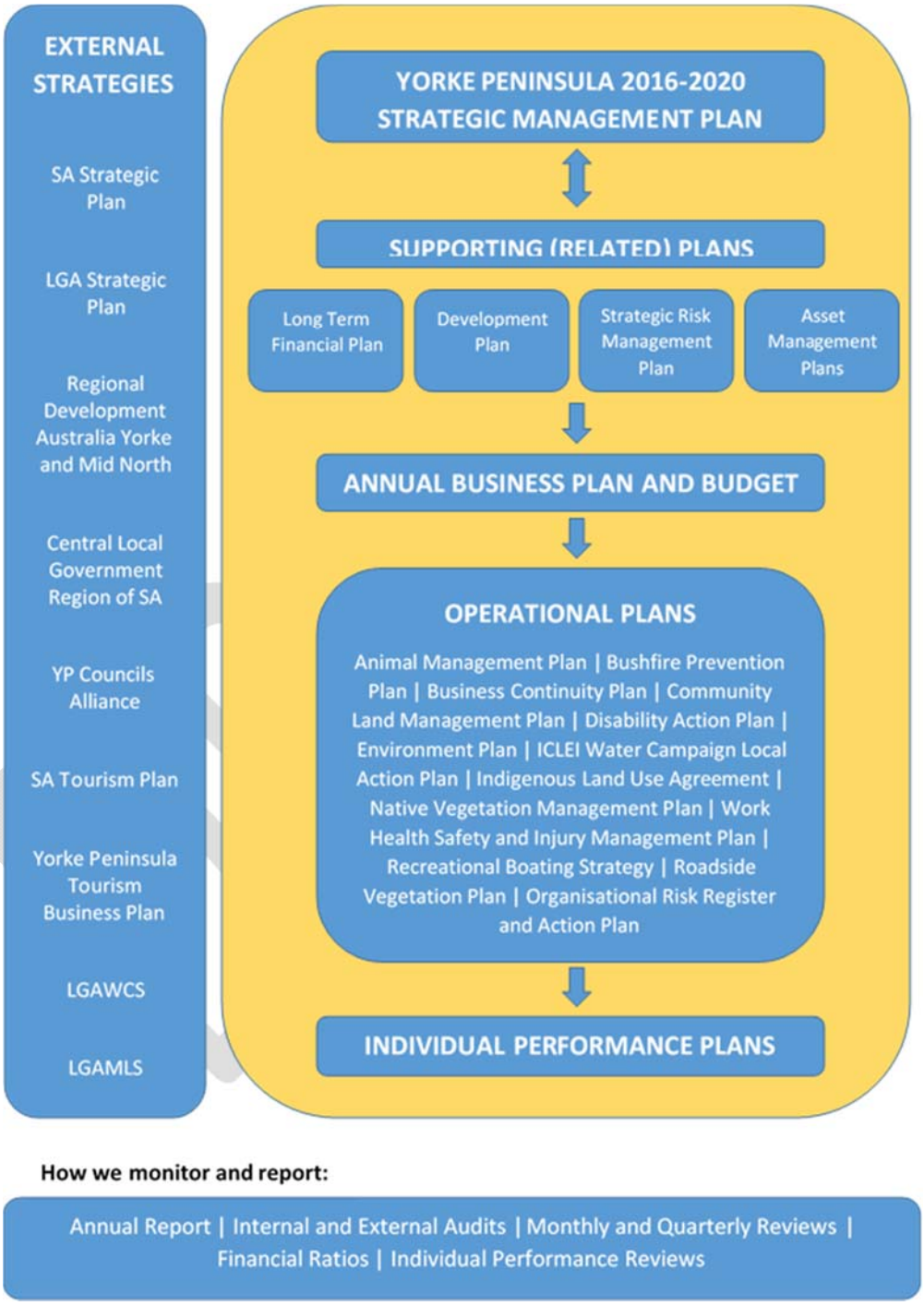
Our Planning Framework

The Yorke Peninsula Council 2016 – 2020 Strategic Management Plan is supported by a range of operational plans, which all work together to achieve the vision and goals. How these plans align is illustrated below.



The Plan now provides the foundation for all Council plans, strategies and actions. The key documents that underpin the success of the Strategic Management Plan are the Long Term Financial Plan, Asset Management Plans, Strategic Risk Management Plan and Development Plan.

Our Vision

As a result of our engagement with the community, our vision for the Yorke Peninsula is:

We will foster opportunities to support and enhance Yorke Peninsula which is valued for its natural beauty, rich agriculture, spectacular coastline and unique blend of seaside and rural lifestyles.

The vision for the Yorke Peninsula will be met though the achievement of five key strategic goals. These goals are underpinned by a series of outcomes and strategies that describe the community's priorities and how the Yorke Peninsula Council will implement the Plan.

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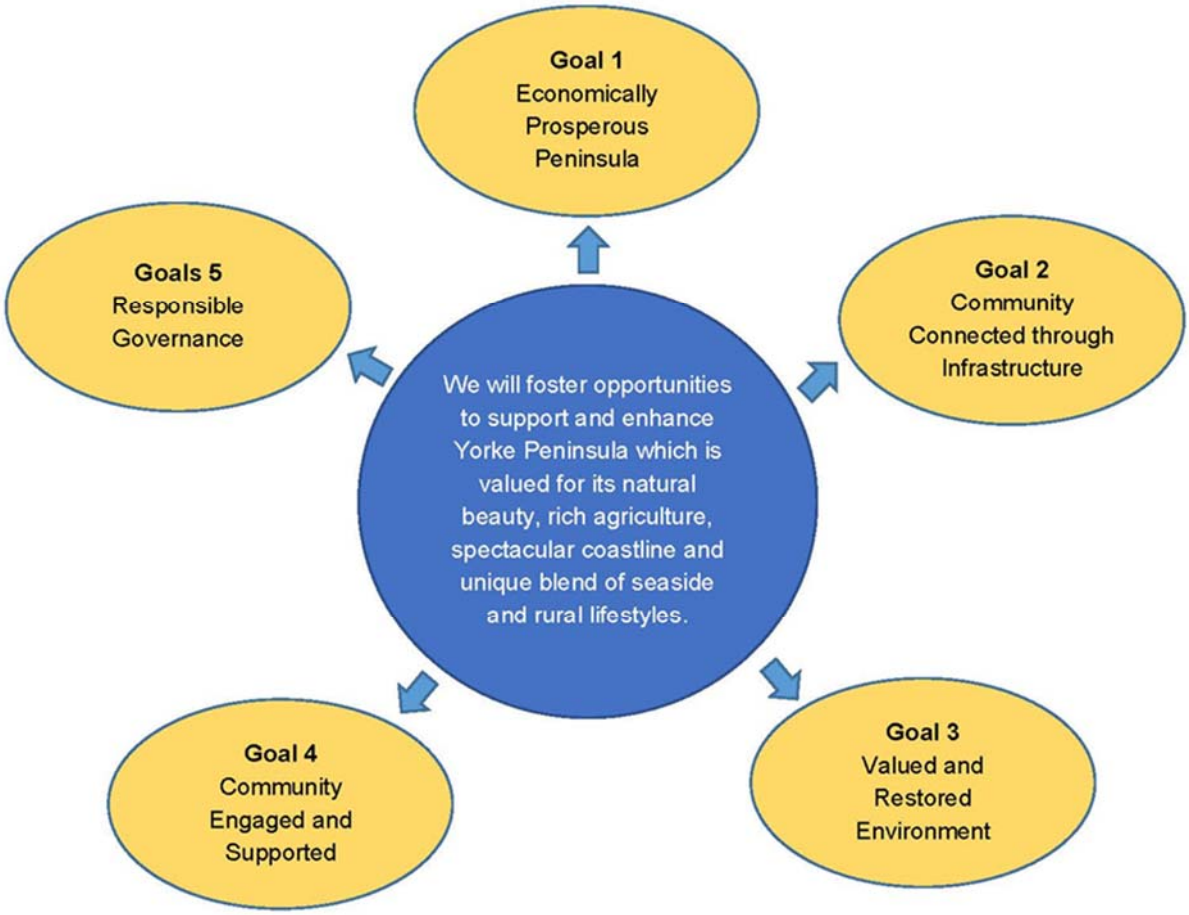
Key Directions

Yorke Peninsula's 2016-2020 Strategic Management Plan is a response to the current and future needs of the Yorke Peninsula community. It seeks to address the unique challenges of the Peninsula by developing and benefitting from a range of opportunities and partnerships.

The Yorke Peninsula Council recognises that our community and its economic growth are dependent and a number of key factors: protecting our agricultural backbone, growing tourism and reversing the current population decline.

Therefore, this Plan is focussed on building on our strengths and working together to shape a sustainable future for current and future generations. The vision and key directions within this Plan represent the priorities that the community has voiced. To underpin the vision, five goals have been developed. The goals are high-level themes describing what success will look like if the vision is achieved. These are:-



Goal 1 – Economically Prosperous Peninsula

Create an environment that encourages and supports a strong, diverse economy that attracts more businesses, residents and visitors. Success will mean revitalisation of our towns and retaining young, active and working future generations.

Strategies: ***To achieve this goal we will –***

1.1 Provide easier, streamlined development approval application process

1.2 Deliver strategic and responsible land use planning

1.3 Improve visitor experiences, infrastructure, signage, information and support

1.4 Support local events and help attract new events

1.5 Partner and build positive relationships with key stakeholders (e.g. Regional Development Australia, Central Local Government Region, YP Tourism and Progress Associations) to progress tourism and business growth, including enabling the attraction of niche businesses

1.6 Identify opportunities to advocate on behalf of key industries (e.g. agriculture, tourism etc.)

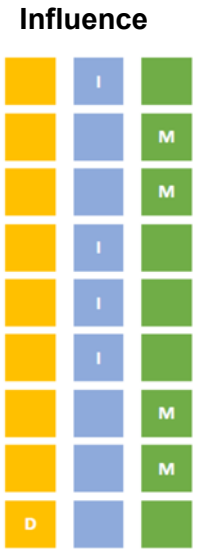
1.7 Support employment opportunities for our community

1.8 Explore opportunities for 'missing or sub-standard' infrastructure (e.g. freight movement, function centre, large accommodation etc.)

1.9 Efficient delivery of permits, leases and licences

Outcomes: ***We will monitor success by:-***

- Number and value of development applications
- Population numbers
- Visitor numbers
- Revenue from caravan parks
- Number of new businesses
- Number of new licences approved
- Decreased median age (ABS Census data)
- Number of 'vacant' / absentee ratepayers
- Satisfaction with the Development Application process



D	DIRECT	Council has a direct influence on the outcome
I	INFLUENCE	Council has an influence on the outcome but other external factors impact it
M	MONITOR	Council has no influence on the outcome but will monitor it to assist in future planning

Goal 2 – Community Connected through Infrastructure

Maintain and expand the connectivity of our community through a sustainable road network and planning for the necessary infrastructure for every age group in the district.

Strategies: ***To achieve the goal we will:-***

2.1 Develop and deliver on Asset Management Plans for all asset classes

2.2 Utilise technology to provide easy access to Council information (e.g. planned infrastructure works, location of public facilities, events etc.)

2.3 Provide disability access infrastructure

2.4 Create partnerships with State Government to maintain State's assets (roads, jetties etc.)

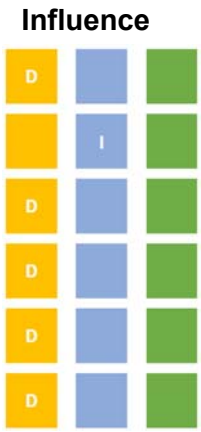
2.5 Explore provision of new infrastructure

2.6 Install and upgrade appropriate traffic control device management

2.7 Upgrade and beautification of open (recreation) spaces (e.g. playgrounds, water parks, BBQ areas etc.)

Outcomes: ***We will monitor success by:-***

- >90% of the Annual Business Plans achieved
- Decreased number of Customer Service Requests for road/ footpath repairs and maintenance
- Number and value of new infrastructure delivered
- Total kilometres of roads and footpaths delivered (new and upgraded)
- Number of upgraded playgrounds & open (recreation) spaces
- Improved number of accessible buildings and public spaces



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Goal 3 – Valued and Restored Environment

Council will be an investor, activator and custodian of our spectacular coastline and pristine environment. We will promote sustainable development and encourage the conservation of water, energy, the natural environment and buildings of local heritage significance and minimise waste.

Strategies: ***To achieve the goal we will:-***

3.1 Improve efficiency of watering public spaces

3.2 Implement actions to improve water quality

3.3 Partnership and advocacy with NRM to secure environmental projects

3.4 Support Progress Associations and other community groups to improve environmental outcomes

3.5 Review the Roadside Vegetation Management Plan and recommend updates to the Native Vegetation Council

3.6 Develop Environmental Management Plan

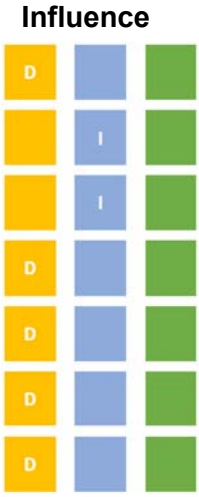
3.7 Develop and implement a Coastal Management Strategy

3.8 Continue to effectively manage the collection, recycling and disposal of waste

3.9 Integrate environmental sustainability consideration in land use planning and development

Outcomes: ***We will monitor success by:-***

- Reduced Council's water and electricity consumption by 2020
- Reduced per capita amount of kerbside waste (tonnage)
- Increased tonnage of recycling
- Reduced Council's carbon footprint
- Improved water quality from 2006/07 baseline quality
- Increased area of conservation significance (under Council's control) that is proactively managed
- Reduced number of unauthorised coastal vehicle access points to protect natural and cultural values



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Goal 4 – Community Engaged and Supported

Council will continually seek innovative ways to engage and support our community and improve the quality of life on the Peninsula. Council will continue to work in partnership with Progress Associations and other key stakeholders to achieve this goal.

Strategies*: To achieve the goal we will:-*

4.1 Invest in youth activities and events

4.2 Explore possibility of an annual "health/wellbeing" event

4.3 Support and/or deliver community events, workshops and skills training, including school programs

4.4 Continue providing community grants, donations and sponsorships

4.5 Continue delivering compliance and environmental health services and inspections

4.6 Audit, assessment, rationalisation and upgrades of community meeting halls and meeting spaces

4.7 Foster productive working relationships with Progress Associations

4.8 Continue providing cemetery services and finalise the cemeteries project

4.9 Continue Dry Area management

4.10 Continue to provide Council's 'Leisure Options' services

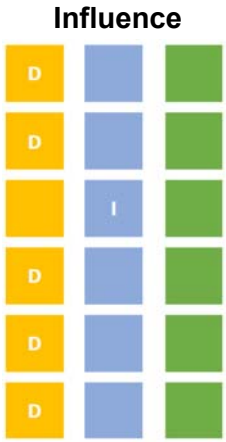
4.11 Review and improve accessibility to library services

4.12 Continuous improvement in communicating with and engaging the community

4.13 Support key community initiatives provided by 3rd parties (e.g. YP Community Transport)

Outcomes: ***We will monitor success by:-***

- Number of youth engaged through Council run/supported activities
- Number of community events held
- Increased library membership and usage
- Increased Facebook likes and posts
- Increased number of media releases issued
- Increased number of community engagements undertaken
- Increased number of website hits



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Goal 5 – Responsible Governance

Council will demonstrate leadership, improve service delivery and ensure its business is conducted in a compliant, transparent, accountable, sustainable and efficient way using technology as an enabler.

Strategies: ***To achieve the goal we will:-***

5.1 Openness and transparency of reporting Council's performance

5.2 Effective leadership and informed decision making

5.3 Meet all legislative requirements and compliance with Council's internal controls

5.4 Seek alternate income streams and ensure financial sustainability

5.5 Undertake effective risk management

5.6 Workplace wellbeing programs

5.7 Improved mobility, accessibility, efficiency of staff via Information Technology solutions

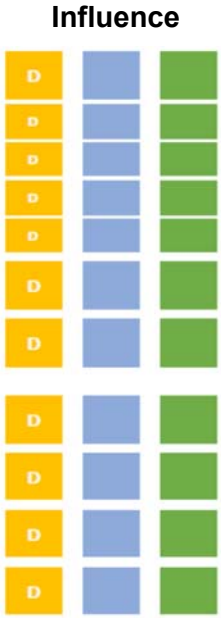
5.8 Continuous improvement of Council processes

5.9 Develop programs and actions to become an Employer of Choice

5.10 Celebrate, communicate and promote Council's achievements

Outcomes: ***We will monitor success by:-***

- Achieving key financial ratios
  - Operating surplus ratio
  - Adjusted operating surplus ratio
  - Net financial liabilities ratio
  - Asset sustainability ratio
- <2% variation from adopted budgets
- >90% delivery of projects adopted within Council's Annual Business Plans
- Increased staff satisfaction
- Increased staff safety
- Number of Council forms digitised
- Positive trend in HR indicators



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Investing In Our Future

The Yorke Peninsula Council is responsible for more than $333 million worth of community assets and infrastructure. It is therefore a priority for Council to maintain these assets in a sustainable manner to meet current and future needs and aspirations of our community. Therefore the Yorke Peninsula Council is focused on long term financial planning, asset renewal and maintenance.

To this end the Yorke Peninsula Council reviews its *Long Term Financial Plan* on a regular basis using the latest available budget data as a base and incorporating all known future projects and variations to ensure a realistic forecast is presented to the Elected Body and the community alike.

Research and independent opinion is that Council should look to achieve results consistent with Local Government industry averages primarily in the areas of Operating Deficit and Asset Sustainability Ratio within that ten (10) year period to ensure financial sustainability in the longer term.

Yorke Peninsula Council's *Long Term Financial Plan* is based on a number of assumptions. These assumptions are provided in the full version of the Plan, which can be accessed via the Yorke Peninsula Council's website at www.yorke.sa.gov.au.

The key elements of the Yorke Peninsula Council's *Long Term Financial Plan* are outlined on the following page:

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Yorke Peninsula Council
LTFP - Projection
ESTIMATED COMPREHENSIVE INCOME STATEMENT

Year Ended 30 June:	2015 Audited Financials $('000)	2016 Revised Budget $('000)	2017 Plan Year 1 $('000)	2018 Plan Year 2 $('000)	2019 Plan Year 3 $('000)	2020 Plan Year 4 $('000)	2021 Plan Year 5 $('000)	2022 Plan Year 6 $('000)	2023 Plan Year 7 $('000)	2024 Plan Year 8 $('000)	2025 Plan Year 9 $('000)	2026 Plan Year 10 $('000)
INCOME												
Rates	19,110	20,039	21,183	22,153	23,172	24,242	25,366	26,547	27,798	28,439	29,094	29,765
Statutory Charges	391	398	411	420	428	437	445	454	462	472	481	491
User Charges	2,866	2,967	3,101	3,452	3,519	3,587	3,657	3,728	3,801	3,875	3,951	4,029
Grants, subsidies, contributions	4,227	2,720	2,709	2,748	2,787	2,826	2,867	2,908	2,950	2,992	3,034	3,078
Investment Income	184	175	201	185	160	132	103	78	79	104	140	177
Reimbursements	610	472	461	470	479	488	498	508	518	528	538	548
Other Income	351	94	96	98	100	102	104	106	108	110	112	114
Total Revenues	**27,739**	**26,865**	**28,162**	**29,526**	**30,645**	**31,814**	**33,040**	**34,329**	**35,716**	**36,520**	**37,350**	**38,202**
EXPENSES												
Employee costs	8,006	8,004	8,216	8,380	8,601	8,774	9,003	9,227	9,513	9,748	10,048	10,297
Materials, contracts & other expenses	12,599	12,522	13,012	13,342	13,649	13,875	14,150	14,431	14,768	15,007	15,305	15,609
Depreciation	8,510	8,700	9,075	9,327	9,547	9,789	10,639	10,897	11,161	11,436	11,717	12,688
Finance Costs	300	471	486	463	431	398	366	336	309	280	253	227
Total Expenses	**29,415**	**29,697**	**30,789**	**31,512**	**32,228**	**32,836**	**34,158**	**34,891**	**35,751**	**36,471**	**37,323**	**38,821**
OPERATING SURPLUS/(DEFICIT) BEFORE CAPITAL AMOUNTS	**(1,676)**	**(2,832)**	**(2,627)**	**(1,986)**	**(1,583)**	**(1,022)**	**(1,118)**	**(562)**	**(35)**	**49**	**27**	**(619)**
Net gain/(loss) on disposal or revaluations	(693)	15	10	10	10	10	10	10	10	10	10	10
Amounts specifically for new assets	1,204	3,615	3,854	581	581	581	581	581	581	581	581	581
NET SURPLUS/(DEFICIT)	**(1,165)**	**798**	**1,237**	**(1,395)**	**(992)**	**(431)**	**(527)**	**29**	**556**	**640**	**618**	**(28)**
Other Comprehensive Income												
Changes in revaluation surplus - IPP&E	12,389	0	0	0	6,833	19,397	0	0	0	6,800	20,473	0
Impairment (expense) / recoupments offset to asset revaluation reserve	(2,042)	0	0	0	0	0	0	0	0	0	0	0
Total Other Comprehensive Income	**10,347**	**0**	**0**	**0**	**6,833**	**19,397**	**0**	**0**	**0**	**6,800**	**20,473**	**0**
TOTAL COMPREHENSIVE INCOME	**9,182**	**798**	**1,237**	**(1,395)**	**5,841**	**18,966**	**(527)**	**29**	**556**	**7,440**	**21,091**	**(28)**

See Townsville Example

Include Key Financial Ratios that show target and industry average

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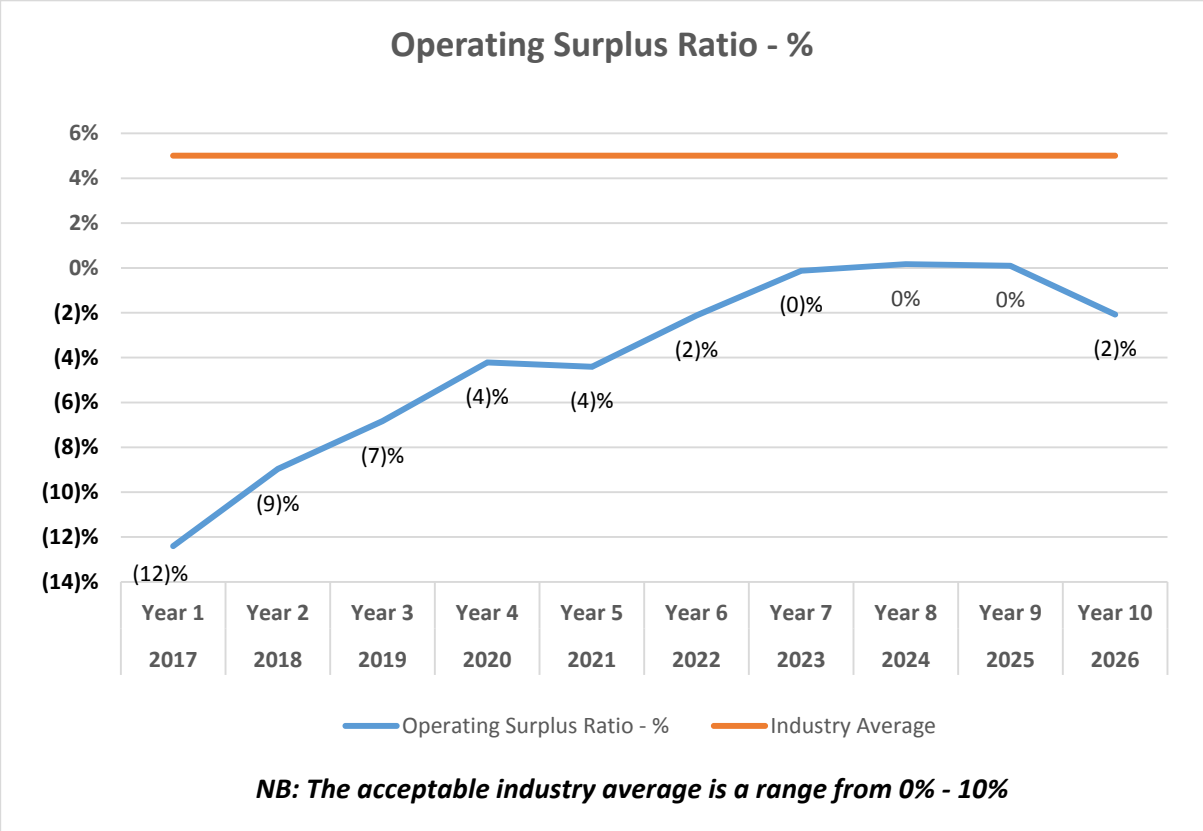
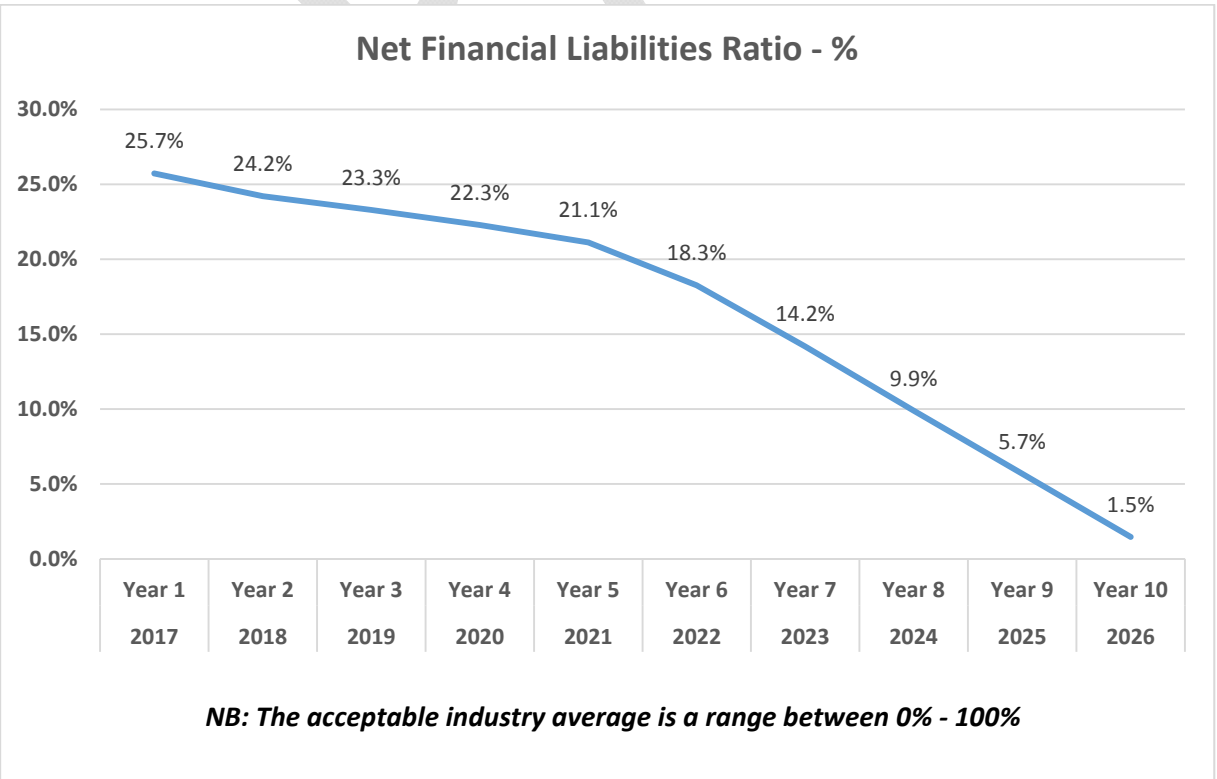
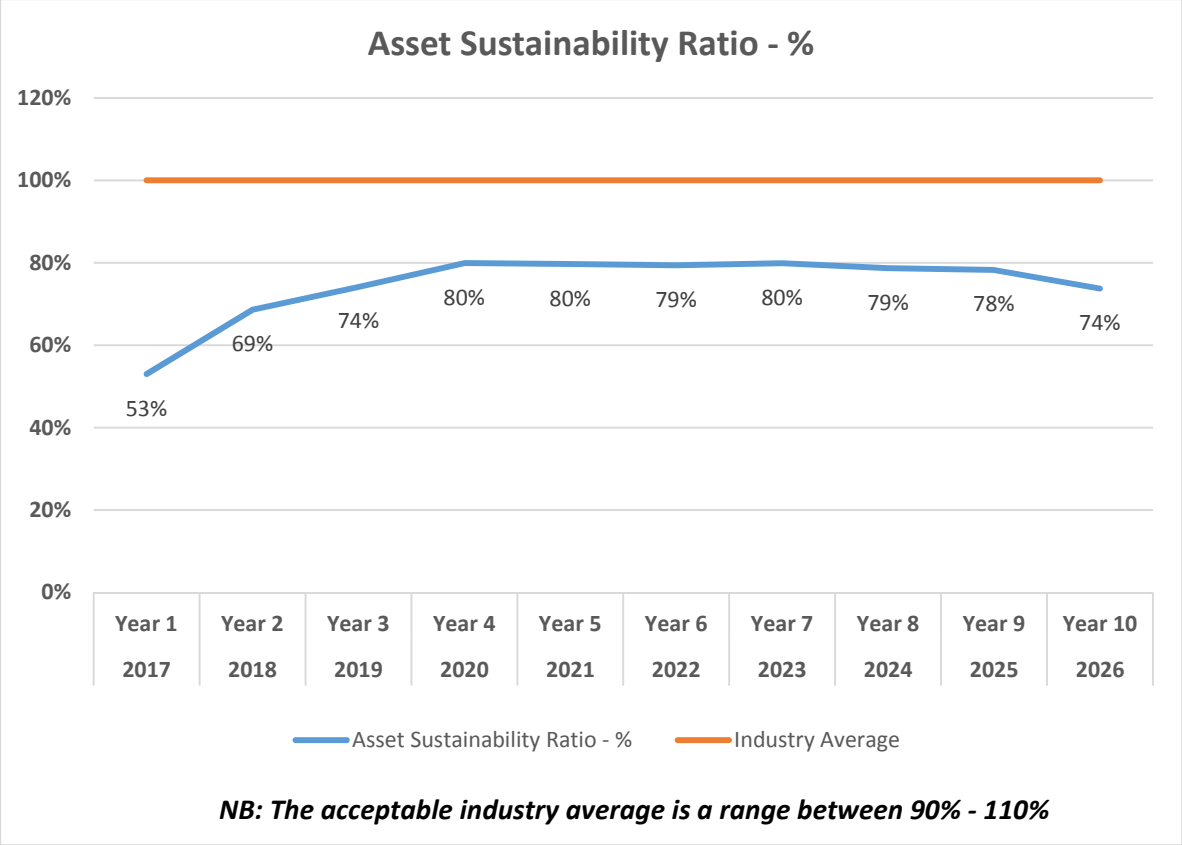
Key Financial Ratios



NB: The acceptable industry average is a range from 0% - 10%



NB: The acceptable industry average is a range between 0% - 100%



NB: The acceptable industry average is a range between 90% - 110%

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Alignment to External Plans

In 2011, the South Australian State Government released the revised South Australian Strategic Plan (SASP). The revised SASP has a set of 100 targets, many of which are relevant to our Strategic Plan.

Council is required to align the Yorke Peninsula 2016-2020 Strategic Management Plan strategies to the SASP. The relevant links between the Plans are identified here:

SASP Targets	Yorke Peninsula 2016-2020 Strategic Plan
Target 1: Urban spaces	2.7: Upgrade and beautification of open (recreation) spaces (e.g. playgrounds, water parks, BBQ areas etc.)
Target 4: Tourism industry	1.3: Improve visitor experiences, infrastructure, signage, information and support
	1.4: Support local events and help attract new events
Target 21: Greater safety at work	5.5: Undertake effective risk management
	5.6: Workplace wellbeing programs
Target 22: Road safety	2.6: Install and upgrade appropriate traffic control device management
Target 23: Social participation	4.1: Invest in youth activities and events
	4.3: Support and/or deliver community events, workshops and skills training, including school programs
	4.11: Review and improve accessibility to library services
Target 24: Volunteering	3.4: Support Progress Associations and other community groups to improve environmental outcomes
Target 25: Support for people with a disability	2.3: Provide disability access infrastructure
	4.10: Continue to provide Council's 'Leisure Options' services
Target 33: Government planning decisions	1.1: Provide easier, streamlined development approval application process
Target 35: Economic growth	1.5: Partner and build positive relationships with key stakeholders (e.g. Regional Development Australia, Central Local Government Region, YP Tourism and Progress Associations) to progress tourism and business growth, including enabling the attraction of niche businesses
	1.6: Identify opportunities to advocate on behalf of key industries (e.g. agriculture, tourism etc.)
Target 46: Regional population levels	3.9: Integrate environmental sustainability consideration in land use planning and development
Target 47: Jobs	1.7: Support employment opportunities for our community

SASP Targets	Yorke Peninsula 2016-2020 Strategic Plan
Target 56: Strategic infrastructure	1.8: Explore opportunities for 'missing or sub-standard' infrastructure (e.g. freight movement, function centre, large accommodation etc.)
	2.1: Develop and deliver on Asset Management Plans for all asset classes
	2.4: Create partnerships with State Government to maintain State's assets (e.g. roads, jetties etc.)
	2.5: Explore provision of new infrastructure
Target 59: Greenhouse gas emissions reduction	3.6: Develop Environmental Management Plan
Target 61: Energy efficiency – government buildings	3.6: Develop Environmental Management Plan
Target 67: Zero waste	3.7: Continue to effectively manage the collection, recycling and disposal of waste
Target 69: Lose no species	3.3: Partnership and advocacy with NRM to secure environmental projects
Target 70: Sustainable land management	3.3: Partnership and advocacy with NRM to secure environmental projects
	3.9: Integrate environmental sustainability consideration in land use planning and development
Target 72: Nature conservation	3.3: Partnership and advocacy with NRM to secure environmental projects
	3.5: Update and implement the Roadside Vegetation Management Plan
	3.7: Develop and implement a Coastal Management Strategy
Target 75: Sustainable water use	3.1: Improve efficiency of watering public spaces
	3.2: Implement actions to improve water quality
Target 78: Healthy South Australians	4.2: Explore possibility of an annual "health/wellbeing" event
	5.6: Workplace wellbeing programs
Target 81: Alcohol consumption	4.9: Continue Dry Area management

DRAFT

In addition to the South Australian Strategic Plan, the Yorke Peninsula Council has strived to align with other external plans where appropriate, namely the Central Local Government Region (CLGR) Ten Year Strategic Plan, the South Australian Tourism Plan 2020 and the Yorke Peninsula Tourism Plan.

Alignment with the Central Local Government Region (CLGR) Ten Year Strategic Plan is identified below:

CLGR Plan	Yorke Peninsula 2016-2020 Strategic Plan
1.3: Identify the principal decision makers and policy influencers and establish sound working relationships with them based on mutual respect and timely communication	1.5: Partner and build positive relationships with key stakeholders (e.g. Regional Development Australia, Central Local Government Region, YP Tourism and Progress Associations) to progress tourism and business growth, including enabling the attraction of niche businesses
	2.4: Create partnerships with State Government to maintain State's assets (e.g. roads, jetties etc.)
	3.3: Partnership and advocacy with NRM to secure environmental projects
2.3: Work with Regional Development Authorities, Tertiary Education Institutes and businesses to provide opportunities for young people to remain in the region to gain the skills they need to contribute to their communities.	1.5: Partner and build positive relationships with key stakeholders (e.g. Regional Development Australia, Central Local Government Region, YP Tourism and Progress Associations) to progress tourism and business growth, including enabling the attraction of niche businesses
	1.7: Support employment opportunities for our community
2.4: Encourage a healthy lifestyle in partnership with State Government and other agencies	4.2: Explore possibility of an annual "health/wellbeing" event
2.5: Explore regional and sub-regional opportunities to develop and link walking, cycling and horse riding trails	2.7: Upgrade and beautification of open (recreation) spaces (e.g. playgrounds, water parks, BBQ areas etc.)
3.1: Provide a consistent regulatory framework across the region to support appropriate economic development	1.1: Provide easier, streamlined development approval application process
3.2: Provide a safe, well-maintained and cost-effective road network that includes appropriate routes for heavy vehicles	2.4: Create partnerships with State Government to maintain State's assets (e.g. roads, jetties etc.)
	2.6: Install and upgrade appropriate traffic control device management
	1.8: Explore opportunities for 'missing or sub-standard' infrastructure (e.g. freight movement, function centre, large accommodation etc.)
3.4: Develop and maintain visitor amenities that help capture additional tourism expenditure in the region	1.3: Improve visitor experiences, infrastructure, signage, information and support
	1.4: Support local events and help attract new events

	1.8: Explore opportunities for 'missing or sub-standard' infrastructure (e.g. freight movement, function centre, large accommodation etc.)
3.5: Establish a waste management regime that reduces the volumes of hard waste going to landfill and minimises costs to Councils and their communities	3.7: Continue to effectively manage the collection, recycling and disposal of waste
4.3: Protect areas of significant biodiversity conservation value, such as roadside and remnant vegetation, coastal and marine environments and fragile soils	3.3: Partnership and advocacy with NRM to secure environmental projects
	3.5: Update and implement the Roadside Vegetation Management Plan
	3.6: Develop Environmental Management Plan
	3.7: Develop and implement a Coastal Management Strategy
	3.9: Integrate environmental sustainability consideration in land use planning and development

Alignment with the South Australian Tourism Plan 2020 and the Yorke Peninsula Tourism Plan is captured through the following Yorke Peninsula Council strategies:

1.3 Improve visitor experiences, infrastructure, signage, information and support

1.4 Support local events and help attract new events

1.5 Partner and build positive relationships with key stakeholders (e.g. Regional Development Australia, Central Local Government Region, YP Tourism and Progress Associations) to progress tourism and business growth, including enabling the attraction of niche businesses

1.6 Identify opportunities to advocate on behalf of key industries (e.g. agriculture, tourism etc.)

1.8 Explore opportunities for 'missing or sub-standard' infrastructure (e.g. freight movement, function centre, large accommodation etc.)

2.4 Create partnerships with State Government to maintain State's assets (roads, jetties etc.)

2.7 Upgrade and beautification of open (recreation) spaces (e.g. playgrounds, water parks, BBQ areas etc.)

3.7 Develop and implement a Coastal Management Strategy

4.4 Continue providing community grants, donations and sponsorships

COMMUNITY ENGAGEMENT PLAN

SF215

Responsible Officer: Business Improvement Officer

Issue Date: 10th June 2015

Next Review Date: June 2019

PROJECT NAME: 2016-2020 Strategic Management Plan

Stakeholders	Level 3 PARTICIPATE	Responsibility	Start Date	End Date	Status	Evaluation Method
Entire community	Website	Anne Hammond	12/05/2016	27/05/2016	NS	Number of website hits
	Social Media	Anne Hammond	13/05/2016	27/05/2016	NS	Number of likes, reposts or retweets
	Special Publication	Anne Hammond	14/05/2016	27/05/2016	NS	Number of draft SMPs picked up
	Media Release	Anne Hammond	15/05/2016	17/05/2016	NS	Media release 'picked up'
Other	Personalised Letter	Anne Hammond	12/05/2016	13/05/2016	NS	Number of submissions received
Progress Associations	Personalised Letter	Anne Hammond	12/05/2016	13/05/2016	NS	Number of submissions received

DIRECTOR CORPORATE AND COMMUNITY SERVICES

DA/ITEM 6.2

1. FINANCIAL REPORT 30th APRIL 2016 (File Ref: 9.24.1.1)

PURPOSE

For Council to receive the financial report and review of capital projects as at 30th April 2016.

RECOMMENDATION

That Council receive the financial reports as at 30th April 2016.

LINK TO STRATEGIC PLAN

Key Theme/s: Corporate Governance and Leadership
2. Organisational Efficiency and Resource Management

Strategic Goal/s: 2.1 Financially sustainable organisation

BACKGROUND

A Financial Report and a Capital Projects Report detailing projects over $50,000 is presented by Finance staff to monthly Council meetings. These reports encompass results to the end of each calendar month preceding each scheduled Council meeting.

DISCUSSION

The attached financial reports are submitted with the following qualifications and comments:

- Actuals included in the reports are as incurred at close of business on the last day of the month being reported and may be subject to balance day adjustments – any such adjustments will be incorporated in the following monthly report.
- The reports do not include year-end income and expense accruals.
- Comparisons are with the December 2015 Revised Budget pending endorsement of the March 2016 Budget Review by Council.

COMMUNITY ENGAGEMENT PLAN

Not applicable

CONSULTATION PROCESS

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Corporate Management Team
- Acting Manager Financial Services
- Operations Manager
- Works Manager
- Corporate Services Officer
- Infrastructure Manager

- Manager Business and Public Relations
- Manager People & Culture

In preparing this report, the following External Parties were consulted:

- Nil

POLICY IMPLICATIONS

PO 142 Budget Reporting and Amendment Policy

BUDGET AND RESOURCE IMPLICATIONS

In conjunction with the adoption and enforcement of the Budget Reporting and Amendment Policy the Financial Report presented to Council monthly will assist in formal assessment of Council's financial position and contribute significantly to both Financial and Risk Management procedures.

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Local Government Act 1999

Local Government (Financial Management) Regulations 2011

Council's Strategic Plan includes clear plans to ensure better and timely reporting and improved formal control of Council's Adopted Budget and the Budget Review process.

ATTACHMENTS

Attachment 1: Uniform Presentation of Finances at 30th April 2016

Attachment 2: Capital Projects Report for Council at 30th April 2016 (Projects over $50,000)

Yorke Peninsula Council

Uniform Presentation of Finances as at 31th April 2016	2015/16 YTD Actuals $'000	2015/16 Full Year Adopted Budget $'000	2015/16 Full Year Budget Revisions $'000	2015/16 Full Year Revised Budget $'000
Income	-$26,179	-$26,699	-$165	-$26,864
Less Expenses	$15,543	$29,450	$258	$29,708
Operating Deficit before Capital Amounts	**-$10,636**	**$2,751**	**$93**	**$2,844**
Less Net Outlays on Existing Assets				
Capital Expenditure on renewal and replacement of Existing Assets	$3,329	$7,707	$504	$8,211
Less Depreciation, Amortisation and Impairment		-$8,700	$0	-$8,700
Less Proceeds on Sale of Assets	-$394	-$377	$0	-$377
	$2,935	**-$1,370**	**$504**	**-$866**
Less Net Outlays on New and Upgraded Assets				
Capital Expenditure on New and Upgraded Assets	$2,967	$3,479	$2,127	$5,606
Less Amounts received specifically for New and Upgraded Assets	-$1,426	-$2,310	-$1,305	-$3,615
	$1,541	**$1,169**	**$822**	**$1,991**
NET(LENDING) / BORROWING FOR FINANCIAL YEAR	**$(6,160)**	**$2,550**	**$1,419**	**$3,969**

2015/2016 Capital Budget Projects Over $50,000		New	Renewal	Scheduled Start	Scheduled Finish	Spent To Date New	Spent To Date Renewal	% Physically Complete	Reviewed Y/N
Buildings	**TOTAL BUILDINGS BUDGET**	**$713,789**	**$955,900**			**$274,505**	**$157,282**		
	Maitland Hall - Concrete Cancer		$282,990	Nov-15	Jun-16		$118,438	100.00%	Y
	Office Expansion Project (New)	$118,789	$25,000	Jul-15	May-16	$114,467	$0	99.00%	Y
	Port Vincent Caravan Park - New Cabins	$200,000		Apr-16	Sep-16	$2,610		10.00%	Y
	Port Vincent Caravan Park - Oz Shacks	$95,000		Aug-15	Dec-15	$96,568		100.00%	Y
	Point Turton Caravan Park - New Cabins	$200,000	$200,000	Jul-15	Dec-16	$8,565	$0	10.00%	Y
	Marion Bay Caravan Park - New Cabins		$350,000	Jul-15	Jun-16		$2,245	30.00%	Y
CWMS	**TOTAL CWMS BUDGET**	**$87,860**	**$143,000**			**$38,541**	**$81,584**		
Water	**TOTAL WATER BUDGET**	**$27,000**	**$0**			**$26,049**	**$0**		
Transportation	**TOTAL TRANSPORTATION BUDGET**	**$2,695,072**	**$5,237,301**			**$1,242,848**	**$1,471,441**		
	S2 Rubble Raising	$200,000		Jul-15	Jun-16	$111,033		10.00%	N
	S3 Reseals		$122,000	Jul-15	Jun-16		$93,928	100.00%	N
	S6 McCauley Road		$116,752	Dec-15	Jun-16		$29,032	0.00%	Y
	S8 Nalyappa Road		$129,510	Aug-15	Apr-16		$108,847	100.00%	Y
	S9 North South Road		$111,398	Apr-16	Jun-16		$0	0.00%	Y
	S11 Saint Road		$101,002	Sep-15	Apr-16		$89,863	100.00%	Y
	S14 McFarlane Road		$76,800	Aug-15	Sep-15		$55,575	100.00%	N
	S16 Brutus Road		$178,622	Sep-15	Nov-15		$173,276	100.00%	Y
	S18 Daly Head Road		$206,106	Oct-15	Dec-15		$207,369	100.00%	Y
	S19 Dump Road		$134,437	Apr-16	May-16		$70,350	15.00%	Y
	S20 Old Coast Road		$152,316	May-16	Jun-16		$82,493	35.00%	Y
	S21 Old Port Vincent Road		$167,749	May-16	Jun-16		$0	0.00%	Y
	S22 Recluse Road		$85,375	Mar-16	Apr-16		$42,529	100.00%	Y
	S23 South Coast Road		$243,867	Jul-15	Sep-15		$247,441	100.00%	Y
	S25 Wattle Point Road		$80,564	Mar-16	May-16		$67,482	100.00%	Y
	S27 Clinton Road (subject to funding approval)	$2,248,000		Oct-15	Apr-16	$998,063		60.00%	Y
	S30 Transport acceleration		$2,901,760	TBA	TBA		$0	0.00%	Y
	E1 Harmer Road		$88,996	Apr-16	Jun-16		$0	0.00%	N
	E3 Weavers Road North		$111,660	Feb-16	Apr-16		$112,192	100.00%	N
	E5 Fourth Street, Arthurton	$80,003		Mar-16	Apr-16	$13,191		0.00%	Y
	E8 Bramley Road, Edithburgh	$79,069		Oct-15	Dec-15	$76,702		100.00%	N
	E10 Cutline Road		$67,322	Jun-16	Jun-16		$35,293	0.00%	N
	E13 Footpath - Elizabeth Street, Maitland	$50,000		Aug-15	May-16	$30,909		100.00%	Y
	E18 Polkinghorne Road		$89,997	Jul-15	Jun-16		$9,265	25.00%	Y

2015/2016 Capital Budget Projects Over $50,000		New	Renewal	Scheduled Start	Scheduled Finish	Spent To Date New	Spent To Date Renewal	% Physically Complete	Reviewed Y/N
Plant	**TOTAL PLANT BUDGET**	**$175,000**	**$1,484,000**			**$140,400**	**$1,373,181**		
	Construction Grader		$385,000	Aug-15	Dec-15		$378,000	100.00%	Y
	Front End Loader - Northern Construction		$298,000	Aug-15	Nov-15		$297,000	100.00%	Y
	Front End Loader - Southern Construction		$247,000	Aug-15	Mar-16		$297,000	100.00%	Y
	Works Vehicles		$128,000	Jul-15	Jun-16		$110,145	100.00%	N
	Admin Vehicles		$396,000	Jul-15	Jun-16		$291,036	85.00%	N
	12 Tonne Vibrating Roller	$175,000		Aug-15	Nov-15	$140,400		100.00%	Y
	Trade Ins		$377,000						
Stormwater	**TOTAL STORMWATER BUDGET**	**$185,560**	**$0**			**$7,785**	**$0**		
	Stormwater - Yorketown Consultancy	$118,060		Jul-15	Jun-16	$0		0.00%	Y
Other Assets	**TOTAL OTHER ASSETS BUDGET**	**$1,707,675**	**$390,236**			**$1,223,220**	**$245,837**		
	Walk the Yorke - as per Funding Agreement (400k Grant Funding)	$832,708		Jul-15	Feb-16	$843,744		100.00%	Y
	Point Turton CP Cabin Furnishings Rejuvenation (10 Cabins) - High		$65,000	Aug-15	Dec-15		$64,539	100.00%	Y
	Marion Bay CP Fire Hose Reel System - High	$60,000		Apr-16	Jun-16	$311		0.00%	N
	EDRMS System Installation	$175,000		Aug-15	May-16	$75,755		30.00%	Y
	Council Phone System	$27,000	$50,000	Aug-15	May-16	$0	$0	25.00%	Y
	32 Replacement Computers (Renewal Programme)		$64,000	Jan-16	May-16		$64,000	60.00%	Y
	Marion Bay Boat Ramp Feasibility Study (50% SABFAC - $50k)	$100,000		Feb-16	Jun-16	$0		30.00%	N
	Formby Bay Action Group - Remedial Work ($92k less Grants etc of $62k)	$80,000		TBA	TBA	$0		0.00%	N
	Port Vincent Caravan Park Playground Rejuvenation	$76,349		Jul-15	Nov-15	$76,349		100.00%	Y
	Marion Bay Caravan Park - Playground Upgrade	$23,604	$26,396	Jul-15	Jun-16	$27,677	$18,002	95.00%	Y
	Rogues Point Seawall	$87,063		Jul-15	May-16	$77,501		95.00%	Y
Land	**TOTAL LAND BUDGET**	**$13,240**	**$0**			**$13,240**	**$0**		

DIRECTOR CORPORATE AND COMMUNITY SERVICES

DA/ITEM 6.2

2. LONG TERM FINANCIAL PLAN (File Ref: 9.24.1.1)

PURPOSE

To endorse and adopt the Yorke Peninsula Council Long Term Financial Plan, covering financial years 2016/17 to 2025/26.

RECOMMENDATION

That Council endorse and adopt the Long Term Financial Plan 2016/17 to 2025/26 as presented.

LINK TO STRATEGIC PLAN

Key Theme/s: Corporate Governance and Leadership
2. Organisational Efficiency and Resource Management

Strategic Goal/s: 2.1 Financially sustainable organisation

BACKGROUND

As required by the Local Government Act 1999 and the Local Government (Financial Management) Regulations 2011, Council must regularly review its Long Term Financial Plan (LTFP) in accordance with actual and budgeted financial results to be used as a tool in the decision making process. As part of this process Council consults with the community and considers all feedback prior to adoption of the revised LTFP.

DISCUSSION

The LTFP as presented has been revised to take into account the results of the Audited Financial Statements for 2014/2015 and the Revised Budget for 2015/2016 following the December 2015 budget review. Revision of the LTFP ensures that the plan remains relevant and reflects the impact of the most recent decisions made by Council.

The Draft LTFP, which was presented to Council at its March 2016 meeting and subsequently submitted for public consultation, was used as a key reference in the formulation of Council's Draft Budget for the 2016/17 financial year.

The LTFP also references Council's Asset Management Plans (AMP's) with the prime aim to "balance" resources available with renewal programmes calculated by these AMP's.

To comply with legislative requirements, the draft LTFP was the subject of public consultation over a period of 4 weeks, closing on 15th March 2016, via Council's website and a public notice placed in the local newspaper.

Letters were also sent to all Progress Associations in the Council area asking that they publicise, to their members, the opportunity to provide feedback to Council on the Draft Long Term Financial Plan.

Feedback from the public consultation was limited to a single response from a local community group. This feedback was presented to Council at its meeting held in April 2016 for consideration ahead of the adoption of the LTFP.

After consideration of all available information and feedback the LTFP 2016/17 to 2025/26 is presented for endorsement and adoption. A further review of the LTFP will follow adoption of Council's Annual Business Plan scheduled for Councils July 2016 meeting.

COMMUNITY ENGAGEMENT PLAN

Level 1 Inform – Published on Council's website.

CONSULTATION PROCESS

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Chief Executive officer
- Director Corporate & Community Services
- Director Development Services
- Director Assets & Infrastructure Services

In preparing this report, the following External Parties were consulted:

- Community

POLICY IMPLICATIONS

PO142 Budget Reporting and Amendment Policy

BUDGET AND RESOURCE IMPLICATIONS

In accordance with the adoption and enforcement of the Budget Reporting and Amendment Policy the Second Quarter Revised Budget Report presented to Council will assist in formal assessment of Council's financial position and contribute significantly to both Financial and Risk Management procedures.

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Local Government Act 1999
Local Government (Financial Management) Regulations 2011
Council's Strategic Plan includes clear plans to ensure better and timely reporting and improved formal control of Council's Adopted Budget and the Budget Review process.

ATTACHMENTS

Attachment 1: Yorke Peninsula Council - Long Term Financial Plan 2016/17 – 2025/16

YORKE PENINSULA COUNCIL

Long Term Financial Plan

2016/17 to 2025/26

DOCUMENT INFORMATION

Document Details

Document Title:	Long Term Financial Plan – 2016-17 to 2025-26
Document Version:	1.0
Document Date:	29/04/2016
File Name:	LTFP 2016-17 to 2025-26

Document Authorisation

Prepared by:	David Harding – Director Corporate & Community Services
Authorised by:	Andrew Cameron – Chief Executive Officer
Adopted by Council:	

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Executive Summary

Section 122 of the Local Government Act 1999 requires Councils to develop a Long Term Financial Plan (LTFP) as a key part of their Strategic Management reports.

Under the Act:

- S.8 (k): *A council must act to ..... ensure the sustainability of (its) long-term financial performance and position*
- S.150 (c): *(A) council should, in making any (rating) decision, take into account the financial effects of the decision on future generations*

The objective of the LTFP is to ensure that Council is financially sustainable and able to provide at least the current level of services over the 10 years of the plan.

To this end the Yorke Peninsula Council (YPC) reviews its LTFP on a regular basis using the latest available budget data as a base and incorporating all known future projects and variations to ensure a realistic forecast is presented to the Elected Body and the community alike.

The key elements adopted for the LTFP were developed in 2012/2013 and remain as the key targets in this review of Council's LTFP:

- Achieve operating surplus as a minimum within the 10 years covered by the plan;
- Spending on asset renewal consistent with AMP identified needs (say +/- 10%); to ensure Asset Sustainability in the long term;
- No new services or assets to be introduced without consideration of the impact on the LTFP;

Research and independent opinion is that Council should look to achieve results consistent with Local Government industry averages primarily in the areas of Operating Deficit and Asset Sustainability Ratio within that ten (10) year period to ensure financial sustainability in the longer term.

The decision by the Federal Government to cease Supplementary Local Road funding to local government in South Australia and to freeze General Purpose Grants until 2017/2018 has impacted on Council's aim to return to an operating surplus by 2021/2022 with this goal now likely to take a few more years to achieve but hopefully still within the 10 year forecast of this reviewed LTFP.

Once established and adopted the LTFP is then primarily used as a tool to establish and communicate Council's general financial direction over the longer term and to assist in the assessment of Council's current financial position in conjunction with its Annual Business Plan and Annual Budgets preparation together with ongoing quarterly Budget Reviews.

The LTFP is intended to be a “live” document requiring adjustment and assessment as Council makes financial decisions which may affect its financial position long term. In particular, decisions made in the key areas of rate movements, asset replacements and renewals, and the sustainability of service levels to be provided (inclusive of operating costs over the long term) require constant monitoring and review.

The LTFP is derived from a sub set of strategic financial policies, including Infrastructure Asset Management Plans (IAMP) for all classes of assets, and a set of assumptions necessary given the high level of the LTFP itself and the long term nature of all forecasts made.

Resources Referenced

Resources referenced for the construction of the YPC LTFP include:

- 2014-15 Audited Financial Statements;
- 2015-16 Revised Budget (December Quarter review);
- Endorsed Asset Management Plans;
- Previous Long Term Financial Plans;
- 2015-16 Annual Business Plan;
- Input from the CEO, Council Directors and key Council staff;
- Input from the community via the public consultation process;
- Specific considered requests from Elected Members;
- Specific considered requests from the community.

Key Assumptions

The key assumptions in reviewing Council’s LTFP are:

- Expected CPI movement of 1.95% per annum;
- Enterprise Bargaining Agreement (EBA) Movements of 2% in anticipation of negotiations prior to 30 June 2016;
- Allowances in salary and wages reclassifications of 0.65% every 2 years;
- Rate increases for residents at 3% above CPI until the end of 2022/2023 to achieve long term financial sustainability goals in the areas of Operating Deficit and Asset Sustainability;
- Power and Water charges increasing at a rate equal to CPI movement in anticipation that recent steep cost increases will not recur;
- Spending on asset renewal in line with existing IAMP’s or at about estimated need subject to funding availability;
- Spending on new assets in line with current trends;
- No new additional services or increase in existing service levels.

The following tables outline the assumptions that have been built in to the projection model:

Key Assumptions (contd)

Long Term Financial Plan - Assumptions										
	Yr1	Yr2	Yr3	Yr4	Yr5	Yr6	Yr7	Yr8	Yr9	Y10
	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026
Expected CPI Movement	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%
Expected District Growth	0.40%	0.40%	0.40%	0.40%	0.40%	0.40%	0.40%	0.40%	0.40%	0.40%
EB Movements	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Allowance for Step/Reclass/Reorg etc	0.65%	0.00%	0.65%	0.00%	0.65%	0.00%	0.65%	0.00%	0.65%	0.00%
TOTAL EB	**2.65%**	**2.00%**	**2.65%**	**2.00%**	**2.65%**	**2.00%**	**2.65%**	**2.00%**	**2.65%**	**2.00%**
Rates Income										
General Movement	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%
Growth	0.40%	0.40%	0.40%	0.40%	0.40%	0.40%	0.40%	0.40%	0.40%	0.40%
"Sustainability" Rate Increase	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	0.00%	0.00%	0.00%	0.00%
TOTAL	**5.35%**	**5.35%**	**5.35%**	**5.35%**	**5.35%**	**5.35%**	**2.35%**	**2.35%**	**2.35%**	**2.35%**
CWMS & Water Income										
General Movement	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%
Growth	0.40%	0.40%	0.40%	0.40%	0.40%	0.40%	0.40%	0.40%	0.40%	0.40%
Increase	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
TOTAL	**2.35%**	**2.35%**	**2.35%**	**2.35%**	**2.35%**	**2.35%**	**2.35%**	**2.35%**	**2.35%**	**2.35%**
Statutory Income										
CPI	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%
Growth	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
TOTAL	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**
Commercial Income (incl Caravan Parks)										
CPI	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%
Growth	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
TOTAL	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**
Finance Rates										
Overdraft Rates	6.20%	6.20%	6.20%	6.20%	6.20%	6.20%	6.20%	6.20%	6.20%	6.20%
New Loan Interest Rate	5.40%	5.40%	5.40%	5.40%	5.40%	5.40%	5.40%	5.40%	5.40%	5.40%
Investment Rate	2.20%	2.20%	2.20%	2.20%	2.20%	2.20%	2.20%	2.20%	2.20%	2.20%

Key Assumptions (contd)

Long Term Financial Plan - Assumptions (cont)										
	Yr1	Yr2	Yr3	Yr4	Yr5	Yr6	Yr7	Yr8	Yr9	Y10
	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026
Insurance										
CPI	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%
Growth	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
TOTAL	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**
Materials - Incl Energy & Water										
CPI	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%
Growth	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
TOTAL	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**
Consultancies										
CPI	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%
Growth	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
TOTAL	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**
Waste Management Charges										
CPI	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%
Growth	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
TOTAL	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**	**1.95%**

Infrastructure, Property, Plant & Equipment

	Prime Cost Rate
Land	**0.0%**
Buildings and Other Structures	**2.2%**
Transportation Infrastructure	**1.5%**
Plant & Equipment	**8.0%**
Furniture & Fittings	**5.4%**
CWMS Infrastructure	**2.6%**
Water Scheme Infrastructure	**2.0%**
Stormwater Drainage	**1.5%**
Other Assets	**4.5%**

Operating Income

Rates

Rates includes revenue from General Rates, Service Charges (Refuse Collection), National Resource Management Levies collected on behalf of State Government, CWMS and Water service charges, fines for late payment and incorporates rebates available for each category.

The Rate Revenue increase shown in the tables is the average increase and actual changes to rates may vary dependant on valuations and other criteria. The Revenue line in the LTFP also includes an allowance for growth currently estimated at 0.4% p.a. based on past trends.

Statutory Charges

Statutory Charges are fees related to the regulation of activities including Development Applications (set by State Government), Animal Registration and various Licence Fees.

Statutory charges are to be reviewed during 2016/2017 with increases expected to be in line with CPI and influenced by expected growth with the exception of Dog Registration Fees which are expected to rise by approximately 0.65% p.a. with responsible dog owners ensuring dogs are de-sexed and therefore attracting lower registration fees.

User Charges

This category of income consists of fees for recovery of service delivery costs and income from Caravan Parks and Boat ramps operated or leased by Council.

User charges, including caravan park income is expected to increase in line with CPI movements.

Grants & Subsidies

The primary components of this category constitute Local Government Grants Commission grants and grants for projects such as Foreshore Protection and Tourism projects.

Roads to Recovery Grants (RTR) are not included in this category but are shown as Grants Received Specifically for New/Upgraded Assets. RTR Income has been included for the ten (10) years of the LTFP and has been assumed to increase approximately in line with CPI after a “one of” special allocation of $1.3m in 2016/17 funded by the federal Government from diesel levies.

Since the last LTFP review the Federal Government made the decision to cease the Supplementary Local Roads funding to local government in South Australia and has frozen General Purpose grants at current levels until the 2017/2018 financial year

after which they are expected to rise approximately in line with local government CPI levels.

Whilst a number of generous “one of” capital grants have been made available via Roads to Recovery in 2016/2017 and Council has been successful in applying for grants to complete Clinton Road by 2016/2017, the impact on Council’s LTFP of these cuts is significant in the long term. The revenue cut to Yorke Peninsula Council as a result of these Federal Government decisions is estimated at $450,000 p.a. from year 1 of the ten (10) year plan indexed for CPI thereafter.

Operating Grants in the LTFP are expected to increase in line with CPI. Special funding of $1.5m has been included in 2016/2017 and $2.2m in 2017/2018 in anticipation of the completion of the Clinton Road project following Council’s successful application for Special Road Funding in 2016/2017.

Investment Income

Investment Income included in the LTFP is reflective of projections of cash available for investment and investment rates are in line with current trends experienced in the past two (2) years. Council’s Treasury Management Policy ensures available funds are managed on a regular basis to maximise returns.

Reimbursements

This category includes reimbursements by Community Groups; Sporting Clubs and individuals for expenses incurred by Council on their behalf and on-billed. This category also includes any amounts charged for Private Works performed by Council.

Increases in the LTFP are expected to be in line with CPI.

Other Revenue

Includes income from minor sundry activities.

Other income is expected to increase equivalent to CPI over the ten (10) years of the LTFP.

Operating Expenses

Employee Costs

Includes all labour costs relating to maintenance and is inclusive of salaries, wages, superannuation, leave entitlements and workers compensation insurance. Wage costs (including allocation of staff overheads) relating to capital projects are included in the total capital expenditure for both renewal of existing assets and projects to build new assets. The split between operating and capital can vary from year to year depending on assigned maintenance programmes however overall the LTFP assumes the trend on this split remains consistent across the 10 years in the plan.

The LTFP provides for legislated increases in the superannuation guarantee moving from 9.5% in 2020/2021 to 12.0% by 2025/2026.

Costs in this category are based on staffing levels at the time of development of the LTFP and do not contain specific allowances for increases in staff numbers over the life of the LTFP.

Increases are projected in line with expected Enterprise Bargaining Agreements (EBA) at 2.0% with an allowance of 0.65% every 2 years for reclassifications and "annual" award service increases.

The EBA is to be renegotiated at the end of 2015/2016 and increases have been based on industry trends.

Materials, Contracts and Other Expenses

Material costs in this category include road making materials, water, fuel, electricity and office consumables: Contracts includes payments to outside entities for provision of services to Council including Waste Management Services. This category also includes payments to consultants and legal fees incurred by Council.

Over the ten (10) years of the LTFP:

- Water charges and energy charges are predicted to increase by CPI following particularly volatile price increases over the past 2 -3 years;
- Materials and Contract costs, including Waste Management costs, have been estimated to increase at CPI across the full term of the LTFP;
- Professional services charges are also expected to rise in line with CPI over the course of the ten (10) year plan.

Finance Costs

Finance Costs include interest on borrowings and bank charges.

Finance costs are based on forecast rates and are reflective of the current applicable rates for existing loans.

Depreciation

Depreciation is an accounting charge to Operating Expenses showing the rate of consumption of Council's infrastructure, buildings, plant and equipment and other fixed assets and is effectively a provision for replacement of these assets at the optimum estimated time to support the provision of current Council services.

Depreciation in the LTFP is calculated based on best estimates of consumption of Council's assets over their useful lives. The estimate is also reflective of existing Asset Management Plans, advice taken from senior Council officers and the strategic decision taken by Council to increase renewal expenditure on assets and the reduction forecast in spending on new assets.

Treasury Management Strategy

Financing forecasts in the LTFP have been made with consideration of Council's current Treasury Management Strategy.

"Council's operating and capital expenditure decisions are made on the basis of:

- *identified community need and benefit relative to other expenditure options;*
- *cost effectiveness of the proposed means of service delivery; and,*
- *affordability of proposals having regard to Council's long term financial sustainability (including consideration of the cost of capital and the impact of the proposal on Council's Net Financial Liabilities and Interest cover ratios)*

Council manages its finances holistically in accordance with its overall financial sustainability strategies and targets and will:

- *apply any funds that are not immediately required to meet approved expenditure (including funds that are required to be expended for specific purposes but are not required to be kept in separate bank accounts) to reduce its level of borrowings or to defer and/or reduce the level of new borrowings that would otherwise be required."*

Strategic Rating Policy

General Rates

Rates are Council's main source of income. They are used to provide the funds to deliver services and maintain infrastructure required by the community.

Rates are a form of property taxation and property values play an important part in determining how much each individual ratepayer contributes. As it is a system of taxation, the rates paid may not directly relate to the services used by each ratepayer. Generally, the higher the value of the property the higher the rates paid.

Along with most other Councils, we use capital value to value all properties. Capital value is the value of the land and all improvements.

In determining how rates are applied, we use a differential rating system with a fixed charge. Differential rates allow us to set a different rate depending on the use to which the land is put - whether it be residential, commercial, primary production, etc. A fixed charge is a fixed, or flat amount, that all ratepayers have to contribute to equally. Differential rates are calculated on top of a fixed charge.

In addition to General Rates, as described above, Council will use its rating powers to raise following rates and charges.

Waste Collection & Recycling Service Charge

This service charge is charged to recover the cost of providing the Waste Collection and Recycling service with Council charging a set amount per property. Council calculates one service charge for properties entitled to receive a two bin service and another for those properties entitled to receive a three bin service.

This service charge is subject to a specific provision of the Local Government Act 1999 and Council is required to reduce the amount payable to residents depending on the distance of their property access point to the nearest collection point. Therefore the two bin service charge maybe reduced depending a properties distance to the nearest collection point.

Natural Resource Management Levy

Council is required to collect an amount each year which is paid to the local Natural Resource Management Board. Council are informed each year of the amount to be collected.

Council then uses the capital value of properties to determine a rate-in-the-dollar to collect the NRM Levy on behalf of the Board.

The Board have advised of a change in its service agreements with the State Government and subsequently flagged a 30% increase in this levy commencing in the 2016/2017 financial year. From 2017/2018 it is assumed the levy will increase in line with CPI.

Community Waste Management Scheme (CWMS) Service Charge

Council operates a number of CWMS schemes which provide a community effluent or sewerage scheme to properties. Council calculates a service charge each year to cover the cost of operating and maintaining and replacing equipment for all the schemes. A different service charge is set each year for occupied and unoccupied properties.

Water Scheme Service Charge

Council operates a number of Water schemes throughout the district. A service charge is calculated each year to cover the cost of operating and maintaining and replacing equipment for all the schemes. In addition to a service charge properties are charged for their water use with rates set in accordance with those advised by SA Water.

Rate relief

For ratepayers who may have difficulty paying their rates, Council has a number of schemes to assist people who find themselves in this circumstance. Council provides:

- Rate capping scheme;
- Postponement of rates scheme; and
- Negotiated repayments.

Financial Statements

– Uniform Presentation of Finances

Yorke Peninsula Council
LTFP - Projection
SUMMARY STATEMENT INCLUDING FINANCING TRANSACTIONS

Year Ended 30 June:	2015 Audited Financials $('000)	2016 Revised Budget $('000)	2017 Plan Year 1 $('000)	2018 Plan Year 2 $('000)	2019 Plan Year 3 $('000)	2020 Plan Year 4 $('000)	2021 Plan Year 5 $('000)	2022 Plan Year 6 $('000)	2023 Plan Year 7 $('000)	2024 Plan Year 8 $('000)	2025 Plan Year 9 $('000)	2026 Plan Year 10 $('000)
Operating Revenues	27,739	26,865	28,162	29,526	30,645	31,814	33,040	34,329	35,716	36,520	37,350	38,202
less Operating Expenses	29,415	29,697	30,789	31,512	32,228	32,836	34,158	34,891	35,751	36,471	37,323	38,821
Operating Surplus/(Deficit) before Capital Amounts	**(1,676)**	**(2,832)**	**(2,627)**	**(1,986)**	**(1,583)**	**(1,022)**	**(1,118)**	**(562)**	**(35)**	**49**	**27**	**(619)**
Less: Net Outlays on Existing Assets												
Capital Expenditure on Renewal/Replacement of Existing Assets	5,215	8,210	5,191	6,781	7,464	8,208	8,867	9,040	9,317	9,397	9,581	9,770
less Depreciation, Amortisation & Impairment	10,552	8,700	9,075	9,327	9,547	9,789	10,639	10,897	11,161	11,436	11,717	12,688
less Proceeds from Sale of Replaced Assets	387	377	380	380	385	385	390	390	400	400	410	410
	(5,724)	**(867)**	**(4,265)**	**(2,926)**	**(2,468)**	**(1,966)**	**(2,162)**	**(2,247)**	**(2,244)**	**(2,439)**	**(2,546)**	**(3,328)**
Less: Net Outlays on New and Upgraded Assets												
Capital Expenditure on New/Upgraded Assets	4,054	5,605	5,428	1,482	1,511	1,541	1,572	1,603	1,636	1,669	1,703	1,737
less Amounts Specifically for New/Upgraded Assets	1,204	3,615	3,854	581	581	581	581	581	581	581	581	581
less Proceeds from Sale of Surplus Assets	0	0	0	0	0	0	0	0	0	0	0	0
	2,850	**1,990**	**1,574**	**901**	**930**	**960**	**991**	**1,022**	**1,055**	**1,088**	**1,122**	**1,156**
Net Lending / (Borrowing) for Financial Year	**1,198**	**(3,955)**	**63**	**39**	**(45)**	**(16)**	**52**	**662**	**1,154**	**1,399**	**1,451**	**1,553**

– Comprehensive Presentation of Income

Yorke Peninsula Council
LTFP - Projection
ESTIMATED COMPREHENSIVE INCOME STATEMENT

Year Ended 30 June:	2015 Audited Financials $('000)	2016 Revised Budget $('000)	2017 Plan Year 1 $('000)	2018 Plan Year 2 $('000)	2019 Plan Year 3 $('000)	2020 Plan Year 4 $('000)	2021 Plan Year 5 $('000)	2022 Plan Year 6 $('000)	2023 Plan Year 7 $('000)	2024 Plan Year 8 $('000)	2025 Plan Year 9 $('000)	2026 Plan Year 10 $('000)
INCOME												
Rates	19,110	20,039	21,183	22,153	23,172	24,242	25,366	26,547	27,798	28,439	29,094	29,765
Statutory Charges	391	398	411	420	428	437	445	454	462	472	481	491
User Charges	2,866	2,967	3,101	3,452	3,519	3,587	3,657	3,728	3,801	3,875	3,951	4,029
Grants, subsidies, contributions	4,227	2,720	2,709	2,748	2,787	2,826	2,867	2,908	2,950	2,992	3,034	3,078
Investment Income	184	175	201	185	160	132	103	78	79	104	140	177
Reimbursements	610	472	461	470	479	488	498	508	518	528	538	548
Other Income	351	94	96	98	100	102	104	106	108	110	112	114
Total Revenues	**27,739**	**26,865**	**28,162**	**29,526**	**30,645**	**31,814**	**33,040**	**34,329**	**35,716**	**36,520**	**37,350**	**38,202**
EXPENSES												
Employee costs	8,006	8,004	8,216	8,380	8,601	8,774	9,003	9,227	9,513	9,748	10,048	10,297
Materials, contracts & other expenses	12,599	12,522	13,012	13,342	13,649	13,875	14,150	14,431	14,768	15,007	15,305	15,609
Depreciation	8,510	8,700	9,075	9,327	9,547	9,789	10,639	10,897	11,161	11,436	11,717	12,688
Finance Costs	300	471	486	463	431	398	366	336	309	280	253	227
Total Expenses	**29,415**	**29,697**	**30,789**	**31,512**	**32,228**	**32,836**	**34,158**	**34,891**	**35,751**	**36,471**	**37,323**	**38,821**
OPERATING SURPLUS/(DEFICIT) BEFORE CAPITAL AMOUNTS	**(1,676)**	**(2,832)**	**(2,627)**	**(1,986)**	**(1,583)**	**(1,022)**	**(1,118)**	**(562)**	**(35)**	**49**	**27**	**(619)**
Net gain/(loss) on disposal or revaluations	(693)	15	10	10	10	10	10	10	10	10	10	10
Amounts specifically for new assets	1,204	3,615	3,854	581	581	581	581	581	581	581	581	581
NET SURPLUS/(DEFICIT)	**(1,165)**	**798**	**1,237**	**(1,395)**	**(992)**	**(431)**	**(527)**	**29**	**556**	**640**	**618**	**(28)**
Other Comprehensive Income												
Changes in revaluation surplus - IPP&E	12,389	0	0	0	6,833	19,397	0	0	0	6,800	20,473	0
Impairment (expense) / recoupments offset to asset revaluation reserve	(2,042)	0	0	0	0	0	0	0	0	0	0	0
Total Other Comprehensive Income	**10,347**	**0**	**0**	**0**	**6,833**	**19,397**	**0**	**0**	**0**	**6,800**	**20,473**	**0**
TOTAL COMPREHENSIVE INCOME	**9,182**	**798**	**1,237**	**(1,395)**	**5,841**	**18,966**	**(527)**	**29**	**556**	**7,440**	**21,091**	**(28)**

– Balance Sheet

Yorke Peninsula Council
LTFP - Projection
ESTIMATED BALANCE SHEET

Year Ended 30 June:	2015 Audited Financials $('000)	2016 Revised Budget $('000)	2017 Plan Year 1 $('000)	2018 Plan Year 2 $('000)	2019 Plan Year 3 $('000)	2020 Plan Year 4 $('000)	2021 Plan Year 5 $('000)	2022 Plan Year 6 $('000)	2023 Plan Year 7 $('000)	2024 Plan Year 8 $('000)	2025 Plan Year 9 $('000)	2026 Plan Year 10 $('000)
ASSETS												
Current Assets												
Cash & Equivalent Assets	7,394	3,828	3,447	2,971	2,420	1,847	1,338	1,451	2,087	2,960	3,861	4,951
Trade & Other Receivables	1,315	1,354	1,346	1,337	1,332	1,331	1,331	1,313	1,312	1,312	1,297	1,265
Investments & Other Financial Assets	0	0	0	0	0	0	0	0	0	0	0	0
Inventories	777	777	777	777	777	777	777	777	777	777	777	777
Sub-total	9,486	5,959	5,570	5,085	4,529	3,955	3,446	3,541	4,176	5,049	5,935	6,993
Non-current assets held for sale	0	0	0	0	0	0	0	0	0	0	0	0
Total Current Assets	9,486	5,959	5,570	5,085	4,529	3,955	3,446	3,541	4,176	5,049	5,935	6,993
Non-Current Assets												
Receivables	331	457	389	331	274	216	155	109	60	8	(32)	(43)
Financial Assets	485	503	521	541	562	585	607	631	656	681	708	734
Equity Accounted Investments in Council Businesses	0	0	0	0	0	0	0	0	0	0	0	0
Investment Property	0	0	0	0	0	0	0	0	0	0	0	0
Infrastructure, Property, Plant & Equipment	333,889	338,642	339,816	338,383	344,268	363,249	362,668	362,035	361,434	367,474	387,115	385,534
Other Non-Current Assets	0	0	0	0	0	0	0	0	0	0	0	0
Total Non-Current Assets	334,705	339,602	340,726	339,255	345,104	364,050	363,430	362,775	362,150	368,163	387,791	386,225
Total Assets	**344,191**	**345,561**	**346,296**	**344,340**	**349,633**	**368,005**	**366,876**	**366,316**	**366,326**	**373,212**	**393,726**	**393,218**
LIABILITIES												
Current Liabilities												
Trade & Other Payables	2,497	2,275	2,379	2,372	2,405	2,416	2,430	2,447	2,462	2,483	2,492	2,512
Borrowings	631	648	629	648	675	692	687	654	658	688	588	496
Provisions	1,622	1,585	1,644	1,667	1,714	1,746	1,791	1,835	1,890	1,936	1,994	2,043
Sub-total	4,750	4,508	4,652	4,687	4,794	4,854	4,908	4,936	5,010	5,107	5,074	5,051
Liabilities Relating to Non-Current Assets held for sale	0	0	0	0	0	0	0	0	0	0	0	0
Total Current Liabilities	**4,750**	**4,508**	**4,652**	**4,687**	**4,794**	**4,854**	**4,908**	**4,936**	**5,010**	**5,107**	**5,074**	**5,051**
Non-Current Liabilities												
Borrowings	7,244	7,946	7,317	6,669	5,994	5,302	4,615	3,961	3,303	2,615	2,027	1,531
Provisions	496	608	591	643	663	699	731	767	807	844	887	927
Other Non-Current Liabilities	0	0	0	0	0	0	0	0	0	0	0	0
Total Non-Current Liabilities	7,740	8,554	7,908	7,312	6,657	6,001	5,346	4,728	4,110	3,459	2,914	2,458
Total Liabilities	**12,490**	**13,062**	**12,560**	**11,999**	**11,451**	**10,855**	**10,254**	**9,664**	**9,120**	**8,566**	**7,988**	**7,509**
NET ASSETS	**331,701**	**332,499**	**333,736**	**332,341**	**338,182**	**357,150**	**356,622**	**356,652**	**357,206**	**364,646**	**385,738**	**385,709**
EQUITY												
Accumulated Surplus	(4,511)	(3,713)	(2,476)	(3,871)	(4,863)	(5,294)	(5,821)	(5,792)	(5,236)	(4,596)	(3,978)	(4,006)
Asset Revaluation Reserve	335,455	335,455	335,455	335,455	342,288	361,685	361,685	361,685	361,685	368,485	388,958	388,958
Other Reserves	757	757	757	757	757	757	757	757	757	757	757	757
TOTAL EQUITY	**331,701**	**332,499**	**333,736**	**332,341**	**338,182**	**357,148**	**356,621**	**356,650**	**357,206**	**364,646**	**385,737**	**385,709**

Yorke Peninsula Council - Long Term Financial Plan 2016/17 to 2025/26

– Changes in Equity

Yorke Peninsula Council
LTFP - Projection
ESTIMATED STATEMENT OF CHANGES IN EQUITY

Year Ended 30 June:	2015 Audited Financials $('000)	2016 Revised Budget $('000)	2017 Plan Year 1 $('000)	2018 Plan Year 2 $('000)	2019 Plan Year 3 $('000)	2020 Plan Year 4 $('000)	2021 Plan Year 5 $('000)	2022 Plan Year 6 $('000)	2023 Plan Year 7 $('000)	2024 Plan Year 8 $('000)	2025 Plan Year 9 $('000)	2026 Plan Year 10 $('000)
ACCUMULATED SURPLUS												
Balance at end of previous reporting period	(3,306)	(4,511)	(3,713)	(2,476)	(3,871)	(4,863)	(5,294)	(5,821)	(5,792)	(5,236)	(4,596)	(3,978)
Net Result for Year	(1,165)	798	1,237	(1,395)	(992)	(431)	(527)	29	556	640	618	(28)
Transfers to Other Reserves	(40)	0	0	0	0	0	0	0	0	0	0	0
Transfers from Other Reserves	0	0	0	0	0	0	0	0	0	0	0	0
Balance at end of period	**(4,511)**	**(3,713)**	**(2,476)**	**(3,871)**	**(4,863)**	**(5,294)**	**(5,821)**	**(5,792)**	**(5,236)**	**(4,596)**	**(3,978)**	**(4,006)**
ASSET REVALUATION RESERVE												
Land	73,286	73,286	73,286	73,286	79,727	79,727	79,727	79,727	79,727	86,177	86,177	86,177
Buildings and Other Structures	48,995	48,995	48,995	48,995	48,995	52,178	52,178	52,178	52,178	52,178	54,817	54,817
Transportation Infrastructure	186,712	186,712	186,712	186,712	186,712	200,791	200,791	200,791	200,791	200,791	216,462	216,462
CWMS Infrastructure	14,481	14,481	14,481	14,481	14,481	15,758	15,758	15,758	15,758	15,758	17,006	17,006
Water Scheme Infrastructure	1,374	1,374	1,374	1,374	1,576	1,576	1,576	1,576	1,576	1,767	1,767	1,767
Office Building	0	0	0	0	190	190	190	190	190	349	349	349
Stormwater Drainage	10,607	10,607	10,607	10,607	10,607	11,465	11,465	11,465	11,465	11,465	12,380	12,380
Balance at end of period	**335,455**	**335,455**	**335,455**	**335,455**	**342,288**	**361,685**	**361,685**	**361,685**	**361,685**	**368,485**	**388,958**	**388,958**
OTHER RESERVES												
Balance at end of previous reporting period	717	757	757	757	757	757	757	757	757	757	757	757
Transfers from Accumulated Surplus	40	0	0	0	0	0	0	0	0	0	0	0
Transfers to Accumulated Surplus	0	0	0	0	0	0	0	0	0	0	0	0
Balance at end of period	**757**	**757**	**757**	**757**	**757**	**757**	**757**	**757**	**757**	**757**	**757**	**757**
TOTAL EQUITY AT END OF REPORTING PERIOD	**331,701**	**332,499**	**333,736**	**332,341**	**338,182**	**357,148**	**356,621**	**356,650**	**357,206**	**364,646**	**385,737**	**385,709**

– Cash Flow Statement

Yorke Peninsula Council
LTFP - Projection
ESTIMATED CASH FLOW STATEMENT

Year Ended 30 June:	2015 Audited Financials $('000)	2016 Revised Budget $('000)	2017 Plan Year 1 $('000)	2018 Plan Year 2 $('000)	2019 Plan Year 3 $('000)	2020 Plan Year 4 $('000)	2021 Plan Year 5 $('000)	2022 Plan Year 6 $('000)	2023 Plan Year 7 $('000)	2024 Plan Year 8 $('000)	2025 Plan Year 9 $('000)	2026 Plan Year 10 $('000)
CASH FLOWS FROM OPERATING ACTIVITIES												
Receipts												
Rates	19,110	20,039	21,183	22,153	23,172	24,242	25,366	26,547	27,798	28,439	29,094	29,765
Statutory Charges	391	398	411	420	428	437	445	454	462	472	481	491
User Charges	2,852	2,967	3,101	3,450	3,519	3,587	3,657	3,728	3,801	3,875	3,951	4,029
Grants, subsidies, contributions	4,227	2,720	2,709	2,748	2,787	2,826	2,867	2,908	2,950	2,992	3,034	3,078
Investment Income	156	175	170	153	132	108	82	60	65	93	132	172
Reimbursements	610	472	461	470	479	488	498	508	518	528	538	548
Other Income	351	94	96	98	100	102	104	106	108	110	112	114
Payments												
Employee costs	(7,818)	(8,043)	(8,156)	(8,358)	(8,554)	(8,743)	(8,958)	(9,184)	(9,458)	(9,703)	(9,990)	(10,249)
Materials, contracts & other expenses	(12,255)	(12,648)	(12,944)	(13,315)	(13,616)	(13,848)	(14,126)	(14,400)	(14,737)	(14,973)	(15,279)	(15,575)
Finance Costs	(300)	(471)	(486)	(463)	(431)	(398)	(366)	(336)	(309)	(280)	(253)	(227)
Net Cash provided by (or used in) Operating Activities	**7,324**	**5,703**	**6,545**	**7,356**	**8,016**	**8,801**	**9,569**	**10,391**	**11,198**	**11,553**	**11,820**	**12,146**
CASH FLOWS FROM INVESTING ACTIVITIES												
Receipts												
Amounts Specifically for New/Upgraded Assets	1,204	3,615	3,854	581	581	581	581	581	581	581	581	581
Sale of Renewed/Replaced Assets	387	377	380	380	385	385	390	390	400	400	410	410
Repayments of Loans by Community Groups	48	75	107	99	90	83	82	82	64	63	63	48
Payments												
Expenditure on Renewal/Replacement of Assets	(5,215)	(8,210)	(5,191)	(6,781)	(7,464)	(8,208)	(8,867)	(9,040)	(9,317)	(9,397)	(9,581)	(9,770)
Expenditure on New/Upgraded Assets	(4,054)	(5,605)	(5,428)	(1,482)	(1,511)	(1,541)	(1,572)	(1,603)	(1,636)	(1,669)	(1,703)	(1,737)
Loans Made to Community Groups	0	(240)	0	0	0	0	0	0	0	0	0	0
Net Cash Provided by (or used in) Investing Activities	**(7,630)**	**(9,988)**	**(6,278)**	**(7,203)**	**(7,919)**	**(8,700)**	**(9,386)**	**(9,591)**	**(9,908)**	**(10,022)**	**(10,231)**	**(10,468)**
CASH FLOWS FROM FINANCING ACTIVITIES												
Receipts												
Proceeds from Borrowings	6,000	1,350	0	0	0	0	0	0	0	0	0	0
Payments												
Repayments of Borrowings	(669)	(631)	(648)	(629)	(648)	(675)	(692)	(687)	(654)	(658)	(688)	(588)
Repayment of Finance Lease Liabilities	0	0	0	0	0	0	0	0	0	0	0	0
Repayment of Aged Care Facility Deposits	0	0	0	0	0	0	0	0	0	0	0	0
Net Cash provided by (or used in) Financing Activities	**5,331**	**719**	**(648)**	**(629)**	**(648)**	**(675)**	**(692)**	**(687)**	**(654)**	**(658)**	**(688)**	**(588)**
Net Increase/(Decrease) in cash held	**5,025**	**(3,566)**	**(381)**	**(476)**	**(551)**	**(574)**	**(509)**	**113**	**636**	**873**	**901**	**1,090**
Opening cash, cash equivalents or (bank overdraft)	2,369	7,394	3,828	3,447	2,971	2,420	1,847	1,338	1,451	2,087	2,960	3,861
Closing cash, cash equivalents or (bank overdraft)	**7,394**	**3,828**	**3,447**	**2,971**	**2,420**	**1,847**	**1,338**	**1,451**	**2,087**	**2,960**	**3,861**	**4,951**

– Key Financial Ratios

Yorke Peninsula Council
LTFP - Projection
KEY FINANCIAL INDICATORS

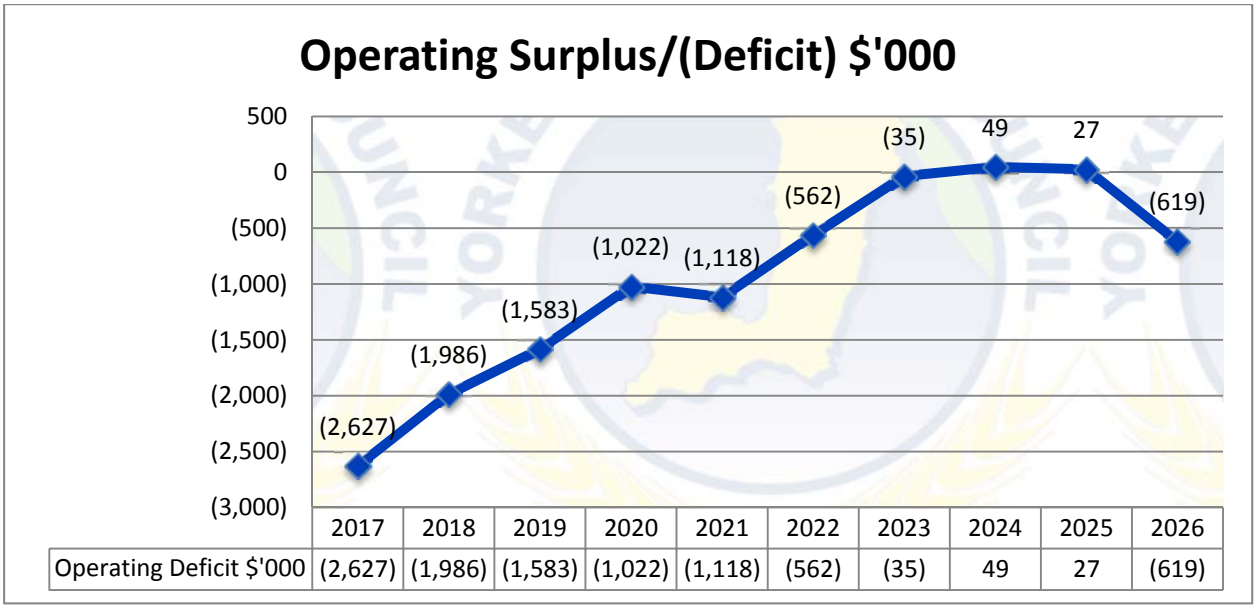
Year Ended 30 June:	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
	Audited	Revised	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan
	Financials	Budget	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Operating Surplus / (Deficit) - $'000	(1,676)	(2,832)	(2,627)	(1,986)	(1,583)	(1,022)	(1,118)	(562)	(35)	49	27	(619)
Operating Surplus Ratio - %	(9)%	(14)%	(12)%	(9)%	(7)%	(4)%	(4)%	(2)%	(0)%	0%	0%	(2)%
Net Financial Liabilities - $'000	3,296	7,377	7,246	7,150	7,137	7,092	6,978	6,269	5,065	3,613	2,122	559
Net Financial Liabilities Ratio - %	11.9%	27.5%	25.7%	24.2%	23.3%	22.3%	21.1%	18.3%	14.2%	9.9%	5.7%	1.5%
Interest Cover Ratio - %	0.4%	1.1%	1.0%	0.9%	0.9%	0.8%	0.8%	0.8%	0.6%	0.5%	0.3%	0.1%
Asset Sustainability Ratio - %	46%	90%	53%	69%	74%	80%	80%	79%	80%	79%	78%	74%
Asset Consumption Ratio - %	64%	63%	62%	61%	60%	59%	58%	57%	56%	55%	54%	53%

Financial Indicator Graphs

Operating Surplus Chart

The Operating Surplus chart below shows the impact of the key elements of Councils LTFP strategy over the ten (10) years of the plan, resulting in an Operating Surplus in years eight (8) and nine (9) of $49,000 and $27,000 respectively.

The Operating Surplus/ (Deficit) target is Local Government industry average of approximately break-even.

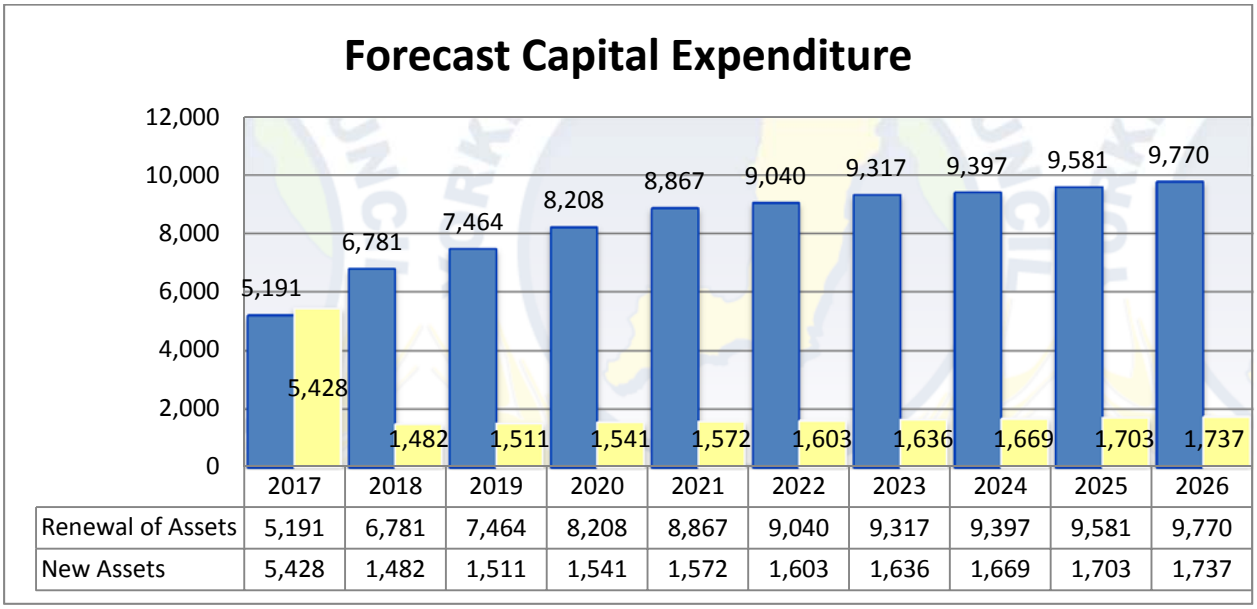


	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Operating Deficit $'000	(2,627)	(1,986)	(1,583)	(1,022)	(1,118)	(562)	(35)	49	27	(619)

The following charts show the increase in spending on renewal of assets relative to spending on new assets and the resultant impact on Council's Asset Sustainability Ratio over the ten (10) year period. Expenditure on renewal is based on endorsed Asset Management Plans and forecasts to sustain assets at required service levels. Expenditure on new assets is largely driven by available funds after meeting existing operating and asset service levels.

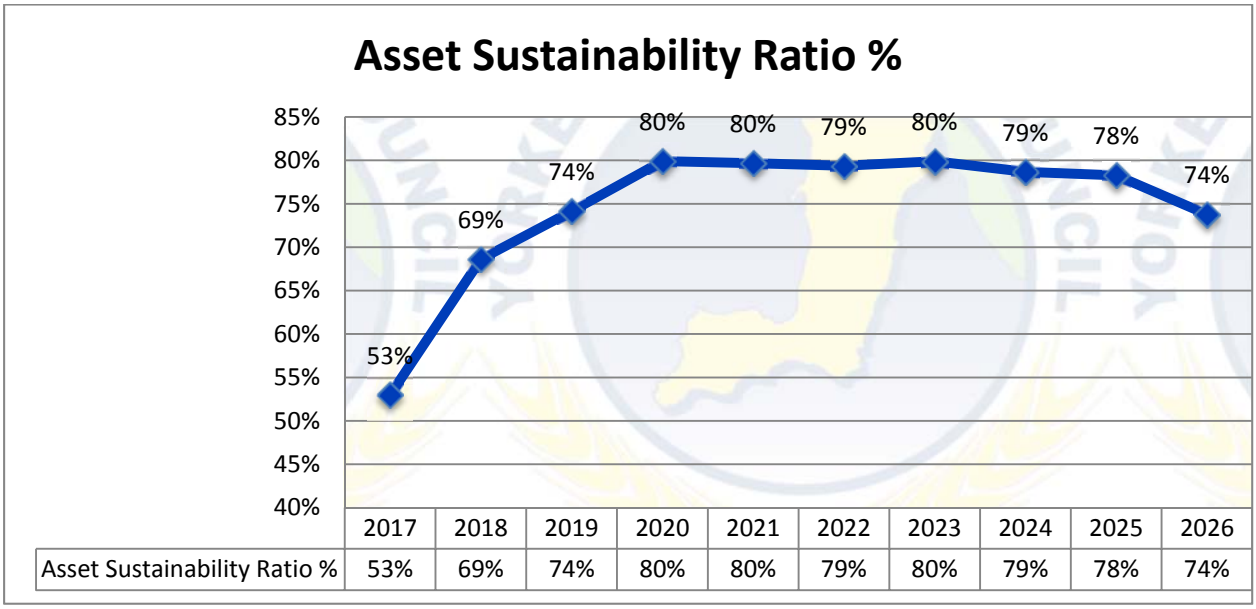
The Asset Sustainability Ratio target is also Local Government industry average of around 80%.

Forecast Capital Expenditure Chart



	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Renewal of Assets	5,191	6,781	7,464	8,208	8,867	9,040	9,317	9,397	9,581	9,770
New Assets	5,428	1,482	1,511	1,541	1,572	1,603	1,636	1,669	1,703	1,737

Asset Sustainability Chart



	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Asset Sustainability Ratio %	53%	69%	74%	80%	80%	79%	80%	79%	78%	74%

Significant Long Term Financial Plan Risks

The Yorke Peninsula Council Long Term Financial Plan has been constructed based on a set of assumptions which reflect current trends as best interpreted by Council. Any of these assumptions may change due to influences beyond Council's control and place significant pressure on Council to achieve its stated objectives.

Given the ten (10) year timeframe of the LTFP, changes in these assumptions are almost certain at some time over the journey, As such the LTFP will demand constant updating and Council will undertake to keep the LTFP up to date with quarterly reviews following budget reviews required under Local Government Regulations.

Within Local Government there are many factors that could have significant impact on forecasts such as changes in legislative and economic conditions which may impact CPI and growth estimates, major events that may have significant consequences within the Council area of operation.

Changes in community expectations of Council in regard to services provided and new services required also presents significant risk in relation to the LTFP objectives which Council will monitor by its stated strategy to not introduce changes to services, or add new services, without reference to their impact on the LTFP.

While Asset Management Plans address replacement of core assets based on expected useful life estimates there is always the risk that deterioration of these assets may be quicker than expected due to changes in factors impacting on the particular assets. There is also the chance that major replacement programs could be disrupted by shortages within the skilled workforce or abnormal weather conditions.

Asset Management Plans and the LTFP assume that at least current levels of funding for renewal of assets from both State and Federal Governments will continue across the term, however any change to these arrangements would also threaten the basis of the projections.

A further risk is presented with the replacement of some or all Elected Members at elections every four (4) years. Council's next election will take place in November 2018.

Council is confident that continuity in regard can be achieved through close monitoring and regular financial reporting together with the proposed quarterly reviews of the LTFP.

DIRECTOR CORPORATE AND COMMUNITY SERVICES

DA/ITEM 6.2

3. REVIEW OF FEES AND CHARGES REGISTER (File Ref: 9.24.1.1)

PURPOSE

The Fees and Charges Register is reviewed annually to ensure appropriate charges are in place for prescribed Council services and to update those fees set by government legislation to ensure compliance.

RECOMMENDATION

That Council adopt the Fees and Charges Register, as amended, effective from 1st July 2016.

LINK TO STRATEGIC PLAN

Key Theme/s: Corporate Governance and Leadership
2. Organisational Efficiency and Resource Management
Strategic Goal/s: 2.1 Financially sustainable organisation

BACKGROUND

The annual review of the Fees and Charges Register ("Register") supports Council's aim to operate an effective and efficient cost-recovery system and to periodically review fees and charges and their alignment with the cost of providing those services. Council also looks to ensure that fees and charges for commercial services provided are consistent with market rates and are competitive.

DISCUSSION

A copy of the complete Register effective 1st July 2016 is available upon request. To enable Elected Members to consider the recommended changes without having to review the entire document, the changes to the Register are summarised in the attachment to this report.

Legislated fees set by the State and/or Federal Governments will not be available until late June, and the Register will be updated accordingly as advice is received. All Fees subject to increase by CPI are not able to be updated until the June CPI figure is received and will be updated accordingly.

COMMUNITY ENGAGEMENT PLAN

Level 1 Inform – Published on Council's website.

CONSULTATION PROCESS

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Corporate Management Team
- Acting Manager Financial Services

- Budget Managers
- Financial Accountant

In preparing this report, the following External Parties were consulted:

- Nil

POLICY IMPLICATIONS

Not applicable

BUDGET AND RESOURCE IMPLICATIONS

All updated Fees and Charges have been incorporated in the formation of the 2016/17 Draft Annual Budget.

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Local Government (Financial Management) Regulations 2011

Local Government Act 1999

Council's Strategic Plan includes clear plans to ensure better and timely reporting and improved formal control of Council's Adopted Budget and the Budget Review process.

ATTACHMENTS

Attachment 1: Fees and Charges Register Amendments 2016-17

Fees and Charges Register
Listed Changes 2016/17

Section	Description	Fee 1/7/15	Suggested Fee 1/7/16
Camping Grounds - Black Point Camping Ground	All Powered Site (Off Peak)	0.00	Deleted
Camping Grounds - Black Point Camping Ground	Cemetery - Burial, cremation, interment, exhumation, administration and development fees, maintenance and grave digging services, burial enquiries and searches, etc.	0.00	Deleted
Camping Grounds - Black Point Camping Ground	Extra Person (per night)	new fee	5.00
Camping Grounds - Black Point Camping Ground	Washing Machine (per cycle)	new fee	5.00
Caravan Parks - Marion Bay Caravan Park	After Hours opening Fee paid in full to managers	20.00	Deleted
Caravan Parks - Marion Bay Caravan Park	Cabin - Children (3 to 15 years)	10.00	7.00
Caravan Parks - Marion Bay Caravan Park	Cabin 4 includes all bedding and towels - One Night Stay	225.00	Deleted
Caravan Parks - Marion Bay Caravan Park	Cabin 4 includes all bedding and towels - Shoulder	160.00	Deleted
Caravan Parks - Marion Bay Caravan Park	Cabins 1-3 & 5-10 double bedding and 2 towels - Shoulder	100.00	Deleted
Caravan Parks - Marion Bay Caravan Park	Cabins 1-3 & 5-10 double bedding and 2 towels - One Night Stay	110.00	Deleted
Caravan Parks - Marion Bay Caravan Park	Cabins Numbered 11 & 15 (includes linen for d/b and towels) - One Night Stay	225.00	Deleted
Caravan Parks - Marion Bay Caravan Park	Cabins Numbered 11 & 15 (includes linen for d/b and towels) - Shoulder	160.00	Deleted
Caravan Parks - Marion Bay Caravan Park	Cabins Numbered 12 - 14 (includes linen for d/b and towels) - One Night Stay	195.00	Deleted
Caravan Parks - Marion Bay Caravan Park	Cabins Numbered 12 - 14 (includes linen for d/b and towels) - Shoulder	140.00	Deleted
Caravan Parks - Marion Bay Caravan Park	Dryers	1.00	2.00
Caravan Parks - Marion Bay Caravan Park	Executive Cabin - One Night Stay	300.00	Deleted
Caravan Parks - Marion Bay Caravan Park	Executive Cabin - Shoulder	210.00	Deleted
Caravan Parks - Marion Bay Caravan Park	Group Bookings	0.00	Deleted
Caravan Parks - Marion Bay Caravan Park	Pensioner Rates for Sites	27.00	Deleted
Caravan Parks - Marion Bay Caravan Park	Powered Site - Off Peak	28.00	30.00
Caravan Parks - Marion Bay Caravan Park	Powered Site - Shoulder	30.00	Deleted
Caravan Parks - Marion Bay Caravan Park	Sites- Extra Child (3 to 15 years)	5.00	7.00
Caravan Parks - Marion Bay Caravan Park	Unpowered Site - Shoulder	22.00	Deleted
Caravan Parks - Marion Bay Caravan Park	Washing Machines	4.00	5.00
Caravan Parks - Marion Bay Caravan Park	Powered site - peak	34.00	35.00
Caravan Parks - Marion Bay Caravan Park	Non guest shower	new fee	5.00
Caravan Parks - Marion Bay Caravan Park	Non guest use of dump point	new fee	5.00
Caravan Parks - Marion Bay Caravan Park	One night surcharge	new fee	30.00
Caravan Parks - Point Turton Caravan Park	Cabins (no ensuite) - off peak	55.00	Deleted

Fees and Charges Register
Listed Changes 2016/17

Section	Description	Fee 1/7/15	Suggested Fee 1/7/16
Caravan Parks - Point Turton Caravan Park	Cabins (no ensuite) - Peak	60.00	Deleted
Caravan Parks - Point Turton Caravan Park	Cabins (no ensuite) - Year Round	new fee	65.00
Caravan Parks - Point Turton Caravan Park	Cabins (with ensuite) - off peak	70.00	Deleted
Caravan Parks - Point Turton Caravan Park	Cabins (with ensuite) - Peak	75.00	Deleted
Caravan Parks - Point Turton Caravan Park	Cabins (with ensuite) - Year Round	75.00	80.00
Caravan Parks - Point Turton Caravan Park	Extra Child (3 to 15 years)	5.00	7.00
Caravan Parks - Point Turton Caravan Park	Deluxe Cabin (no linen) - off peak	120.00	Deleted
Caravan Parks - Point Turton Caravan Park	Deluxe Cabin (no linen) - Peak	130.00	Deleted
Caravan Parks - Point Turton Caravan Park	Deluxe Cabin (no linen) - Year Round	new fee	140.00
Caravan Parks - Point Turton Caravan Park	Deluxe Cabin Child (3-15 years)	8.00	Deleted
Caravan Parks - Point Turton Caravan Park	Deluxe Cabin Extra Adult	15.00	Deleted
Caravan Parks - Point Turton Caravan Park	Ensuite Cabin with Spa (linen on Queen bed) - off peak	145.00	Deleted
Caravan Parks - Point Turton Caravan Park	Ensuite Cabin with Spa (linen on Queen bed) - Peak	160.00	Deleted
Caravan Parks - Point Turton Caravan Park	Deluxe Cabin with Spa - Year Round	new fee	170.00
Caravan Parks - Point Turton Caravan Park	Family Deluxe Cabins - off peak	135.00	Deleted
Caravan Parks - Point Turton Caravan Park	Family Deluxe Cabins - Peak	150.00	Deleted
Caravan Parks - Point Turton Caravan Park	Family Deluxe Cabins - Year Round	150.00	160.00
Caravan Parks - Point Turton Caravan Park	Powered Site - off peak	27.00	30.00
Caravan Parks - Point Turton Caravan Park	Unpowered Site - off peak	22.00	30.00
Caravan Parks - Point Turton Caravan Park	Unpowered Site - Peak	22.00	30.00
Caravan Parks - Point Turton Caravan Park	Unpowered Site - Year Round	New Fee	30.00
Caravan Parks - Point Turton Caravan Park	Winter Special : Deluxe Cabin (3 or More nights)	105.00	Deleted
Caravan Parks - Point Turton Caravan Park	Winter Special : Deluxe Family Cabins (3 nights or More	120.00	Deleted
Caravan Parks - Point Turton Caravan Park	Winter Special : Deluxe Spa Cabins (3 nights or more)	135.00	Deleted
Caravan Parks - Point Turton Caravan Park	Winter Special : Powered Sites	25.00	Deleted
Caravan Parks - Point Turton Caravan Park	New cliff-top cabins	new fee	150.00
Caravan Parks - Point Turton Caravan Park	Extra adult (16+) - cabin	new fee	15.00
Caravan Parks - Point Turton Caravan Park	Extra adult (16+) - site	new fee	10.00
Caravan Parks - Point Turton Caravan Park	Non guest shower	new fee	5.00
Caravan Parks - Point Turton Caravan Park	Hire of pedal cart	new fee	5.00
Caravan Parks - Point Turton Caravan Park	Washing machine use	3.00	5.00
Caravan Parks - Point Turton Caravan Park	One night surcharge	new fee	30.00
Caravan Parks - Point Turton Caravan Park	Dryer use	3.00	2.00
Caravan Parks - Port Vincent Caravan Park	Cabins (2 bedroom with spa) - Off-peak	131.00	155.00
Caravan Parks - Port Vincent Caravan Park	Cabins (2 bedroom with spa) - Peak	162.00	170.00
Caravan Parks - Port Vincent Caravan Park	Ensuite Cabins - Off-peak	108.00	110.00
Caravan Parks - Port Vincent Caravan Park	Ensuite Cabins - Peak	139.00	140.00

Fees and Charges Register
Listed Changes 2016/17

Section	Description	Fee 1/7/15	Suggested Fee 1/7/16
Caravan Parks - Port Vincent Caravan Park	Extra Person (Sites)	10.00	Deleted
Caravan Parks - Port Vincent Caravan Park	Linen Hire (Queen)	12.00	Deleted
Caravan Parks - Port Vincent Caravan Park	Linen Hire (Single)	7.50	Deleted
Caravan Parks - Port Vincent Caravan Park	Oz Shacks and Oz pods - Off-peak	50.00	60.00
Caravan Parks - Port Vincent Caravan Park	Oz Shacks and Oz pods - Peak	65.00	70.00
Caravan Parks - Port Vincent Caravan Park	Executive cabin- Year Round	new fee	250.00
Caravan Parks - Port Vincent Caravan Park	Extra adult (16+) - cabin	new fee	15.00
Caravan Parks - Port Vincent Caravan Park	Extra adult (16+) - site	new fee	10.00
Caravan Parks - Port Vincent Caravan Park	Extra linen (queen/double/king)	new fee	15.00
Caravan Parks - Port Vincent Caravan Park	Non guest shower	new fee	5.00
Caravan Parks - Port Vincent Caravan Park	Non guest use of dump point	new fee	5.00
Caravan Parks - Port Vincent Caravan Park	Washing machine use	4.00	5.00
Caravan Parks - Port Vincent Caravan Park	One night surcharge	new fee	30.00
Caravan Parks - Port Vincent Caravan Park	Dryer use	1.00	2.00
Caravan Parks - Yorketown Caravan Park	Ensuite Cabins- Year Round	98.00	110.00
Caravan Parks - Yorketown Caravan Park	Extra Person - Child (sites)	6.00	7.00
Caravan Parks - Yorketown Caravan Park	Unpowered Site	22.00	25.00
Caravan Parks - Yorketown Caravan Park	Van Storage	9.00	Deleted
Caravan Parks - Yorketown Caravan Park	Van Storage (Monthly)	36.00	Deleted
Caravan Parks - Yorketown Caravan Park	Powered site	28.00	30.00
Caravan Parks - Yorketown Caravan Park	Extra adult (16+) - cabin	new fee	15.00
Caravan Parks - Yorketown Caravan Park	Extra adult (16+) - site	new fee	10.00
Caravan Parks - Yorketown Caravan Park	Extra linen (queen/double/king)	8.00	15.00
Caravan Parks - Yorketown Caravan Park	Non guest shower	new fee	5.00
Caravan Parks - Yorketown Caravan Park	Non guest use of dump point	new fee	5.00
Caravan Parks - Yorketown Caravan Park	Hire of pedal cart	new fee	5.00
Caravan Parks - Yorketown Caravan Park	Washing machine use	4.00	5.00
Caravan Parks - Yorketown Caravan Park	One night surcharge	new fee	30.00
Caravan Parks - Yorketown Caravan Park	Dryer use	1.00	2.00
Caravan Parks - Yorketown Caravan Park	Extra child (3-15)	6.00	7.00
Cemetery	Cemetery Memorials: Memorial Bolder	0.00	$POA
Community	Agenda - Collected from Council office	8.50	0.00
Community	Art Exhibition Fees- under 1 square meter	7.00	8.00
Community	PA System	30.00	Deleted
Community	PA system hire Bond	50.00	Deleted
Community	Sale of Art	15%	20%
Community	Tourism	0.00	Deleted
Community	Visitor Information Centre Online Booking- Booking Fee	4.00	3.00

Fees and Charges Register
Listed Changes 2016/17

Section	Description	Fee 1/7/15	Suggested Fee 1/7/16
Council Documents	Community Groups approved by Council	0.00	27.25
Council Documents	Copy of Certificate of Title	27.25	31.00
Council Documents	Governor Ferguson's Legacy	13.19	13.20
Development	Copy of LMA	13.40	15.00
Development	Inspection Fee	750.00	Cost recovery
Environment	Animal Collars- Hire	0.00	20.00
Environment	Block Clearing	0.00	110.00
Environment	Removal of Vegetation	0.00	110.00
Expiations	(b) in any other case for each 15 minutes so spent by the agency	10.69	10.70
Health Services	Fines - Supported Residential Facilities Act	0.00	Deleted
Health Services	Fire Safety	0.00	Deleted
Health Services	Implementation of Mandatory Food Safety Programs for Food Service to Vulnerable Persons	286.00	Deleted
Health Services	Provision of Food Safe Handling Kits & Videos	0.00	Deleted
Licences And Permits	Diving	0.00	Deleted
Licences And Permits	Horse Riding	0.00	Deleted
Licences And Permits	Licences and Permits - Deoderisation of Cabins	0.00	Deleted
Licences And Permits	Ovals	110.00	Deleted
Licences And Permits	Road Rents	10.00	11.00
Licences And Permits	Taxi & Hire Car	0.00	Deleted
Miscellaneous	Airport - Per landing at Minlaton airstrip	5.50	Deleted
Miscellaneous	Rental - Port Vincent House	352.50	356.40
Miscellaneous	Rental - Yorketown House	207.44	209.75
Private Works	Crawler Loader / Dozer	110.00	150.00
Private Works	Forklifts	45.00	50.00
Private Works	Graders	100.00	115.00
Private Works	Large Tractors	50.00	55.00
Private Works	Large Trucks	3.50	4.00
Private Works	Rollers	22.00	25.00
Private Works	Sedans	0.60	0.75
Private Works	Small Tractors	30.00	35.00
Private Works	Street Sweeper	90.00	100.00
Private Works	Utilities	0.60	0.75
Private Works	Dozer	110.00	150.00
Waste and Recycling	Cars (Sedans) - Asbestos (Ramsay Only)	125.00	130.00
Waste and Recycling	Cars (Sedans) - Clean Green	20.00	25.00
Waste and Recycling	Cars (Sedans) - Inert Construction and demolition	0.00	Deleted
Waste and Recycling	Cars (Sedans) -Domestic and General	25.00	30.00

Fees and Charges Register
Listed Changes 2016/17

Section	Description	Fee 1/7/15	Suggested Fee 1/7/16
Waste and Recycling	Trucks 10 m3 and under (e.g. single rear axle trucks) - Clean Green	180.00	185.00
Waste and Recycling	Trucks 10 m3 and under (e.g. single rear axle trucks) - Domestic and General	320.00	340.00
Waste and Recycling	Trucks 10 m3 and under (e.g. single rear axle trucks) - Inert Construction and demolition	205.00	220.00
Waste and Recycling	Utilities and trailers larger than 8X5 not exceeding water level - Inert Construction and demolition	90.00	100.00
Waste and Recycling	Utilities and trailers larger than 8X5 not exceeding water level - Domestic and General	110.00	120.00
Waste and Recycling	Utilities and trailers larger than 8X5 not exceeding water level -Clean Green	75.00	80.00
Waste and Recycling	Utilities and trailers larger than 8X5 raised over water level - Domestic and General	145.00	155.00
Waste and Recycling	Utilities and trailers larger than 8X5 raised over water level - Inert Construction and demolition	115.00	125.00
Waste and Recycling	Utilities and trailers larger than 8X5 raised over water level- Clean Green	90.00	95.00
Waste and Recycling	Trucks 15 m3 and under (e.g. single rear axle trucks) - Domestic and General	635.00	670.00
Waste and Recycling	Trucks 15 m3 and under (e.g. single rear axle trucks) - Clean Green	360.00	370.00
Waste and Recycling	Trucks 15 m3 and under (e.g. single rear axle trucks) - Inert Construction and demolition	410.00	440.00
Waste and Recycling	Trucks 15 m3 to 22m3 (e.g. single rear axle trucks) - Domestic and General	1,110.00	1,180.00
Waste and Recycling	Trucks 15 m3 to 22m3 (e.g. single rear axle trucks) - Inert Construction and demolition	715.00	770.00
Waste and Recycling	Trucks 15 m3 to 22m3 (e.g. single rear axle trucks) - Clean Green	635.00	655.00
Waste and Recycling	Trucks 22m3 to 29m3 (e.g. single rear axle trucks) - Domestic and General	1,590.00	1,680.00
Waste and Recycling	Trucks 22m3 to 29m3 (e.g. single rear axle trucks) - Inert Construction and demolition	1,020.00	1,100.00
Waste and Recycling	Trucks 22m3 to 29m3 (e.g. single rear axle trucks) - Clean Green	905.00	930.00
Waste and Recycling	Trucks larger than 29m3 (e.g. single rear axle trucks) - Domestic and General	1,910.00	2,015.00

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Fees and Charges Register
Listed Changes 2016/17

Section	Description	Fee 1/7/15	Suggested Fee 1/7/16
Waste and Recycling	Trucks larger than 29m3 (e.g. single rear axle trucks) - Clean Green	1,085.00	1,115.00
Waste and Recycling	Trucks larger than 29m3 (e.g. single rear axle trucks) - Inert Construction and demolition	1,225.00	1,315.00
Waste and Recycling	Utilities and trailers up to 6X4 not exceeding water level - Inert Construction and demolition	35.00	40.00
Waste and Recycling	Utilities and trailers up to 6X4 not exceeding water level - Asbestos (Ramsay Only)	125.00	130.00
Waste and Recycling	Utilities and trailers up to 6X4 not exceeding water level - Clean Green	25.00	30.00
Waste and Recycling	Utilities and trailers up to 6X4 not exceeding water level - Domestic and General	35.00	40.00
Waste and Recycling	Utilities and trailers up to 6X4 raised over water level - Inert Construction and demolition	55.00	60.00
Waste and Recycling	Utilities and trailers up to 6X4 raised over water level - Asbestos (Ramsay Only)	190.00	200.00
Waste and Recycling	Utilities and trailers up to 6X4 raised over water level - Domestic and General	65.00	70.00
Waste and Recycling	Utilities and trailers up to 6X4 raised over water level- Clean Green	40.00	45.00
Waste and Recycling	Utilities and trailers up to 8X5 not exceeding water level - Inert Construction and demolition	50.00	55.00
Waste and Recycling	Utilities and trailers up to 8X5 not exceeding water level - Asbestos (Ramsay Only)	190.00	200.00
Waste and Recycling	Utilities and trailers up to 8X5 not exceeding water level - Clean Green	35.00	40.00
Waste and Recycling	Utilities and trailers up to 8X5 not exceeding water level - Domestic and General	55.00	60.00
Waste and Recycling	Utilities and trailers up to 8X5 raised over water level - Inert Construction and demolition	75.00	85.00
Waste and Recycling	Utilities and trailers up to 8X5 raised over water level - Asbestos (Ramsay Only)	190.00	200.00
Waste and Recycling	Utilities and trailers up to 8X5 raised over water level - Clean Green	55.00	60.00
Waste and Recycling	Utilities and trailers up to 8X5 raised over water level - Domestic and General	80.00	85.00
Waste Management	Ardrossan -occupied	460.00	470.00
Waste Management	Balgowan -occupied	460.00	470.00
Waste Management	Black Point -occupied	460.00	470.00

Fees and Charges Register
Listed Changes 2016/17

Section	Description	Fee 1/7/15	Suggested Fee 1/7/16
Waste Management	Bluff Beach -occupied	460.00	470.00
Waste Management	Chinaman Wells -occupied	460.00	470.00
Waste Management	Foul Bay -occupied	460.00	470.00
Waste Management	Hardwicke Bay -occupied	460.00	470.00
Waste Management	Maitland -occupied	460.00	470.00
Waste Management	Point Turton -occupied	460.00	470.00
Waste Management	Port Julia -occupied	460.00	470.00
Waste Management	Port Victoria -occupied	460.00	470.00
Waste Management	Port Vincent -occupied	460.00	470.00
Waste Management	Rogues Point -occupied	460.00	470.00
Waste Management	Sale of recycling bins & receptacles bins - 240 L	70.00	75.00
Waste Management	Sale of rubbish & recycling bins spare parts - Lids	18.00	20.00
Waste Management	Sale of rubbish & recycling bins spare parts - Wheels and Axles	12.00	15.00
Waste Management	Sale of recycling bins & receptacles bins - 140 L	55.00	60.00
Waste Management	Sale of Second Hand Recycling Bin	40.00	45.00
Waste Management	Sale of Second Hand Waste bin	20.00	25.00
Waste Management	Stansbury -occupied	460.00	470.00
Waste Management	Sultana Point -occupied	460.00	470.00
Waste Management	Tiddy Widdy -occupied	460.00	470.00
Waste Management	Yorketown -occupied	460.00	470.00
Water Supply	Balgowan supply of Water charge	160.00	180.00
Water Supply	Testing of water meter	new fee	236.00
Licences And Permits- Boat Ramp Launching Fees	Annual Boat Ramp permit: Community Group (Port Vincent Sailing Club and Port Vincent Aquatics Center)	New Fee	220.00

Fees and Charges Register
Listed Changes 2016/17

Section	Description	Fee 1/7/15	Suggested Fee 1/7/16
Statutory fees - released late June/ July 2016			
Development	Admin fee	122.00	Statutory fee released late June
Development	Advertising	235.00	Statutory fee released late June
Development	Application for issue of Schedule of Essential Safety Provisions	92.50	Statutory fee released late June
Development	Building rules fees : Class 1,2,4	2.89	Statutory fee released late June
Development	Building rules fees : Class 10a	0.87	Statutory fee released late June
Development	Building rules fees : Class 10b	0.87	Statutory fee released late June
Development	Building rules fees : Class 3,5,6	3.85	Statutory fee released late June
Development	Building rules fees : Class 7, 8	2.56	Statutory fee released late June
Development	Building rules fees : Class 9a / 9c	4.37	Statutory fee released late June
Development	Building rules fees : Class 9b	3.83	Statutory fee released late June
Development	Building rules fees : demolition area X Class fee	0.20	Statutory fee released late June
Development	Building rules fees :Minimum Fee	65.50	Statutory fee released late June
Development	Certificate of Approval Fee : Additional allotments	334.00	Statutory fee released late June
Development	Certificate of Approval Fee : Boundary realignment	100.00	Statutory fee released late June
Development	Certificate of Occupancy Fee	43.00	Statutory fee released late June
Development	Consent to Development at Variance with Building Rules	150.00	Statutory fee released late June
Development	Development plan assessment fee : between $10,000 and $100,000	103.00	Statutory fee released late June
Development	Development plan assessment fee <$10,000	37.50	Statutory fee released late June
Development	Extension of Consent / Approval	96.50	Statutory fee released late June
Development	Land division fee : additional allotment number	152.00	Statutory fee released late June
Development	Land division fee : per additional allotment fee	14.40	Statutory fee released late June
Development	Land division fee : no additional allotment number	70.00	Statutory fee released late June
Development	Land Division lodgement fee : Base amount	60.00	Statutory fee released late June
Development	Land Division lodgement fee : no additional allotments	48.25	Statutory fee released late June
Development	Land Division lodgement fee : with additional allotments	142.00	Statutory fee released late June
Development	Lodgement Fees - > $5,000 & includes BRC	68.00	Statutory fee released late June
Development	Lodgement Fees - Base amount	60.00	Statutory fee released late June
Development	Lodgement Fees - Non-complying	96.50	Statutory fee released late June
Development	Non-complying Development Fee : <10,000	51.50	Statutory fee released late June
Development	Non-complying Development Fee : Between $10,000 & $100,000	122.00	Statutory fee released late June
Development	Public Notification Fee (category 2 & 3)	103.00	Statutory fee released late June
Development	Referral to Building Rules Assessment Commission : Class 1 & 10	472.00	Statutory fee released late June

Fees and Charges Register
Listed Changes 2016/17

Section	Description	Fee 1/7/15	Suggested Fee 1/7/16
Development	Referral to Building Rules Assessment Commission : Class 2-9	1,036.00	Statutory fee released late June
Development	Schedule 1 a development	50.00	Statutory fee released late June
Development	Staged Consents Fee	60.00	Statutory fee released late June
Development	Statement of Requirements Fee : Boundry Adjustment	284.00	Statutory fee released late June
Development	Statement of Requirements Fee : Boundry Adjustment , additional allotments	401.00	Statutory fee released late June
Development	Swimming Pool development application fee	179.00	Statutory fee released late June
Development	Application for assignment of classification of a building	0.00	Statutory fee released late June
Development	Construction Industry Training Levy : work valued at >15,000	0.00	Statutory fee released late June
Development	Development plan assessment fee <$100,000 up to a max of $200,000	0.00	Statutory fee released late June
Development	Non-complying Development Fee : Between >$100,000 & 200,000	0.00	Statutory fee released late June
Development	Referral fees	0.00	Statutory fee released late June
Dog Expiations	a dog deemed to be wandering at large	80.00	Statutory fee released late June
Dog Expiations	a dog in a school premises or shop	80.00	Statutory fee released late June
Dog Expiations	A dog in any public place without a collar and current registration disc	80.00	Statutory fee released late June
Dog Expiations	damage to property by dog	210.00	Statutory fee released late June
Dog Expiations	failing to remove dog faeces	55.00	Statutory fee released late June
Dog Expiations	Further offence, unregistered dog	80.00	Statutory fee released late June
Dog Expiations	noise nusance	105.00	Statutory fee released late June
Dog Expiations	nusance to a vehicle by dog	105.00	Statutory fee released late June
Dog Expiations	owning or keeping an unregistered dog	80.00	Statutory fee released late June
Dog Expiations	transporting unrestrained dogs in a vehicle	105.00	Statutory fee released late June
Expiations	Double ranking parking	85.00	Statutory fee released late June
Expiations	Exceeding a time limit whilst parking	45.00	Statutory fee released late June
Expiations	Expiations - By-Laws	100.00	Statutory fee released late June
Expiations	Littering	315.00	Statutory fee released late June
Expiations	Not paralled parked, not facing a lawful direction	60.00	Statutory fee released late June
Expiations	Parking for longer than an hour if the vehicle exceeds 6 meters in length	104.00	Statutory fee released late June
Expiations	Parking in a bus Zone	114.00	Statutory fee released late June
Expiations	Parking in a disabled zone	330.00	Statutory fee released late June
Expiations	Parking in a loading zone	60.00	Statutory fee released late June

Fees and Charges Register
Listed Changes 2016/17

Section	Description	Fee 1/7/15	Suggested Fee 1/7/16
Expiations	Parking in a no standing zone	85.00	Statutory fee released late June
Expiations	Parking on a footpath	85.00	Statutory fee released late June
Expiations	Parking resulting in obstructing access to and from a driveway	68.00	Statutory fee released late June
Expiations	Parking within 10 meters of an interesction without traffic lights	85.00	Statutory fee released late June
Freedom of Information Requests	For dealing with an application for access to an agency's document and in respect of access to the document(s)	0.00	Statutory fee released late June
Freedom of Information Requests	For each subsequent 15 minutes so spent by the agency	1.70	Statutory fee released late June
Freedom of Information Requests	In the case of a document that contains information concerning personal affairs of the applicant - for up to the first 2 hours spent by the agency	0.00	Statutory fee released late June
Freedom of Information Requests	On application for Access to an agencies document	33.00	Statutory fee released late June
Freedom of Information Requests	On application for review by an agency of a determination made by the agency under part III of the act	28.75	Statutory fee released late June
Freedom of Information Requests	Where a document is to be given to the applicant by post or delivery - the actual cost incurred by the agency in posting or delivering the document.	0.00	Statutory fee released late June
Freedom of Information Requests	Where access is to be given in the form of a copy of a photograph, x-ray, video tape, computer tape or computer disk - the actual cost incurred by the agency in producing the copy	0.00	Statutory fee released late June
Freedom of Information Requests	Where access is to be given in the form of a photocopy of the document (per page)	0.15	Statutory fee released late June
Freedom of Information Requests	Where access is to be given in the form of a written transcript of words recorded or contained in the document (per page)	6.40	Statutory fee released late June
Health Services	Fines - Food Safety	0.00	Statutory fee released late June
Health Services	Fines - Public & Environ. Health Act	0.00	Statutory fee released late June
Health Services	Inspection of Food Premises : Any other Case	205.00	Statutory fee released late June
Health Services	Inspection of Food Premises : high Risk	82.00	Statutory fee released late June
Health Services	Inspection of Food Premises : Nominal Risk	41.00	Statutory fee released late June
Health Services	Registration of warm water system	0.00	Statutory fee released late June
Health Services	Retirement Villages	0.00	Statutory fee released late June
Information Services	Searches - Complete Search	51.25	Statutory fee released late June
Information Services	Searches :Certificate of Liabilities	31.25	Statutory fee released late June

Fees and Charges Register
Listed Changes 2016/17

Section	Description	Fee 1/7/15	Suggested Fee 1/7/16
Waste Management	Applications for septic tank - inspection fee	112.00	Statutory fee released late June
Waste Management	Applications for septic tank installations	102.00	Statutory fee released late June
Waste Management	Applications for warm water systems - Annual renewal	17.50	Statutory fee released late June
Waste Management	Applications for warm water systems - for one system	35.00	Statutory fee released late June
Waste Management	Applications for warm water systems- for additional systems	23.30	Statutory fee released late June

Fees and Charges Register
Listed Changes 2016/17

Section	Description	Fee 1/7/15	Suggested Fee 1/7/16
Fees to be indexed by June 2016 CPI			
Waste Management	Ardrossan - Additional Allotment Connection	4,728.02	To be indexed by June CPI
Waste Management	Balgowan - Additional Allotment Connection	4,728.02	To be indexed by June CPI
Waste Management	Bluff Beach - Additional Allotment Connection	4,728.02	To be indexed by June CPI
Waste Management	Chinaman Wells - Additional Allotment Connection	4,728.02	To be indexed by June CPI
Waste Management	Foul Bay - Additional Allotment Connection	4,728.02	To be indexed by June CPI
Waste Management	Hardwicke Bay - Additional Allotment Connection	4,728.02	To be indexed by June CPI
Waste Management	Maitland - Additional Allotment Connection	4,728.02	To be indexed by June CPI
Waste Management	Point Turton - Additional Allotment Connection	4,728.02	To be indexed by June CPI
Waste Management	Port Julia - Additional Allotment Connection	4,728.02	To be indexed by June CPI
Waste Management	Port Victoria - Additional Allotment Connection	4,728.02	To be indexed by June CPI
Waste Management	Port Vincent - Additional Allotment Connection	4,728.02	To be indexed by June CPI
Waste Management	Rogues Point - Additional Allotment Connection	4,728.02	To be indexed by June CPI
Waste Management	Stansbury (plus Augmentation Fee) - Additional Allotment Connection	4,728.02	To be indexed by June CPI
Waste Management	Sultana Point - Additional Allotment Connection	4,728.02	To be indexed by June CPI
Waste Management	Tiddy Widdy - Additional Allotment Connection	4,728.02	To be indexed by June CPI
Waste Management	Yorketown - Additional Allotment Connection	4,728.02	To be indexed by June CPI
Waste Management	Maitland CWMS connection fee (vacant allotment)	680.46	To be indexed by June CPI
Waste Management	Tiddy Widdy CWMS connection fee (vacant allotment)	680.46	To be indexed by June CPI

DIRECTOR CORPORATE AND COMMUNITY SERVICES

DA/ITEM 6.2

4. MARCH 2016 BUDGET REVIEW (File Ref: 9.24.1.1)

PURPOSE

To consider a review of Council's 2015/16 Adopted Budget.

RECOMMENDATION

That Council endorse the March 2016 Budget Review changes as presented in the attached Summary of Changes, Uniform Presentation of Finances and Statement of Comprehensive Income and receive the updated Balance Sheet, Cash Flow Statement, Statement of Changes in Equity and Financial Ratios reports.

LINK TO STRATEGIC PLAN

Key Theme/s: Corporate Governance and Leadership
2. Organisational Efficiency and Resource Management

Strategic Goal/s: 2.1 Financially sustainable organisation

BACKGROUND

As required by the Local Government (Financial Management) Regulations 2011, Council staff in all Directorates have completed a review of the 2015/16 budget and made adjustments incorporating approved Council amendments and review changes based on the financial results to 31st March 2016.

DISCUSSION

Budget managers in all directorates have completed the third quarter review of the 2015/16 Budget (as at 31st March 2016) following on from the September 2015 and December 2015 reviews adopted by Council.

Further adjustments have been made incorporating approved Council amendments, review changes based on financial results to date, and known changes in circumstances at 31st March 2016.

As a result of the March 2016 review, the proposed Revised Budget for the 2015/16 financial year shows a Net Borrowing of $4.008m (previously Net Borrowing of $3.969m in the 2015/16 December Budget review endorsed by Council) resulting in a net increase in borrowings of $39k.

The major items reviewed include:

- $212k received in Insurance claims and $39k received as an Insurance bonus - allocated to Community Projects including:
  - $100k provision for contribution to the artificial reef project, should the Federal Stronger Regions application be successful.

- $100k for improvements to Councils Bush Camping facilities to be managed by the newly formed Bush Camping Committee.
- $35k to provide disabled footpath access in Ardrossan (Bridge Road).
- $30k for Minlaton Airport shelter and amenities.
- $5k to renew footpath access adjacent to the Port Victoria Hotel.

- Transfer of $1.985m from road renewal acceleration borrowings) to North Coast Road ($1.090m) and Corny Point Road ($895k), for contractual work agreed by Council following tender submissions.
- Delays in Formby Bay remedial work totalling $80k with the Formby Bay Action Group being unsuccessful at this attempt in their Federal Government grant application.
- $170k decrease in diesel expenditure due to more efficient usage and lower prices, with $176k in funds transferred to older works vehicles replacement brought forward from the 2016/17 draft Budget.
- Allocation of funds to Patch Sheeting work throughout the district under delegation as agreed by Council ($450k).
- Savings of $44k with the Maitland Hall Concrete Cancer project coming in under budget.
- Reallocation of $16k for the installation of CCTV and duress alarms at all Council offices.

The third quarter review adjustments result in an anticipated net surplus (after capital income items) of $889k in 2015/16.

The full review for the quarter saw Operating Income increase by $233k with Operating Expenses up by $162k. Capital expenditure overall increased by $141k and Capital receipts were up by $31k following the review.

All changes are incorporated in the attached Summary of Changes, Uniform Presentation of Finances and Statement of Comprehensive Income for Council's endorsement.

Updated Balance Sheet, Cash Flow Statement, Statement of Changes in Equity and Financial Ratios reports are also attached and incorporate all budget review changes in September 2015, December 2015 and March 2016 together with all end of financial year adjustments resulting from the finalisation of the audited 2014/15 Financial Statements.

COMMUNITY ENGAGEMENT PLAN

Level 1 Inform – Published on Council's website

CONSULTATION PROCESS

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Chief Executive Officer
- Director Corporate & Community Services
- Director Development Services
- Director Assets & Infrastructure Services

- Acting Manager Financial Services

In preparing this report, the following External Parties were consulted:

- Nil

POLICY IMPLICATIONS

PO142 Budget Reporting and Amendment Policy

BUDGET AND RESOURCE IMPLICATIONS

In accordance with the adoption and enforcement of the Budget Reporting and Amendment Policy the Third Quarter Revised Budget Report presented to Council will assist in formal assessment of Council's financial position and contribute significantly to both Financial and Risk Management procedures.

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Local Government Act 1999
Local Government (Financial Management) Regulations 2011
Council's Strategic Plan includes clear plans to ensure better and timely reporting and improved formal control of Council's Adopted Budget and the Budget Review process.

ATTACHMENTS

Attachment 1: Summary of Changes – March 2016 Budget Review

Attachment 2: Uniform Presentation of Finances Third Quarter Revised Budget 2015/16

Attachment 3: Statement of Comprehensive Income Third Quarter Revised Budget 2015/16

Attachment 4: Balance Sheet Third Quarter Revised Budget 2015/16

Attachment 5: Cash Flow Statement Third Quarter Revised Budget 2015/16

Attachment 6: Statement of Changes in Equity Third Quarter Revised Budget 20/2016

Attachment 7: Financial Ratios Third Quarter Revised Budget 2015/16

Yorke Peninsula Council
March 2016 Budget Review - Summary of Changes

	Increase Deficit/ Capital Exp $	Decrease Deficit/ Capital Exp $	Net Change Increase/ (Decrease) $	Reason for Change
Executive Services				
Income				
Governance		(2,587)		3rd Quarter Adjustments
Exec Services Net Change - Income	**0**	**(2,587)**	**(2,587)**	
Operating Expenses				
Artificial Reef - Contribution	100,000			Funded from Insurance Claim
Seminar and Conference Registration	2,587			3rd Quarter Adjustments
Elected Members Expenses- Food		(3,000)		3rd Quarter Adjustments
Civic Functions and Ceremonies		(3,000)		3rd Quarter Adjustments
Governance - Legal Fees		(5,000)		3rd Quarter Adjustments
Elected Member Exp - Contractual		(5,000)		3rd Quarter Adjustments
Executive Services - Salaries	30,000			3rd Quarter Adjustments
Executive Services -Superannuation	2,850			3rd Quarter Adjustments
Elected Members - Computer Equipment		(5,000)		3rd Quarter Adjustments
Exec Services Net Change - Operating Expenses	**135,437**	**(21,000)**	**114,437**	
Capital Expenditure				
Exec Services Net Change - Capital Expenditure	**0**	**0**	**0**	
Total increase/(decrease) - Executive Services			**111,850**	

Yorke Peninsula Council
March 2016 Budget Review - Summary of Changes

	Increase Deficit/ Capital Exp $	Decrease Deficit/ Capital Exp $	Net Change Increase/ (Decrease) $	Reason for Change
Assets and Infrastructure Services				
Operating Expense				
Stormwater Drainage		(10,000)		Reallocation
Public Toilets		(10,000)		Reallocation
Sealed Roads	20,000			Reallocation
Street Lighting	500			Reallocation
Footpaths Maintenance		(500)		Reallocation
Point Turton CWMS - Contractual	1,200			Reallocation
Port Turton CWMS - Materials	2,000			Reallocation
Yorketown CWMS - Contractual		(1,200)		Reallocation
Stansbury CWMS - Materials		(2,000)		Reallocation
Marion Bay Desal Plant	5,800			Reallocation
Tiddy Widdy Beach CWMS		(4,800)		Reallocation
Rogues Point CWMS		(1,000)		Reallocation
Port Vincent CWMS	750			Reallocation
Foul Bayt CWMS		(750)		Reallocation
Black Point Water Supply	1,000			Reallocation
Balgowan Water Supply		(500)		Reallocation
Port Rickaby Water Supply		(500)		Reallocation
AIS Admin Professional Consultants	5,000			Reallocation
AIS -Asset Co-Ordinator General admin - Contractual		(5,000)		Reallocation
Jetties Maintenance	10,000			Reallocation
Footpaths Maintenance		(10,000)		Reallocation
Footpaths Maintenance		(5,000)		Reallocation
Footpaths Maintenance	5,000			Reallocation
Street Cleaning	2,100			Reallocation
Storm water		(2,100)		Reallocation
Refuse Collection(Green)	389			Reallocation
Refuse Collection(Street Bins)	136			Reallocation
Roadside Cleanups	993			Reallocation
Transfer Stations		(1,518)		Reallocation
Cleaning Contracts- Depots	2,000			Reallocation
Cleaning Contracts- Halls		(2,000)		Reallocation

Yorke Peninsula Council
March 2016 Budget Review - Summary of Changes

	Increase Deficit/ Capital Exp $	Decrease Deficit/ Capital Exp $	Net Change Increase/ (Decrease) $	Reason for Change
Walk the Yorke- Contractual	600			Reallocation
Walk the Yorke- Materials		(600)		Reallocation
Whale Retrieval		(15,000)		Tfd to Walk The Yorke to match expenditure
Public Toilets		(12,000)		3rd Quarter Adjustments
Unsealed Roads - Patrol Grading - Rubble	332			3rd Quarter Adjustments
Unsealed Roads - General Maintenance - Rubble		(332)		3rd Quarter Adjustments
Plant Expenditure - Contractual	17,821			Reallocation
Plant Expenditure - Various		(14,784)		Reallocation
Minor Plant Exp		(3,037)		Reallocation
Depot Exp - Lubricants	4,879			Reallocation
Depot Exp - Contractual		(2,150)		Reallocation
Depot Exp - Tools and Equipment		(2,729)		Reallocation
Depot General Maintenance	1,721			Reallocation
Depot Exp - Tools /Replacement/Repairs		(1,721)		Reallocation
Depot Exp - Plant Exp	22,133			Reallocation
Depot Exp - General Maintenance		(17,014)		Reallocation
Dep Exp - Tools/Replacement/Repairs		(5,119)		Reallocation
Depot Expenditure - Wages	31,000			Reallocation
Unsealed Roads - Patrol Grading Wages		(11,650)		Reallocation
Sealed Roads - Maintenance - Wages		(20,000)		Reallocation
Depot Exp : Plant Exp Wages	650			Reallocation
Depot Exp - General Maintenance - Wages	49,000			Reallocation
Unsealed Roads - Patrol Grading - Wages		(49,000)		Reallocation
Maitland Stormwater Reuse - Contractual	1,760			Reallocation
Tiddy Widdy CWMS - Contractual		(1,760)		Reallocation
Works Indirect - General Maintenance	6,350			Reallocation
Plant and Machinery - Unleaded		(10,757)		3rd Quarter Adjustments
Plant and Machinery - Various	4,147			3rd Quarter Adjustments
Minor Plant - Contractual	260			3rd Quarter Adjustments
Plant and Machinery - Contractual	27,000			3rd Quarter Adjustments
Plant and Machinery - Parts	48,000			3rd Quarter Adjustments
Minor Plant - Parts	25,000			3rd Quarter Adjustments
Plant Exp - Diesel		(170,000)		Funds applied to purchase Works Vehicles
Public Conveniences		(6,000)		Wages and Plant Hire for "Insurance" funded projects
Jetties Maintenance		(1,000)		Wages and Plant Hire for "Insurance" funded projects

Yorke Peninsula Council
March 2016 Budget Review - Summary of Changes

	Increase Deficit/ Capital Exp $	Decrease Deficit/ Capital Exp $	Net Change Increase/ (Decrease) $	Reason for Change
Foreshore Protection		(7,000)		Wages and Plant Hire for "Insurance" funded projects
Plant Hire - Operating		(340,660)		Plant Hire Review - plant spending reduced
Plant Hire income	362,419			Plant Hire Review - plant spending reduced
Works Supervisors - Wages	15,000			Reallocation
Works Supervisors - General Admin Wages		(15,000)		Reallocation
Telephones - Outside Employees	37,388			Reallocation
Telephones - Depot Exp		(37,388)		Reallocation
Assets & Infrastructure Net Change - Operating Expenses	**714,120**	**(803,361)**	**(89,241)**	
Capital Expenditure				
Plant Hire - Various Renewal		(17,304)		Plant Hire Review - plant spending reduced
Plant Hire - Various - New and Upgraded		(19,223)		Plant Hire Review - plant spending reduced
Corny Point Road	895000			Tender Approval - Contracting
Reseal Allocation		(1,985,000)		Tender Approval - Contracting
North Coast Road	1090000			Tender Approval - Contracting
Walk the Yorke	15000			3rd Quarter Adjustments
Toilet Facilities - Camping Reserves	12000			3rd Quarter Adjustments
Daly Head - plant	19838			3rd Quarter Adjustments
McFarlane Rd - Plant		(10,700)		3rd Quarter Adjustments
Saint Rd- Plant		(452)		3rd Quarter Adjustments
Branley Rd - Plant		(8,532)		3rd Quarter Adjustments
Old Coast Rd - Plant		(5,289)		3rd Quarter Adjustments
Cutline Road	17,838			3rd Quarter Adjustments
Saints Road		(1,643)		3rd Quarter Adjustments
McFarlane Rd		(893)		3rd Quarter Adjustments
North South Road		(53)		3rd Quarter Adjustments
Brutus Rd - Plant	135			3rd Quarter Adjustments
Cutline Rd - Plant		(135)		3rd Quarter Adjustments
South Coast Rd	3574			3rd Quarter Adjustments
Daly Head Rd		(18,575)		3rd Quarter Adjustments
Weavers North Rd	4203			3rd Quarter Adjustments
Bramley Rd	6165			3rd Quarter Adjustments
Elizabeth Street - Maitland		(19,091)		3rd Quarter Adjustments

Yorke Peninsula Council
March 2016 Budget Review - Summary of Changes

	Increase Deficit/ Capital Exp $	Decrease Deficit/ Capital Exp $	Net Change Increase/ (Decrease) $	Reason for Change
Robert Street - Maitland	19,091			3rd Quarter Adjustments
Nalyappa Road	7,033			3rd Quarter Adjustments
Saints Road		(7,033)		3rd Quarter Adjustments
Brutus Road		(5,481)		3rd Quarter Adjustments
Port Victoria Hotel Footpath	5,500			Funded from Insurance Claim
Hardwicke Bay Water Capital		(952)		3rd Quarter Adjustments
Yorketown CWMS Capital	952			3rd Quarter Adjustments
Tiddy Widdy CWMS		(627)		3rd Quarter Adjustments
Stansbury CWMS	627			3rd Quarter Adjustments
Weavers North Rd	6,179			3rd Quarter Adjustments
Waterloo Bay Road		(2,382)		3rd Quarter Adjustments
Wattle Point Rd	3,031			3rd Quarter Adjustments
Recluse Road	3,940			3rd Quarter Adjustments
Cutline Road		(5,971)		3rd Quarter Adjustments
Dump Road		(50)		3rd Quarter Adjustments
Old Coast Road	6,021			3rd Quarter Adjustments
Vehicles - Works	176,359			Funded from Diesel Budget Review
Formby Bay Remedial Work		(80,000)		Unsuccesful Grant Application
Footpath - Ardrossan Disabled Acces	35,000			Funded from Insurance Claim
Minlaton Airport Shelter and Amentities	30,000			Funded from Insurance Claim
Port Clinton Road - Wages		(146,584)		Clinton Rd reallocations
Port Clinton Road - Plant Hire		(139,620)		Clinton Rd reallocations
Port Clinton Road - External Rubble	286,204			Clinton Rd reallocations
Waterloo Bay Road		(7,800)		Patch Sheeting Funding Adjustments
Dump Bay Road		(12,640)		Patch Sheeting Funding Adjustments
Weavers North Road		(9,850)		Patch Sheeting Funding Adjustments
Old Coast Road		(13,680)		Patch Sheeting Funding Adjustments
Old Port Vincent Road		(12,100)		Patch Sheeting Funding Adjustments
Recluse Road		(7,780)		Patch Sheeting Funding Adjustments
Wattle Point Road		(12,400)		Patch Sheeting Funding Adjustments
Cutline Road		(12,194)		Patch Sheeting Funding Adjustments
North-South Road		(111,345)		Road Withdrawn
McCauley Road		(116,752)		Road Withdrawn
Harmer Road		(89,362)		Road Withdrawn
Patch Sheeting	450,000			Patch Sheeting Funding Adjustments

Yorke Peninsula Council
March 2016 Budget Review - Summary of Changes

	Increase Deficit/ Capital Exp $	Decrease Deficit/ Capital Exp $	Net Change Increase/ (Decrease) $	Reason for Change
Assets & Infrastructure Net Change - Capital Expenditure	3,093,690	(2,881,493)	212,197	
Total increase/(decrease) - Assets & Infrastructure			122,956	

Yorke Peninsula Council
March 2016 Budget Review - Summary of Changes

	Increase Deficit/ Capital Exp $	Decrease Deficit/ Capital Exp $	Net Change Increase/ (Decrease) $	Reason for Change
Development Services				
Income				
Housing - Pt Vincent		(950)		3rd Quarter Adjustments
Halls - Hall Hire Fee	1,255			3rd Quarter Adjustments
Maitland Halls Tenants Rental	950			3rd Quarter Adjustments
Halls - Other	1690			3rd Quarter Adjustments
Housing - Yorketown	1300			3rd Quarter Adjustments
Public Consulation Fees	3770			3rd Quarter Adjustments
Non-complying Fees	850			3rd Quarter Adjustments
Inspection Work		(182)		3rd Quarter Adjustments
Training Levy Income		(1,950)		3rd Quarter Adjustments
Town Planning(inc Open Space)		(15,000)		3rd Quarter Adjustments
Cemetery Fees		(300)		3rd Quarter Adjustments
Cemetery Fees		(2,000)		3rd Quarter Adjustments
Boat Ramp Income		(10,000)		3rd Quarter Adjustments
Section 105 Notices	3500			3rd Quarter Adjustments
Animal Expiations		(2,000)		3rd Quarter Adjustments
General Expiations	5500			3rd Quarter Adjustments
Dog Registrations Renewals		(770)		3rd Quarter Adjustments
Development Services Net Change - Operating Income	18,815	(33,152)	**(14,337)**	
Operating Expenses				
Bush Camping Committee Allowance	100000			Funded from Insurance Claim
Housing Port Vincent		(600)		3rd Quarter Adjustments
Housing Yorketown		(500)		3rd Quarter Adjustments
Museums maintenance		(1,000)		3rd Quarter Adjustments
Curramulka Hall	2256			3rd Quarter Adjustments
Minlaton Hall		(2,256)		3rd Quarter Adjustments
Legal Costs , Planning consultant fees		(3,000)		3rd Quarter Adjustments
Legal Costs Solicitors Fees		(3,000)		3rd Quarter Adjustments
Training Levy Expenses	2350			3rd Quarter Adjustments
Development - Allowances		(1,000)		3rd Quarter Adjustments

Yorke Peninsula Council
March 2016 Budget Review - Summary of Changes

	Increase Deficit/ Capital Exp $	Decrease Deficit/ Capital Exp $	Net Change Increase/ (Decrease) $	Reason for Change
Development - Professional Sevices		(4,000)		3rd Quarter Adjustments
Tenure Fees	3,000			3rd Quarter Adjustments
Unallocated Halls Maitenance - Wages		(2,200)		3rd Quarter Adjustments
Contract Ranger	17,011			Reallocation
Bushcamping - Contractual		(17,011)		Reallocation
Levies Paid to Government	962			
General Maitenance	1,500			
Development Services Net Change - Operating Expenses	**127,079**	**(34,567)**	**92,512**	
Capital Expenditure				
Maitland Hall - concrete cancer		(44,000)		Project Completed Under Budget
Cemeteries Capital Works	2727			3rd Quarter Adjustments
Halls General Capital - Minlaton Hall Kitchen Cupboards	7,800			Modifications for YPLO use of kitchen
Development Services Net Change - Capital Expenditure	**10,527**	**(44,000)**	**(33,473)**	
Total increase/(decrease) - Development Services			**44,702**	

Yorke Peninsula Council
March 2016 Budget Review - Summary of Changes

	Increase Deficit/ Capital Exp $	Decrease Deficit/ Capital Exp $	Net Change Increase/ (Decrease) $	Reason for Change
Corporate and Community Services				
Income				
HR reimbursements		(1,853)		3rd Quarter Adjustments
Workers Compensation Reimbursments		(39,015)		3rd Quarter Adjustments
Trainee Reimbursements - incentive payments		(18,200)		3rd Quarter Adjustments
Trainee Reimbursments - trainee funding		(29,001)		3rd Quarter Adjustments
YPLO - reimbursments		(52)		3rd Quarter Adjustments
YPLO - tree propogation - user charges	882			3rd Quarter Adjustments
YPLO - tree propogation - reimbursements		(236)		3rd Quarter Adjustments
YPLO - tree propogation - other revenue		(13)		3rd Quarter Adjustments
YPLO - Mag - reimbursements	391			3rd Quarter Adjustments
YPLO - living Skills - User charges	172			3rd Quarter Adjustments
YPLO - living Skills - reimbursments		(145)		3rd Quarter Adjustments
YPLO - other revenue		(11)		3rd Quarter Adjustments
YPLO - cooking group - reimbursments	948			3rd Quarter Adjustments
YPLO - other revenue	24			3rd Quarter Adjustments
YPLO - donations	250			3rd Quarter Adjustments
YPLO - grants and subsities		(5,023)		3rd Quarter Adjustments
YPLO - contributions/ donations	2,800			3rd Quarter Adjustments
Insurance Claim		(212,303)		3rd Quarter Adjustments
Admin Reimbursments - insurance		(2,900)		3rd Quarter Adjustments
Other fines and costs recovered	2,500			3rd Quarter Adjustments
Rates Levied	3,855			3rd Quarter Adjustments
Rates Remitted - Mandatory		(2,888)		3rd Quarter Adjustments
Rates Remitted - Discretionary		(1,540)		3rd Quarter Adjustments
Rates Remitted - rate capping	1,372			3rd Quarter Adjustments
Rates Remitted - fines raised		(2,000)		3rd Quarter Adjustments
Rates Remitted - account rounding		(5,500)		3rd Quarter Adjustments
Legal and Bank Fees	3,000			3rd Quarter Adjustments
Effluent Charges Levied - Port Victoria		(910)		3rd Quarter Adjustments
Effluent Charges levied - Ardrossan		(1,600)		3rd Quarter Adjustments
Effluent Charges Levied - Maitland		(1,840)		3rd Quarter Adjustments
Effluent Charges Levied -Tiddy Widdy		(1,840)		3rd Quarter Adjustments

Yorke Peninsula Council
March 2016 Budget Review - Summary of Changes

	Increase Deficit/ Capital Exp $	Decrease Deficit/ Capital Exp $	Net Change Increase/ (Decrease) $	Reason for Change
Effluent Charges Levied - Sultana Point	830			3rd Quarter Adjustments
Effluent Charges Levied - other income		(202)		3rd Quarter Adjustments
Point Pearce Geoflow	3,261			3rd Quarter Adjustments
Effluent Charges Rebate- Yorketown		(782)		3rd Quarter Adjustments
Port Vincent Effluent Augmentation		(4,608)		3rd Quarter Adjustments
Effluent Charges Levied - Port Vincent Marina		(680)		3rd Quarter Adjustments
Hardwicke Bay Effluent Augumentation		(2,400)		3rd Quarter Adjustments
Effluent Charges Levied - Point Turton	480			3rd Quarter Adjustments
Point Turton Effluent Augmentation		(4,725)		3rd Quarter Adjustments
Water Supply Charges - Port Rickaby		(5,914)		3rd Quarter Adjustments
Water Supply Charges Black Point (usage)		(7,922)		3rd Quarter Adjustments
Water Supply Charges - Balgowan (usage)		(743)		3rd Quarter Adjustments
Water Supply Charges Hardwicke Bay (usage)		(1,000)		3rd Quarter Adjustments
Balgowan (Gills) Water Augmentation		(800)		3rd Quarter Adjustments
Marion Bay Delalination Plant	5,000			3rd Quarter Adjustments
Sporting Club Excess Water Reimbursements		(10,000)		3rd Quarter Adjustments
Sporting Club Insurance Reimbursements		(755)		3rd Quarter Adjustments
Sporting Club Debenture Loan Reimbursements		(1,203)		3rd Quarter Adjustments
Gross Proceeds from Sale of Equipment		(19,727)		3rd Quarter Adjustments
Gross Proceeds - Sale of Vehicles		(11,000)		3rd Quarter Adjustments
Foreshore Protection - Other income - Formby Bay	42,000			Unsuccesful Grant Application - Formby Bay
Forehsore Protection - Donations - Formby Bay	8,000			Unsuccesful Grant Application - Formby Bay
Sundry Sales	2,000			3rd Quarter Adjustments
Miscellaneous Income		(6,000)		3rd Quarter Adjustments
Marion Bay Caravan Park Income	25,000			Downturn in Bookings - Cabins not yet installed
Yorketown CP Income	5,000			3rd Quarter Adjustments
VIC - Other Income - Commercial Activities		(1,400)		3rd Quarter Adjustments
VIC -Other Revenue	8,900			3rd Quarter Adjustments
VIC - Sundry Sales : Other		(7,500)		3rd Quarter Adjustments
Ardrossan Library - Grants and Subsidies	3,278			3rd Quarter Adjustments
Minlaton Library - Grants and Subsidies	755			3rd Quarter Adjustments
Maitland Library - Grants and Subsidies	30			3rd Quarter Adjustments
Maitland Library - Donations	1,181			3rd Quarter Adjustments
Yorketown Library - Grants and Subsidies		(187)		3rd Quarter Adjustments
Mobile Telephone Leases	7,054			3rd Quarter Adjustments

Yorke Peninsula Council
March 2016 Budget Review - Summary of Changes

	Increase Deficit/ Capital Exp $	Decrease Deficit/ Capital Exp $	Net Change Increase/ (Decrease) $	Reason for Change
Point Turton Caravan Park - Income	15,000			Downturn in Bookings - Cabins not yet installed
Port Vincent Carvan Park - Income	50,000			Downturn in Bookings - Exec Cabin not yet installed
Black Point Caravan Park - Income		(5,000)		3rd Quarter Adjustments
CYP Caravan Park Leases Income		(13,000)		3rd Quarter Adjustments
Edithburgh Caravan Park - Lease Income		(1,526)		3rd Quarter Adjustments
Minlaton Caravan Park - Lease Income		(6,500)		3rd Quarter Adjustments
Corp & Comm Services Net Change - Income	**193,963**	**(440,444)**	**(246,481)**	
Operating Expenses				
Information Technology - Internet		(7,000)		Reallocation to Office Expenses
HR Uniform Allowance	2,000			3rd Quarter Adjustments
HR Employee Expenses - Allowances		(2,000)		3rd Quarter Adjustments
HR - Staff Training - Seminars	13,685			3rd Quarter Adjustments
HR - Staff Training - Consultants		(9,195)		3rd Quarter Adjustments
HR - Staff Training - Contractual		(2,000)		3rd Quarter Adjustments
HR - Staff Training - Food and Misc		(400)		3rd Quarter Adjustments
HR - Staff Training - Materials		(400)		3rd Quarter Adjustments
HR - Staff Training - Other		(1,690)		3rd Quarter Adjustments
Staff Training - Risk Admin - Seminars		(2,906)		3rd Quarter Adjustments
Staff Training - Risk Admin - Contractual		(794)		3rd Quarter Adjustments
Staff Training - Risk Admin - Food and Misc		(500)		3rd Quarter Adjustments
Staff Training - Risk Admin - Materials	4,200			3rd Quarter Adjustments
Staff Training - Outside Employees - Allowances		(800)		3rd Quarter Adjustments
Staff Training - Outside Employees - Consultants	3,351			3rd Quarter Adjustments
Staff Training - Outside Employees - Contractual	69			3rd Quarter Adjustments
Staff Training - Outside Employees - Food and Misc		(1,670)		3rd Quarter Adjustments
Staff Training - Outside Employees - Materials		(500)		3rd Quarter Adjustments
Staff Training - Outside Employees - Other	20			3rd Quarter Adjustments
HR - Recruitment Costs -Food and Misc		(130)		3rd Quarter Adjustments
HR - Recruitment Costs -Travel	3,000			3rd Quarter Adjustments
HR - Recruitment Costs - Advertising	6,500			3rd Quarter Adjustments
HR - Recruitment Costs - Other	600			3rd Quarter Adjustments
HR General Admin - Materials	1,105			3rd Quarter Adjustments
HR General Admin - Recgognition of Service		(500)		3rd Quarter Adjustments

Yorke Peninsula Council
March 2016 Budget Review - Summary of Changes

	Increase Deficit/ Capital Exp $	Decrease Deficit/ Capital Exp $	Net Change Increase/ (Decrease) $	Reason for Change
HR General Admin - Other	1,500			3rd Quarter Adjustments
HR staff sunctions - Food and Misc		(752)		3rd Quarter Adjustments
HR staff sunctions - Materials	247			3rd Quarter Adjustments
HR staff sunctions - Other	195			3rd Quarter Adjustments
Risk employee Exp - Contractual	5,000			3rd Quarter Adjustments
Risk General Admin - Contractual	3,400			3rd Quarter Adjustments
Risk General Admin - other	1,000			3rd Quarter Adjustments
Risk Professional Services - Contractual		(1,582)		3rd Quarter Adjustments
YPLO - General Admin- Contractual	600			3rd Quarter Adjustments
YPLO - General Admin - Materials	200			3rd Quarter Adjustments
YPLO - General Admin - Other	150			3rd Quarter Adjustments
YPLO - Office Equipment		(1,340)		3rd Quarter Adjustments
YPLO - Office Expenses	100			3rd Quarter Adjustments
YPLO - Volunteer Training	161			3rd Quarter Adjustments
YPLO - Utilities - Electricity	1,340			3rd Quarter Adjustments
YPLO - Plant Expenditure - Unleaded Fuel		(561)		3rd Quarter Adjustments
YPLO - arts and craft group	100			3rd Quarter Adjustments
YPLO - fun and games group	100			3rd Quarter Adjustments
YPLO - tree propogation	100			3rd Quarter Adjustments
YPLO - living skills food and misc	200			3rd Quarter Adjustments
YPLO - living skills materials	800			3rd Quarter Adjustments
YPLO food and misc	454			3rd Quarter Adjustments
Office Expenses - CCTV, Duress Alarms - all offices	16,000			Brought Forward from 16/17 Budget
Council Office Exp - Wages	1,200			3rd Quarter Adjustments
Council Office Exp - Wages : General Admin	1,000			3rd Quarter Adjustments
Council Office Exp - General Admin		(49,000)		Tfd to CCTV, IT etc
Council Office Exp - General Admin	3,000			3rd Quarter Adjustments
Council Office Exp - General Admin		(1,500)		3rd Quarter Adjustments
Council Office Exp - Office Equip - Contractual		(1,000)		3rd Quarter Adjustments
Council Office Exp - Printing		(8,000)		3rd Quarter Adjustments
Council Office Exp - Stationary	2,000			3rd Quarter Adjustments
Council Office Exp - Other		(1,000)		3rd Quarter Adjustments
Council Office Exp - Utilities - Water	1,000			3rd Quarter Adjustments
Council Office Exp- Utilities - Internet	8,000			Reallocation from IT
Council Office Exp - Building Maintenence - Contractual		(1,000)		3rd Quarter Adjustments

Yorke Peninsula Council
March 2016 Budget Review - Summary of Changes

	Increase Deficit/ Capital Exp $	Decrease Deficit/ Capital Exp $	Net Change Increase/ (Decrease) $	Reason for Change
Council Office Exp -Building Maintenance - Materials		(2,000)		3rd Quarter Adjustments
Council Office Exp - General Maintenence - Contractual		(500)		3rd Quarter Adjustments
Rates Admin - Materials		(7,000)		3rd Quarter Adjustments
Rates Admin - Debt Collection Services		(6,000)		3rd Quarter Adjustments
Rates Admin - Professional Services - Legal Fees	4,000			3rd Quarter Adjustments
Rates Admin - Bank Fees		(10,000)		3rd Quarter Adjustments
Accounting and Finance - General Admin		(5,000)		3rd Quarter Adjustments
Accounting and Finance - Bank Charges		(3,500)		3rd Quarter Adjustments
Accounting and Finance - Merchant Charges		(500)		3rd Quarter Adjustments
Interest Repayments on Sport/Recreation Loans	3,283			3rd Quarter Adjustments
Insurance Claims		(10,000)		3rd Quarter Adjustments
Insurance Claims		(3,000)		3rd Quarter Adjustments
Donations NEC	1,000			3rd Quarter Adjustments
Finance Officer - Additional Fixed Term Role	35,012			To cover for Manager Financial Services departure
HR Employee Expenses - Salaries		(30,000)		Reallocation
HR Employee Expenses - Superannuation		(2,850)		Reallocation
HR Employee Exp - Trainees	29,001			Reallocation
Corporate Services - Salaries	18,200			Reallocation
Finance - Salaries		(18,200)		Reallocation
Payroll - Salaries	6,000			Reallocation
HR - Salaries		(6,000)		Reallocation
Visitor Information Centre - Salaries	9,000			3rd Quarter Adjustments
Visitor Information Centre - Superannuation	855			3rd Quarter Adjustments
Records Management - Salaries (ERDMS Cover)	12,974			3rd Quarter Adjustments
Records Management - General admin - Materials		(1,400)		3rd Quarter Adjustments
Records Managment - Consultants		(5,378)		3rd Quarter Adjustments
Marion Bay Caravan Park Employee Exp - Cleaners	30,600			3rd Quarter Adjustments
Marion Bay Caravan Park - Professional Services		(30,000)		3rd Quarter Adjustments
Yorketown Caravan Park - Professional Services	28,000			New CP Managers Contract
Yorketown Caravan Park - Water	4,000			3rd Quarter Adjustments
Yorketown Caravan Park - Materials	1,000			3rd Quarter Adjustments
Yorketown Caravan Park - General Admin		(1,500)		3rd Quarter Adjustments
Yorketown Caravan Park - Office Expenses		(400)		3rd Quarter Adjustments
Yorketown Caravan Park - Grounds Maintenance		(400)		3rd Quarter Adjustments
Yorketown Caravan Park - Building Maintenence		(1,000)		3rd Quarter Adjustments

Yorke Peninsula Council
March 2016 Budget Review - Summary of Changes

	Increase Deficit/ Capital Exp $	Decrease Deficit/ Capital Exp $	Net Change Increase/ (Decrease) $	Reason for Change
Yorketown Caravan Park - Amenities Maintenence		(400)		3rd Quarter Adjustments
VIC - Training		(2,000)		3rd Quarter Adjustments
VIC - Bush Camping Agent Fee		(5,000)		3rd Quarter Adjustments
VIC- Food and Misc	760			3rd Quarter Adjustments
VIC- Stationary & Office Consumables	1,200			3rd Quarter Adjustments
VIC - Advertising	2,205			3rd Quarter Adjustments
VIC - Other	5,000			3rd Quarter Adjustments
VIC- Electricity		(1,847)		3rd Quarter Adjustments
VIC - Water		(318)		3rd Quarter Adjustments
Minlaton Library Staff Training	920			3rd Quarter Adjustments
Minlaton Library- Office Equipment		(250)		3rd Quarter Adjustments
Minlaton Library - Library Resources		(1,150)		3rd Quarter Adjustments
Minlaton Library - Computer Equipment		(1,200)		3rd Quarter Adjustments
Yorketown Library - Staff Training	658			3rd Quarter Adjustments
Yorketown Library - Office Exp		(658)		3rd Quarter Adjustments
Art Exhibition - Gen Admin - Contractual		(950)		3rd Quarter Adjustments
Art Exhibition - Gen Admin - Entertainment		(1,800)		3rd Quarter Adjustments
Art Exhibition - Gen Admin - Food and Misc	933			3rd Quarter Adjustments
Art Exhibition - Gen Admin - Travel		(1,000)		3rd Quarter Adjustments
Art Exhibition - Gen Admin - Materials	3,310			3rd Quarter Adjustments
Art Exhibition - Gen Admin - Postage		(1,000)		3rd Quarter Adjustments
Art Exhibition - Gen Admin - Freights		(1,000)		3rd Quarter Adjustments
Art Exhibition - Gen Admin - Courier		(1,000)		3rd Quarter Adjustments
Art Exhibition - Gen Admin - Advertising		(3,000)		3rd Quarter Adjustments
Art Exhibition - Gen Admin - Other		(621)		3rd Quarter Adjustments
Donations - NEC - Donations	2,922			3rd Quarter Adjustments
Donations - NEC - Sponsership	2,594			3rd Quarter Adjustments
Progress Association allocations/ Hardship payments	7,382			3rd Quarter Adjustments
Point Turton Caravan Park - Professional Services		(7,500)		3rd Quarter Adjustments
Port Vincent Caravan Park - Professional Services	5,000			3rd Quarter Adjustments
Port Vincent Caravan Park - Advertising	2,000			3rd Quarter Adjustments
Port Vincent Caravan Park -Rental Equipment		(1,000)		3rd Quarter Adjustments
Black Point Caravan Park - Professional Services	4,500			3rd Quarter Adjustments
Minlaton Caravan Park - Water	7,149			3rd Quarter Adjustments
Corporate Services - Legal Exp	5,000			3rd Quarter Adjustments

Yorke Peninsula Council
March 2016 Budget Review - Summary of Changes

	Increase Deficit/ Capital Exp $	Decrease Deficit/ Capital Exp $	Net Change Increase/ (Decrease) $	Reason for Change
Corp & Comm Services Net Change - Operating Expenses	316,835	(272,542)	44,293	

Yorke Peninsula Council
March 2016 Budget Review - Summary of Changes

	Increase Deficit/ Capital Exp $	Decrease Deficit/ Capital Exp $	Net Change Increase/ (Decrease) $	Reason for Change
Capital Expenditure				
Records Management - Storage	24,260			Funded from Business Improvement funds
Business Improvement capital		(25,000)		Records Storage funding
Office Equipment	10,000			Mobile staff equipment
Office Equipment	5,000			Innes Pentonvale Meeting Room Upgrade
Vehicles - Various	35,368			Acceleration of vehicle replacement - higher trades
Records Management Capital		(11,335)		Tfr to Salaries for EDRMS implementation
Yorketown Caravan Park - Amenities Upgrade	1,197			3rd Quarter Adjustments
Council Caravan Parks - Other		(1,197)		3rd Quarter Adjustments
Marion Bay Caravan Park - Office Flooring		(2,000)		3rd Quarter Adjustments
Marion Bay Caravan Park - Amenities Capital		(10,030)		3rd Quarter Adjustments
Marion Bay Caravan Park - Cabin Furnishings		(8,752)		3rd Quarter Adjustments
Marion Bay Caravan Park - Fire Hose Reel		(50,000)		Replaced with garden hose system - not affordable
VIC- Capital New and Upgraded		(5,950)		3rd Quarter Adjustments
VIC - Capital - Renewal		(3,885)		3rd Quarter Adjustments
Point Turton Caravan Park - Cabin Repairs		(10,545)		Reallocation
Point Turton Caravan Park - Capital General / Contractual	10,545			Reallocation
Port Vincent Caravan Park - Office Renovation		(1,490)		3rd Quarter Adjustments
Port Vincent Caravan Park- Cabin Rejuvenation		(373)		3rd Quarter Adjustments
Port Vincent Caravan Park - Oz Shacks	1,863			3rd Quarter Adjustments
IT - Computer Equipment	5,000			Update projection equipment - Chamber
Corp & Comm Services Net Change - Capital Expenditure	**93,233**	**(130,557)**	**(37,324)**	
Total increase/(decrease) - Corporate & Community Services			**(239,512)**	

Yorke Peninsula Council
March 2016 Budget Review - Summary of Changes

	Increase Deficit/ Capital Exp $	Decrease Deficit/ Capital Exp $	Net Change Increase/ (Decrease) $	Reason for Change
Overall increase/(decrease) for March Budget Review			$39,996	
Summary				
Decrease /(Increase) in Operating Income		(232,678)		
Increase/(Decrease) in Operating Expenses		162,001		
Net Increase/(Decrease) in Operating Deficit			(70,677)	
Net Decrease/(Increase) in Capital Amounts Received		(30,727)		
Net Increase/(Decrease) in Deficit after Capital Receipts			(101,404)	
Increase/(Decrease) in Spending - New Capital Items		(112,688)		
Increase/(Decrease) in Spending - Renewal of Capital Items		254,088		
Net Increase/(Decrease) in Capital Expenditure			141,400	
Net Increase/(Decrease) in Borrowings			$39,996	

Yorke Peninsula Council

Budgeted Uniform Presentation of Finances
2015/2016 Revised Budget - March 2016

	2015/2016 Adopted Budget	September 2015 Review	December 2015 Review	March 2016 Review	2015/2016 Revised Budget
Income	**-$26,699**	-$135	-$30	**-$233**	**-$27,097**
Less Expenses	**$29,450**	$130	$128	**$162**	**$29,870**
Operating Deficit before Capital Amounts	**$2,751**	-$5	$98	**-$71**	**$2,773**
Less Net Outlays on Existing Assets					
Capital Expenditure on renewal and replacement of Existing Assets	**$7,707**	$623	-$119	**$254**	**$8,465**
Less Depreciation, Amortisation and Impairment	**-$8,700**	$0	$0	**$0**	**-$8,700**
Less Proceeds on Sale of Assets	**-$377**	$0	$0	**-$31**	**-$408**
	-$1,370	$623	-$119	**$223**	**-$643**
Less Net Outlays on New and Upgraded Assets					
Capital Expenditure on New and Upgraded Assets	**$3,479**	$2,067	$60	**-$113**	**$5,493**
Less Amounts received specifically for New and Upgraded Assets	**-$2,310**	-$1,280	-$25	**$0**	**-$3,615**
Less Proceeds for Sale of Surplus Assets	**$0**	$0	$0	**$0**	**$0**
	$1,169	$787	$35	**-$113**	**$1,878**
NET(LENDING) / BORROWING FOR FINANCIAL YEAR	**$2,550**	$1,405	$14	**$39**	**$4,008**

Yorke Peninsula Council

Budgeted Statement of Comprehensive Income $'000
2015/2016 Revised Budget - March 2016

	2015/2016 Adopted Budget	September 2015 Review	December 2015 Review	March 2016 Review	2015/2016 Revised Budget
Rates	-$20,084	-$15	$60	-$10	-$20,049
Statutory Charges	-$387	$0	-$11	-$6	-$404
User Charges	-$2,969	$0	$2	$59	-$2,908
Grants Subsidies Contributions	-$2,635	-$74	-$11	$20	-$2,700
Investment Income	-$205	$0	$30	$0	-$175
Reimbursements	-$353	-$46	-$73	-$288	-$760
Other Income	-$66	$0	-$27	-$8	-$101
TOTAL REVENUES	-$26,699	-$135	-$30	-$233	-$27,097
Employee Costs	$7,915	$61	$28	$99	$8,103
Materials Contracts & Other Expenses	$12,408	$69	$55	$69	$12,601
Depreciation	$8,700	$0	$0	$0	$8,700
Finance Costs	$427	$0	$44	-$6	$465
TOTAL EXPENSES	$29,450	$130	$127	$162	$29,869
OPERATING DEFICIT BEFORE CAPITAL AMOUNTS	$2,751	-$5	$97	-$71	$2,772
(Gain)/Loss on Asset Disposals	-$15	$0	$0	-$31	-$46
Amounts Specifically for New Assets	-$2,310	-$1,280	-$25	$0	-$3,615
NET DEFICIT/(SURPLUS)	$426	-$1,285	$72	-$102	-$889

Yorke Peninsula Council

Budgeted Balance Sheet

2015/2016 Revised Budget - March 2016

	2015/2016 Adopted Budget	Full Year To Date Adjustments *	2015/2016 Revised Budget
	$'000	$'000	$'000
Current Assets			
Cash and Cash Equivalents	$1,827	$1,976	$3,803
Trade and Other Receivables	$1,280	$74	$1,354
Inventories	$923	-$146	$777
TOTAL CURRENT ASSETS	**$4,030**	**$1,904**	**$5,934**
Non-Current Assets			
Financial Assets	$866	$94	$960
Infrastructure, Property, Plant and Equipment	$327,698	$11,086	$338,784
TOTAL NON-CURRENT ASSETS	**$328,564**	**$11,180**	**$339,744**
TOTAL ASSETS	**$332,594**	**$13,084**	**$345,678**
Current Liabilities			
Trade and Other Payables	$2,094	$181	$2,275
Borrowings	$533	$115	$648
Provisions	$1,392	$214	$1,606
TOTAL CURRENT LIABILITIES	**$4,019**	**$510**	**$4,529**
Non-Current Liabilities			
Borrowings	$6,583	$1,363	$7,946
Provisions	$646	-$38	$608
TOTAL NON-CURRENT LIABILITIES	**$7,229**	**$1,325**	**$8,554**
TOTAL LIABILITIES	**$11,248**	**$1,835**	**$13,083**
NET ASSETS	**$321,346**	**$11,249**	**$332,595**
Equity			
Accumulated Surplus	-$5,171	$1,547	-$3,624
Asset Revaluation Reserve	$325,196	$10,259	$335,455
Other Reserves	$1,321	-$564	$757
TOTAL EQUITY	**$321,346**	**$11,242**	**$332,588**

* Includes 14/15 year end adjustments

Yorke Peninsula Council

Budgeted Cash Flow Statement

2015/2016 Revised Budget - March 2016

	2015/2016 Adopted Budget	Full Year To Date Adjustments *	2015/2016 Revised Budget
	$'000	$'000	$'000
Cash Flows from Operating Activities			
Receipts			
Operating Receipts	**$26,485**	**$436**	$26,921
Investment Receipts	**$180**	**-$5**	$175
Payments			
Operating Payments to Suppliers and Employees	**-$20,134**	**-$708**	-$20,842
Finance Payments	**-$427**	**-$38**	-$465
NET CASH USED PROVIDED BY OPERATING ACTIVITIES	**$6,104**	**-$315**	**$5,789**
Cash Flows from Investing Activities			
Receipts			
Amounts Specifically for New or Upgraded Assets	**$2,319**	**$1,296**	$3,615
Sale of Replaced Assets	**$377**	**$31**	$408
Repayments of Loans by Community Groups	**$54**	**$21**	$75
Payments			
Expenditure on Renewal/Replacement of Assets	**-$7,707**	**-$758**	-$8,465
Expenditure on New/Upgraded Assets	**-$3,279**	**-$2,214**	-$5,493
Loans to Community Groups	**$0**	**-$240**	-$240
			$0
NET CASH USED IN INVESTING ACTIVITIES	**-$8,236**	**-$1,864**	**-$10,100**
Cash Flows from Financing Activities			
Receipts			
Proceeds from Borrowings	**$0**	**$1,350**	$1,350
Payments			
Repayment of Borrowings	**-$575**	**-$56**	-$631
NET CASH USED IN FINANCING ACTIVITIES	**-$575**	**$1,294**	**$719**
NET INCREASE/(DECREASE) IN CASH HELD	**-$2,707**	**-$885**	**-$3,592**
CASH AT BEGINNING OF REPORTING PERIOD	**$4,534**	**$2,860**	$7,394
CASH AT END OF REPORTING PERIOD	**$1,827**	**$1,975**	**$3,802**

* Includes 14/15 year end adjustments

Yorke Peninsula Council

Budgeted Statement of Changes in Equity

2015/2016 Revised Budget - March 2016

	Accumulated Surplus $'000	Asset Revaluation Reserve $'000	Other Reserves $'000	TOTAL EQUITY $'000
Accumulated Surplus brought forward	($4,511)	$335,455	$757	**$331,701**
Net Surplus/(Deficit) for Year	$887			**$887**
Gain on Revaluation of Infrastructure, Property, Plant and Equipment		$0		**$0**
Transfers between Reserves	$0	$0	$0	**$0**
Total Equity at end of 2015/2016 Budget Year	**($3,624)**	**$335,455**	**$757**	**$332,588**

Yorke Peninsula Council

Budgeted Financial Indicators
2015/2016 Revised Budget - March 2016

	2015/2016 Adopted Budget	2015/2016 Revised Budget
Operating Surplus/(Deficit) $'000	**-$2,760**	**-$2,774**
Operating Surplus Ratio	**-13.7%**	**-13.8%**
Net Financial Liabilities $'000	**$7,637**	**$7,430**
Net Financial Liabilities Ratio	**28.6%**	**27.4%**
Interest Cover Ratio	**0.8%**	**1.1%**
Asset Sustainability Ratio	**84.3%**	**92.5%**
Asset Consumption Ratio	**61.9%**	**63.0%**

DIRECTOR CORPORATE AND COMMUNITY SERVICES

DA/ITEM 6.2

5. DRAFT 2016/17 ANNUAL BUSINESS PLAN (File Ref: 9.24.1.1)

PURPOSE

Each year Council develops and adopts an Annual Business Plan (ABP). This document explains the context in which the budget has been developed, provides information on what Council plans to achieve in the coming financial year and describes how this will be funded.

RECOMMENDATION

That Council endorse the draft Annual Business Plan, including the draft budget for the financial year ending 30th June 2017, for public consultation.

LINK TO STRATEGIC PLAN

Key Theme/s:	Corporate Governance and Leadership 2. Organisational Efficiency and Resource Management
Strategic Goal/s:	2.1 Financially sustainable organisation

BACKGROUND

As required by the Local Government Act 1999 and the Local Government (Financial Management) Regulations 2011, Council must prepare its ABP in a timely fashion and make this plan available for public consultation prior to adoption.

As part of this process Council consults with the community and considers all feedback at a Council meeting prior to adoption of the ABP. Members of the public are also afforded the opportunity to present to Council at that scheduled meeting in regard to the ABP.

DISCUSSION

The draft ABP will be supplied to Councillors under separate cover.

The draft ABP has been developed taking into account legislative requirements, the Strategic Plan, the Draft 2016/17 Budget and using the draft Long Term Financial Plan 2016/17 to 2025/26 as a guide.

The draft ABP sets out all capital projects and the budgeted statutory financial statements for the 2016/17 financial year. In addition, the ABP details actions from the Strategic Plan which will be achieved during the coming financial year.

The key assumptions made in the development of the draft Budget were:

- Inflation assumed to be 1.95%:
- No change in service levels other than acceleration of the sealing of Clinton Road with the assistance of Special Local Roads funding from the Federal government.
- Emphasis to be placed on the renewal of Council's existing asset base with the aim of achieving industry averages within the 10 years of its Long Term Financial Plan.

The draft 2016/17 Budget has been prepared taking in to account reductions in discretionary grants available and incorporating 'one off" capital receipts from Roads to Recovery Diesel

Rebate funding and the accelerated Special Local Road funding made available for the sealing of Clinton Road.

The total Draft 2016/17 Capital Budget is also in line with total spending in the draft Long Term Financial Plan however displays an even greater emphasis on renewal of key assets than originally planned for the 2016/17 financial year.

The draft Budget proposes a total of $5.996m to be invested in renewal of assets and $4.626m for the purchase and creation of new assets which includes the completion of the sealing of Clinton Road at a cost of $2.995m.

The 2016/17 draft Budget meets forecasts of the draft Long Term Financial Plan in the majority of areas with an Operating Surplus after Capital Receipts of $1.203m predicted incorporating Operating Revenue of $28.117m and Operating Expenses totalling $30.778m (including $9.075m Depreciation charge).

Elected Members will also be provided with detailed departmental budget documents for their reference under separate cover at the June 2016 Council meeting.

Advertisements have been placed in the Yorke Peninsula Country Times and on Council's website informing the public that copies of the draft ABP are available from Thursday 12th May 2016 for public comment. Copies will be sent to all Progress Associations and will be available to the general public at all Council office front counters.

Written submissions will close on Wednesday 1st June 2016 and in conjunction with the June meeting of Council, the opportunity will be provided for public presentations to Council.

COMMUNITY ENGAGEMENT PLAN

Level 1 Inform – Public Notice in Yorke Peninsula Country Times, Council's website and Facebook page.

CONSULTATION PROCESS

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Chief Executive officer
- Director Corporate & Community Services
- Director Development Services
- Director Assets & Infrastructure Services
- Acting Manager Financial Services
- Manager Business and Public Relations

In preparing this report, the following External Parties were consulted:

- Nil

POLICY IMPLICATIONS

PO142 Budget Reporting and Amendment Policy

BUDGET AND RESOURCE IMPLICATIONS

The 2016/17 draft Budget is consistent with the draft Long Term Financial Plan and Council's key financial direction of reducing the operating deficit and dedicating funds to the renewal of assets, consistent with Council's Infrastructure and Asset Management Plan.

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Local Government Act 1999
Local Government (Financial Management) Regulations 2011

ATTACHMENTS

Under separate cover – Yorke Peninsula Council Draft 2016/17 Annual Business Plan

DIRECTOR CORPORATE AND COMMUNITY SERVICES

DA/ITEM 6.2

6. NAMING OF LOCALITY – PARSONS BEACH (File Ref: 9.24.1.1)

PURPOSE

To seek Council endorsement to proceed with lodging a formal submission to the Surveyor-General to have the area known as Parsons Beach, officially gazetted as a locality.

RECOMMENDATION

That Council lodge a formal submission to the Surveyor-General for consideration to have the area identified in this report as Parsons Beach, officially gazetted as the locality of Parsons Beach.

LINK TO STRATEGIC PLAN

Key Theme/s: Community Engagement
2. Sense of Ownership
Strategic Goal/s: 2.1 Our communities are well informed

BACKGROUND

It has previously been identified that the area known as Parsons Beach has not been officially gazetted as a locality separate from Minlaton.

The area known as Parsons Beach, has always been identified by Council and the community as a separate locality, and not incorporated as part of the locality of Minlaton.

Council, at its meeting held on 20th January 2016, endorsed consultation with residents of the Parsons Beach area to have the area formally gazetted as a locality.

DISCUSSION

There have been several requests from property owners in the area for street numbers to be allocated, which Council must undertake pursuant to the Local Government Act 1999, however this has become increasingly problematic due to Parsons Beach being incorporated into the rural locality of Minlaton.

Staff commenced consultation with affected residents during February 2016 asking if they support Council in their submission to have the identified area formally recognised as the locality of Parsons Beach.

39 written submissions were received with 31 respondents in favour of the submission and 8 against the submission. Of the 8 that submitted a “no” vote, none gave reasons as to why they did not support the submission.

There are key benefits for supporting the area being gazetted as a separate locality, including:

- Locating properties for emergency situations – there could be confusion for emergency services locating the area as it currently stands, as the area is known as Minlaton.
- Reduction of confusion for deliveries as the area is presently identified as Minlaton.

- Property Sales – feedback has indicated that main stream lenders have not recognised Parsons Beach as a locality and this could lead to issues with lending proposals for the purchase of property in the designated location.

The naming of Parsons Beach as an official locality would be consistent with other localities such as:

- Bluff Beach
- Port Rickaby
- Sheoak Flat
- Foul Bay
- Sultana Point

Given there is a majority of support for the proposal, we seek endorsement to proceed with lodging a formal submission to the Surveyor-General to have the area illustrated below, and bordered by Parsons Beach Road, Mount Terrible Road, Watson Beach Rd and the foreshore, gazetted as the locality of Parsons Beach.

COMMUNITY ENGAGEMENT PLAN

Level 2 - Consult

Council administration staff undertook a six (6) week consultation period with all key stakeholders, residents/ratepayers, emergency services and real estate agents, receiving a majority of support for the proposal.

CONSULTATION PROCESS

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Director Corporate and Community Services
- Corporate Management Team

In preparing this report, the following External Parties were consulted:

- Department for Planning, Transport and Infrastructure
- Residents/Ratepayers
- Emergency Services
- Real Estate Agents

POLICY IMPLICATIONS

PO057 – Community Engagement Policy

BUDGET AND RESOURCE IMPLICATIONS

Not applicable

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Geographical Names Act 1991

ATTACHMENTS

Nil

DIRECTOR CORPORATE AND COMMUNITY SERVICES

DA/ITEM 6.2

7. COUNCIL COMMUNITY GRANTS AND PROGRESS ASSOCIATION ALLOCATION PROGRAMMES (File Ref: 9.24.1.1)

PURPOSE

To consider the process and timetable for approval of the 2016-17 Community grants.

RECOMMENDATION

That Council endorse the schedules for the Grants Working Party to review and make recommendations to Council for the 2016/17 Community Grants Programme and variations to the 2016/17 Progress Association Allocation Programme.

LINK TO STRATEGIC PLAN

Key Theme/s: Corporate Governance and Leadership
2. Organisational Efficiency and Resource Management

Strategic Goal/s: 2.1 Financially sustainable organisation

BACKGROUND

Each financial year Council sets aside 1% of rates income to assist with community based projects. Community groups are able to apply for grants of up to $5,000 per project which must meet all conditions contained within Council Policy - PO149 Community Grants Policy.

In addition, Council provides an annual allowance of $1,500 to eligible Progress Associations (or similar not for profit organisations) to assist with administration costs of these groups. Conditions of eligibility are contained within Council Policy - PO094 Annual Allocations to Progress Associations which also provides for consideration of hardship applications for funding in addition to the annual allocation. Hardship applications are subject to certain conditions and are at the discretion of Council.

DISCUSSION

Schedule for the 2016/17 Community Grants Programme:

1. Applications open 1st July 2016 – 8.30am.
2. Advertisements in the Yorke Peninsula Country Times on the 28th June and 5th July 2016.
3. Applications close 11th August 2016 – 5.00pm.
4. Grants Working Party deliberation 16th – 19th August 2016.
5. Report detailing the recommendations of the Grants Working Party submitted to the Council Meeting 14th September 2016.

Schedule for the 2016/17 Progress Association Allocation:

1. Applications for “New Recipients” open 1st July 2016 – 8.30am.
2. Applications Close 11th August 2016 – 5.00pm.

3. Grants Working Party deliberation 16th – 19th of August 2016.
4. Report detailing the recommendations of the Grants Working Party submitted to the Council Meeting 14th September 2016.

COMMUNITY ENGAGEMENT PLAN

Level 1 Inform – Public Notice in Yorke Peninsula Country Times, Council's website and Facebook page.

CONSULTATION PROCESS

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Chief Executive Officer
- Director Corporate & Community Services

In preparing this report, the following External Parties were consulted:

- Nil

POLICY IMPLICATIONS

PO149 Community Grants Policy

PO094 Annual Allocations to Progress Associations

BUDGET AND RESOURCE IMPLICATIONS

The 2016/17 draft Budget has set aside $161,060 representing 1% of Rates Income for the Community Grants programme and $49,500 for allocations to approved Progress Associations (or similar). A further allowance of $6,000 has also been included in case of hardship allocations.

Risk management considerations will form part of the Grants Working Party assessment process for each application for Community Grants funding.

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Local Government Act 1999
Local Government (Financial Management) Regulations 2011
Council's Strategic Plan includes clear plans to ensure better and timely reporting and improved formal control of Council's Adopted Budget and the Budget Review process.

ATTACHMENTS

Nil

DIRECTOR DEVELOPMENT SERVICES

DA/ITEM 6.4

1. ACCESS ADVISORY WORKING PARTY MEETING MINUTES (File Ref: 9.24.1.1)

PURPOSE

For Council to receive the Minutes of Council's Access Advisory Working Party held 22nd April 2016.

RECOMMENDATION

That Council:

1. receive the Minutes of the Access Advisory Working Party held on Friday 22nd April 2016.
2. endorse the recommendations of the Access Advisory Working Party.

LINK TO STRATEGIC PLAN

Key Theme/s: Corporate Governance and Leadership
2. Organisational Efficiency and Resource Management
Strategic Goal/s: Continue to implement Council's Disability Action Plan

BACKGROUND

To keep Council informed of regular Access Advisory Working Party Meetings and to consider identified projects to meet the needs of people with disabilities.

DISCUSSION

Attached are the Minutes of the Access Advisory Working Party meeting held on 22nd April, 2016.

Item 1.3 of the Minutes recommends the following motion be adopted:-

Keryn Dawes moved Ann Brown seconded

It is recommended that Council commit $750 towards the upgrading of the existing crossing adjacent to the church in Main Street, Minlaton.

CARRIED

Item 2.3 of the Minutes recommends the following motion be adopted:-

Brenda Bowman moved Cr Brundell seconded

It is recommended that Council commit $2,400 to construct 4 wheel chair friendly access points at the Port Vincent Wharf Shelters.

CARRIED

Item 2.4 of the Minutes recommends the following motion be adopted:-

Brenda Bowman moved Cr Brundell seconded

It is recommended that Council commit $1,500 for two access ramps on the corner of High Street and The Crescent, Ardrossan.

CARRIED

Item 3.2 of the Minutes recommends the following motion be adopted:-

John Edwards moved John Franke seconded

It is recommended that Council commits $750 for an access ramp next to the Kiosk opposite the crossover at the Hotel, Port Victoria.

CARRIED

Item 3.3 of the Minutes recommends the following motion be adopted:-

Brenda Bowman moved John Franke seconded

It is recommended to Council that any surplus from the 2015/2016 budget be used for the purchase of materials, in particular tactile indicators.

CARRIED

If Council endorse the above recommendations the total amount for 2015/16 financial year should be fully absorbed.

COMMUNITY ENGAGEMENT PLAN

Level 1 – Consult with members of the Access Advisory Working Party

CONSULTATION PROCESS

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Director Development Services
- Operations Coordinator

In preparing this report, the following External Parties were consulted:

- Access Advisory Working Party
- Progress Associations

POLICY IMPLICATIONS

Yorke Peninsula Council Disability Plan.

BUDGET AND RESOURCE IMPLICATIONS

Consistent with the 2015/16 budget allocation.

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Disability Discrimination Act

Council has adopted a Disability Action Plan to ensure that people with disabilities can access Council functions, facilities and services.

ATTACHMENTS

Attachment 1: Minutes of the Meeting held 22nd April 2016.

Yorke Peninsula Council

Minutes of the Meeting of the Access Advisory Working Party

Held on Friday 22 April, 2016
In the Council Chambers
57 Main Street Minlaton commencing at 1.30pm

(Subject to confirmation)

ITEM 1

1.1 WELCOME BY CHAIRPERSON

Chairperson Cr Alan Headon welcomed everyone to the meeting and declared the meeting open at 1:32 pm.

1.2 PRESENT

Cr Alan Headon (YP Council), Keryn Dawes (Edithburgh Progress Assoc), John Edwards (Edithburgh Progress Assoc), John Franke (Yorketown Progress Assoc), Ann Brown (Stansbury Progress Association), Brenda Bowman (Ardrossan Progress Assoc), Cr Veronica Brundell (YP Council), Peter Rigg (Curramulka Progress Assoc), Heather Shepley (Corny Point Progress Assoc), Pam Headon (Pt Clinton Progress Assoc), Arty Glazbrook (Maitland Progress Assoc), Jane Lavery (Warooka Progress Assoc), Richard Correll (Arthurton Progress Assoc), Perry Woodward (Pt Julia Progress Assoc).

IN ATTENDANCE

Roger Brooks	Director Development Services
Nick Hoskin	Operations Coordinator
Lesley-Anne Swaans	Minute taker

1.3 LEAVE OF ABSENCE

Nil

1.4 APOLOGIES

Nil.

1.5 MINUTES OF THE PREVIOUS MEETING

Brenda Bowman moved John Edwards seconded

That the minutes of the Access Advisory Working Party meeting held on Friday 22 January, 2016, as circulated, be confirmed as a true record.

CARRIED

1.6 MATTERS ARISING FROM MINUTES

1. Individual updates on projects allocated funding

1.1 Yorketown access and egress ramps at Yorketown Hospital

This project has been completed.

1.2 Port Vincent Institute Access Project

This project has been completed.

1.3 Footpath Concerns – Minlaton – Nick Hoskin to advise costs to install ramps near the Bakery

Keryn Dawes moved Ann Brown seconded

It is recommended that Council commit $750 towards the upgrading of the existing crossing adjacent to the church in Main Street, Minlaton.

CARRIED

2. Other Matters Arising

2.1 Maitland list of Crossover Ramps required – Arty Glazbrook

On-going – A Glazbrook to provide list.

2.2 Signage and Access issued at Maitland Public Toilets

This project has been completed.

2.3 Wharf Shelters Port Vincent requires four (4) Wheel Chair Accesses – Nick Hoskin has advised an approximate cost of $600 per access.

Brenda Bowman moved Cr Brundell seconded

It is recommended that Council commit $2,400 to construct four (4) wheel chair friendly access points at the Port Vincent Wharf Shelters.

CARRIED

1.7 MATTERS REFERRED BY COUNCIL

Nil

1.8 PRESIDING MEMBER'S REPORT

The Presiding Member advised that all was going well with current and future projects for this financial year. He was pleased with the response from local community groups and hoped that this would continue.

It was requested that projects for the next financial year be submitted at the July 2016 meeting.

ITEM 2 CORRESPONDENCE

2.1 Correspondence from Olivia Clifford from Ardrossan enquiring about the installation of rollout beach matting for wheel chair access at Tiddy Widdy Beach.

Director of Development Services to respond, advising Ms Clifford to contact her local community group for support.

2.2 Corny Point Progress Association – request financial support for Beach Access Mat.

This matter was deferred pending the outcome of their Recreational Fishing grant application.

2.3 Port Clinton Progress Association request financial assistance to install access ramp to the northern entrance of the school.

The Director of Development Services to liaise with the Port Clinton Progress Association seeking a minimum contribution of 50% of the cost of the project (approximately $350).

2.4 Mr Roads from Ardrossan, requesting an access ramp on the corner of High Street and The Crescent, Ardrossan.

Brenda Bowman moved Cr Brundell seconded

It is recommended that Council commit $1,500 for two access ramps on the corner of High Street and The Crescent, Ardrossan.

CARRIED

ITEM 3 GENERAL BUSINESS

3.1 Late Item – correspondence (3111/2016/4).

John Edwards moved Anne Brown seconded

That a late item of correspondence from Ron & Chris Duncan regarding access ramps at Stansbury be received for consideration (3111/2016/4).

CARRIED

This matter was deemed to be a general maintenance issue to which Mr Hoskin will follow up.

3.2 Port Victoria – Crossover (Hotel/Kiosk)

John Edwards moved John Franke seconded

It is recommended that Council commits $750 for an access ramp next to the Kiosk opposite the crossover at the Hotel, Port Victoria.

CARRIED

3.3 Remaining budget allocation 2015/2016.

Brenda Bowman moved John Franke seconded

It is recommended to Council that any surplus funds from the 2015/2016 budget be used for the purchase of materials, in particular tactile indicators.

CARRIED

ITEM 4 NEXT MEETING

22 July, 2016 at 1.30pm

ITEM 5 CLOSURE

The meeting closed at 2.26 pm

…….
Chairperson – Mr Alan Headon
Friday, 22 July 2016

DIRECTOR DEVELOPMENT SERVICES

DA/ITEM 6.4

2. COUNCIL ENDORSEMENT APPLICATION FOR RV FRIENDLY TOWN STATUS – PORT VICTORIA (File Ref: 9.24.1.1)

PURPOSE

To seek permission to proceed with the public consultation process for the endorsement of Port Victoria Progress Association Inc. (Progress) application for Campervan and Motorhome Club of Australia (CMCA), 'RV Friendly Town' status.

RECOMMENDATION

That Council give permission to commence the public consultation process in relation to the SF194 Council Endorsement Application for CMCA (Campervan and Motorhome Club of Australia), 'RV Friendly Town' Status, received from Port Victoria Progress Association Inc.

LINK TO STRATEGIC PLAN

Key Theme/s:	Community Engagement 2. Sense of Ownership
Strategic Goal/s:	2.2 Our Communities are well informed

BACKGROUND

Part Allotment (PTL) 1, 1 Kuhn Terrace Port Victoria is leased to Progress and includes the oval complex. In November 2015, Progress was given approval to install a dump point at the oval with the view of providing casual and overnight parking for Recreational Vehicles (RV). Progress has since lodged the RV Friendly Town Assessment Form to the CMCA for consideration.

Prior to the CMCA giving consideration to Progress's RV Friendly Town assessment, the CMCA require the applicant to obtain Council endorsement for Port Victoria to be granted 'RV Friendly town' status.

DISCUSSION

It is proposed that overnight stays be permitted at a designated area within the oval surrounds which is situated at PTL 1, Kuhn Terrace Port Victoria, Crown Record: Volume 5859 Folio 589. PTL 1 is Crown land under the care, control and management of Council, listed as Category 3 Public & Community on Council's Community Land register and zoned Community.

Having due regard for the Community Zone Provision as set out in Council's Development Plan, RV activity is consistent with the objectives of the plan. It is a zone which accommodates clubroom facilities and a range of small-scale, tourist related accommodation and recreational facilities. This is consistent with RV parking areas providing that development is designed, constructed and sited to compliment the natural features of the adjoining coastal and rural environment.

The SF194 Council Endorsement Application key points are:

- In Town Casual Parking (maximum 6 hours) available in Main Street and Victoria Street (carpark west of the Port Victoria Hotel-Motel), and at the oval complex, 1 Kuhn Terrace Port Victoria;

- Overnight parking for a maximum concurrent stay of four nights;
- The overnight stay area situated at the oval has a dump point and potable water source and can cater for RV's that are more than 11 metres in length;
- It is proposed an overnight fee of $7 be charged and collected by Progress's oval manager who currently and will continue to, inspects the oval daily. The payment can also be made at the Port Victoria Kiosk;
- Signage will be displayed at the overnight camping site giving information on where to obtain verbal advice and hand out materials outlining conditions of stay;
- All signage is to be paid for by Progress and erected by Council staff;
- Waste will be collected weekly however usage will be monitored to see if extra bins are required; and
- The use of generators in all RV areas will be restricted to the hours of 8.00am to 7.00pm.

For Council to consider endorsement, policy PO144 RV Friendly Status Guidelines states that a public consultation process must be undertaken to ensure community acceptance.

It is proposed that a letter giving notification of the public consultation process be sent to neighbouring property owners of the overnight stay area.

Council's lease with Progress, over PTL 1, will be amended to reflect the use of the property for RV casual and overnight stays.

COMMUNITY ENGAGEMENT PLAN

Level 2 - Consult

CONSULTATION PROCESS

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Senior Compliance Officer

In preparing this report, the following External Parties were consulted:

- Port Victoria Progress Association Inc.

POLICY IMPLICATIONS

PO144 Recreational Vehicle (RV) Friendly Status Guidelines

PO057 Public Consultation Policy

BUDGET AND RESOURCE IMPLICATIONS

Port Victoria Progress Association Inc. is responsible for costs relating to the public consultation process and signage.

Council is responsible for erecting all signage.

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

PO144 Recreational Vehicle (RV) Friendly Status Guidelines

Council's Development Plan

ATTACHMENTS

Attachment 1: Correspondence from Port Victoria Progress Association Inc.

Attachment 2: SF194 Council Endorsement Application for CMCA (Campervan and Motorhome Club of Australia) RV Friendly Town Status.

Attachment 3: CMCA, RV Friendly Town Assessment form.

Attachment 4: Community Engagement Plan.

Item Number
2379 - 2016 - 4
GDS Number
4.85.1.3
Distribution

Port Victoria
Progress Association Inc.
PO Box 182 Port Victoria SA 5573
President: Wendy Brusnahan 08 88342234
Secretary: Raelene Irlam 08 88342175

Marilyn Mensforth
YPC
PO BOX 57
MAITLAND 5573

RV FRIENDLY TOWN PROGRAM - PORT VICTORIA

Since 2007 Port Victoria Progress has been liaising with your Council for the installation of a Dump Point at the Port Victoria Oval.

In November 2016 the Dump Point was installed with the permission of Council and some assistance from a Community Grant.

The CMCA donated the actual dump point system and their State representative recommended Port Victoria become a RV Friendly Town. When our system was completed they forwarded the appropriate Assessment Form which I forwarded to the Head Office (attached), who requested I get the Council to complete a Letter of Understanding (also attached).

Port Victoria relies very heavily on tourism to keep our few businesses viable. The local caravan park has a low reputation among the caravanning tourists and we regularly see rigs come into the town drive out again. As they rarely stay our local economy suffers.
With the introduction of a Dump Point at the oval and the opportunity to stay a few nights in their vehicles we hope to regain some positive publicity for the town from caravanners.

Port Victoria Progress Association requests that the YPC support our application to become a RV Friendly Town and complete the Letter of Understanding that the CMCA requires of Councils.

Yours sincerely

Wendy Brusnahan, President
Port Victoria Progress Association
wendybrus@gmail.com
Mob 0407718573

28.03.2016

RECEIVED
8 APR 2016

Item Number
2816-2016 - Z

GDS Number
4.85.1.3

Distribution
MKM

PRINCIPAL OFFICE:
8 Elizabeth Street, Maitland
Telephone (08) 8832 0000
ALL CORRESPONDENCE TO:
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Email: admin@yorke.sa.gov.au
Website: www.yorke.sa.gov.au

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COUNCIL ENDORSEMENT APPLICATION FOR CMCA (CAMPERVAN AND MOTORHOME CLUB OF AUSTRALIA) RV FRIENDLY TOWN STATUS

SF194
Responsible Officer: C&CS
Issue Date: 06/06/2014
Next Review Date: June 2014

Please ensure the completed CMCA RV Friendly Town Assessment form is included with this application.

Applicant's details (Name & Postal Address)

Organisation Name: Pt Victoria Progress Assoc Contact Person: W. Brushahan

Address: 16 Main St Port Victoria Post Code: 5573

Phone No: 0407718573 Fax No: _____ Email Address: Wendybrus@gmail.com

ABN/~~CAN~~: 728 84947 645.

Short Term Overnight Parking Location

Lot No: _____ Street: Kuhn Tce

Town: Pt Victoria Post Code: 5573.

Section No: _____ Hundred: _____ Volume: _____ Folio: _____

Zoning Classification _____

** Please attach plan showing location of camping area*

Overnight Camping Area

***Please tick one box**

Un-alienated Council Land ☐ Leased Council Land ☐ Licensed Council Land ☑ Private ☐

Name of responsible person /organisation: Pt Victoria Progress Assn

Address: 16 Main St Port Victoria Post Code: 5573

Phone No: 0407 718 573 Fax No: _____

Printed copies are considered uncontrolled.
Before using a printed copy, verify that it is the current version.

Services Offered

Dump Point ☑ Electricity ☐ Potable Water ☑ Toilets ☑ Showers ☐ Waste Collection ☑

BBQ ☐ Other Services: _____

Overnight Camping Area Management

To be eligible to use overnight camping facilities, a Recreational Vehicle (RV) is defined as being a self-contained vehicle either towed or self-propelled, having as a minimum, its' own toilet, shower, water tank, fridge, black water collection tank and grey water collection tank.

Per night camping fee (incl GST): $ 7-00

How do you intend to collect this fee?

Oval manager to collect or
Deposit at Pt Victoria Kiosk.

How do you intend to police payment of this fee?

Oval manager currently inspects oval daily

How do you intend to ensure campers comply with appropriate Recreational Vehicles as defined above?

Oval manager currently inspects oval daily

What Waste Management facilities and collection procedures will you put in place?

Council collection weekly.

What restrictions will you place on the use of on-board generators?

- Area is in an oval complex & oval manager will inspect area daily

Short Term Parking Location near the Central Business District

The RV Traveller expects a parking area in close proximity to the central business district for easy access to shops.*RV Short Term Parking will comply with any existing time limits. The maximum parking time is six (6) hours.

Town: Pt Victoria Street: Main St Post Code: 5573

Lot No: _____ *** If applicable***

Printed copies are considered uncontrolled.
Before using a printed copy, verify that it is the current version.

Longer Term Parking

**Council encourages the use of existing caravan parks and camping areas.*
What can you offer for longer term parking (up to five (5) days)?

Pt Victoria Oval Complex up to 96 hours.

Visitor Information Outlet

Do you have a Visitor Information Outlet? Yes ☑ No ☐

What processes and paperwork will you put in place to ensure Visitor Information Outlet employees are aware of the requirements of RV Friendly Status?

Pt Victoria Kiosk - owners are active members of Progress Assoc.

Public Consultation Process

****Community acceptance is an integral component of the RV Friendly classification. Affected businesses, clubs, organisations and the community should be involved in the consultation procedure.***

Council will conduct a public consultation process as outlined in Councils' Public Consultation Policy PO057.

A fee of $275.00 incl. GST will be levied should this application proceed to Public Consultation.

You will be notified prior to the consultation process.

Community has been actively pursuing the installation of a Dump Point & RV parking at Oval since 2007. Community is very positive to this project.

Appropriate Land Use

Does the proposed site for the camping area comply with:						Please provide an explanation as to how any non-compliance will be managed.
Development zoning	Yes	☐	No	☐		
Community Land designation	Yes	☐	No	☐	n/a ☐	
Land dedication	Yes	☐	No	☐	n/a ☐	

Signature

Name: Wendy Buchanan Date: 6/4/16

Position: President Signature:

Printed copies are considered uncontrolled.
Before using a printed copy, verify that it is the current version.

Short Term Parking

Is there provision for low cost, short term overnight stays, close to the CBD (24 hours+)? Yes ☑ No ☐

Distance from town centre in kilometres: 500 metres

Location/Name *(as the locals know it)*: Port Victoria Oval

Latitude *(mandatory)*: 39°29'45.93 S Longitude *(mandatory)*: 137°29'17.08 E.

Address *(include nearest cross street)*: Kuhn Tce Port Victoria.

What size recreational vehicles can the area accommodate? *(Allow for full turning circle if necessary, up to 35 metres for big rigs.)*

☑ <11 metres ☑ >11 metres

Facilities

Self-contained only	☑ Yes	☐ No			
Length of stay	☐ 24hrs	☑ 48hrs	☐ 72hrs	☐ 96hrs	☐ Other
Pets permitted	☑ Yes	☐ No	☐ Conditional		
Mobile phone service	☑ Yes	☐ No			
Parking permit required	☐ Yes	☑ No	**Cost:** $7 p night.		
Services	☐ Showers	☑ Rubbish bins	☑ Toilets	☑ Covered seating	
	☐ Power	☐ BBQ	☑ Water		

Long Term Parking *(for self-contained vehicles)*

Is there provision for longer term overnight stays? *(e.g. bush camp, minimum of three nights.)* Yes ☑ No ☐

Distance from town centre in kilometres: 500 metres.

Location/Name *(as the locals know it)*: Port Victoria Oval.

Latitude *(mandatory)*: 39°29'45.93S Longitude *(mandatory)*: 137°29'17.08 E.

Address *(include nearest cross street)*: Kuhn Tce Port Victoria

What size recreational vehicles can the area accommodate? *(Allow for full turning circle if necessary, up to 35 metres for big rigs.)*

☑ <11 metres ☑ >11 metres

Facilities

Self-contained only	☑ Yes	☐ No			
Length of stay	☐ 24hrs	☐ 48hrs	☐ 72hrs	☑ 96hrs	☐ Other
Pets permitted	☑ Yes	☐ No	☐ Conditional		
Mobile phone service	☑ Yes	☐ No			
Parking permit required	☐ Yes	☑ No	**Cost:** $7 p. night		
Services	☐ Showers	☑ Rubbish bins	☑ Toilets	☑ Covered seating	
	☐ Power	☐ BBQ	☑ Water		

Local Caravan Park

Address: Davies Tce Port Victoria "Gulfhaven"

Contact name: _____ Phone: 88342012

Is the caravan park willing to join the CMCA Friendly Caravan Park Listing? Yes ☐ No ☐ *(See attached CMCA Caravan Park Listing Forms)*

of choice

RV Friendly Town™ Assessment Form

Outline of Proposed RV Friendly Town™

1. This document is confidential when completed. Information contained herein will be used for initial assessment by the Campervan & Motorhome Club of Australia Limited (CMCA). More in-depth details may be required to complete the process.
2. The designation as an RV Friendly Town™ refers to a town that is friendly toward all travellers in recreational vehicles, where large and small vehicles have equal access to town facilities such as parking, a dump point and potable water.
3. Vehicle combinations can range from 5 metres to 19.5 metres in length.
4. RV refers to all recreational vehicles. This includes motorhomes, caravans, campervans and camper trailers. This does not include tent camping.
5. Completion of this document does not commit CMCA to designating the above mentioned town as an RV Friendly Town™.

RV Friendly Town™

Name of Town: Port Victoria South Australia.

Name of City/Council/Shire offices: Yorke Peninsula Council.

Address: P.V.P.A. P.O Box 182 Port Victoria SA 5573
(16 Main St, Port Victoria)

Contact's name: Wendy Brushaber Position: President

Email: wendybrus@gmail.com

Phone: 0407 718 573 Fax: —

Website: www.portvictoria.org.au Date:

Address of Council depot *(for delivery of signs)*: Maitland Depot
Elizabeth Road Maitland

Name of depot contact: Nick Hoskin Phone: 0419 817 975

Give a brief description of the town *(e.g. wide tree lined streets; historic buildings; proximity to a river, lake etc.)*:

Port Victoria is a small coastal town on the western side of Yorke Peninsula and is a haven for the fishing fraternity, both boaties & beach/jetty anglers. Wardang Island provides excellent diving trails and fishing spots around the many wrecks. Port Vic is a quiet, peaceful tourist spot with beautiful white beaches along the coast and an 18 hole winter links course.

RV FRIENDLY Campervan Motorhome Club of Australia Limited

Give a brief history of the town and its main industries *(e.g. established as a mining town, primary rural industries). Indicate any new or unusual initiatives undertaken by the local government or community:*

Port Victoria is historically significant as a major grain port from the late 1800's to supply grain to Europe, and especially for the great windjammers who participated in the Great Grain Races from Port Victoria to Europe. The last grain windjammers left in 1949. Today the Maritime Museum houses much history from this era. The district is renowned as a cereal & sheep/cattle farming area with great fishing grounds off the coast & around Wardang Island.

Recreational Vehicle Friendly Facilities

This section is essential for assessment. Please answer all questions carefully.

1. A self-contained recreational vehicle is one that has the ability to retain all waste within the confines of the vehicle, including black and grey water.
2. Parking bays for all sized recreational vehicles within a kilometre of the Post Office or Post Office Agency is highly desirable.
3. Low cost, short term overnight parking no more than 5 kilometres from the Post Office or Post Office Agency is considered an essential factor in the RV Friendly Town™ designation.
4. Longer term parking for a minimum of three days for self-contained vehicles is a desirable factor in the RV Friendly Town™ designation.
5. As the RV Friendly Town™ program may bring extra vehicles through the town, the local caravan park(s) will be encouraged to join the CMCA Friendly Caravan Park Listing. For an application form, please contact CMCA National Headquarters.
6. A dump point is essential for the safe disposal of black and grey water waste. If the town does not have a dump point, please refer to the CMCA Dump Point Subsidy program.
7. Potable water for refilling fresh water tanks is also essential.

In Town Casual Parking

Is there parking for all RV tourists within a kilometre of the Post Office or Post Office Agency?

(This parking needs to only be short term, e.g. long enough to allow for grocery shopping, and needs to be clearly signposted as being for all recreational vehicles. It should read 'RV Parking Only' as opposed to 'Caravan Parking Only' or 'Motorhome Parking Only'. See size requirements below)

Yes ☑ No ☐ Address/Location: Township & Oval Complex.

Describe access *(e.g. how to get there, if it is easy to find, if it is well sign posted, road condition):*

The main street is wide & accessible for short term parking for shopping. A car park adjacent to the Port Victoria Hotel (west) on the Foreshore cater for most vehicle sizes. The Oval Complex off Kuhn Tce allows larger vehicles easy access & a short walk to the Main St.

What size recreational vehicles can the area accommodate? ☑ <11 metres ☑ >11 metres

No. of vehicle units provided for: 10

Are there parking limits? Yes ☐ No ☑ Hours:

Location of nearest public toilet? At jetty entrance (Foreshore) & Oval.

Comments:

Short Term Parking

Is there provision for low cost, short term overnight stays, close to the CBD (24 hours+)? Yes ☑ No ☐

Distance from town centre in kilometres: 500 metres

Location/Name *(as the locals know it)*: Port Victoria Oval

Latitude *(mandatory)*: 39°29'45.93 S Longitude *(mandatory)*: 137°29'17.08 E.

Address *(include nearest cross street)*: Kuhn Tce Port Victoria.

What size recreational vehicles can the area accommodate? *(Allow for full turning circle if necessary, up to 35 metres for big rigs.)*

☑ <11 metres ☑ >11 metres

Facilities

Self-contained only	☑ Yes	☐ No			
Length of stay	☐ 24hrs	☑ 48hrs	☐ 72hrs	☐ 96hrs	☐ Other
Pets permitted	☑ Yes	☐ No	☐ Conditional		
Mobile phone service	☑ Yes	☐ No			
Parking permit required	☐ Yes	☑ No	**Cost:** $7 p night.		
Services	☐ Showers	☑ Rubbish bins	☑ Toilets	☑ Covered seating	
	☐ Power	☐ BBQ	☑ Water		

Long Term Parking ***(for self-contained vehicles)***

Is there provision for longer term overnight stays? *(e.g. bush camp, minimum of three nights.)* Yes ☑ No ☐

Distance from town centre in kilometres: 500 metres.

Location/Name *(as the locals know it)*: Port Victoria Oval.

Latitude *(mandatory)*: 39°29'45.93S Longitude *(mandatory)*: 137°29'17.08 E.

Address *(include nearest cross street)*: Kuhn Tce Port Victoria

What size recreational vehicles can the area accommodate? *(Allow for full turning circle if necessary, up to 35 metres for big rigs.)*

☑ <11 metres ☑ >11 metres

Facilities

Self-contained only	☑ Yes	☐ No			
Length of stay	☐ 24hrs	☐ 48hrs	☐ 72hrs	☑ 96hrs	☐ Other
Pets permitted	☑ Yes	☐ No	☐ Conditional		
Mobile phone service	☑ Yes	☐ No			
Parking permit required	☐ Yes	☑ No	**Cost:** $7 p. night		
Services	☐ Showers	☑ Rubbish bins	☑ Toilets	☑ Covered seating	
	☐ Power	☐ BBQ	☑ Water		

Local Caravan Park

Address: Davies Tce Port Victoria "Gulfhaven"

Contact name: _____ Phone: 88342012

Is the caravan park willing to join the CMCA Friendly Caravan Park Listing? Yes ☐ No ☐ *(See attached CMCA Caravan Park Listing Forms)*

Water

Is potable water available? Yes ☑ No ☐ Location: _____

Latitude *(mandatory)*: 34° 29' 38.34" S Longitude *(mandatory)*: 137° 29' 19.68" E

Dump Point

Is a free dump point available close to town? Yes ☑ No ☐

Location: Port Victoria Oval Complex Kuhn Tce.

Latitude *(mandatory)*: 34°29'38.34" S Longitude *(mandatory)*: 137°29' 19.68" E

Is this dump point suitable for access by big rigs? Yes ☑ No ☐

Access Restrictions *(e.g. turning restrictions, height/weight restrictions, wheelchair access)*: Roads around oval allows access to both sides of vehicle.

Size Restrictions *(keep in mind that a 19.5m vehicle requires a 35m turning circle)*:

☑ <11 metres ☑ >11 metres

Tourist Information

1. Information about your town should be available at the Visitor Information Centre or equivalent.
2. Each RV Friendly Town™ is allocated a page on CMCA's website, featuring a link to the town's own website. This allows members to discover what is happening in the area.

Visitor Information Centre (VIC)

Name: Port Victoria Kiosk / Post Office

Address: Foreshore, Port Victoria.

Postal address: Post Office Port Victoria.

Phone: 08 88 342098 Fax: _____

Email: _____

Website: _____

Contact person: Terry Bormann Position: Owner

Is there a document containing a town map showing the location of medical facilities, shopping areas and tourist attractions etc.? Yes ☑ No ☐ *(If yes, please attach).*

VIC Accessibility and Parking

What size recreational vehicles can the VIC car park accommodate?

☑ <11 metres ☑ >11 metres

Other Services

Does the VIC provide other services such as bookings, conducted tours, internet for visitors, etc.? Yes ☐ No ☑

If yes, please detail: _____

Visitor Attractions

Please list any regular/annual/occasional visitor attractions the town has to offer: Geographical Trail, Historic Townwalk, Walk the Yorke Trail. Maritime Museum, Wardang Island Maritime Dive Trail.

Please list the date of any regular events: Easter Saturday Fishing Competition

Town Traders

Small deli style shopping + take away

Is there a supermarket? Yes ☑ No ☐ Phone: 85342

Address: ① Main St Port Victoria

② Foreshore Port Victoria.

Medical Services All medical services available at Maitland 23 kms North.

Is there a doctor's surgery? Yes ☑ No ☐ Phone: _____

Address: Maitland Medical Clinic Robert St

Provide details of services available *(surgery hours or special arrangements etc.)*: _____

Is there a hospital? Yes ☑ No ☐ Phone: 88

Address: Maitland Hospital. Robert St

Is there a 24hr clinic? Yes ☐ No ☑ Phone: _____

Address: _____

If there are no 24hr medical facilities, please describe the emergency service for injured or ill patients *(e.g. local ambulance vehicle based in the town)*:

Ambulance based at Maitland Hospital.

Is there a pharmacy? Yes ☑ No ☐ Phone: 88

Address: Maitland Pharmacy Robert St

If no pharmacy, what procedure is in place to obtain pharmaceutical products? Maitland Pharmacy

Is there a dentist? Yes ☑ No ☐ Phone: _____

Address: Maitland Medical Clinic. Robert St

RV Friendly Town™ Agreements

1. CMCA publishes a monthly Club magazine, *The Wanderer*, which is distributed to over 66,000 members.
2. CMCA will publish a complimentary article based on information provided by council or an authorised tourism promotion person, to promote your RV Friendly Town™. You may use the article to promote the region, any upcoming significant events, etc.
3. If required, CMCA National Headquarters can provide contact details to obtain rates for regular advertising in *The Wanderer* and on the CMCA website.
4. Free listing on the CMCA website and an announcement on the CMCA Facebook page will be provided.
5. Each month a complimentary copy of *The Wanderer* will be sent to a designated location such as the VIC or council offices.
6. CMCA can provide various promotional signs for dump points, RV access and high impact RV Friendly Town™ signs.
7. Following this preliminary assessment, CMCA will contact the contact person listed on page one to finalise further details.

Article in *The Wanderer*

Will the ~~council/tourism office~~ PVPA supply editorial and photographs for one free feature article? Yes ☑ No ☐

Would the ~~council/tourism office~~ PVPA want to place an advertisement in conjunction with the article? Yes ☐ No ☐

Any additional comments: _____

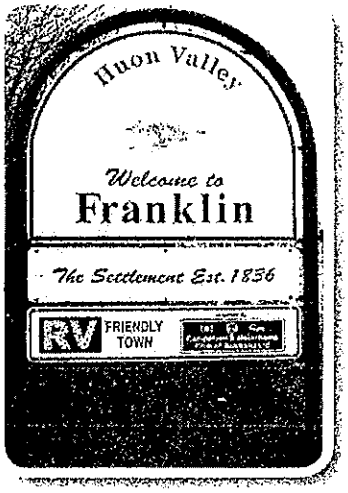
RV Friendly Town™ Signage

RVFT signs can be erected or placed on an existing town welcome sign as per the examples below.

CMCA will supply two (2) RVFT signs free of charge. Additional signage is available for purchase at $145.00 each, or two (2) for $260.00.

Would the council like to order any extra signs? Yes ☐ No ☑ Quantity: _____

Or council may wish to have custom signage made as illustrated below.



Please return completed form to
PO Box 254 HRMC, NSW 2310
F: 02 4978 8799
E: memberbenefits@cmca.net.au

CMCA Office Use Only

Final recommendation: Yes ☐ No ☐

Comments: _____

_____

February 2015

PORT VICTORIA OVAL Dump Point and RV Parking map

COMMUNITY ENGAGEMENT PLAN

SF215
Responsible Officer: Business Improvement Officer
Issue Date: 10th June 2015
Next Review Date: June 2019

PROJECT NAME: SF194 Council endorsement application for RV Friendly status - Port Victoria Progress

Stakeholders	Level 2 CONSULT	Responsibility	Start Date	End Date	Status	Evaluation Method
Entire community	Public Notice	Property Tenure Officer	17/05/2016	7/06/2016	NS	Public Consultation notice for endorsement application
Entire community	Website	Property Tenure Officer	17/05/2016	7/06/2016	NS	Report back to Council on outcome of public consultation.
Affected residents	Personalised Letter	Property Tenure Officer	17/05/2016	7/06/2016	NS	Elected members to make decision based on any submissions received from the public consultation process

DIRECTOR DEVELOPMENT SERVICES

DA ITEM 6.4

3. PRICE/WILLS CREEK NET FISHING CLOSURE (File Ref: 9.24.1.1)

PURPOSE

Primary Industries and Regions South Australia (PIRSA) have corresponded with Council, seeking their views on the proposal to allow the use of hauling nets and gill nets by licenced persons near Wills Creek, Price and the introduction of new net fishing closures adjacent to Port Clinton.

RECOMMENDATION

That Council advises PIRSA that following public consultation with the community, Council does not support any changes to the current restrictions in place for hauling nets and gill nets by licenced persons near Wills Creek, Price.

LINK TO STRATEGIC PLAN

Key Theme/s: Corporate Governance and Leadership
1. Progressive Communities through Strategic Planning

Strategic Goal/s: 1.1 Strong Proactive Leadership

BACKGROUND

On 2nd December 2015 Council received correspondence from PIRSA regarding a review being conducted of individual commercial net fishing in South Australian coastal waters. Council's Chief Executive Officer (CEO) had questions regarding the review and proceeded to make contact with the following;

- 7th December 2015, the CEO made attempts to contact PIRSA seeking clarification of their position in relation to the proposed net fishing changes; however Council did not receive a response for some considerable time.

- 5th January 2016, the CEO instructed staff to look into the matter and provide feedback in relation to the details of the net fishing closure proposal.

- 19th January 2016, the CEO met with PIRSA representatives and the Marine Fishers Association (MFA). As a result of that meeting the CEO requested that further information be clarified, before instructing staff to commence a public consultation process.

- 5th February 2016, the details of the proposal were provided by PIRSA.

- 8th February 2016, Council commenced consultation with Port Clinton and Price Progress Associations, Price Caravan Park and Price Fishing Club Members.

- 19th February 2016, Elected Members were informed of the situation and that the public consultation process was to commence.

- 19th February 2016, Steven Griffiths, Member for Goyder was informed of the impending public consultation.

- 23rd February 2016, Council commenced Public Consultation with a notice in the Yorke Peninsula Country Times.

- 6th March 2016 Council's Senior Compliance Officer attended the Public Meeting at Price, organised by the Price Progress Association to discuss the proposed changes. Approximately 100 people attended the meeting.

- 19th March 2016, Public Consultation concluded.

DISCUSSION

The Minister for Agriculture, Food and Fisheries and the Minister for Regional Development met with the MFA, the peak industry body for marine scale fishery, regarding fishers concerns about the limited area available to undertake commercial fishing activities using haul nets and a series of proposals for revisions of existing netting closures.

One of the proposed areas being considered for change is the Price/Wills Creek netting closure referred to as "closure 23."

The details of the proposal include:

- Modification of the radius of the existing netting closure
- Provide for the use of hauling nets and gill nets
- Linked to this proposal is the proposed introduction of new netting closures adjacent Port Clinton.

The proposed modifications propose to:

- provide opportunities to alleviate access pressure for the net sector, better distribute fishing efforts across the fishery, maintain stock sustainability, and support economic development and employment outcomes;
- consider management changes that have occurred over time and research that has become available since the closures were implemented; and
- allow more scope and flexibility for fishers to target high quality, seasonally available, local fish.

In accordance with Council's PO007 Consultation and Communication Policy, staff undertook public consultation between 23rd February and the 19th March 2016. The consultation process resulted in 86 representations and one petition containing 72 signatures. All respondents opposed any changes to the current restrictions as shown in "closure 23", Price/Wills Creek.

On 11th April 2016 Council received further correspondence from the MFA. The correspondence contained a revised proposal from the group as a result of concerns raised by the community during the initial consultation process.

The revised proposal recommended reducing the current exclusion zone from 1.1 nautical miles (2km) to 0.55 nautical miles (1km).

Based on the original consultation process, this amendment does not provide significant changes to warrant further consultation, as the community have made it clear that they are opposed to any changes to the current net fishing restrictions.

It is therefore recommended that Council does not support any changes to the current net fishing restrictions in place at Wills Creek, Price and that PIRSA be notified accordingly.

COMMUNITY ENGAGEMENT PLAN

Level 2 - Consult

CONSULTATION PROCESS

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- CEO
- Manager Development Services
- Senior Compliance Officer

In preparing this report, the following External Parties were consulted:

- Price Progress Association
- Price Caravan Park
- Price Fishing Club
- Port Clinton Progress Association
- Port Clinton Caravan Park

POLICY IMPLICATIONS

Not applicable

BUDGET AND RESOURCE IMPLICATIONS

Not applicable

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Not applicable

ATTACHMENTS

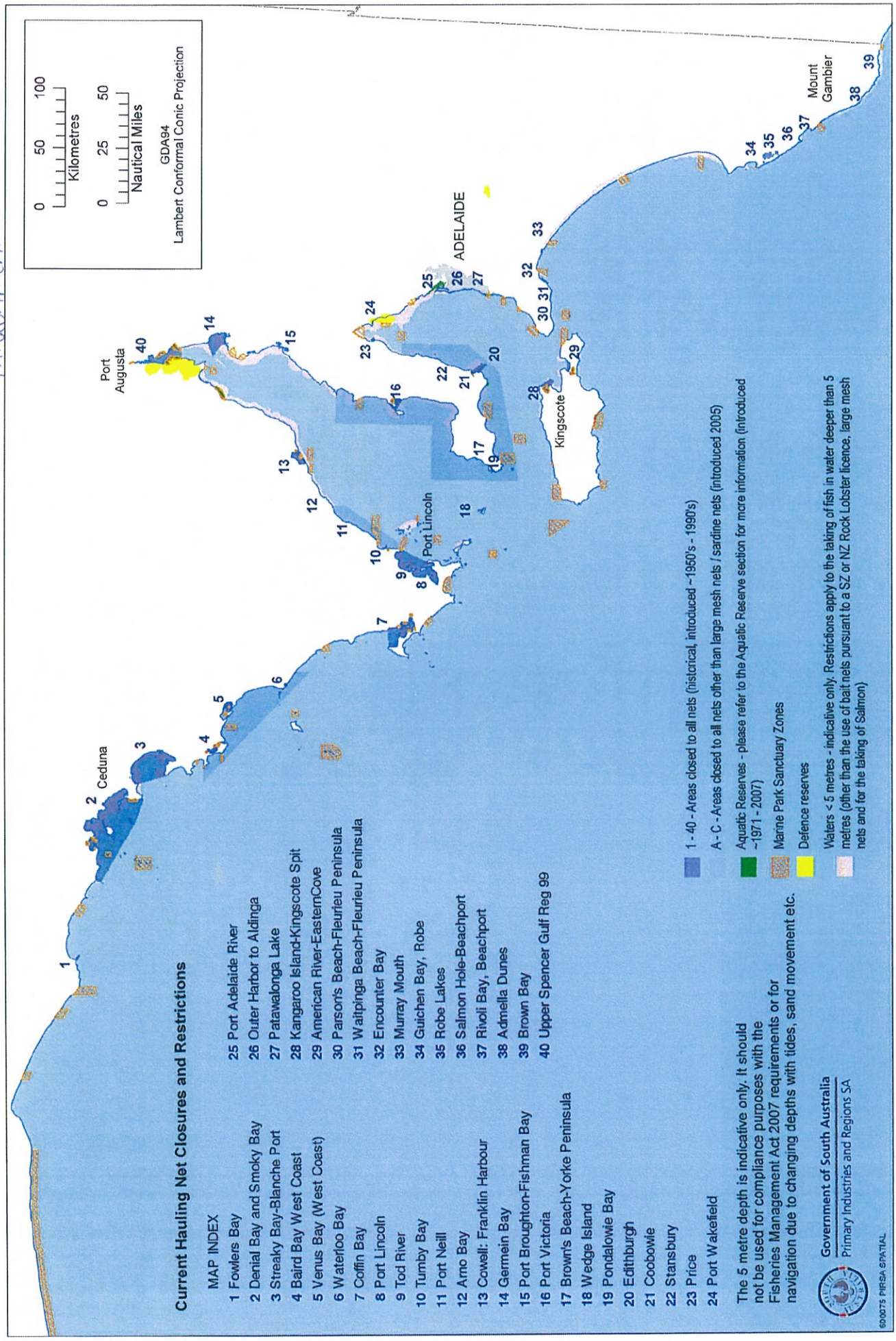
Attachment 1: Current Hall Net Closures and Restrictions.

Attachment 2: Proposed modifications to net closures and restrictions.

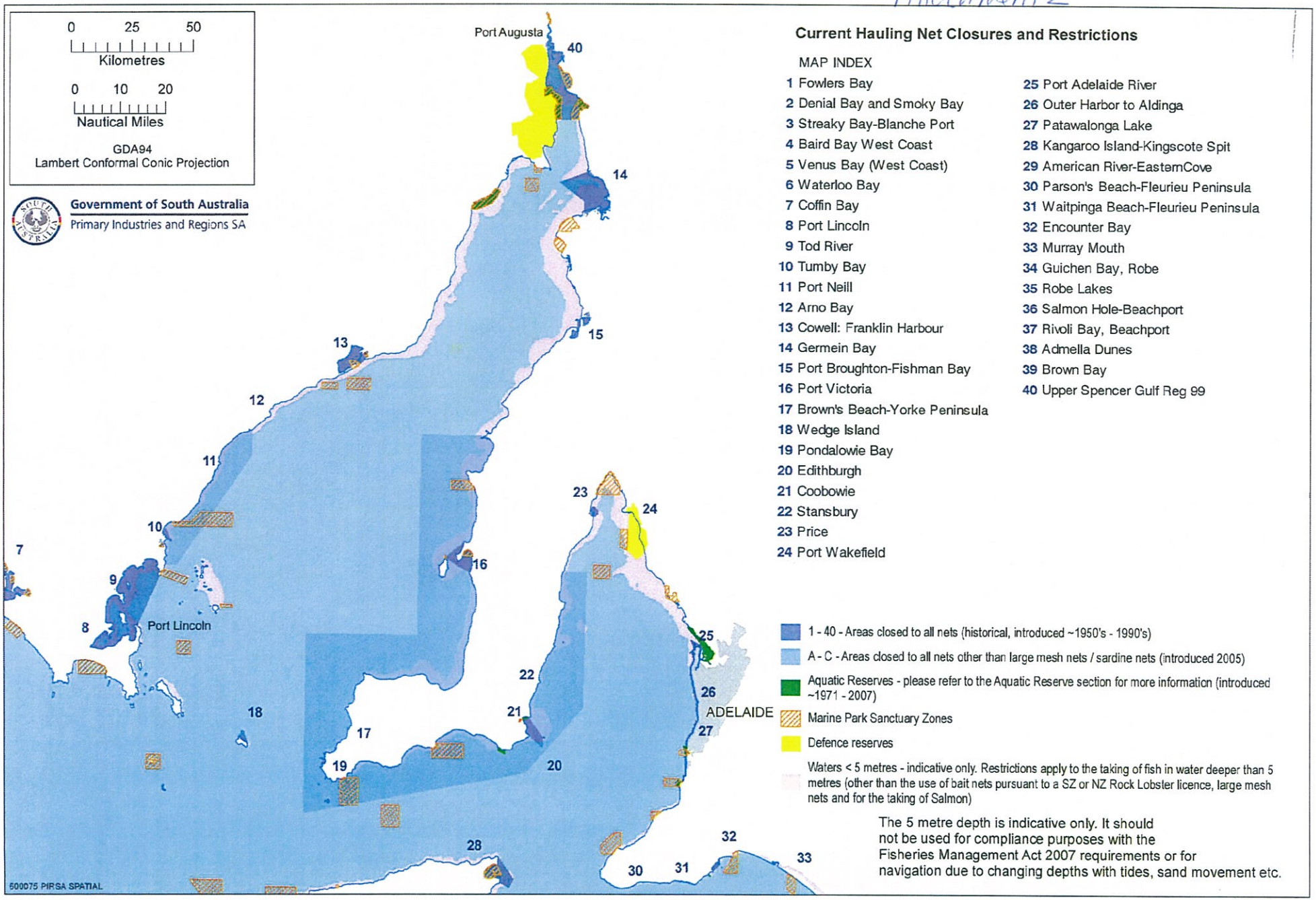
Attachment 3: Letter from PIRSA to Council.

Attachment 4: Letter regarding amendments to the proposed changes by the Marine Fishers Association.

Attachment 5: Community Engagement Plan.


Attachment 1
Current Hauling Net Closures and Restrictions
MAP INDEX
1 Fowlers Bay
2 Denial Bay and Smoky Bay
3 Streaky Bay-Blanche Port
4 Baird Bay West Coast
5 Venus Bay (West Coast)
6 Waterloo Bay
7 Coffin Bay
8 Port Lincoln
9 Tod River
10 Tumby Bay
11 Port Neill
12 Arno Bay
13 Cowell: Franklin Harbour
14 Germein Bay
15 Port Broughton-Fishman Bay
16 Port Victoria
17 Brown's Beach-Yorke Peninsula
18 Wedge Island
19 Pondalowie Bay
20 Edithburgh
21 Coobowie
22 Stansbury
23 Price
24 Port Wakefield
25 Port Adelaide River
26 Outer Harbor to Aldinga
27 Patawalonga Lake
28 Kangaroo Island-Kingscote Spit
29 American River-EasternCove
30 Parson's Beach-Fleurieu Peninsula
31 Waitpinga Beach-Fleurieu Peninsula
32 Encounter Bay
33 Murray Mouth
34 Guichen Bay, Robe
35 Robe Lakes
36 Salmon Hole-Beachport
37 Rivoli Bay, Beachport
38 Admella Dunes
39 Brown Bay
40 Upper Spencer Gulf Reg 99
The 5 metre depth is indicative only. It should not be used for compliance purposes with the Fisheries Management Act 2007 requirements or for navigation due to changing depths with tides, sand movement etc.
Government of South Australia
Primary Industries and Regions SA
600075 PIRSA SPATIAL
0 50 100
Kilometres
0 25 50
Nautical Miles
GDA94
Lambert Conformal Conic Projection
1 - 40 - Areas closed to all nets (historical, introduced ~1950's - 1990's)
A - C - Areas closed to all nets other than large mesh nets / sardine nets (introduced 2005)
Aquatic Reserves - please refer to the Aquatic Reserve section for more information (introduced ~1971 - 2007)
Marine Park Sanctuary Zones
Defence reserves
Waters < 5 metres - indicative only. Restrictions apply to the taking of fish in water deeper than 5 metres (other than the use of bait nets pursuant to a SZ or NZ Rock Lobster licence, large mesh nets and for the taking of Salmon)
Ceduna
Port Augusta
Port Lincoln
Kingscote
ADELAIDE
Mount Gambier

Attachment 2



Current Hauling Net Closures and Restrictions

MAP INDEX

1 Fowlers Bay
2 Denial Bay and Smoky Bay
3 Streaky Bay-Blanche Port
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1 - 40 - Areas closed to all nets (historical, introduced ~1950's - 1990's)

A - C - Areas closed to all nets other than large mesh nets / sardine nets (introduced 2005)

Aquatic Reserves - please refer to the Aquatic Reserve section for more information (introduced ~1971 - 2007)

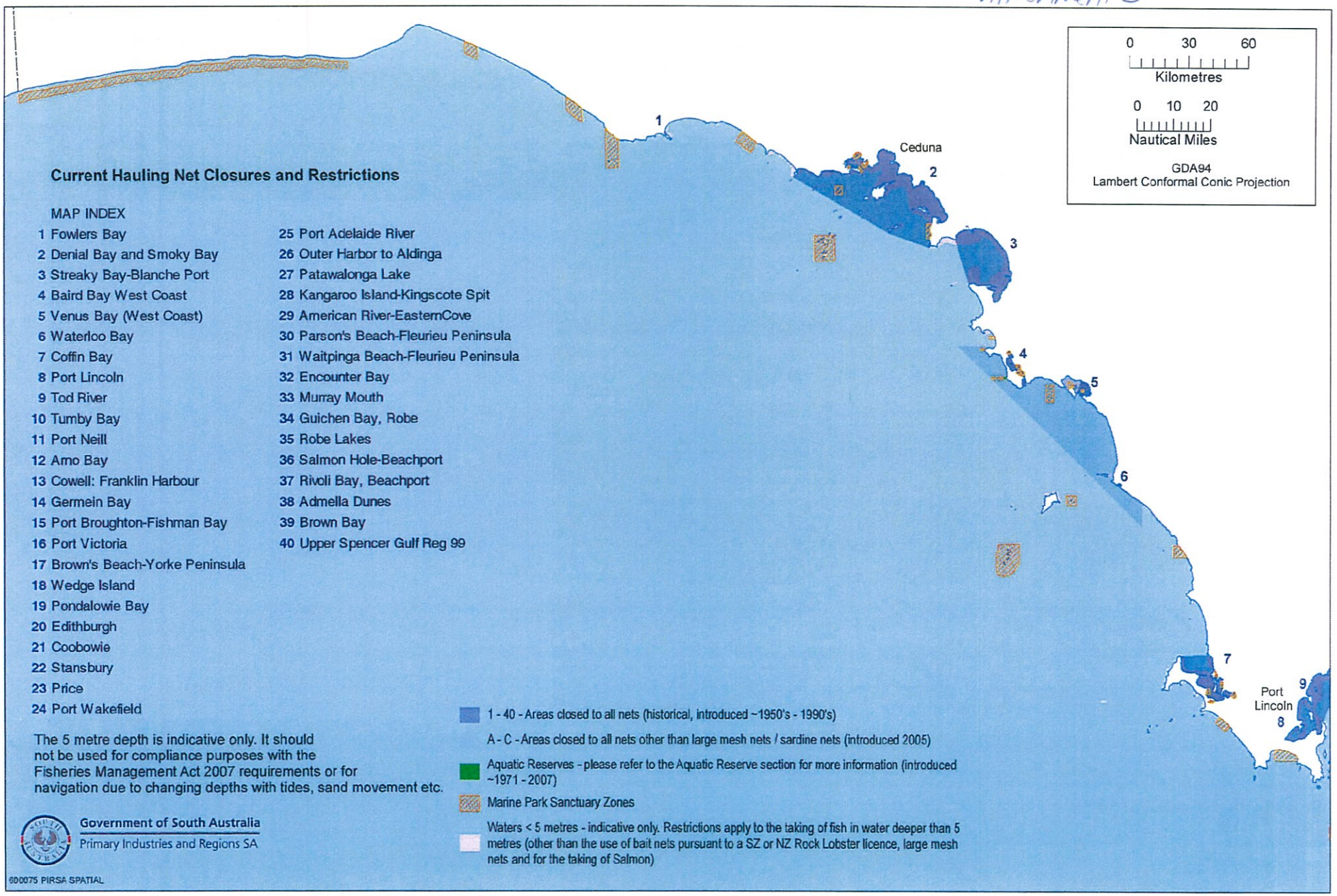
Marine Park Sanctuary Zones

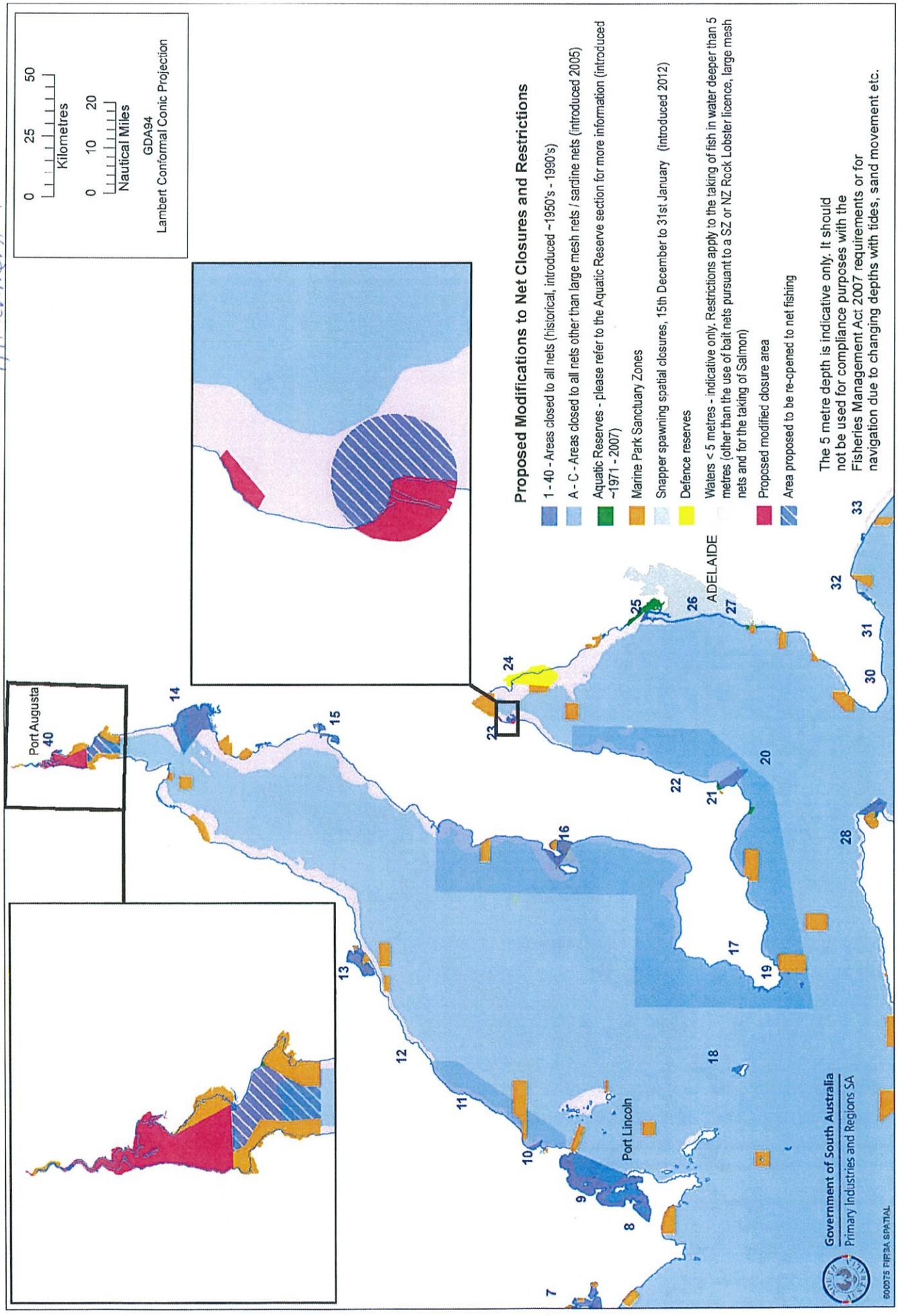
Defence reserves

Waters < 5 metres - indicative only. Restrictions apply to the taking of fish in water deeper than 5 metres (other than the use of bait nets pursuant to a SZ or NZ Rock Lobster licence, large mesh nets and for the taking of Salmon)

The 5 metre depth is indicative only. It should not be used for compliance purposes with the Fisheries Management Act 2007 requirements or for navigation due to changing depths with tides, sand movement etc.

Attachment 3




Attachment 4
0 25 50
Kilometres
0 10 20
Nautical Miles
GDA94
Lambert Conformal Conic Projection
Proposed Modifications to Net Closures and Restrictions
1 - 40 - Areas closed to all nets (historical, introduced ~1950's - 1990's)
A - C - Areas closed to all nets other than large mesh nets / sardine nets (introduced 2005)
Aquatic Reserves - please refer to the Aquatic Reserve section for more information (introduced ~1971 - 2007)
Marine Park Sanctuary Zones
Snapper spawning spatial closures, 15th December to 31st January (introduced 2012)
Defence reserves
Waters < 5 metres - indicative only. Restrictions apply to the taking of fish in water deeper than 5 metres (other than the use of bait nets pursuant to a SZ or NZ Rock Lobster licence, large mesh nets and for the taking of Salmon)
Proposed modified closure area
Area proposed to be re-opened to net fishing
The 5 metre depth is indicative only. It should not be used for compliance purposes with the Fisheries Management Act 2007 requirements or for navigation due to changing depths with tides, sand movement etc.
Port Augusta
Port Lincoln
ADELAIDE
Government of South Australia
Primary Industries and Regions SA
600375 FIRSA SPATIAL

Government of South Australia
Primary Industries and Regions SA

FISHERIES & AQUACULTURE
Level 14
25 Grenfell Street
Adelaide SA 5000
GPO Box 1625
Adelaide SA 5001
DX 210
Tel (08) 8226 0900
Fax (08) 8226 0330
www.pir.sa.gov.au

2 December 2015

Mr Andrew Cameron
Yorke Peninsula Council
PO Box 88
MINLATON SA 5573

Dear Mr Andrew Cameron

Review of individual net fishing closures in coastal waters

I write in relation to a review being undertaken by Primary Industries and Regions South Australia (PIRSA) in association with the Marine Fishers Association (MFA) of individual closures to commercial net fishing in South Australian coastal waters.

The Minister for Agriculture, Food and Fisheries and the Minister for Regional Development have met with the MFA (the peak industry body for the Marine Scalefish Fishery) regarding fishers' concerns about the limited area available to undertake commercial fishing activities using haul nets and a series of proposals for revisions to existing netting closures.

The combination of fisheries netting closures, a state-wide ban on haul net fishing in waters deeper than five metres, the recent introduction of marine park sanctuary zones and restricted access to areas near and within the Defence Force Proof Range have cumulatively restricted the areas available for net fishing in South Australian state waters. In addition, the nature of haul net operations mean that they are limited to sheltered waters.

Netting closures have been progressively implemented over time to address a range of fisheries management issues including:

- protection of nursery areas for key fish species
- resource sharing and access arrangements between the commercial and recreational sectors
- resource sharing between the haul net sector and other sectors of the commercial fishery
- managing effort levels in the fishery.

Maps of the existing closures to commercial net fishing are enclosed at Attachments 1-3.

PIRSA Fisheries and Aquaculture has worked with the MFA to develop proposals to modify existing netting closures for further targeted consultation.

It is proposed to modify the Price/Wills Creek netting closure (closure 23 on the enclosed maps). The details of the proposal include:

- modification of the radius of the existing netting closure
- provide for the use of hauling nets and gill nets
- linked to this proposal is the proposed introduction for a new netting closure adjacent to Port Clinton

A map of this proposal is enclosed for your information at Attachment 4. This proposal for modification is located within your council area and PIRSA Fisheries and Aquaculture would like to seek your feedback on the proposal for amendment.

PIRSA and the MFA are mindful of ensuring that equitable access to fisheries resources is maintained for all stakeholders as required by the *Fisheries Management Act 2007*.

The proposed modifications aim to:

- provide opportunities to alleviate access pressure for the net sector, better distribute fishing effort across the fishery, maintain stock sustainability, and support economic development and employment outcomes;
- consider management changes that have occurred over time and research that has become available since the closures were implemented; and
- allow more scope and flexibility for fishers to target high quality, seasonally available, local fish.

I would like to meet with you, along with a representative from the MFA, in the near future to discuss the proposal. Please contact Ms Lucy Stark, Executive Assistant on telephone (08) 8429 0429 or email Lucy.Stark@sa.gov.au to advise of your availability for a meeting in Adelaide or at your office during at your earliest convenience. I will make myself available to meet you in December 2015 if this timing is suitable.

The *Management Plan for the South Australian Commercial Marine Scalefish Fishery*, which provides additional background on the commercial fishery and its management framework is available on the PIRSA website at www.pir.sa.gov.au/fishing/publications.

If you have any questions on the review of these individual net fishing closures please contact Ms Alice Fistr, Manager, Fisheries Policy and Management Unit on (08) 8226 8114 or by email at Alice.Fistr@sa.gov.au.

Yours sincerely

Sean Sloan
DIRECTOR, FISHERIES AND AQUACULTURE POLICY

Enclosed:
Attachment 1: Map of current hauling net closures and restrictions (state-wide)
Attachment 2: Map of current hauling net closures and restrictions (Spencer Gulf & Gulf St Vincent)
Attachment 3: Map current hauling net closures and restrictions (West Coast)
Attachment 4: Map of proposed modifications to net closures and restrictions (Spencer Gulf & Gulf St Vincent)

Objective ID: A2597636

11th April 2016

Sean Sloan | Director | Fisheries & Aquaculture Policy
Primary Industries and Regions South Australia
Australia, GPO Box 1671 Adelaide SA 5001
Email sean.sloan@sa.gov.au

Dear Sean Sloan,

RE: Revised Proposal Modifications to Net Fishing Closure Proposal - 23 Price (Wills Creek)

The Marine Fishers Association (MFA) acknowledges the local concerns raised regarding the Wills Creek Net Closure (No 23) modification proposal. Following consultation with prominent local professional fishers, the MFA propose the following amendments. We believe this presents a fair and reasonable compromise to promote and maintain fishing opportunities for all fishers.

Amendment - It is proposed to simply reduce the current radius closure from 1.1 nautical miles (2km) to 0.55 nautical miles (1km). Haul Net fishing and species require sheltered water this action will improve practical access especial during prevailing Winter winds (NW and SW).

This compromise also acknowledges the practical concerns raised including the *Maintenance of*;

- *Safe navigating and,*
- *Recreational fishing opportunities within the creeks and channels*.

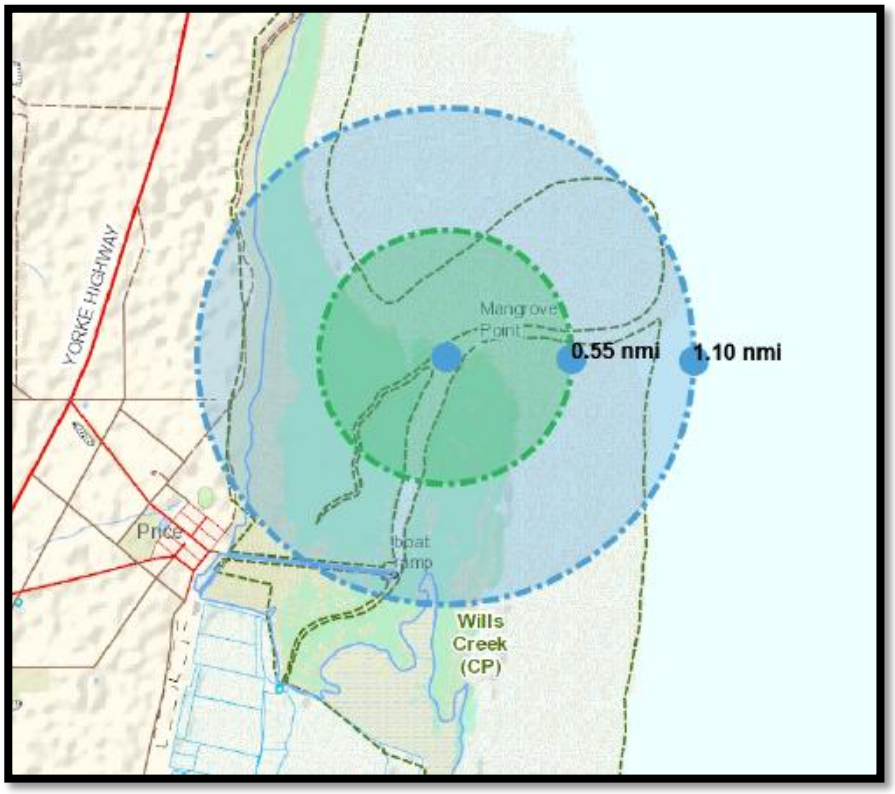


Figure 1. Proposed modification to closure 23

Offsets – As per the original proposal any increased access will be offset by the introduction of a closure in front of Port Clinton Shacks. This action will also eliminate Gill Net Fishing on the sand flats; a highly visible activity unpopular with local recreational and professional fishers alike. This action will promote resource sharing by increasing near shore and beach fishing opportunities popular with shack owners and tourists (figure 2).

Figure 2. Offset and resource sharing zone

Catch - Professional net fishers have targeted Yellowfin Whiting and Garfish in the Price region for generations. Both species are highly seasonal (come and go) visiting inshore waters (<5m) when conditions permit. Abundance (catch ability) is also highly variable from year to year due environmental conditions. Recent changes to the minimum mesh size (35mm) and increased Legal Minimum Length (LML) for Garfish (25cm) for professional fishers will ensure that recreational opportunities are maintained and improved over time as stocks increase.

The MFA put these compromises forward in good faith with the view of working toward a local agreement which maximises the social and economic benefits to the region and the State.

Regards

Nathan Bicknell
Executive Officer
Marine Fishers Association Inc.

cc: Steven Griffiths MP | Member for Goyder.
cc: Andrew Cameron CEO | Yorke Peninsular Council

Marine Fishers Association Inc. (MFA)
Fishing Industry House, Po Box 2099 DC Port Adelaide, South Australia 5015
P: 7221 1961 E: mfa.nathan@yahoo.com.au

DIRECTOR DEVELOPMENT SERVICES

DA/ITEM 6.4

4. FIRE DANGER SEASON (File Ref: 9.24.1.1)

PURPOSE

To inform the Elected Members of the process involved in setting the dates for the fire danger season and to seek consideration for permanent change in those dates.

RECOMMENDATION

That Council write to the Flinders Mid North Yorke Peninsula Bushfire Management Committee (FMNYPBMC) recommending that the Fire Danger Season for the Yorke Peninsula Fire Ban District be bought forward to commence on 1st November each year.

LINK TO STRATEGIC PLAN

Key Theme/s:	Corporate Governance and Leadership
	2. Organisational Efficiency and Resource Management
Strategic Goal/s:	2.3 Meet all legislative and compliance responsibilities Key
	2.4 Effective Risk Management

BACKGROUND

The Chief Officer of the Country Fire Service (CFS) is responsible for the setting of the fire danger season dates. These dates are set after consultation with the Bushfire Management Committee (BMC). The Yorke Peninsula Council is part of the FMNYP BMC. The Yorke Peninsula Council, District Council of Copper Coast and District Council of Barunga West form the Yorke Peninsula Fire Ban District. Council's Senior Compliance Officer, Phil Herrmann, is Council's representative on the FMNYP BMC.

DISCUSSION

The fire danger season for the Yorke Peninsula is designated to commence on 15th November and conclude on 30th April each year. Prior to the proclamation of the commencement and the finish of the fire danger season, the BMC makes a recommendation to the Chief Officer of the CFS as to the start or finish dates.

The CFS has developed a Grassland Fuel Curing and Greening Policy. Grassland fuel curing is the process of the progressive dying and drying out of grasses and is expressed as a fraction of the dead material in the grassed area. When there is no green anywhere in the landscape the grassland is deemed 100% cured. Grassland greening occurs at the onset of the seasonal change where annual seeds and perennial grasses begin to germinate which regenerates the amount of greening. This is measured as a percentage of green compared to the amount of dried vegetation on the ground.

The monitoring of grassland curing commences in September. There are four locations, namely Port Victoria, Clinton Centre, Yorketown and Corny Point, where Council staff need to report to CFS on a weekly basis, the curing rate of the grassland and the amount of fuel which is measured in tonnes per hectare. These statistics are relayed to the CFS until all of the four locations are 100% cured.

Generally Port Victoria is the first location that is 100% cured and is generally 2 to 3 weeks ahead of the last location to be cured, which is Corny Point. The BMC have a meeting in early October where the curing rates and fuel loads are discussed. This committee then makes a recommendation to the CFS Chief Officer if the fire danger season should be bought forward or commence on the normal starting date of 15 November. Due to the dry conditions, the start of the fire danger season was bought forward to commence on 1 November 2015. In 2014 many of the fire dangers seasons commenced early, however the Yorke Peninsula Fire Ban District remained the same. The BMC has noted that the 2014 commencement date of the 2014/15 fire danger season should also have been bought forward as the grasslands were also 100% cured by 1 November. The Yorke Peninsula district has high fuel loads at the commencement of the fire danger season due to the large proportion of land that is cropped. When a fire is within grassland that is 80% cured, high flame height and the fast spread of fire can be expected and consequently, it would be very difficult to supress under strong winds. Statistics show that the District Council of Barunga West area is 100% cured before the District Council of the Copper Coast and Yorke Peninsula Council areas. Satellite imagery is also used to confirm the curing rates.

Harvesting activities in the district increases the risk of a fire. Harvesting usually commences in late October or early November and is completed by Christmas. As was indicated by the recent Pinery fire, a fire can be extremely intense and devastating in the high fuel loads of unharvested crops. The fire danger season is proclaimed so that regulations are introduced to protect lives and property and to reduce the likelihood of a fire.

To reduce the risk of fire in the area, the fire danger season could be permanently set to commence on 1st November as a large proportion of the Yorke Peninsula Fire Ban district is usually 80% cured at a minimum.

It is difficult to bring forward a fire danger season as the decision needs to be made at least 3 weeks prior to the commencement date. Prior to the legal status of the fire danger season being operational a notice must first be placed in the Government Gazette. Data is showing that the curing rate of grasslands is occurring earlier, which may be as a result of global warning.

The ending of the fire danger season is determined in a similar manner to the commencement. The fire danger season is due to end on 30 April. In March, greening data is collected from the same four sites and relayed to CFS. Substantial rains may increase the amount of greening and consideration may be given to closing the season early. Due to seasonal conditions and the lack of rain, consideration will also be given to extending the season. This data is analysed by the BMC and a recommendation made to the Chief Officer when the fire danger season is to close.

The greening data can be somewhat misleading for our district. A very high percentage of the district is cropped. Any greening that occurs in early autumn is a result of weeds germinating, which are sprayed by the farmers. Although there may be a reasonable amount of moisture in the ground, the percentage of greening does not increase at this time. Direct seeding means that a lot of dried material is left lying on the ground. Investigations into the high intensity of the Pinery fire have revealed, that the vegetation remaining on the surface had a significant impact on the intensity of that particular fire. The sowing of crops commences around Anzac Day and it is only when the crops germinate and grow to a height of about 100mm and above the dry vegetation that the greening rate reaches 50%.

The end of the fire danger season has not been bought forward for some time. CFS report that many fires are reported after the end of the fire danger season when the restrictions are lifted as the people conducting the burn offs take less precautions to prevent the fire from escaping. Our Council allows farmers to burn off their land in preparation or the coming season as from 15 February. The FMNYP BMC has issued guidelines for Authorised Officers for issuing permits. These guidelines state that a permit cannot be issued during the fire danger season for the purpose of burning heaped vegetation, except in special circumstances. The burning of a heaped pile of vegetation may burn for weeks. A condition of a permit is that a person(s) must be present to control the fire from the time it is lit, until it is completely extinguished. A heaped pile of vegetation that has been burnt and appears to be extinguished can easily rekindle in strong winds and escape from the contained area and this is the reason why heaped vegetation should not be burnt during the fire danger season. Our Fire Prevention Officers have had requests this season to burn heaped vegetation and have inspected some heaps to analyse the risk of the proposed burn. If is identified that the vegetation in the heaped piles will burn and extinguish quickly, a permit is issued for burning.

COMMUNITY ENGAGEMENT PLAN

Not applicable

CONSULTATION PROCESS

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Senior Compliance Officer

In preparing this report, the following External Parties were consulted:

- Nil

POLICY IMPLICATIONS

Not applicable

BUDGET AND RESOURCE IMPLICATIONS

If the dates of the fire danger season were to change, existing signage would need to be updated.

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Fire and Emergency Services Act 2005

Permit issuing guidelines for the Flinders, Mid North and Yorke Bushfire Management Area.

CFS Grassland Fuel Curing and Greening Policy July 2014

ATTACHMENTS

Nil

CONFIDENTIAL

AGENDA

DIRECTOR ASSETS & INFRASTRUCTURE SERVICES

ITEM 8 – CONFIDENTIAL

1. DRILLING AND BLASTING TENDER 150/2016 (File Ref: 9.24.1.1)

PURPOSE

For Elected Members to consider awarding the tender for drilling and blasting (tender number 150/2016).

RECOMMENDATION

Section 90(3)(k) Order

1. That pursuant to Section 90(2) of the Local Government Act 1999, the Council orders that the public be excluded from the meeting with the exception of the Chief Executive Officer, Executive Assistant to the CEO and Mayor, Director Corporate and Community Services, Director Development Services and Director Assets and Infrastructure Services.

   The Council is satisfied that, pursuant to section 90(3)(k) of the Act, the information to be received, discussed or considered in relation to agenda item 8 Drilling and Blasting Tender is confidential information relating to –

   "(1) tenders for the supply of goods, the provision of services or the carrying out of works;"

   Accordingly, the Council is satisfied that the principle which states the meeting be conducted in a place open to the public has been outweighed in the circumstances.

Section 91(7) Order

2. That having considered agenda item 8 Drilling and Blasting Tender in confidence under section 90(2) and (3)(k) of the Local Government Act 1999, the Council, pursuant to section 91(7) of that Act orders that the agenda report, and supporting documentation relevant to agenda item 8 titled Drilling and Blasting Tender be retained in confidence for a period of 12 months.

LINK TO STRATEGIC PLAN

Key Theme/s:	Corporate Governance and Leadership 2. Organisational Efficiency and Resource Management
Strategic Goal/s:	2.3 Meet all legislative and compliance responsibilities

BACKGROUND

As per Yorke Peninsula Council's PO058 Purchasing and Procurement Policy, this report is called for as a contractor is to be recommended to Council for selection, following an open tendering purchase method for drilling and blasting services.

DISCUSSION

It is recommended that the public be excluded for consideration of this item to enable consideration in confidence under Section 90(3)(k) of the Local Government Act.

COMMUNITY ENGAGEMENT PLAN

As the report is for Council to consider and report in confidence, it has not been necessary to engage with the community on this occasion.

CONSULTATION PROCESS

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Chief Executive Officer

In preparing this report, the following External Parties were consulted:

- Nil

POLICY IMPLICATIONS

Sections 90 and 91 - Local Government Act 1999

BUDGET AND RESOURCE IMPLICATIONS

Not applicable

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Sections 90 and 91 - Local Government Act 1999

ATTACHMENTS

Nil