



## *Yorke Peninsula Council*

### **NOTICE OF MEETING**

Notice is hereby given that the next ordinary meeting of Council  
will be held on Wednesday 11<sup>th</sup> November 2015,  
in the Council Chambers,  
57 Main Street, Minlaton commencing at 5.30pm

Andrew Cameron  
CHIEF EXECUTIVE OFFICER

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## **A G E N D A**

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|--------|---|
| ITEM 1 | <u>YORKE PENINSULA COUNCIL</u>                    |
| 1.1    | <u>Welcome by Mayor</u> – meeting declared opened |
| 1.2    | <u>Opening Prayer</u>                             |
| 1.3    | <u>Present</u>                                    |
| 1.4    | <u>Leave of absence</u><br>Nil                    |
| 1.5    | <u>Apologies</u>                                  |

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 accordance with Section 73 of the Local Government Act in items listed for consideration on the Agenda. Section 74 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 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 conflict of interest.

1.7 Minutes of previous meeting – for confirmation

- 1.7.1 Council meeting held on Wednesday 14<sup>th</sup> October 2015 at 5.31pm
- 1.7.2 Confidential Council meeting held on Wednesday 14<sup>th</sup> October 2015 at 6.49pm
- 1.7.3 Confidential Council meeting held on Wednesday 14<sup>th</sup> October 2015 at 6.51pm
- 1.7.4 Confidential Council meeting held on Wednesday 14<sup>th</sup> October 2015 at 6.54pm
- 1.7.3 Confidential Council meeting held on Wednesday 14<sup>th</sup> October 2015 at 6.56pm
- 1.7.3 Confidential Council meeting held on Wednesday 14<sup>th</sup> October 2015 at 6.57pm

1.8 Motions on Notice

Nil

1.9 Questions on Notice

Nil

1.10 Questions without Notice

1.11 Petitions

Nil

ITEM 2 MAYOR

Mayor Monthly Report

Pages 4 - 5

ITEM 3 COUNCILLORS' REPORT

Nil

ITEM 4 **INFORMATION AGENDA**

Page 6

4.1 Items for exclusion

4.2 Receipt of Information Reports

4.3 Chief Executive Officer

Pages

- 1. CEO Activities 7
- 2. Action List 8 - 12
- 3. Hillside Mine Community Voice Minutes 13 - 22

4.4	<u>Corporate and Community Services</u>	Pages
	1. Audit Committee Minutes	23 - 29
	2. Art Committee Minutes	30 - 39
4.5	<u>Assets and Infrastructure Services</u>	Pages
	1. Construction and Maintenance Works	40 - 42
4.6	<u>Development Services</u>	Pages
	1. Inspectorial Activity Report	43 - 45
	2. Environmental Health Activity Report	46 - 47
	2. Development Application Decisions	48 - 53
	3. Wastewater System Application Decisions	54 - 56
ITEM 5	<u>VISITORS TO THE MEETING</u>	
	Nil	
ITEM 6	<b><u>DEBATE AGENDA</u></b>	Page 57
6.1	<u>CHIEF EXECUTIVE OFFICER</u>	
	1. Annual Financial Statements 2014-15	58 - 125
	2. Annual Report Adoption	126 - 127
6.2	<u>CORPORATE AND COMMUNITY SERVICES</u>	Pages
	1. September Budget Review	128 - 142
	2. Financial Report	143 - 147
	3. Caravan Park Fees and Charges	148 - 149
6.3	<u>ASSETS AND INFRASTRUCTURE SERVICES</u>	Pages
	1. Unsealed Road Construction Tender	150 - 152
	2. Yorketown CWMS Septic Tank Pump Out Programme	153 - 154
6.4	<u>DEVELOPMENT SERVICES</u>	Pages
	1. Fees for launching at Port Vincent Foreshore Boat Ramp	155 - 157
	2. Request to restrict the use of the Port Vincent Foreshore Boat Ramp	158 - 163
	3. Access Advisory Working Party	164 - 169
ITEM 7	<u>GENERAL BUSINESS</u>	
	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	<u>CONFIDENTIAL AGENDA</u>	
	Nil	
ITEM 9	<u>NEXT MEETING</u>	
	Wednesday 9 <sup>th</sup> December 2015	
ITEM 10	<u>CLOSURE</u>	

## **MAYOR**

### **ITEM 2**

#### **MONTHLY REPORT**

(File Ref: 9.24.1.1)

#### **INTRODUCTION**

To keep Elected Members updated on Mayoral activities during the month of October 2015.

#### **RECOMMENDATION**

That the report be received.

#### **COMMENT**

4 <sup>th</sup> October	Attended and spoke on behalf of Council at Harry Butler Memorial Statue Unveiling in Minlaton.
8 <sup>th</sup> October	YP Alliance meeting in Copper Coast Council offices preceded by the – SA Sporting event sub-committee discussion.
10 <sup>th</sup> October	Yorke town Historical Society – Alan Russell talk about Clan Ranald Anchor. Claudia and I along with Ian and Wendy Mordaunt represented Council at the Celebration of Employment Awards held in the Wallaroo Community Sports Centre.
14 <sup>th</sup> October	Monthly Council Meeting.
16 <sup>th</sup> October	Claudia and I attended Edithburgh Progress Association Annual Dinner held in the Troubridge Hotel.
18 <sup>th</sup> October	Suicide Support Group – SOS Yorkes Action Plan launch was held at the Stansbury School Oval as part of their community fun day.
20 <sup>th</sup> October	Travelled to Port Augusta for the Unveiling of the Mayor Joy Baluch AM Statue.
23 <sup>rd</sup> October	CEO Andrew, Bronwyn Scholes and I joined State Libraries Board for lunch at the Yorketown Area School.
25 <sup>th</sup> October	Cr Naomi Bittner, CEO Andrew Cameron joined me when I officially opened the new synthetic bowling green at Port Vincent.
27 October	CEO Andrew Cameron, Cr John Rich and I attended former Barossa Council Mayor Brian Hurn OAM funeral held in Angaston (approximately 600 attended)
28 <sup>th</sup> October	Audit Committee meeting in Council Chamber Minlaton Special LGA Board Meeting held in LGA House LGA Strategic Planning Workshop held in LGA House Normans Lawyers Symposium.
29 <sup>th</sup> October	LGA Conference held in Magarey Room Adelaide Oval

30<sup>th</sup> October

Cr John Rich and Dinah joined CEO Andrew Cameron at the LGA dinner where an award for \$10,000 was collected by our Council for risk management of the beached whales.

Cr John Rich attended in my place as the voting delegate at the LGA General meeting and luncheon

<b>LEGISLATION/POLICY/COUNCIL STRATEGIC PLAN</b>
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Not applicable.

<b>FINANCIAL AND RISK MANAGEMENT CONSIDERATIONS</b>
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Not applicable.

# 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 October 2015.

##### **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: 2.2 Efficient, effective and professional organisation

##### **DISCUSSION**

1 <sup>st</sup> October	Local Government Professionals Executive Meeting.
6 <sup>th</sup> & 7 <sup>th</sup> October	Corporate Management Team meeting. Strategic Management Plan Community Workshop.
8 <sup>th</sup> October	Yorke Biomass Public Meeting at Ardrossan.
9 <sup>th</sup> October	Staff Interviews Business Improvement Officer replacement.
12 <sup>th</sup> October	Local Government Professionals SA Rural Management Challenge Pre-Event Meeting.
13 <sup>th</sup> October	Corporate Management Team meeting.
14 <sup>th</sup> October	Council meeting.
15 <sup>th</sup> October	Local Government Professionals SA Rural Management Challenge
16 <sup>th</sup> October	Local Government Professionals SA Board Meeting.
20 <sup>th</sup> October	Ardrossan Trust and Hospital Board Meeting.
21 <sup>st</sup> October	Corporate Management Team.
23 <sup>rd</sup> October	State Libraries Board Visit at Yorketown Area School.
25 <sup>th</sup> October	Port Vincent Bowling Club Season Opening.
26 <sup>th</sup> October	Meeting with DPTI in relation to speed limits for Yorke Peninsula.
27 <sup>th</sup> October	Attended the funeral of former Barossa Council Mayor Brian Hurn along with Mayor Agnew and Cr John Rich.
28 <sup>th</sup> October	Audit Committee Meeting held at Minlaton. Normans Lawyers Symposium.
29 <sup>th</sup> – 30 <sup>th</sup> October	LGA Conference and Annual General Meeting. Local Government Professionals SA Annual General Meeting.

**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 11<sup>th</sup> November 2015

## Action List

Responsible Officer	Agenda Item Number	Task	Due Date	Status
Director Development Services	10 <sup>th</sup> 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
22 <sup>nd</sup> 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
14 <sup>th</sup> 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	All Crown Leases executed. Private landowners under consideration and some require further information. Ongoing
13 <sup>th</sup> August, 2014				
Director Development Services	DA/CCS/R6	Seek Ministerial approval for the revocation of the Community Land classification to accommodate the necessary requirements for the Minister for Emergency Services to build a new Country Fire Service station at Pt Victoria	December 2015	Superseded, refer DA/CCS/R4 dated 10 <sup>th</sup> June 2015
8 <sup>th</sup> April 2015				
Director Development Services	DA/DS/R2	Prepare a plan to implement the Bush Camping recommendations	October 2015	Commenced
13 <sup>th</sup> 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

10<sup>th</sup> 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	Still with the Minister's office Waiting for finalisation of negotiations between the Minister and CFS
Director Assets and Infrastructure Services	DA/AIS/R3	Organise to work with DPTI to undertake a review of the speed limit buffer zones at Wool Bay	July/August 2015	DPTI Notified Unsure of timeframes for DPTI to undertake assessment and advice back to Council
Director Development Services	DA/DS/R1	Organise for the Mayor and CEO to sign and seal LMA for Foul Bay	November 2015	Waiting on Developer information

12<sup>th</sup> August 2015

Director Development Services	DA/CCS/R5	Finalise the proposed lease for the Royal Volunteer Coastal Patrol at Point Turton	October 2015	Negotiations underway for driveway access point – Operations Co-ordinator to meet with Lessee. Awaiting outcome of Development Application
Director Corporate and Community Services	DA/CCS/R9	Organise for the three scenic tourism frames to be organised in the approved locations	October 2015	Underway, consultation with Progress Associations
Director Assets and Infrastructure Services	DA/AIS/R2	Organise the requirements for public consultation in relation to the Draft Transport Asset Management Plan	August 2015	Completed
Director Development Services	DA/DS/R1	Organise for the Mayor and CEO to sign and seal the LMA for Allotment 3003 DP41615.	September 2015	Completed
Director Development Services	DA/DS/R5	Organise for the Mayor and CEO to sign and seal the supplementary LMA for Allotment 9 CT 5383/893	August 2015	Completed

9 <sup>th</sup> September 2015				
Director Assets and Infrastructure Services	Motion on Notice	Organise a plan for allocating \$1 million for the accelerated roadside vegetation management	October 2015	Presentation to September 2015 Workshop
CEO	DA/CEO/R3	Organise the draft Strategic Management Plan vision and goals to undergo Public Consultation	October 2015	Completed
Director Corporate and Community Services	DA/CCS/R3	Update Management & Recovery of Outstanding Debts Policy and place on website	September 2015	Completed
Director Development Services	DA/DS/R1	Organise for the Mayor and CEO to sign and seal the supplementary LMA for Section 232 Hd of Minlacowie, Hardwicke Bay	October 2015	Completed
Director Development Services	DA/DS/R2	Grant a lease over portion of road reserve for Port Victoria Hotel-Motel	October 2015	Lessee to organise update of ownership details on CT for lease to be finalised as per solicitor
14 <sup>th</sup> October 2015				
Director Corporate and Community Services	DA/CCS/R3	Grant the Maitland and District Progress Association \$4,500	November 2015	Completed
Director Corporate and Community Services	DA/CCS/R4	Review and further evaluate EOI Maitland Childcare Centre and present recommendation to November Meeting	December 2015	Underway
Director Corporate and Community Services	DA/CCS/R5	Update Rates Relief Policy	November 2015	Completed
Director Corporate and Community Services	DA/CCS/R7	Notify James Well and Rogues Point Progress Association that Motion Lost on request for defibrillator	November 2015	Underway
Director	DA/DS/R1	Organise the requirements for public	November 2015	Underway, public consultation

Development Services		consultation in relation to revocation of Community Land at Warooka		process commenced
Director Development Services	DA/DS/R2	Notify D & A Barrett of DNA Enterprise of reassignment of the Port Vincent Kiosk. Organise sign and affix Councils seal for Lease Documents	November	Commenced

## **CHIEF EXECUTIVE OFFICER**

### **IA/ITEM 4.3**

#### **3. HILLSIDE MINE COMMUNITY VOICE MINUTES**

(File Ref:9.24.1.1)

##### **PURPOSE**

To provide Elected Members with the latest minutes and information from the Hillside Mine Community Voice group.

##### **RECOMMENDATION**

That the report be received.

##### **LINK TO STRATEGIC PLAN**

Key Theme:	Community Engagement
	1. Vitality and Connection
Strategic Goal:	1.1 Develop and facilitate ongoing partnerships and relationships with Progress Associations, Tidy Towns and other key community groups.

##### **DISCUSSION**

The minutes from the 1<sup>st</sup> & 7<sup>th</sup> September and 12<sup>th</sup> October meetings are attached for member's information.

Council staff have established a page on the website for this information to be included and allow access for the wider community.

# Hillside Community Voice Minutes

1<sup>st</sup> September 2015

<b>Facilitator</b>	K Van Schaik
<b>HCV Attendees</b>	T Stock (YPC), P Klopp (Ag Bureau, South Kilkerran), B Sleath (Pine Point PA), D Hosking (Community Member), E Dearlove (Rex Minerals), Stewart Lodge (Ag Bureau, Petersville), L Kakoschke (Ag Bureau, South Kilkerran), J Wundersitz (YPLOG), C Redding (Community Member), M Redding (Community Member), S Kennedy (Local Trader), P Maguire (James Well/Rogues Point PA), G Mattchoss (Black Point PA), J Buchanan (YP Tourism & RDA), Stephen Lodge (YPLOG), M Young (Ag Bureau, Petersville), I Haywood (Community Member), N Marsh (Community Member).
<b>Guests</b>	B & S Davey (Neighbouring Landowners), R Clift (Neighbouring Landowner), A Querzoli (DSD), J Martin (DSD), R Laufmann (Rex Minerals), J Burgess (Rex Minerals), M Twining (Rex Minerals), G Coltery (Rex Minerals)
<b>Apologies</b>	P Koulizos (Community Member), D Kluske (Local Trader), L Easter (Port Vincent), J Sandercock (Ardrossan PA), K Wanganeen (Narungga Community)
<b>Minute taker</b>	K Van Arend (Rex Minerals)

AGENDA ITEM	Notes	ASSIGNED TO/DATE DUE
<b>1. Welcome &amp; Introductions</b>	<p>Meeting opened at 6.03pm</p> <p>K. Van Schaik welcomed everyone to tonight's meeting and advised that B &amp; S Davey and R Clift would be observers to tonight's meeting. Also that representatives from the Department of State Development (DSD) would be attending.</p> <p>An amendment was noted that Stephen Lodge is representing YPLOG and not the Petersville Ag Bureau.</p> <p><b>Record keeper for this meeting /recording</b> – K Van Arend</p> <p><b>Apologies</b> – noted above</p> <p><u>August minutes:</u> K Van Schaik noted that the August minutes will be endorsed at the meeting next Monday night.</p>	
<b>2. Review Community Engagement Plan (CEP)</b>	<p>A reminder that the CEP is an overarching plan that can be amended and adapted at any time to reflect the stage of the Hillside project.</p> <p>The HCV members had a workshop with each stakeholder group nominating their respective required levels of consultation and priority rating for the CEP.</p>	
<b>3. Safety statement</b>	<p>A reminder that with any of our discussions;</p> <ul style="list-style-type: none"> <li>everyone is here as a volunteer,</li> <li>will represent the views across a broad cross section of our community,</li> <li>any of the dialogue/ discussions had as a part of this meeting will attempt to capture everybody's perspective,</li> <li>we do not tolerate personal attacks, and</li> <li>try to remain calm and consider everyone respectively.</li> </ul>	
<b>4. Update from Rex</b>	<p>K Van Schaik noted that all the discussions from tonight's meeting would not be minuted and asked that each member record any particular notes and questions.</p> <p>K Van Schaik introduced R Laufmann who provided a presentation. The presentation was an update on Rex and the Hillside project. The presentation and information provided by Rex tonight will be made available on the Rex website (<a href="http://rexminerals.com.au/community-environment">http://rexminerals.com.au/community-environment</a> under the "Community Presentation" heading.</p>	

## Minutes

### Hillside Community Voice – 1<sup>st</sup> September 2015

AGENDA ITEM	Notes	ASSIGNED TO/DATE DUE
<b>5. Other Business</b>	<p>DSD advised that they have updated their website re: approval of extension to the PEPR and the process leading forward. K Van Schaik to forward these web addresses to the HCV.</p> <p>It was agreed that adjacent landowners to the Hillside project be invited to the next meeting.</p>	<p>K Van Schaik to forward web addresses to HCV</p> <p>E Dearlove /Kylie to issue the invites</p>
<p><b>8. Meeting Close</b></p> <p>Meeting was closed at 9.41pm</p> <p><b>Next meeting date</b></p> <p>When: Monday 7th September 2015</p> <p>Where: Ardrossan Bowling Club</p> <p>Time: 6.30pm – 9.00pm meeting with Rex Minerals and DSD</p> <p><b>Items for agenda</b></p> <ol style="list-style-type: none"> <li>Further questions and discussion between HCV members, Rex Minerals and DSD.</li> <li>Planning for community workshop to be held on the 24<sup>th</sup> September 2015.</li> </ol>		

# Hillside Community Voice Minutes

7<sup>th</sup> September 2015

<b>Facilitator</b>	K Van Schaik
<b>HCV Attendees</b>	T Stock (YPC), B Sleath (Pine Point PA), D Hosking (Community Member), E Dearlove (Rex Minerals), Stewart Lodge (Ag Bureau, Petersville), J Wundersitz (YPLOG), C Redding (Community Member), M Redding (Community Member), S Kennedy (Local Trader), P Maguire (James Well/Rogues Point PA), G Mattchoss (Black Point PA), J Buchanan (YP Tourism & RDA), Stephen Lodge (YPLOG), N Marsh (Community Member), D Kluske (Local Trader), L Easter (Port Vincent), J Sandercock (Ardrossan PA), K Wanganeen (Narungga Community), L Kakoschke (Ag Bureau, South Kilkerran)
<b>Guests</b>	M Smith (DSD), N Zeman (DSD), M Muller (DSD), R Laufmann (Rex Minerals), J Burgess (Rex Minerals), M Twining (Rex Minerals), S & K Germein (Invited Landowner), S & S Brown (Invited Landowner)
<b>Apologies</b>	J Martin (DSD), A Querzoli (DSD), I Haywood (Community Member), P Klopp (Ag Bureau, South Kilkerran), M Young (Ag Bureau, Petersville), P Koulizos (Community Member), C Clift (Pine Point PA)
<b>Minute taker</b>	K Van Arend (Rex Minerals)

AGENDA ITEM	Notes	ASSIGNED TO/DATE DUE
<b>1. Welcome &amp; Introductions</b>	<p>Meeting opened at 6.36pm</p> <p>K. Van Schaik welcomed guests from the Department of State Development (DSD) and invited landowners to tonight's meeting.</p> <p><b>Record keeper for this meeting /recording</b> – K Van Arend</p> <p><b>Apologies</b> – noted above</p> <p><u>Safety Statement</u></p> <ul style="list-style-type: none"> <li>• Reminder that everyone is here as a volunteer</li> <li>• Any of the dialogue and discussion that we have is together is an attempt to capture everybody's perspective</li> <li>• Discussions can be emotive and challenging and we need to be aware and mindful, have an opportunity to listen and engage and consider other peoples perspective.</li> <li>• Conduct our proceedings safety and respectfully and remain calm.</li> </ul>	
<b>2. Endorsement of Minutes</b>	<p><u>August minutes:</u></p> <p>K Van Schaik thanked D Kluske for checking the August minutes.</p> <p>T Stock requested an amendment re YPC HR person assisting facilitator working group.</p> <p><b>Moved</b> – S Kennedy <b>Seconded</b> – D Hosking</p> <p><u>September 1<sup>st</sup> minutes</u></p> <p>No amendments to be made.</p> <p><b>Moved</b> – J Wundersitz <b>Seconded</b> – T Stock</p> <p><u>YPC website:</u></p> <p>August and September 1st minutes were endorsed for distribution and can now be made available on the YPC website and through the community networks.</p>	



## Minutes

### Hillside Community Voice – 7<sup>th</sup> September 2015

AGENDA ITEM	Notes	ASSIGNED TO/DATE DUE
<b>3. Business Arising (Actions)</b>	<p><u>Actions from Meeting 1<sup>st</sup> September 2015</u></p> <ul style="list-style-type: none"> <li><i>Neighbouring landowners to be invited to the meeting on the 7<sup>th</sup> September 2015.</i> K Van Schaik was made aware of issues raised in regards to communication with landowners and adjacent landholders for tonight's meeting. In response K Van Schaik sent an email to relevant parties and has been in contact and requested Rex to ensure that all future information is disseminated in accordance with HCV instructions only as authorised "to the letter".</li> <li><i>HCV Terms of Reference and Operational Guidelines</i> K Van Schaik reminded everyone about the discussion to have a running email dialogue with suggested amendments to be emailed around to all HCV members and requested that this be done before the October meeting. This is a priority to have in place to support induction for the new HCV leader and other members.</li> <li><i>KVS to write to DSD and request that in the absence of any formal guidelines associated with the revised mining plan, that the community have a formal period of consultation regarding the modifications to the mining plan that will be recognised as part of the assessment.</i> Currently incomplete but K Van Schaik has drafted a letter with the aim to send out and circulated before the community workshop on the 24<sup>th</sup> September 2015.</li> <li><i>HCV Leadership position</i> EOI was advertised and closed on the 4<sup>th</sup> September 2015.</li> </ul> <p><u>Action from Meeting 10<sup>th</sup> August 2015</u></p> <ul style="list-style-type: none"> <li><i>Info from Tania re YP Council- option for leader position base</i> T Stock confirmed by email on 11th August 2015 that the YPC had agreed that if required there would be space at the new office or at the town hall office which might be a neutral space that would work equally well for the new facilitator. The YPC also confirmed they were happy for their HR manager to provide assistance including drafting of questions for interviews, interview panel, and guidance for the process and location for interviews if requested by the selection panel.</li> </ul>	<p>COMPLETED</p> <p>All HCV members</p> <p>K Van Schaik</p> <p>COMPLETED</p> <p>COMPLETED</p>
<b>4. Community workshop Plans</b>	<p><b>Confirm details and format for Community workshop 24.9.15</b></p> <p>K Van Schaik confirmed the purpose for the workshop is to present the information to the community as it has been presented to the HCV so the community is made aware of the changes so far.</p> <p>K Van Schaik proposed a flier and format for the workshop. It was agreed:</p> <ul style="list-style-type: none"> <li>The flier as presented would be made available to communication networks, placed in the YP Country Times, available on the HCV website and T Stock to approach the Council to see if they are agreeable to place the flier on the front page of the Council's website.</li> <li>As per the previous workshop, questions would be directed through members of the relevant working groups.</li> <li>Based on feedback from the last workshop if a question is raised requiring secondary information then that person would have the opportunity to ask the follow up question direct.</li> <li>Members of the HCV to be available to help setup at 6.00pm.</li> </ul> <p>Rex would have panellists available to answer questions and DSD would be present but take a background role.</p>	

## Minutes

### Hillside Community Voice – 7<sup>th</sup> September 2015

AGENDA ITEM	Notes	ASSIGNED TO/DATE DUE
<b>5. Rex R Laufmann EFS Information</b>	K Van Schaik introduced R Laufmann who gave a brief summary from meeting on 1 <sup>st</sup> September and answered questions put forward from HCV members.  HCV members were asked to record their questions and comments throughout evening, including where further information may be required from either DSD or Rex.	
<b>6. HCV leadership position</b>	<i>HCV leadership position: brief report from working group and finalise selection process :</i> Following the EOI advertisements there were 8 requests for the position descriptions and 5 applications were received. L Kakoschke to forward these 5 applications to HCV members Tuesday 8 <sup>th</sup> September for feedback. Feedback to be provided from members via email by Sunday 13 <sup>th</sup> September to L Kakoschke who will then collate the responses and provide to the selection panel. All members were reminded that these are confidential documents. K Van Schaik tabled a draft process for the selection panel (L Kakoschke, T Stock, J Sandercock, E Dearlove and YPC HR personnel if required)	L Kakoschke to forward 5 applications to HCV members.
<b>7. Meeting Close</b> K Van Schaik thanked both Rex and DSD for attending tonight's meeting Meeting was closed at 9.40pm  <b>Community Workshop date:</b> When: 24th September 2015 Where: Ardrossan Community Centre – Ardrossan Oval Time: 6.30pm – 9.30pm Topic: Changes to Hillside Mining Project as result of “EFS”  <b>Next HCV meeting date</b> When: 12th October 2015 Where: Ardrossan Bowling Club Time: 6.30pm – 9.00pm  <b>Items for agenda</b> 1. Finalise Terms of reference and Operational Guidelines and Community Engagement Plan		

# Hillside Community Voice Minutes

12<sup>th</sup> October 2015

**Facilitator** K Van Schaik

**HCV Attendees** T Stock (YPC), D Hosking (Community Member), E Dearlove (Rex Minerals), Stewart Lodge (Ag Bureau, Petersville), J Wundersitz (YPLOG), C Redding (Community Member), M Redding (Community Member), S Kennedy (Local Trader), Stephen Lodge (YPLOG), L Easter (Port Vincent), J Sandercock (Ardrossan PA), L Kakoschke (Ag Bureau, South Kilkerran), P Klopp (Ag Bureau, South Kilkerran), M Young (Ag Bureau, Petersville),

**Apologies** P Koulizos (Community Member), K Wanganeen (Narungga Community), J Buchanan (YP Tourism & RDA), B Sleath (Pine Point PA), D Kluske (Local Trader), P Maguire (James Well/Rogues Point PA), G Matichoss (Black Point PA)

**Minute taker** K Van Arend (Rex Minerals)

AGENDA ITEM	Notes	ASSIGNED TO/DATE DUE
<b>1. Welcome &amp; Introductions</b>	<p>Meeting opened at 6.29pm</p> <p><b>Record keeper for this meeting /recording</b> – K Van Arend</p> <p><b>Apologies</b> – noted above</p> <p><u>Safety Statement</u></p> <ul style="list-style-type: none"> <li>• Reminder that everyone is here as a volunteer.</li> <li>• Any of the dialogue and discussion that we have is together is an attempt to capture everybody's perspective.</li> <li>• Discussions can be emotive and challenging and we need to be aware and mindful, have an opportunity to listen and engage and consider other peoples perspective.</li> <li>• Conduct our proceedings safety and respectfully and remain calm.</li> </ul>	
<b>2. Endorsement of Minutes</b>	<p><u>September 7<sup>th</sup> Minutes:</u></p> <p>Moved that the minutes were a true and correct record of the meeting on the 7<sup>th</sup> September 2015</p> <p><b>Moved</b> – J Sandercock <b>Seconded</b> – S Kennedy</p> <p>HCV member to check minutes for this meeting: T Stock</p> <p><u>YPC website:</u></p> <p>September 7 2015 minutes were endorsed for distribution and can now be made available on the YPC website and through the community networks.</p>	
<b>3. Business Arising (Actions)</b>	<ul style="list-style-type: none"> <li>• K Van Schaik to write to DSD and request that in the absence of any formal guidelines associated with the revisions to the mining plan from the Extended Feasibly Study (EFS), that the community have a formal period of consultation regarding the modifications to the mining plan that will be recognised as part of the assessment.</li> </ul> <p>It was moved that K Van Schaik will include the received feedback and send the letter to DSD.</p> <p><b>Moved</b> - J Sandercock <b>Seconded</b> - L Kakoschke</p> <ul style="list-style-type: none"> <li>• HCV Leadership position - <b>Agenda item</b></li> <li>• K Van Schaik to circulate DSD website links.</li> <li>• Finalise HCV Terms of reference and Operational Guidelines - <b>Agenda Item</b></li> <li>• Community Engagement Plan - <b>Agenda item* (subject to time)</b></li> </ul> <p>Once a draft CEP has been completed by the HCV it could be sent out to community networks and posted on websites with the invitation to provide feedback.</p>	<p>K Van Schaik to include feedback received and send letter to DSD</p> <p>COMPLETED</p>

## Minutes

## Hillside Community Voice – 12<sup>th</sup> October 2015

AGENDA ITEM	Notes	ASSIGNED TO/DATE DUE
<b>4. Community workshop</b>	<p>Short debrief of Community Workshop 24.9.15 (Rex Minerals: EFS and revised plan)</p> <ul style="list-style-type: none"> <li>General comment re format/any feedback from participants Feedback received from HMCV members:               <ul style="list-style-type: none"> <li>Future advertising to be more succinct and include the wording 'mine'. Also instead of the term 'workshop' use 'information session' so that people are aware that it is an information session about the mine. A suggestion was put forward to consider changing the name of the HCV group to include the word 'mine'.</li> <li>The lower attendance may have been due the increase in information being made available through the website and communication networks and people may have felt they did not need to attend.</li> <li>There was not enough time with the new information from the EFS to ask applicable targeted questions.</li> </ul> </li> <li>The motion was moved to change the name of the 'Hillside Community Voice' (HCV) to the 'Hillside Mine Community Voice' (HMCV). From here on the group has been referred to as the HMCV.</li> <li>Questions raised from the Community workshop have been typed and forwarded to E Dearlove for response from Rex (Note that this is a list of questions written on the 'yellow sticky notes' only and does not include secondary questions that were raised from the floor). K Van Arend to forward the initial list of questions to all HMCV members.</li> <li>Any additional questions raised on the evening that are not included in this list and require a response from the workshop from HMCV members to be sent to K Van Arend by 27th October 2015. E Dearlove was requested to respond to the full list rather than as questions are received.</li> </ul> <p>Future Workshop topic - Understanding Uranium?</p> <ul style="list-style-type: none"> <li>It was agreed there was a requirement for a future workshop to be held focusing on uranium with a panel of experts from different points of views to provide a balanced perspective and a point of comparison. It was suggested this panel could potentially include people from the following areas: medical, agriculture, EPA, BHP, geological, local area expert and the royal commission of nuclear energy.</li> <li>A working group was formed to source the speakers and coordinate the workshop to be held in the New Year. Working Group: J Wundersitz, S Lodge</li> <li>As raised at the community workshop, a request was made to release the two remaining confidential appendices from the MLP Response Document 2014. E Dearlove explained that the information from these appendices relevant to uranium has been included in the company information sheet about Uranium at Hillside. While titled "uranium"- the appendices are confidential as they contain commercially sensitive information about the copper and gold concentrations and also the block model of the ore body. Erica suggested there may be some options to provide some of this information that is contained in the reports that will not compromise the commercial confidential information. J Wundersitz noted that one of the non-released appendices that is appendix 37 contained information on the distribution of uranium in the ore body. This is critical information that would help community understand the situation.</li> <li>J Wundersitz asked if it was possible to have electronic versions of the noise and dust reports.</li> </ul>	<p>K Van Arend to send out questions raised at Community Workshop</p> <p>Additional questions to be sent to K Van Arend by 27<sup>th</sup> October</p> <p>E Dearlove to request Rex's current position regarding the release of the two confidential appendices</p> <p>E Dearlove to follow up on electronic versions of noise and dust reports</p>

## Minutes

### Hillside Community Voice – 12<sup>th</sup> October 2015

AGENDA ITEM	Notes	ASSIGNED TO/DATE DUE
5. HCV leadership position	<ul style="list-style-type: none"> <li>Report from the Selection Panel working group : <ul style="list-style-type: none"> <li>5 applicants registered their interest in the role.</li> <li>4 were short listed for an interview.</li> <li>3 of the short list were interviewed (1 applicant withdrew)</li> <li>It was assessed that 2 of the 3 applicants did not have the level of experience required.</li> <li>1 applicant did display the level of experience and knowledge of the role required and the selection panel were confident that the applicant could undertake the role successfully. The applicant was not recommended for the role as the selection panel deemed that the applicant had failed to declare that the applicant's business partner had business relationship and had previously consulted to Rex prior to the interview.</li> <li>On that basis the selection panel recommended that none of the applicants were suitable for the role. It was formally moved that the recommendations from the selection panel were endorsed by HMCV members.</li> </ul> </li> </ul> <p><b>Moved</b> - J Wundersitz <b>Seconded</b> - L Easter</p> <p><b><i>K Van Schaik reminded HCV members that all discussions about applicants for the HCV facilitator remain confidential.</i></b></p> <ul style="list-style-type: none"> <li>Following discussion it was motioned that the selection panel and all members of the HMCV to approach potential candidates in person to seek interest by the next HMCV meeting. If there are no appropriate candidates then the position will be readvertised.</li> </ul> <p><b>Moved</b> – K Van Schaik <b>Seconded</b> - J Wundersitz</p> <p>K Van Schaik formally thanked J Sandercock, T Stock, L Kakoschke and E Dearlove for all of their hard work in this whole process.</p> <p>It was moved that K Van Schaik facilitate the next meeting and first meeting of 2016.</p> <p><b>Moved</b> K Van Schaik <b>Seconded</b> J Sandercock</p> <p>It was suggested and moved that K Van Schaik is to be reimbursement for expenses incurred in relation to the HMCV e.g. printer cartridges /telephone and travel costs. This was fully supported by all HMCV members</p>	
6. HCV Terms of Reference and Operational Guidelines	<p>A draft Terms of Reference (ToR) was placed on the overhead projector to be updated as members provided their suggestions and feedback. The HMCV members addressed each section with any changes made being accepted by all HMCV members. Due to time constraints the HMCV completed to the end of Section 3 and commenced work on Section 4 Values and Behaviours.</p> <p>In preparation for the next meeting K Van Schaik &amp; K Van Arend to take this agreed working draft and incorporate the three versions of feedback received from HMCV members from Section 4 onwards. This will be sent out to all members by 26<sup>th</sup> October 2015 for review and feedback with the intention to complete this draft at the next meeting.</p>	<p>K Van Schaik &amp; K Van Arend to take this agreed working draft of ToR and incorporate the three versions of feedback received from HMCV members from Section 4 onwards. This will be sent out to all members by 26<sup>th</sup> October 2015 for review and feedback.</p>
7. Confirm actions	<p>Agreed actions</p> <p>K Van Schaik to include feedback received and send the letter to DSD.</p>	<p>19<sup>th</sup> October 13<sup>th</sup> October</p>

## Minutes

### Hillside Community Voice – 12<sup>th</sup> October 2015

AGENDA ITEM	Notes	ASSIGNED TO/DATE DUE
	<ul style="list-style-type: none"> <li>• K Van Arend to forward the initial list of questions to all HMCV members.</li> <li>• Additional questions that are not included on the list to be sent to K Van Arend by 27<sup>th</sup> October 2015.</li> <li>• E Dearlove to follow up on release of confidential appendices.</li> <li>• E Dearlove to follow up on electronic versions of noise and dust reports.</li> <li>• K Van Schaik &amp; K Van Arend to incorporate the 3 versions of the ToR from Section 4 onwards. To be sent out to all members by 26<sup>th</sup> October 2015 for review and feedback.</li> </ul>	27 <sup>th</sup> October 2 <sup>nd</sup> November 2 <sup>nd</sup> November  26 <sup>th</sup> October
<b>8. Meeting Close</b> Meeting was closed at 9.58pm  <b>Next HCV meeting date</b> There was discussion re the option of changing meeting times due to daylight saving /harvest. Agreed times would remain the same- but members to attempt to get to meeting as early as possible and noted some people may arrive after the meeting commences. When: 2nd November 2015 Where: Ardrossan Bowling Club Time: 6.30pm – 9.00pm  <b>Items for agenda</b> <ol style="list-style-type: none"> <li>1. Finalise Draft Terms of Reference</li> <li>2. Continue review of Community Engagement Plan</li> </ol>		

## **DIRECTOR CORPORATE AND COMMUNITY SERVICES**

### **IA/ITEM 4.4**

#### **1. AUDIT COMMITTEE MINUTES – 28<sup>th</sup> OCTOBER 2015**

(File Ref: 9.24.1.1)

##### **PURPOSE**

The Audit Committee is a Section 41 Committee of Council. A copy of the minutes from their meeting held on 28<sup>th</sup> October 2015 is attached.

##### **RECOMMENDATION**

That the report be received.

##### **LINK TO STRATEGIC PLAN**

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

Strategic Goal/s: 2.1 Financially sustainable organisation  
2.4 Effective Risk Management

##### **BACKGROUND**

To keep Council informed of regular Audit Committee Meetings.

##### **DISCUSSION**

Business discussed at the meeting centred around:

- Review 2014/2015 Financial Statements (*External Auditor in camera*)
- Audit Committee 2015 Work Plan
- Recommendation to Council regarding 2014/2015 Financial Statements
- Recommendation to Council regarding First Quarter 2015/2016 Budget Review
- Investment Report 2014/15 Financial Year
- Internal Controls Update
- Risk Admin Update
- Asset Management Update
- EDRMS System Update

- Policy Reviews
- Finance Manual – 2015

#### **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:

- Chair Audit Committee

#### **POLICY IMPLICATIONS**

Nil

#### **BUDGET AND RESOURCE IMPLICATIONS**

Nil

#### **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Audit Committee costs are accounted for in Council's budget.

The Audit Committee is a legislated Section 41 Committee of Council.

#### **ATTACHMENTS**

**Attachment 1:** Audit Committee minutes October 2015





*Agriculturally rich~Naturally beautiful*

## **Minutes of the Audit Committee Meeting of the Yorke Peninsula Council**

held on Wednesday 28<sup>th</sup> October 2015,  
in the Council Chambers  
57 Main Street Minlaton commencing at 8:30am  
(Subject to confirmation)

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### **ITEM 1 WELCOME**

Mr Peter Brass welcomed everyone to the meeting and declared the meeting open at 8.34am.

*The Audit Committee held an In-camera meeting with the external auditor and internal auditor and it is considered good governance practice to conduct such a meeting on an annual basis.*

*8.53am the Audit Committee public meeting resumed.*

### **PRESENT**

Independent Members Peter Brass and David Hurley, Councillors John Rich, Scott Hoyle and Tania Stock.

### **APOLOGIES**

Anne Hammond, Trevor Graham, Brianna Wood

### **IN ATTENDANCE**

Mayor Ray Agnew	Mayor
Andrew Cameron	Chief Executive Officer
David Harding	Director Corporate and Community Services
Amanda Pitt	Business Improvement Officer
Chelly Litster	Business Improvement Officer
Michael McCauley	Asset Manager
Karen Schulz	Manager Financial Services
Chloe Brown	Financial Accountant
Daniel Griffin	Financial Accountant
Felicity Kemp	Minute Secretary
Rachel Rich	Minute Secretary Observer

## **MINUTES OF THE PREVIOUS MEETING**

**Cr Rich moved**

**Cr Stock seconded**

That the minutes of the Audit Committee meeting held on 23<sup>rd</sup> September as circulated, be confirmed as a true record.

**CARRIED 50/2015 (28/10/2015)**

## **CONFLICT OF INTEREST**

The Chairperson reminded all members of the requirement to disclose any conflict of interest and provide full and accurate details of the relevant interest to the Audit Committee prior to consideration of that item on the Agenda.

## **ITEM 2 REPORTS**

### **1. AUDIT COMMITTEE 2015 WORKPLAN**

Mr David Harding spoke to the report and answered questions from the Committee.

Mr Peter Brass will confirm the December meeting date, as this date may need to be changed if there are conflicting work commitments. Cr Rich requested that meetings be scheduled to ensure they are alongside other Council meetings / workshops.

**Cr Hoyle moved**

**Cr Stock seconded**

That the Audit Committee endorses the updated Work plan.

**CARRIED 051/2015 (28/10/2015)**

### **2. REVIEW 2014-2015 FINANCIAL STATEMENTS**

*The Audit Committee held an In-camera meeting with the external auditor and internal auditor and it is considered good governance practice to conduct such a meeting on an annual basis.*

### **3. RECOMMENDATION TO COUNCIL REGARDING 2014-2015 FINANCIAL STATEMENTS**

Mr David Harding spoke to the report and answered questions from the Committee.

Mr Peter Brass would like the presentation on the financial statements to be incorporated into this agenda item for future years.

Mr Jim Keogh spoke to the committee about his correspondence to Council re: Audit Completion Report and indicated an unqualified audit report will be issued.

Mr Peter Brass asked if a formal audit letter will be produced and presented to the Audit Committee. Mr Jim Keogh informed the committee the final audit letter to the Mayor will be supplied before next Council Meeting.

Cr Rich asked for more information on Leases recorded in the financial statements and Ms Karen Schulz clarified the information requested .

**Cr Rich moved**

**David Hurley seconded**

That Audit Committee recommend to Council that the audited Annual Financial Statements for the year ended 30 June 2015 be adopted and that:

1. The Chief Executive Officer and Mayor be authorised to certify the accounts, and

2. The Chief Executive Officer and the Presiding Member of the Audit Committee sign the Auditor Independence Declaration, and
3. The Chief Executive Officer and the Director Corporate and Community Services be authorised to sign the Management Representation Letter to the Auditors, and
4. The Audit Completion Report is received and noted.

**CARRIED 052/2015 (28/10/2015)**

#### **4. RECOMMENDATION TO COUNCIL REGARDING FIRST QUARTER 15/16 BUDGET REVIEW**

Mr David Harding spoke to the report and answered questions from the Committee.

**Cr Hoyle moved**

**David Hurley seconded**

That the Audit Committee recommend that Council adopt the September 2015 Budget Review changes as presented in the attached Summary of Changes and Financial Reports (Uniform Presentation of Finances, Statement of Comprehensive Income) and receive the updated Balance Sheet, Cash Flow Statement, Statement of Changes in Equity and Financial Ratios reports.

**CARRIED 053/2015 (28/10/2015)**

#### **5. INVESTMENT REPORT 2014/15 FINANCIAL YEAR**

Ms Karen Schulz spoke to the report and answered questions from the Committee.

**Cr Stock moved**

**Cr Rich seconded**

That the Audit Committee receives the report.

**CARRIED 054/2015 (28/10/2015)**

#### **6. INTERNAL CONTROLS UPDATE**

Ms Amanda Pitt addressed the Audit Committee on Internal Controls progress and introduced Ms Chelly Litster into the Internal Audit role whilst Ms Amanda Pitt is on maternity leave.

Mr Peter Brass welcomed Ms Chelly Lister and looks forward to receiving internal audit reports for the Committee to review as they add value in strengthening internal controls and improving business processes.

#### **7. RISK ADMIN UPDATE**

Mr David Harding spoke to the members on behalf of Ms Brianna Wood.

Mr David Harding advised the Committee that Ms Brianna Wood requested the committee advise a timeline of when to report.

Mr Peter Brass commented he would like Risk Management to report to the Committee every meeting and would like Directors to report and present at future meetings in regard to "risk" areas within their portfolios.

Cr Stock would like to see a report to every meeting, it is essential for the committee to receive regular updates.

Mr Peter Brass suggests a forward plan for risk management activities similar to the internal audit plan be presented to the committee at the next meeting.

Cr Rich suggested that reports should not be presented just for the sake of reporting and would be happy to receive verbal reports where appropriate.

#### **8. ASSET MANAGEMENT UPDATE**

Mr Michael McCauley spoke to the report and answered questions from the Committee.

Cr Stock commented about the Asset Management System, Conquest, being used currently as guidance for works plans and is concerned about legal risks associated with deviations from these plans.

Mr Andrew Cameron commented on Councils decision process and the function of the plans is to guide the decision making process

Mr Jim Keogh spoke in regard to process and due diligence when using the work plans as guidance for annual budget decisions.

**Cr Rich moved**

**Cr Stock seconded**

That the Audit Committee receives the report.

**CARRIED 055/2015 (28/10/2015)**

#### **9. ELECTRONIC DOCUMENT AND RECORDS MANAGEMENT SYSTEM**

Mr David Harding spoke to the report and answered questions from the Committee.

Mr Peter Brass would like Mr David Harding to ensure the Privacy Act is considered in the tender process and incorporated into the EDRMS.

**Cr Rich moved**

**Cr Stock seconded**

That the Audit Committee receives and notes the report.

**CARRIED 056/2015 (28/10/2015)**

#### **10. POLICY REVIEWS**

Mr David Harding spoke to the report and answered questions from the Committee.

**Cr Stock moved**

**Cr Hoyle seconded**

That the Audit Committee receives the Policy attached as endorsed by Council.

**CARRIED 057/2015 (28/10/2015)**

#### **11. FINANCE MANUAL**

Mr Karen Schulz spoke to the report and answered questions from the Committee.

Ms Karen Schulz indicated that this is an operational manual and would appreciate feedback in regard to completeness of the Finance Manual at the next meeting. The Finance Manual will be reviewed immediately and all sensitive information removed and a summary of the Finance Manual contents will be provided to the Committee for feedback.

**Cr Rich moved**

**Cr Hoyle seconded**

That the Finance Manual be received and reviewed by the Audit Committee.

**CARRIED 058/2015(28/10/2015)**

#### **ITEM 3 GENERAL BUSINESS**

Nil

**ITEM 4 NEXT MEETING**

Wednesday 9<sup>th</sup> December 2015, 3.00pm

**ITEM 5 CLOSURE**

The Meeting Closed at 9.55am

.....  
**Mr Peter Brass**

## **DIRECTOR CORPORATE AND COMMUNITY SERVICES**

### **IA/ITEM 4.4**

#### **2. ART COMMITTEE MINUTES – 9 SEPTEMBER 2015 AND 14 OCTOBER 2015**

(File Ref: 17.94.5.1)

##### **PURPOSE**

The Art Committee is a Working Party of Council. Copies of the minutes from their meetings held on 9 September 2015 and 14 October 2015 are 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 meetings centred around:

- Website
- Sponsorship
- Publicity
- Judges
- Invitations
- Opening of Exhibition
- Review of Entry Forms
- Review of Term of Entry
- Donations

## **COMMUNITY ENGAGEMENT PLAN**

Not applicable

## **CONSULTATION PROCESS**

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

- Director Corporate & Community Services

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

- Art Committee Members

## **POLICY IMPLICATIONS**

Nil

## **BUDGET AND RESOURCE IMPLICATIONS**

Full budget provision will be made in the 2015/2016 Budget to continue to plan for the 2016 Exhibition.

## **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Nil

## **ATTACHMENTS**

**Attachment 1:** Art Committee minutes 9<sup>th</sup> September 2015

**Attachment 2:** Art Committee minutes 14<sup>th</sup> October 2015



## **Minutes of the Meeting of the Art Committee**

held on Wednesday 9<sup>th</sup> September 2015  
in the Maitland Council Office  
commencing at 2.00pm

(Subject to confirmation)

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### **ITEM 1 OPEN**

1.1 Welcome by Chairperson - Anne Eyles declared the meeting open 2.09pm

1.2 Present – Anne Eyles, Irene Hughes-Jones, Bruce Davey, Brenda Bowman, Alan Headon

1.3 Apologies- David Harding, Geoff Lock

1.4 Minutes of previous meeting –

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

That the Minutes of the Art Committee meeting held on 17 August 2015 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 Website: check again with Stewart a bill for \$46 received

2.2 Review of Sponsorship

- Port Clinton Progress Association \$250

2.3 SA Life Magazine nil to report. Brenda to follow up with Jo Barrie for opportunities to advertise in various media pathways.

Get info to Anne form 2012 exhibition

2.4 Garden Club – commitment has been organised



**2.5** Artist in Residence – demonstrating Artists. Victoria cannot make exhibition. She will donate a painting to the committee, committee will raffle. Anne to follow up several suggested possibilities.

**2.6.** Judges – Anne to follow up with Bob Landt. Package offer, a screen to display own paintings. If sold, would attract usual commission requirements. Children’s art – Anne and Geoff.

### **ITEM 3 FINANCE**

**3.1** Financial report. Advised by David Harding Council will pick up any sponsorship deficit.

### **ITEM 4 CORRESPONDENCE IN:**

### **ITEM 5 CORRESPONDENCE OUT:**

### **ITEM 6 FROM TABLED ITEM:**

### **ITEM 7 ANY OTHER BUSINESS**

**7.1** List of previous advertisers op next meeting.

**7.2** Brenda to forward forms for hire of screens/ costs/ conditions to Port Victoria Progress.

### **ITEM 8 NEW BUSINESS.**

**8.1** Amendments to Entry forms. Suggested time for issue Entry Information – late October.

### **ITEM 9 NEXT MEETING**

Wednesday 14<sup>th</sup> October 2015 – 2pm Maitland Office

### **ITEM 10 CLOSE.**

The meeting closed at 3.40pm

.....  
**Chairperson - Anne Eyles**



## Minutes of the Meeting of the Art Committee

held on Wednesday 14<sup>th</sup> October 2015  
in the Maitland Council Office  
commencing at 2.00pm

(Subject to confirmation)

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### **ITEM 1 OPEN**

- 1.1** Welcome by Chairperson Anne Eyles declared the meeting open 2.06pm and thanked everyone for attending.
- 1.2** Present Anne Eyles, Irene Hughes–Jones, Brenda Bowman, Cr Alan Headon, Cr John Rich, David Harding and Bobbi Pertini (Note Taker).
- 1.3** Apologies Bruce Davey and Wendy Story.
- 1.4** Minutes of previous meeting **Brenda Bowman moved and Cr Alan Headon seconded**

That the Minutes of the Art Committee meeting held on 9<sup>th</sup> September 2015 as circulated be confirmed.

**CARRIED**

The committee agreed that the Terms of Reference be updated to ensure that anyone who doesn't attend three consecutive meetings (without reasonable reason) are no longer a member of the committee.

**Action: David to revise Terms of Reference**

- 1.5** Conflict of Interest - The Chairman reminded the Committee that Bruce is uncomfortable with the 'Conflict of Interest' item appearing on each meeting agenda. Is there any reason for this to continue now that we are no longer a Section 41 Committee?

David advised that if you declare a conflict of interest, then it is recorded by the Committee. When Council ratifies the decision, it is no longer an issue. For example - if you are a competing artist in the exhibition and part of the Committee considering levels of prize money, the artist should declare a conflict of interest and may be part of the debate, but not vote on the final decision (as long as the Committee is comfortable). This would be recorded in the minutes and thereby counter any claim that the artist acted in any way improperly. In the case that all members, or a majority of, the committee were competing artists, the committee could supply information in a debate report via the Director Corporate & Community Services and ask Council to make the final decision.

Brenda highlighted that the Access Advisory Panel does not include this item on their meeting agendas. David advised that, as a committee/working group of Council, the Access Advisory Panel should have this item in their agenda.

David spoke about Governance and protection for the members of the Committee. At no time is it intended to stop anyone from contributing as a member of the Committee.

Brenda acknowledged that it can be very off putting to any artist who wants to enter the competition and this event is really focussed at the local artist level. Without artists on this Committee, we would lose all of our relevance.

Brenda and Bruce have had discussions on this matter and she would be unsure if he would continue as a Committee member if the item stays. He is a valuable contributor that the Committee does not want to lose.

David advised the Committee that if this item is removed, then it will remove the protection for all of the members. Bruce is a very valuable member, but advice is that the item should remain. Governance Officer can talk about this as she is the expert in this area.

The Committee invited Mary Herrmann, Governance Officer into the meeting to further discuss the issue of 'Conflict of Interest' and its application to this committee.

Mary highlighted that Council and any Working Party need to abide by the applicable legislation. Council has elected to include this item in all agendas and this should be occurring for all Committees as well. It is a legislative requirement and the Local Government Association has recommended that it be included in all agendas.

Members may not consider they a conflict, but by having a reminder on the Agenda, ensures that all members address this issue at each and every meeting.

This is all about perception and the onus is on the decision maker. If you are entering the competition and are a committee member, you should declare a possible conflict to ensure there are no grounds later for anyone to allege any wrong doing.

Artists as committee members can be consulted for expert advice, but by declaring the conflict they won't have a voting right. Some members may not feel the conflict is significant enough to declare but, by including the item in the agenda, as a matter of process the Committee has reminded committee members of their obligation under the legislation.

David suggested that Mary speak with Bruce to explain the process to him as we are extremely grateful and comfortable with his input. The Committee would love him to continue and this is focussed on protecting him, and any competing artist on the committee, from perception and allegations. It is all about following due process and due diligence.

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

**CARRIED**

**Action: Mary and David to contact Bruce**

## **ITEM 2 BUSINESS ARISING.**

### **2.1 Website**

Anne to follow up with IT. Believe this bill may have been mischarged.

### **2.2 Sponsorship**

Anne advised the group that she has obtained an in kind sponsorship from the Yorke Valley Hotel of \$250 in the form of alcohol supplies. David suggested finance journal this into the accounts to recognise this as sponsorship and also account for the expense.

**Action: Anne to obtain a letter from Yorke Valley Hotel to record this as sponsorship. David to have Finance record in the Art Exhibition financials.**

Anne advised that at this stage, we have received \$7,000 in cash and in-kind sponsorship. \$160 cash being proceeds from raffle to date was given to David for banking.

A number of raffle books have been prepared and sales have started. Victoria Rolinski has donated a painting to the value of \$800.

- Books 1 – 7 has been sold.
- Cr Alan Headon was given book 10 to sell.
- Cr John Rich was given book 11 to sell.
- Book 15 has been sold.
- Brenda Bowman was given book 8 to sell.
- Bobbi Pertini will coordinate books 9, 12, 13, 14, 16, 17, 18, 19 and 20 – to be sold.

Anne and Irene are going to organise to have a total of 500 tickets for sale. It is a limited offer @ \$2.00 per ticket.

**Action: Anne will send through a photo of the painting to Council for distribution with the raffle books.**

Anne – we have had an offer of another painting from Bruce. If we sell the 500 for Victoria's painting (valued at \$800), then we can sell another 500 for Bruce's painting.

**Action: David to check the licensing requirements for raffles.**

Alan advised that he is working with the local community club in relation to putting in a donation for the event.

### **2.3 SA Life Magazine**

Brenda advised that Jo Barrie is going to be leaving her position shortly, but she will be meeting with her soon.

### **2.4 Demonstrating Artists**

Anne advised that Bob Landt and Sam Carter will demonstrate with a few others expressing interest. Bob Landt will not judge, as he will be entering.

**Action: Anne to make contact with others to determine interest.**

### **2.5 Judges**

**Action: Anne to make contact with the Arts Council.**

### **2.6. List of previous advertisers**

Still awaiting this list.

**Action: David to arrange to supply list for the next meeting.**

### **2.7. List for opening night invitations**

**Action: Brenda to retrieve an old list for the next meeting.**

**Action: David to arrange for Council to retrieve the list of previous buyers, previous exhibitors/artists and opening night invitations from last year (to be printed on labels).**

### **2.8. Review of screens/open entry forms/school entry forms**

Brenda manages the hire of screens. Fill in this form as a record of the hire of screens. \$100 bond and \$10 per screen. Anyone that sponsors the Exhibition or is a member of the committee are not charged for the hire.

**Action: David to arrange for update of the Screen forms as per copy provided.**

Brenda, Bruce Davey and Ardrossan Progress Association has a key in their office for the Town Hall.

Open Entry Form is still to be updated with the receipt and if they are going to attend on opening night.

**Action: David to arrange for update of the Open Entry Form with the review date.**

School Entry Form needs to be updated. Second page, conditions of entry, no 23 the date is incorrect (not Monday 28<sup>th</sup> March). This needs to be updated. Conditions of Entry No 24, receipt and collection of painting – dates are there as well, but this is too soon. Personal collection of works, it has the date and times, 'at the Ardrossan Town Hall' needs to be included.

**Action: David to arrange for update of Open Entry Form.**

**Action David to arrange for print of 450 Open Entry Forms, Conditions of Entry forms, covering letter and the Wheares Transport Label. Anne has already printed the GST forms.**

## **2.9. Review of date and day of next meeting**

Cr Rich is happy for the meeting to be coordinated on the same day as the Council meetings or workshops. The next three meetings are scheduled 11<sup>th</sup> November at 2:00pm, 9<sup>th</sup> December at 10:00am and 20<sup>th</sup> January at 2:00pm at Maitland.

## **2.10. Donated painting by Victoria. Signed card**

### **ITEM 3 FINANCE**

#### **3.1 David requested an item through the Chair. A two page report with details of the previous year's Art Exhibition expenditure and the current budget paperwork for this year was distributed to the Committee for their consideration.**

Figures for this year are very close to previous years, but David believes there is a \$2,000 error in commission income. The expenses includes prizes, piano and lighting, food and alcohol, travel cost for judges, payments to artists (which is variable) and commission to the Art Committee (that is included at the top). There is also advertising, postage, printing supplies, freight and courier (wasn't used last time). There is leeway in this budget, looking at a deficit of approximately \$11,000. The current budget paperwork will be presented to the Committee at each meeting.

Brenda asked about stationary. David advised anything used by Council will be considered as part of Council's sponsorship.

### **ITEM 4 NEW BUSINESS**

#### **8.1 Brenda asked about the website and what is happening. Last time we had a website which was established by Council staff. Artists were able to enter online.**

David advised it can be updated by Council staff and a link should be placed on the Council, Visitor Information Centre and YP Tourism websites. Anne has spoken to Stewart from IT.

Brenda advised that we need to write a letter to the regular users of the Town Hall to advise that it is unavailable for the period of the exhibition.

Two weeks before and one week after?? Brenda has booked already with the Post Office and communication is just a courtesy to regular users. The Exhibition opening is scheduled on the Wednesday night before Easter, with public access from Thursday through to Sunday.

**Action: Brenda to obtain the list of regular users so the letter can be coordinated.**

**ITEM 9 NEXT MEETING**

Wednesday 11<sup>th</sup> November 2015 at 2:00pm in the Maitland Council Office.

**ITEM 10 CLOSE.**

The meeting closed at 3.50pm

.....  
**Chairperson - Anne Eyles**

## **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 November 2015 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**

- Road construction and / or maintenance requirements have been applied to the following roads aligned with the 2015-16 budget allocations:
  - Bramley Road Civil Works for Kerbing
  - Brutus Road Ongoing
  - Clinton Road Commenced
  - Daly Head Road Commenced
  - Levens Road Patch Work
  - Little Sheoak Road Patch Work
  - Nalyappa Road Completed
  - Saints Road Ongoing
- Patrol Grading is ongoing throughout the district in line with current schedules and techniques.
- The Walk the Yorke Trail is tracking closer to completion with sections of the Trail bituminised in Edithburgh and Port Victoria. 160 Interpretive Podium Signs have been manufactured with installation progressing. Information Signs will be installed two weeks following approval of final design. Council are still waiting on authorisation from the Department of Planning, Transport and Infrastructure (change in personnel) for road crossing installation. The Trail has been completed through Innes National Park. Preparations are underway for the official opening of Walk the Yorke, which is being held on Sunday 13 December 2015 at the Port Vincent Golf Course.



- Attention to parks, gardens and reserves is well serviced by staff within existing resources.
- The following works / upgrades have been applied to our Community Wastewater Management Systems (CWMS):

#### CWMS

- |                                |              |
|--------------------------------|--------------|
| ○ Aerator overhauled at WWTP   | Bluff Beach  |
| ○ WWTP upgrade ongoing         | Maitland     |
| ○ Upgrade to gravity drain     | Maitland     |
| ○ Flushing of gravity drain    | Maitland     |
| ○ Aerators overhauled at WWTP  | Point Turton |
| ○ Aerators overhauled at WWTP  | Port Vincent |
| ○ Upgrade to filtration system | Port Vincent |

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

- Jetpatching efforts are ongoing throughout the district.
- Remedial repairs have been undertaken to steps and handrails on the Edithburgh and Stansbury jetties.
- Roadside vegetation clearance activities have been applied within the Hundred of Clinton (Honner Road and Pioneer Road), Hundred of Cunningham (Mason Road) and Hundred of Para Wurlie (North Coast Road).
- Footpath maintenance has occurred within Balgowan, Curramulka, Hardwicke Bay, Minlaton, Port Victoria and Warooka.
- Approximately 75 Customer Service Requests (CSR's) have been addressed throughout October with activities including:
  - replacement of signs;
  - response to vandalism;
  - street tree trimming;
  - maintenance to public buildings;
  - maintenance to playground infrastructure;
  - installation of stormwater infrastructure; and
  - maintenance to coastal infrastructure.
- Beach access (stairs) have been constructed at Port Vincent and Mozzie Flat (west of Port Moorowie).

### **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**

Not applicable

## **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 the Inspectorial staff.

##### **DISCUSSION**

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

One dog was impounded during the past month which was returned to its owner after they had paid impounding fees of \$80.

A Maitland resident was issued with an Expiation Notice for keeping an unregistered dog after it was seen wandering at large.

Three dog owners have been cautioned in relation to their dogs wandering at large whilst six other dog owners have been spoken to for a variety of matters. A barking dog complaint was dealt with in Pt Clinton.

220 letters were sent to dog owners whom appeared to not have reregistered their dogs. They were advised that Council is about to undertake a door knock and dog owners would be expiated if an unregistered dog was found on their premises.

A contract organisation from Adelaide set up selling raffle tickets in various locations without a permit. An Officer spoke to them in Maitland and cautioned them for not having a permit and were advised in the future they may be expiated for a similar offence.

A property owner in Price placed many unwanted articles on the footpath outside his premises. He was advised to remove them from the road or risk receiving a \$315 Expiation Notice. The articles were promptly removed.

Routine patrols of boat ramps have been performed to ensure that users are paying to use the facilities. Six notices were placed on vehicles not displaying a permit or ticket at various launching facilities requesting they produce a ticket or risk receiving an Expiation Notice.

Patrols, particularly over the October long weekend have taken place at the bush camping reserves to ensure users are paying for the facilities. Council's Ranger collected \$805 in fees from campers who had not obtained a permit prior to setting up camp over the long week end.

Particular attention has been given to educating the public at Pt Rickaby in relation to dog behaviour to try and protect some hooded plovers that were nesting on the foreshore near the boat ramp. Council's Information Sheet 122 Dogs on Beaches was distributed throughout the settlement and patrols were made of the area on weekends when many of the homes were being used. Five dog owners were spoken to in relation to dog behaviour on beaches. Three eggs hatched on 22 October 2015, but dogs in the area still pose a threat for a further 5 weeks.

An Officer (Committee member) attended the Flinders Mid North Yorke Peninsula (FMNYP) Bushfire Management Committee (BMC) meeting in Clare. An interim Bushfire Management Area Plan (BMAP) was developed about 4 years ago which is basically made up of the works programs from the previous District Bushfire Prevention Committees. Very little work has been done in relation to preparing a BMAP for the BMC due to insufficient resources available to the Country Fire Service. Planning is now well under way for the higher risk areas of the state in relation their BMAP. Advice was received at this meeting that CFS Bushfire Management Planning Officers will be soon be assigned to the development of the BMAP for the FMNYP BMC, which will involve a detailed analysis of the assets at risk in our Council District.

Rooster complaints have been dealt with in Maitland and Ardrossan.

One expiation notice has been issued in relation to a vehicle parking on a yellow line whilst 2 other motorists were cautioned in relation to the manner in which they were parked.

#### **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.

<b>ATTACHMENTS</b>
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Nil

## **DIRECTOR DEVELOPMENT SERVICES**

### **IA/ITEM 4.6**

#### **2. ENVIRONMENTAL HEALTH ACTIVITY REPORT**

(File Ref: 9.24.1.1)

##### **PURPOSE**

To inform Council of the activities of the Environmental Health Officer.

##### **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 on matters relating to public health and food safety.

##### **DISCUSSION**

A major portion of the EHO role is the ongoing assessment of waste control applications and the inspection of work done by trade's people in installing such systems.

Routine and follow up inspections of food businesses are undertaken throughout the year. Inspections are unannounced (as far as practical) and their frequency is determined by a state-wide risk classification tool.

The EHO attended the Minlaton Show on Wednesday 7<sup>th</sup> October 2015, to inspect the food venues and vans. All appeared in order, with vans being supplied with adequate power to keep food hot and cold. Some food outlets had their own cool rooms to assist with food storage and safety. Most food for sale was of the 'cook on demand' variety with limited hot held. Stall holders were aware of the food safety requirements and the need to keep food simple and low risk.

The Kadina TAFE has received funding to provide a food safety training session for the Yorke Peninsula area. This short food safety course will be free of charge to participants who register with TAFE and will be held at the Minlaton Town Hall Chambers on Tuesday 1st December 2015 from 2pm - 6pm.

On Tuesday 13<sup>th</sup> October 2015 the Operations Acting Manager (Assets & Infrastructure) and EHO attended a Flood Warning and Intelligence Workshop at the Noel Lothian Hall, Botanic Gardens Adelaide. The workshop was organised by the Fire and Flood Management Unit/Regional Coordination Branch of Department of Environment, Water and Natural Resources.

The object of the workshop was to determine the parameters for a project that would assist in providing stakeholders and community with timely flood warnings and action advice. The availability of flood maps for Council regions was highlighted as necessary to

enabling accurate decisions to be made. Sharing of knowledge and the collection of historical evidence and anecdotes was also considered something that needs to be done before local knowledge is lost.

Yorke Peninsula, whilst having some storm related flooding, is probably more in danger of tidal inundation. It was pleasing to note that our communities have responded well to public meetings held in several towns in relation to this.

In emergency situations there will be occasions when decisions simply need to be made; to illustrate this, one of the presenters gave the quote of the workshop, "Sometimes it is better to beg for forgiveness than ask for permission".

#### **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**

Council has mandatory legislative responsibilities as identified in the 2015/2016 Annual Plan.

#### **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

South Australian Public Health Act 2011.

Food Act 2001

South Australian Public Health (Wastewater) Regulations 2013

On-site Wastewater Systems Code

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**

Nil

## **DIRECTOR DEVELOPMENT SERVICES**

### **IA/ITEM 4.6**

#### **3. DEVELOPMENT APPLICATION DECISIONS**

(File Ref: 9.24.1.1)

##### **PURPOSE**

To inform the Elected Members of Development Application decisions for the period 5 October 2015 to 30 October 2015.

##### **RECOMMENDATION**

That the report be received.

##### **LINK TO STRATEGIC PLAN**

Key Theme: Sustainable Communities  
2. Progressive and Sustainable Development  
Strategic Goal: 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 5 October 2015 to 30 October 2015.

##### Yorketown

544/1124/2014	544/1035/2015	544/1121/2015
544/1146/2015	544/1148/2015	544/1162/2015
544/1176/2015	544/1177/2015	544/1178/2015
544/1179/2015	544/1180/2015	544/1181/2015
544/1184/2015	544/1187/2015	544/1188/2015
544/1190/2015	544/1192/2015	544/1202/2015
544/1204/2015	544/1208/2015	

##### Maitland

544/2005/2013	544/2182/2014	544/2082/2015
544/2094/2015	544/2113/2015	544/2140/2015
544/2167/2015	544/2172/2015	544/2176/2015



544/2178/2015

544/2181/2015

544/2183/2015

544/2185/2015

544/2193/2015

544/2194/2015

544/2195/2015

544/2196/2015

544/2204/2015

544/2211/2015

#### **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**

Nil

#### **BUDGET AND RESOURCE IMPLICATIONS**

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

#### **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Local Government Act 1999

Development Act 1993

Council's Development Plan

#### **ATTACHMENTS**

**Attachment 1:** Development Application Decisions Register

**LIST OF DEVELOPMENT APPLICATIONS & DECISIONS ISSUED BY THE ASSISTANT BUILDING SURVEYOR UNDER DELEGATION  
FOR THE PERIOD 5 OCTOBER 2015 – 30 OCTOBER 2015**

**YORKETOWN**

Dev. App. No.	Name & Address	Location	Proposal	Class	Area m <sup>2</sup>	Cost \$	Conditions Planning Building	Assessment / Valuation No	Decision Date	Builder & Licence No
544/1124/2014	K McLachlan PO Box 111 POINT TURTON	(Lot 4) 279 North Coast Road POINT TURTON	Demolish Dwelling; New Dwelling, Carport & Garage	1a 10a 10a	267.7 26.4 72	300,000	Planning 1 Building 2 Private Certifier	111674 5400792193	8 Oct 2015	TBA
544/1035/2015	S & H Rapp PO Box 217 COCKATOO VALLEY	(Lot 40) 15-17 McEacherns Beach Road PORT MOOROWIE	New Dwelling, Verandah/ Deck	1a 10a	146.68 116.76	159,808	Planning 6 Building 6 Private Certifier	227918 5406415890	20 Oct 2015	Summerplace Homes BLD184209
544/1121/2015	C Valente 70 Wilpena Avenue VALE PARK	(Lot 68) 25 Dolphin Drive MARION BAY	Two Storey Dwelling, Balcony & Garage	1a 10a 10a	190.99 20.7 56.46	150,000	Planning 9 Building 1 Private Certifier	431213 5400953751	20 Oct 2015	Selecta Homes GL56332
544/1146/2015	J Tooze Corny Point Caravan Park PO Box 32 CARNY POINT	(Lot 10) 1-3 West Beach Road CORNLY POINT	Camp Kitchen	9b	63	30,000	Planning 1 Building 2	103853 5400616800	20 Oct 2015	C Hamdorf BLD102727
544/1148/2015	M & A Saint 8 Shipton Street ELIZABETH	Lot 29 Doreen Street PARSONS BEACH	Garage	10a	75.68	9,000	Planning 5 Building 2	321224 5408971911	29 Oct 2015	D Rohde GL45104
544/1162/2015	SYP Show Society PO Box 40 MINLATON	(PTS 279) West Terrace MINLATON	Re-Roof 2 <sup>nd</sup> Storey Pavillion	N/A	90	6,960	Planning 1 Building 2	301093 5407599302 A0020	12 Oct 2015	SJ O'Brien Carpentry BLD247555
544/1176/2015	M & A Saint 8 Shipton Street ELIZABETH	Lot 29 Doreen Street PARSONS BEACH	New Dwelling, Verandah & Deck	1a 10a 10a	140.25 24.49 29.03	145,532	Planning 6 Building 1 Private Certifier	321224 5408971911	29 Oct 2015	System Built Homes BLD102757
544/1177/2015	Greg Dalton PO Box 244 MINLATON	(Lot 6) 4a West Tce MINLATON	Garage	10a	54	6,000	Planning 1 Building	433508 5407606453	2 Oct 2015	Brett Dalton BLD 196836
544/1178/2015	J Simounds 25 Bishop Street GAWLER	(Lot 12)214a Corny Point Road CORNLY POINT	Front & Rear Verandahs	10a	61.5	2,300	Planning 3 Building 2	422782 5400659907	7 Oct 2015	Owner Builder
544/1179/2015	F & T Spadavecchia 22 Woodlake Ave WEST LAKES	(Lot 194) 22 Bayview Road HARDWICKE BAY	Garage	10	45.94	6,500	Planning 5 Building 2	325779 5409039843	13 Oct 2015	Owner Builder  50

544/1180/2015	S & J Rowe Box 12 CMB POINT TURTON	(Lot 20) 8-10 Reef Crescent POINT TURTON	Carport	10a	54	9,790	Planning 3 Building 2	426817 5401054758	7 Oct 2015	Haywood Home Improvements BLD58028
544/1181/2015	S & J Rowe Box 12 CMB POINT TURTON	(Lot 20) 8-10 Reef Crescent POINT TURTON	Attached Carport	10a	39.9	14,850	Planning 3 Building 2	426817 5401054758	14 Oct 2015	Haywood Home Improvements BLD58028
544/1184/2015	Nalladine Pty Ltd C/- K & T Watson 18199 Spencer Highway URNAIA	(Lot 6) 38 Burford Road CORNBY POINT	Deck & Verandah	10a 10a	40 39.96	11,500	Planning N/A Building 2	106716 5400695650	29 Oct 2015	A & V Golja BLD56065
544/1187/2015	B & L Schilling PO Box 170 STANSBURY	(Lot 90) 12 Brentwood Road STANSBURY	Carport & Verandah	10a 10a	31 28.99	6,940	Planning N/A Building 3	403717 5404801907	29 Oct 2015	TBA
544/1188/2015	S O'Brien 17 Anderson Tce YORKETOWN	(Lot 22) 17 Anderson Terrace YORKETOWN	Carport Extension	10a	13	1,500	Planning N/A Building 2	202176 5403489050	20 Oct 2015	Owner Builder
544/1190/2015	N Slack 1 Seaview Road YATALA VALE	(Lot 2) 8 Henry Street EDITHBURGH	Garage	10a	56.42	11,200	Planning 5 Building 2	211003 5405082553	13 October 2015	Dalton Concrete BLD196836
544/1192/2015	D Algie 28 Anderson Tce YORKETOWN	(Lot 12) 28 Anderson Terrace YORKETOWN	Garage	10a	70.78	10,200	Planning 5 Building 2	201855 5403462026	29 Oct 2015	Owner Builder
544/1202/2015	T Allen PO Box 18 YORKETOWN	(BLK 145) 11467 Yorke Highway HARDWICKE BAY	Carport	10a	90	7,420	Planning 3 Building 3	228163 5406445900	19 Oct 2015	Owner Builder
544/1204/2015	E & S Rose 41 Melville Street YORKETOWN	(Lot 4) 41 Melville Street YORKETOWN	Garage	10a	48.98	7,000	Planning 1 Building 2	417956 5403671750	29 Oct 2015	Owner Builder
544/1208/2015	E Kernaghan 6 Eyre Street SEAVIEW DOWNS	(Lot 105) 43 Northshore Road HARDWICKE BAY	Demolition of Dwelling & Garage	1a 10a	50 15	300	Planning N/A Building 7	323048 5408979462	19 Oct 2015	Owner Builder
<b>TOTAL</b>						<b>\$896,800</b>				

#### MAITLAND

Dev. App. No.	Name & Addresses	Location	Proposal	Class	Area m <sup>2</sup>	Cost \$	Conditions Planning Building	Assessment / Valuation No	Decision Date	Builder & Licence No
544/2005/2013	R Sexton PO Box 75 BLACKWOOD Yorke Peninsula Council Council Agenda Wednesday 11th November 2015	Lot 11 Black Point Drive BLACK POINT	Two Storey Dwelling, Verandah, Balcony & Garage	1a 10a	376 122	556,000	Planning 18 Building 6 Private Certifier	48793 4604903786	20 Oct 2015	51 TBA

544/2182/2014	P Yannacos 18 Angwin Ave BLAIR ATHOL	Lot 100 Bowman Road ARDROSSAN	Fuel Storage Container & Hard Stand Area	7b	122.4 3487.6	200,000	Planning 5 Building 3	421339 4600343304	07 Oct 2015	Refuelling Solutions Pty Ltd
544/2082/2015	JP Dutschke 24 Kilkerran Tce MAITLAND	(Lot 637) 23B Elizabeth Street MAITLAND	Single Storey Dwelling, Verandah & Carport	1a 10a	188 113	150,000	Planning 2 Building 2	14944 4602164174	06 Oct 2015	TBA
544/2094/2015	JA & P Cade 8 Osborne Street LARGS BAY	Lot 27 Ketch Street PORT VICTORIA	New Dwelling & Verandah	1a 10a	109.37 4.48	105,859	Planning 9 Building 1 Private Certifier	415265 4603167852	15 Oct 2015	Rivergum Homes GL113681
544/2113/2015	TJ Cross PO Box 80 MAITLAND	(Sec 77) 750 Cross Road MAITLAND	STAGE 1: Demolish Dwelling; New Dwelling, Garage UMR & Verandah	1a 10a	490 383 115	300,000	Planning 5 Building 3 Private Certifier	418079 4604226017	06 Oct 2015	TBA
544/2140/2015	S Edwards PO Box 144 PORT VINCENT	(Lot 160) 4 Ventnor Street PORT VINCENT	Dwelling Addition	1a	43.4	30,000	Planning 2 Building 3 Private Certifier	310243 5408393007	29 Oct 2015	TBA
544/2167/2015	S Belfrage 15 Joan Avenue GLENOWRIE	(Lot 4) 1 Alma Street PORT VINCENT	Upper Rear Deck Extension	10a	31	8,000	Planning 2 Building 2 Private Certifier	309948 5408375052	21 Oct 2015	TBA
544/2172/2015	J Davey PMB 22 KADINA	(PCE 91-92) 676 Davey Road CLINTON CENTRE	Implement / Grain Shed	7b	1929.6	466,000	Planning 2 Building 2	43281 4607064009	08 Oct 2015	A Conley GL41868
544/2176/2015	P Wheaton PO Box 21 PORT VINCENT	(Lot 100) 1857 Power Line Rd RAMSAY	Garage	10a	23.04	2,500	Planning 4 Building 2	425116 5409000703	29 Oct 2015	Owner Builder
544/2178/2015	V & S Groombridge 42 Crampton Cres PORT VICTORIA	(Lot 21) 42 Crampton Cres PORT VICTORIA	Enclosure of Verandah	10a	8	1,000	Planning 1 Building 2	18549 4603275829	14 Oct 2015	Owner Builder
544/2181/2015	BR Turner 4 Rogers Terrace MAITLAND	(Lot 1) 4 Rogers Terrace MAITLAND	Enclose West Side of Carport	10a		1,800	Planning 1 Building 2	414672 4601712052	07 Oct 2015	Owner Builder
544/2183/2015	JG Fullarton & TA Buck 3 Hillview Crescent MAITLAND	(Lot 139) 3 Hillview Crescent MAITLAND	Carport x 2	10a	39 18	2,500	Planning 1 Building 2	412247 4602051410	14 Oct 2015	Owner Builder
544/2185/2015	Price Cemetery Trust C/- Post Office PRICE	(Sec 468) 185 Falie Drive PRICE	Interment Wall	10b	1.25	4,250	Planning 1 Building 1	22707 4604147175	21 Oct 2015	Glenn Howson

544/2193/2015	AJ Tucker PO Box 65 WASLEYS	(Lot 99) 5 Germein Street PORT VINCENT	Demolish Existing Garage; New Garage	10a	55.04	7,940	Planning 4 Building 2	310508 5408403201	15 Oct 2015	Owner Builder
544/2194/2015	C & D Chesson 11 Duryea Street PORT CLINTON	(Lot 217) 11 Duryea Street PORT CLINTON	Swimming Pool	10b	18.1	2,500	Planning N/A Building 4	39750 4606198005	21 Oct 2015	Owner Builder
544/2195/2015	M McIntyre PO Box 206 MAITLAND	(Lot 697) 31 Elizabeth Street MAITLAND	Demolish Garage; New Garage	10a	50.69	12,211	Planning 4 Building 2	10074 4601798052	29 Oct 2015	TBA
544/2196/2015	PW & JM Baum PO Box 21 NATAWARRA	(Lot 23) 4 Gulf Drive BLAGOWAN	Verandah	10a	34.15	9,500	Planning Nil Building 1 Private Certifier	414011 4605123204	06 Oct 2015	TBA
544/2204/2015	Yorke Peninsula Council PO Box 57 MAITLAND	Lot 2 Marine Parade PORT VINCENT	Access Steps & Deck to Aquatic Centre	10b	24	5,000	Planning 1 Building 1	400879 5409036271	29 Oct 2015	Owner Builder
544/2211/2015	S Carty 219 Ulonga Road PRICE	(Sec 259) 219 Ulonga Road PRICE	Alter Roofline	1a	N/A	5,000	Planning N/A Building Nil Private Certifier	22335 4604117620	20 Oct 2015	H & E Hollitt BLD235817
<b>TOTAL</b>						<b>\$1,870,060</b>				

## **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 5 October 2015 to 30 October 2015.

##### **RECOMMENDATION**

That the report be received.

##### **LINK TO STRATEGIC PLAN**

Key Theme: Sustainable Communities  
2. Progressive and Sustainable Development  
Strategic Goal: 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 5 October 2015 to 30 October 2015.

##### Maitland

050/045/2015	050/073/2015	050/077/2015
050/085/2015	050/102/2015	

##### Yorke Peninsula

050/067/2014	050/043/2015	050/088/2015
050/097/2015	050/106/2015	

##### **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**

Nil

#### **BUDGET AND RESOURCE IMPLICATIONS**

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

#### **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Local Government Act 1999

Development Act 1993

Environmental Protection Act 1993

Council's Development Plan

#### **ATTACHMENTS**

**Attachment 1:** Wastewater Application Decision Register

**LIST OF WASTE CONTROL APPLICATIONS & DECISIONS ISSUED BY THE ENVIRONMENTAL HEALTH OFFICERS UNDER DELEGATION  
FOR THE PERIOD 5 OCTOBER 2015 – 30 OCTOBER 2015**

**Maitland**

<b>Septic App. No.</b>	<b>Owner</b>	<b>Location</b>	<b>Proposal</b>	<b>Conditions</b>	<b>Assess. No</b>	<b>Decision Date</b>	<b>Plumber &amp; Licence No</b>
050/045/2015	JA & P Cade 8 Osborne Street LARGS BAY	Lot 27 Ketch Street PORT VICTORIA	Sewer Connection	11	415265	15 October 2015	Rivergum Homes
050/073/2015	S Edwards 4 Ventnor Street PORT VINCENT	(Lot 160) 4 Ventnor Street PORT VINCENT	Septic & Soakage	11	310243	29 October 2015	Owner Applicant
050/077/2015	JP Dutschke 24 Kilkerran Terrace MAITLAND	(Lot 637) 23B Elizabeth Street MAITLAND	Aerobic System	11	14944	06 October 2015	Owner Applicant
050/085/2015	TJ Cross PO Box80 MAITLAND	(Lot 77) 750 Cross Road MAITLAND	Septic & Soakage	11	418079	06 October 2015	Owner Applicant
050/102/2015	DECD 31 Flinders Street ADELAIDE	(Sec 137) 4-12 Junction Road MAITLAND	Alteration to STED Connection	11	14738	08 October 2015	Secon Consulting Engineers

**Yorke town**

<b>Septic App. No.</b>	<b>Owner</b>	<b>Location</b>	<b>Proposal</b>	<b>Conditions</b>	<b>Assess. No</b>	<b>Decision Date</b>	<b>Plumber &amp; Licence No</b>
050/067/2014	KA McLachlan PO Box 111 POINT TURTON	(Lot 4) 279 North Coast Road POINT TURTON	Aerobic System	11	111674	8 October 2015	Owner Applicant
050/043/2015	S & H Rapp PO Box 217 COCKATOO VALLEY	(Lot 40) 15-17 McEacherns Beach Road PORT MOOROWIE	Septic & Soakage	11	227918	19 October 2015	Gordon Hilton
050/088/2015	M & A Saint 8 Shipton Street ELIZABETH	(Lot 29) Doreen Street PARSONS BEACH	Septic & Soakage	11	321224	29 October 2015	Hart Bros
050/097/2015	C Valente 70 Wilpena Avenue VALE PARK	(Lot 68) 25 Dolphin Drive MARION BAY	Sewer Connection	11	431213	20 October 2015	Owner Applicant
050/106/2015	Eldercare Inc 247 Fullarton Road EASTWOOD	(PTS 360) ½ Pioneer Street STANSBURY	Alteration to CWMS Connection	11	408401	29 October 2015	TMK Consulting Engineers



# DEBATE

# AGENDA

## **CHIEF EXECUTIVE OFFICER**

### **DA/ITEM 6.1**

#### **1. 2014-2015 ANNUAL FINANCIAL STATEMENTS**

(File Ref: 9.24.1.1)

##### **PURPOSE**

To consider adoption of Council's 2014-2015 Annual Financial Statements.

##### **RECOMMENDATION**

That the audited Annual Financial Statements for the year ended 30<sup>th</sup> June 2015 be adopted and that:

1. the Chief Executive Officer and Mayor be authorised to certify the accounts, and
2. the Chief Executive Officer and the Presiding Member of the Audit Committee sign the Auditor Independence Declaration, and
3. the Chief Executive Officer and the Director Corporate and Community Services be authorised to sign the Management Representation Letter to the Auditors.

##### **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 under Section 127 of the Local Government Act 1999 and in accordance with Part 4 of the Local Government (Financial Management) Regulations 2011, Council staff have prepared the Annual Financial Statements based on the financial results to 30th June 2015.

##### **DISCUSSION**

The Annual Financial Statements have been prepared in accordance with the Model Financial Statements templates consistent with Section 127 of the Local Government Act 1999 and comply with the Australian Accounting Standards and the Local Government (Financial Management) Regulations 2011.

The audited Annual Financial Statements were considered by the Audit Committee at its meeting held on Wednesday October 28, 2015 and the Committee recommended to Council that:

1. *The Chief Executive Officer and Mayor be authorised to certify the accounts, and*

2. *The Chief Executive Officer and the Presiding Member of the Audit Committee sign the Auditor Independence Declaration, and*
3. *The Chief Executive Officer and the Director Corporate and Community Services be authorised to sign the Management Representation Letter to the Auditors.*

Council's external auditors have completed their review of the Statements and have provided their Audit Completion Report. A copy of the Draft Statements, Audit Completion Report, and Management Representation Letter (copy attached).

## **COMMUNITY ENGAGEMENT PLAN**

Level 1 – Inform

Information will be made publicly available via Council's website.

## **CONSULTATION PROCESS**

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

- Chief Executive officer
- Director Corporate & Community Services
- Manager Financial Services

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

- Dean Newbery & Partners

## **POLICY IMPLICATIONS**

PO142 Budget Reporting and Amendment Policy

## **BUDGET AND RESOURCE IMPLICATIONS**

The Annual Financial Statements form a critical part of Council's public accountability and performance reporting and are required to meet a number of legislative requirements.

The Statements must be adopted by Council as part of the Annual Report and presented to the Minister on or before 30<sup>th</sup> November 2015.

## **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Local Government Act 1999 – Section 127 – Financial Statements.

Local Government (Financial Management) Regulations 2011 – Part 4

## **ATTACHMENTS**

**Attachment 1:** Draft Yorke Peninsula Council General Purpose Financial Statements for the year ended 30 June 2015.

**Attachment 2:** 2015 Audit Completion Report, Dean Newbery & Partners

**Attachment 3:** Draft 2014-15 Management Representation Letter.

# Yorke Peninsula Council

GENERAL PURPOSE FINANCIAL STATEMENTS  
for the year ended 30 June 2015

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*Agriculturally rich-Naturally beautiful*

General Purpose Financial Statements  
for the year ended 30 June 2015

Contents	Page
<b>1. Council Certificate</b>	2
<b>2. Primary Financial Statements:</b>	
- Statement of Comprehensive Income	3
- Statement of Financial Position	4
- Statement of Changes in Equity	5
- Statement of Cash Flows	6
<b>3. Notes to the Financial Statements</b>	7
<b>4. Independent Auditor's Report - Financial Statements</b>	42
<b>5. Certificates of Audit Independence</b>	
- Council Certificate of Audit Independence	44
- Audit Certificate of Audit Independence	45

## General Purpose Financial Statements

for the year ended 30 June 2015

## Certification of Financial Statements

**We have been authorised by the Council to certify the financial statements in their final form.**

**In our opinion:**

- the accompanying financial statements comply with the *Local Government Act 1999*, *Local Government (Financial Management) Regulations 2011* and Australian Accounting Standards,
- the financial statements present a true and fair view of the Council's financial position at 30 June 2015 and the results of its operations and cash flows for the financial year,
- internal controls implemented by the Council provide a reasonable assurance that the Council's financial records are complete, accurate and reliable and were effective throughout the financial year,
- the financial statements accurately reflect the Council's accounting and other records.

---

Andrew Cameron  
**CHIEF EXECUTIVE OFFICER**

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Ray Agnew  
**MAYOR**

**Date: dd Month 2015**

Statement of Comprehensive Income  
for the year ended 30 June 2015

\$ '000	Notes	2015	2014
<b>Income</b>			
Rates Revenues	2a	19,110	17,940
Statutory Charges	2b	391	407
User Charges	2c	2,866	2,787
Grants, Subsidies and Contributions	2g	4,227	2,705
Investment Income	2d	184	166
Reimbursements	2e	610	660
Other Income	2f	351	296
<b>Total Income</b>		<b>27,739</b>	<b>24,961</b>
<b>Expenses</b>			
Employee Costs	3a	8,006	7,422
Materials, Contracts & Other Expenses	3b	12,599	12,279
Depreciation, Amortisation & Impairment	3c	8,511	8,438
Finance Costs	3d	300	240
<b>Total Expenses</b>		<b>29,416</b>	<b>28,379</b>
<b>Operating Surplus / (Deficit)</b>		<b>(1,677)</b>	<b>(3,418)</b>
Asset Disposal & Fair Value Adjustments	4	(693)	23
Amounts Received Specifically for New or Upgraded Assets	2g	1,204	946
Physical Resources Received Free of Charge	2i	-	39
<b>Net Surplus / (Deficit) <sup>1</sup></b>		<b>(1,166)</b>	<b>(2,410)</b>
<b>Other Comprehensive Income</b>			
<i>Amounts which will not be reclassified subsequently to operating result</i>			
Changes in Revaluation Surplus - I,PP&E	9a	12,390	49,401
Impairment (Expense) / Recoupments Offset to Asset Revaluation Reserve	9a	(2,042)	-
<b>Total Other Comprehensive Income</b>		<b>10,348</b>	<b>49,401</b>
<b>Total Comprehensive Income</b>		<b>9,182</b>	<b>46,991</b>

<sup>1</sup> Transferred to Equity Statement

# Yorke Peninsula Council

## Statement of Financial Position

as at 30 June 2015

\$ '000	Notes	2015	2014
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash and Cash Equivalents	5a	7,469	2,607
Trade & Other Receivables	5b	1,315	1,141
Inventories	5d	777	723
<b>Total Current Assets</b>		<b>9,561</b>	<b>4,471</b>
<b>Non-Current Assets</b>			
Financial Assets	6a	372	438
Infrastructure, Property, Plant & Equipment	7a	333,890	323,864
<b>Total Non-Current Assets</b>		<b>334,262</b>	<b>324,302</b>
<b>TOTAL ASSETS</b>		<b>343,823</b>	<b>328,773</b>
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Trade & Other Payables	8a	2,497	1,996
Borrowings	8b	543	682
Provisions	8c	1,622	1,434
<b>Total Current Liabilities</b>		<b>4,662</b>	<b>4,112</b>
<b>Non-Current Liabilities</b>			
Borrowings	8b	7,047	1,590
Provisions	8c	496	635
<b>Total Non-Current Liabilities</b>		<b>7,543</b>	<b>2,225</b>
<b>TOTAL LIABILITIES</b>		<b>12,205</b>	<b>6,337</b>
<b>Net Assets</b>		<b>331,618</b>	<b>322,436</b>
<b>EQUITY</b>			
Accumulated Surplus		(4,594)	(3,388)
Asset Revaluation Reserves	9a	335,455	325,107
Other Reserves	9c	757	717
<b>Total Council Equity</b>		<b>331,618</b>	<b>322,436</b>



# Statement of Changes in Equity

for the year ended 30 June 2015

\$ '000	Notes	Accumulated Surplus	Asset Revaluation Reserve	Other Reserves	Total Equity
2015					
Balance at the end of previous reporting period		(3,388)	325,107	717	322,436
a. Net Surplus / (Deficit) for Year		(1,166)	-	-	(1,166)
b. Other Comprehensive Income					
- Gain (Loss) on Revaluation of I,PP&E	7a	-	12,390	-	12,390
- IPP&E Impairment (Expense) / Recoupments Offset to ARR	7a	-	(2,042)	-	(2,042)
Other Comprehensive Income		-	10,348	-	10,348
Total Comprehensive Income		(1,166)	10,348	-	9,182
c. Transfers between Reserves		(40)	-	40	-
Balance at the end of period		(4,594)	335,455	757	331,618
2014					
Balance at the end of previous reporting period		(1,055)	275,706	794	275,445
a. Net Surplus / (Deficit) for Year		(2,410)	-	-	(2,410)
b. Other Comprehensive Income					
- Gain (Loss) on Revaluation of I,PP&E	7a	-	49,401	-	49,401
Other Comprehensive Income		-	49,401	-	49,401
Total Comprehensive Income		(2,410)	49,401	-	46,991
c. Transfers between Reserves		77	-	(77)	-
Balance at the end of period		(3,388)	325,107	717	322,436

# Yorke Peninsula Council

## Statement of Cash Flows

for the year ended 30 June 2015

\$ '000	Notes	2015	2014
<b>Cash Flows from Operating Activities</b>			
<b><u>Receipts</u></b>			
Rates Receipts		19,096	17,897
Statutory Charges		391	439
User Charges		2,866	3,279
Grants, Subsidies and Contributions (operating purpose)		4,227	2,908
Investment Receipts		184	155
Reimbursements		610	726
Other Receipts		110	390
<b><u>Payments</u></b>			
Payments to Employees		(7,828)	(7,006)
Payments for Materials, Contracts & Other Expenses		(12,202)	(12,182)
Finance Payments		(300)	(414)
<b>Net Cash provided by (or used in) Operating Activities</b>	11b	<b>7,154</b>	<b>6,192</b>
<b>Cash Flows from Investing Activities</b>			
<b><u>Receipts</u></b>			
Amounts Received Specifically for New/Upgraded Assets		1,204	946
Sale of Replaced Assets		387	439
Repayments of Loans by Community Groups		66	59
<b><u>Payments</u></b>			
Expenditure on Renewal/Replacement of Assets		(4,864)	(4,709)
Expenditure on New/Upgraded Assets		(4,405)	(2,528)
Loans Made to Community Groups		-	(40)
<b>Net Cash provided by (or used in) Investing Activities</b>		<b>(7,612)</b>	<b>(5,833)</b>
<b>Cash Flows from Financing Activities</b>			
<b><u>Receipts</u></b>			
Proceeds from Borrowings		6,000	-
Proceeds from Bonds & Deposits		2	-
<b><u>Payments</u></b>			
Repayments of Borrowings		(682)	(713)
<b>Net Cash provided by (or used in) Financing Activities</b>		<b>5,320</b>	<b>(713)</b>
<b>Net Increase (Decrease) in Cash Held</b>		<b>4,862</b>	<b>(354)</b>
plus: <b>Cash &amp; Cash Equivalents at beginning of period</b>	11	<b>2,607</b>	<b>2,961</b>
<b>Cash &amp; Cash Equivalents at end of period</b>	11	<b>7,469</b>	<b>2,607</b>

Notes to and forming part of the Financial Statements  
for the year ended 30 June 2015

Contents of the Notes accompanying the Financial Statements

Note	Details	Page
1	Significant Accounting Policies	8
2	Income	14
3	Expenses	17
4	Asset Disposal & Fair Value Adjustments	18
	<b>Current Assets</b>	
5a	Cash & Cash Equivalents	19
5b	Trade & Other Receivables	19
5c	Inventories	19
	<b>Non-Current Assets</b>	
6	Financial Assets	19
	<b>Fixed Assets</b>	
7a (i)	Infrastructure, Property, Plant & Equipment	20
7a (ii)	Investment Property	20 n/a
7b	Valuation of Infrastructure, Property, Plant & Equipment	21
	<b>Liabilities</b>	
8a	Trade & Other Payables	25
8b	Borrowings	25
8c	Provisions	25
	<b>Reserves</b>	
9a	Asset Revaluation Reserve	26
9b	Other Reserves	26
10	Assets Subject to Restrictions	28
11	Reconciliation to Statement of Cashflows	29
12a	Functions	30
12b	Components of Functions	31
13	Financial Instruments	32
14	Commitments for Expenditure	36
15	Financial Indicators	37
16	Uniform Presentation of Finances	39
17	Operating Leases	40
18	Superannuation	41

n/a - not applicable

## Notes to and forming part of the Financial Statements for the year ended 30 June 2015

### Note 1. Summary of Significant Accounting Policies

---

The principal accounting policies adopted by Council in the preparation of these consolidated financial statements are set out below.

These policies have been consistently applied to all the years presented, unless otherwise stated.

#### 1 Basis of Preparation

##### 1.1 Compliance with Australian Accounting Standards

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

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

##### 1.2 Historical Cost Convention

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

##### 1.3 Critical Accounting Estimates

The preparation of financial statements in conformity with Australian Accounting Standards requires the use of certain critical accounting estimates, and requires management to exercise its judgement in applying Council's accounting policies.

The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements are specifically referred to in the relevant sections of these Notes.

##### 1.4 Rounding

All amounts in the financial statements have been rounded to the nearest thousand dollars (\$'000).

#### 2 The Local Government Reporting Entity

Yorke Peninsula Council is incorporated under the South Australian *Local Government Act 1999* and has its principal place of business at 8 Elizabeth Street, Maitland. These financial statements include the Council's direct operations and all entities through which Council controls resources to carry on its functions. In the process of reporting on the Council as a single unit, all transactions and balances between activity areas and controlled entities have been eliminated.

#### 3 Income Recognition

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

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

In the month of June in recent years the Federal Government has paid amounts of untied financial assistance grants, which are recognised on receipt, in advance of the year of allocation. In June 2013, two quarters of the 2013/14 allocation amounting to \$1,210,438 was paid in advance. Accordingly, the operating results of these periods have been distorted compared to those that would have been reported had the grants been paid in a consistent manner.

These amounts in advance were adjusted in the 2013/14 financial year. The total amount of the adjustment was \$1,210,438, which adversely affected the operating result for that year.

## Notes to and forming part of the Financial Statements for the year ended 30 June 2015

### Note 1. Summary of Significant Accounting Policies (continued)

On 30 June 2015 the Federal Government again paid two quarters of the untied financial assistance grant for 2015/16 year in advance, reducing Council's operating deficit by \$1,178,525 on that day.

The actual amounts of untied grants received during the reporting periods are disclosed in Note 2.

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

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

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

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

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

#### 5 Inventories

Inventories held in respect of stores have been valued by using the weighted average cost on a continual basis, after adjustment for loss of service potential. Inventories held in respect of business undertakings have been valued at the lower of cost and net realisable value.

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

##### 6.1 Initial Recognition

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

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

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

##### 6.2 Materiality

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

Office Furniture & Equipment	\$1,000
Other Plant & Equipment	\$1,000
Buildings - new construction/extensions	\$5,000
Park & Playground Furniture & Equipment	\$2,000
Road construction & reconstruction	\$10,000
Paving & footpaths, Kerb & Gutter	\$2,000
Drains & Culverts	\$5,000

##### 6.3 Subsequent Recognition

All material asset classes are revalued on a regular basis such that the carrying values are not materially different from fair value. Significant uncertainties exist in the estimation of fair value of a number of asset classes including land, buildings and associated structures and infrastructure. Further detail of these uncertainties, and of existing valuations, methods and valuers are provided at Note 7.

# Notes to and forming part of the Financial Statements for the year ended 30 June 2015

## Note 1. Summary of Significant Accounting Policies (continued)

### 6.4 Depreciation of Non-Current Assets

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

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

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

<i>Plant, Furniture &amp; Equipment</i>		<i>Residual</i>
Office Equipment	5 to 10 years	0%
Office Furniture	5 to 20 years	0%
Vehicles/Road-making Equip	3 to 8 years	20-40%
Other Plant & Equipment	5 to 15 years	15-40%

#### *Building & Other Structures*

Buildings – masonry	50 to 100 years	15-40%
Buildings – other	20 to 40 years	15-40%
Park Structures – masonry	50 to 100 years	15-40%
Park Structures – other	20 to 40 years	10%
Playground equipment	5 to 15 years	0%
Benches, seats, etc	10 to 20 years	0%

#### *Infrastructure*

Roadworks – Earthworks	indefinite	
Sealed Roads – Surface	15 to 30 years	58%
Sealed Roads – Pavement	20 to 80 years	40-49%
Unsealed Roads	10 to 20 years	23-56%
Paving & Footpaths	10 to 70 years	0%
Drains, Kerb & Gutter	70 to 100 years	0%
Culverts	50 to 75 years	0%
Flood Control Structures	80 to 100 years	0%
Reticulation Pipes – PVC	50 to 60 years	0%
Reticulation Pipes – other	25 to 65 years	0%
Pumps & Telemetry	15 to 25 years	0%

#### *Other Assets*

Reserve Furniture	5 to 15 years	0%
Artworks	indefinite	

### 6.5 Impairment

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

For assets whose future economic benefits are not dependent on the ability to generate cash flows, and where the future economic benefits would be replaced if Council were deprived thereof, the value in use is the depreciated replacement cost. In assessing impairment for these assets, a rebuttable assumption is made that the current replacement cost exceeds the original cost of acquisition.

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

### 6.6 Borrowing Costs

Borrowing costs in relation to qualifying assets (net of offsetting investment revenue) have been capitalised in accordance with AASB 123 *Borrowing Costs*. The amounts of borrowing costs recognised as an expense or as part of the carrying amount of qualifying assets are disclosed in Note 3, and the amount (if any) of interest revenue offset against borrowing costs in Note 2.

## 7 Payables

### 7.1 Goods & Services

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

### 7.2 Payments Received in Advance & Deposits

Amounts other than grants received from external parties in advance of service delivery, and security deposits held against possible damage to Council assets, are recognised as liabilities until the service



Notes to and forming part of the Financial Statements  
for the year ended 30 June 2015

Note 1. Summary of Significant Accounting Policies (continued)

is delivered or damage reinstated, or the amount is refunded as the case may be.

## 8 Borrowings

Borrowings are initially recognised at fair value, net of transaction costs incurred and are subsequently measured at amortised cost. Any difference between the proceeds (net of transaction costs) and the redemption amount is recognised in the income statement over the period of the borrowings using the effective interest method.

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

## 9 Employee Benefits

### 9.1 Salaries, Wages & Compensated Absences

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

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

Weighted avg. discount rate 2.24% (2014, 2.5%)

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

## 9.2 Superannuation

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

## 10 Provisions

### 10.1 Provisions for Reinstatement, Restoration and Rehabilitation

Council has a recorded Provision for Waste Management which facilitates rehabilitation of the following six closed landfill sites – Price, Port Victoria, Arthurton, Ramsey, Warooka (including leachate monitoring) and Foul Bay. Rehabilitation Management Plans will be reviewed during the 2015-16 financial year with the EPA to determine an estimated timeframe for continued monitoring activities. Council will review and update where deemed necessary the liability recorded (shown as a Provision) in Council's Statement of Financial Position to ensure the liability accurately reflects the future landfill monitoring obligations of the Council in accordance with its EPA licence requirements.

Close down and restoration costs include the dismantling and demolition of infrastructure and the removal of residual materials and remediation and rehabilitation of disturbed areas. Estimated close down and restoration costs are provided for in the accounting period when the obligation arising from the related disturbance occurs, and are carried at the net present value of estimated future costs.

Although estimated future costs are based on a closure plan, such plans are based on current environmental requirements which may change. Council's policy to maximise recycling is extending the operational life of these facilities, and significant uncertainty exists in the estimation of the future closure date.

Notes to and forming part of the Financial Statements  
for the year ended 30 June 2015

Note 1. Summary of Significant Accounting Policies (continued)

### 11 Construction Contracts

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

### 12 Leases

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

In respect of finance leases, where Council substantially carries all of the risks incident to ownership, the leased items are initially recognised as assets and liabilities equal in amount to the present value of the minimum lease payments. The assets are disclosed within the appropriate asset class, and are amortised to expense over the period during which the Council is expected to benefit from the use of the leased assets. Lease payments are allocated between interest expense and reduction of the lease liability, according to the interest rate implicit in the lease.

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

### 13 GST Implications

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

- Receivables and Creditors include GST receivable and payable.
- Except in relation to input taxed activities, revenues and operating expenditures exclude GST receivable and payable.

- Non-current assets and capital expenditures include GST net of any recoupment.
- Amounts included in the Statement of Cash Flows are disclosed on a gross basis.

### 14 New accounting standards and UIG interpretations

Certain new (or amended) accounting standards and interpretations have been published that are not mandatory for reporting periods ending 30 June 2015.

**Council has not adopted any of these standards early.**

Council's assessment of the impact of these new standards and interpretations is set out below.

Apart from the AASB disclosures below, there are no other standards that are "not yet effective" which are expected to have a material impact on Council in the current or future reporting periods and on foreseeable future transactions.

#### Applicable to Local Government:

#### **AASB 9 - Financial Instruments** (and associated amending standards)

AASB 9 replaces AASB 139 Financial Instruments: Recognition and Measurement and has an effective date for reporting periods beginning on or after 1 January 2018 (and must be applied retrospectively).

The overriding impact of AASB 9 is to change the requirements for the classification, measurement and disclosures associated with financial assets.

Under the new requirements the four current categories of financial assets stipulated in AASB 139 will be replaced with two measurement categories:

- fair value and
- amortised cost (where financial assets will only be able to be measured at amortised cost where very specific conditions are met).



Notes to and forming part of the Financial Statements  
for the year ended 30 June 2015

Note 1. Summary of Significant Accounting Policies (continued)

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**AASB 15 - Revenue from contracts with customers and associated amending standards**

AASB 15 introduces a five step process for revenue recognition with the core principle of the new Standard being that entities recognise revenue so as to depict the transfer of goods or services to customers in amounts that reflect the consideration (that is, payment) to which the entity expects to be entitled in exchange for those goods or services.

The changes in revenue recognition requirements in AASB 15 may cause changes to accounting policies relating to the timing and amount of revenue recorded in the financial statements as well as additional disclosures.

The full impact of AASB 15 has not yet been ascertained or quantified.

AASB 15 will replace AASB 118 which covers contracts for goods and services and AASB 111 which covers construction contracts.

The effective date of this standard is for annual reporting periods beginning on or after 1 January 2017.

**AASB 124 - Related Party Disclosures**

From 1 July 2016, AASB 124 Related Party Disclosures will apply to Council.

This means that Council will be required to disclose information about related parties and Council transactions with those related parties.

Related parties will more than likely include the Mayor, Councillors and certain Council staff. In addition, the close family members of those people and any organisations that they control or are associated with will be classified as related parties (and fall under the related party reporting requirements).

**Not applicable to Local Government per se;**

None

**15 Comparative Figures**

To ensure comparability with the current reporting period's figures, some comparative period line items and amounts may have been reclassified or individually reported for the first time within these financial statements and/or the notes.

**16 Notable Changes**

Council ceased providing in-kind support to the Yorke Peninsula Community Transport (YPCT) service as at 30 June 2015. The transition of the service to an independent status run by the YPCT resulted in the termination of 10 employees at 12 June, 2015 who transferred their employment over to the YPCT from that date. All leave liabilities were paid over to YPCT administration, reducing Council's leave liability provisions as at 12 June. From 1 July 2015 an interim service agreement will be operational until 30 June 2016 under which Council will make financial contributions to YPCT as defined in the agreement.

**17 Disclaimer**

Nothing contained within these statements may be taken to be an admission of any liability to any person under any circumstance.

Notes to and forming part of the Financial Statements  
for the year ended 30 June 2015

Note 2. Income

\$ '000	Notes	2015	2014
<b>(a). Rates Revenues</b>			
<b>General Rates</b>			
General Rates		14,524	13,616
Less: Mandatory Rebates		(97)	(104)
Less: Discretionary Rebates, Remissions & Write Offs		(14)	(26)
<b>Total General Rates</b>		<b>14,413</b>	<b>13,486</b>
<b>Other Rates (Including Service Charges)</b>			
Natural Resource Management Levy		734	724
Waste Collection		2,407	2,240
Water Supply		133	184
Community Wastewater Management Systems		1,326	1,238
<b>Total Other Rates</b>		<b>4,600</b>	<b>4,386</b>
<b>Other Charges</b>			
Penalties for Late Payment		55	48
Legal & Other Costs Recovered		42	20
<b>Total Other Charges</b>		<b>97</b>	<b>68</b>
<b>Total Rates Revenues</b>		<b>19,110</b>	<b>17,940</b>
<b>(b). Statutory Charges</b>			
Development Act Fees		192	223
Town Planning Fees		24	-
Health & Septic Tank Inspection Fees		33	51
Animal Registration Fees & Fines		83	69
Parking Fines / Expiation Fees		10	8
Other Registration Fees		12	18
Sundry		37	38
<b>Total Statutory Charges</b>		<b>391</b>	<b>407</b>
<b>(c). User Charges</b>			
Cemetery/Crematoria Fees		23	25
Commercial Activity Revenue		62	44
Commercial Activity Revenue (Caravan Parks)		2,355	2,339
Boat Ramp Fees		131	127
Hall & Equipment Hire		29	36
Refuse Disposal		54	49
Sundry		71	68
Water		141	99
<b>Total User Charges</b>		<b>2,866</b>	<b>2,787</b>

# Yorke Peninsula Council

## Notes to and forming part of the Financial Statements for the year ended 30 June 2015

### Note 2. Income (continued)

\$ '000	Notes	2015	2014
<b>(d). Investment Income</b>			
Interest on Investments			
- Local Government Finance Authority		141	115
- Banks & Other		43	51
<b>Total Investment Income</b>		<b>184</b>	<b>166</b>
<b>(e). Reimbursements</b>			
Roadworks		10	9
Private Works		8	1
Other		592	650
<b>Total Reimbursements</b>		<b>610</b>	<b>660</b>
<b>(f). Other Income</b>			
Sundry		351	296
<b>Total Other Income</b>		<b>351</b>	<b>296</b>
<b>(g). Grants, Subsidies, Contributions</b>			
Amounts Received Specifically for New or Upgraded Assets		1,204	946
Other Grants, Subsidies and Contributions		3,048	2,705
Individually Significant Item - Additional Grants Commission Payment (refer below)		1,179	-
<b>Total Grants, Subsidies, Contributions</b>		<b>5,431</b>	<b>3,651</b>
The functions to which these grants relate are shown in Note 12.			
<b>(i) Sources of grants</b>			
Commonwealth Government		584	410
State Government		4,842	3,127
Other		5	114
<b>Total</b>		<b>5,431</b>	<b>3,651</b>
<b>(ii) Individually Significant Items</b>			
Grant Commission (FAG) Grant Recognised as Income		1,179	-

Notes to and forming part of the Financial Statements  
for the year ended 30 June 2015

Note 2. Income (continued)

\$ '000	Notes	2015	2014
<b>(h). Conditions over Grants &amp; Contributions</b>			
Grants and contributions which were obtained on the condition that they be expended for specified purposes or in a future period, but which are not yet expended in accordance with those conditions, are as follows:			
<b>Unexpended at the close of the previous reporting period</b>		166	-
<i>Less:</i>			
<i>Expended during the current period from revenues recognised in previous reporting periods</i>			
Heritage & Cultural Services		(156)	-
<b>Subtotal</b>		<b>(156)</b>	<b>-</b>
<i>Plus:</i>			
<i>Amounts recognised as revenues in this reporting period but not yet expended in accordance with the conditions</i>			
Heritage & Cultural Services		48	166
<b>Subtotal</b>		<b>48</b>	<b>166</b>
<b>Unexpended at the close of this reporting period</b>		<b>58</b>	<b>166</b>
<b>Net increase (decrease) in assets subject to conditions in the current reporting period</b>		<b>(108)</b>	<b>166</b>
<b>(i). Physical Resources Received Free of Charge</b>			
Other Assets		-	39
<b>Total Physical Resources Received Free of Charge</b>		<b>-</b>	<b>39</b>

Notes to and forming part of the Financial Statements  
for the year ended 30 June 2015

Note 3. Expenses

\$ '000	Notes	2015	2014
<b>(a). Employee Costs</b>			
Salaries and Wages		7,019	6,726
Employee Leave Expense		646	618
Superannuation - Defined Contribution Plan Contributions	18	209	221
Superannuation - Defined Benefit Plan Contributions	18	492	436
Workers' Compensation Insurance		307	293
Other		189	118
Less: Capitalised and Distributed Costs		(856)	(990)
<b>Total Operating Employee Costs</b>		<b>8,006</b>	<b>7,422</b>
Total Number of Employees (full time equivalent at end of reporting period)		112	111
<b>(b). Materials, Contracts and Other Expenses</b>			
<b>(i) Prescribed Expenses</b>			
Auditor's Remuneration			
- Auditing the Financial Reports		18	17
- Other Services		8	14
Elected Members' Expenses		328	330
Election Expenses		40	11
Operating Lease Rentals - Non-Cancellable Leases	17		
- Minimum Lease Payments		111	130
<b>Subtotal - Prescribed Expenses</b>		<b>505</b>	<b>502</b>
<b>(ii) Other Materials, Contracts and Expenses</b>			
Contractors		3,022	3,034
Energy		718	670
Legal Expenses		106	51
Levies Paid to Government - NRM levy		738	724
Levies - Other		57	49
Parts, Accessories & Consumables		1,669	1,814
Professional Services		476	512
Sundry		1,543	1,634
Water		492	435
Insurance		606	584
Professional Services - Waste Management		2,667	2,270
<b>Subtotal - Other Material, Contracts &amp; Expenses</b>		<b>12,094</b>	<b>11,777</b>
<b>Total Materials, Contracts and Other Expenses</b>		<b>12,599</b>	<b>12,279</b>

Notes to and forming part of the Financial Statements  
for the year ended 30 June 2015

Note 3. Expenses (continued)

\$ '000	Notes	2015	2014
<b>(c). Depreciation, Amortisation and Impairment</b>			
<b>(i) Depreciation and Amortisation</b>			
Buildings & Other Structures		2,105	2,050
Transport Infrastructure		4,237	4,328
Stormwater Drainage		168	112
CWMS		481	378
Water Scheme Infrastructure		67	67
Plant & Equipment		861	970
Furniture & Fittings		99	105
Other Assets		493	428
<b>Subtotal</b>		<b>8,511</b>	<b>8,438</b>
<b>(ii) Impairment</b>			
Nil			
<b>Total Depreciation, Amortisation and Impairment</b>		<b>8,511</b>	<b>8,438</b>
<b>(d). Finance Costs</b>			
Interest on Overdraft and Short-Term Drawdown		65	57
Interest on Loans		235	183
<b>Total Finance Costs</b>		<b>300</b>	<b>240</b>

Note 4. Asset Disposal & Fair Value Adjustments

Infrastructure, Property, Plant & Equipment

<b>(i) Assets Renewed or Directly Replaced</b>			
Proceeds from Disposal		387	439
Less: Carrying Amount of Assets Sold		(1,080)	(416)
<b>Gain (Loss) on Disposal</b>		<b>(693)</b>	<b>23</b>
<b>Net Gain (Loss) on Disposal or Revaluation of Assets</b>		<b>(693)</b>	<b>23</b>

\* The new Asset Management System records disposal of assets where capital work upgrade/renewal has been undertaken. Under this system disposals were recorded against Transport Infrastructure (\$639,000 - road surface disposals), Buildings (\$90,000 - Maitland office roof disposal), CWMS (\$47,000 - revaluations) and Stormwater (\$14,000 - revaluations)

# Yorke Peninsula Council

## Notes to and forming part of the Financial Statements for the year ended 30 June 2015

### Note 5. Current Assets

\$ '000	Notes	2015	2014
<b>(a). Cash &amp; Cash Equivalents</b>			
Cash on Hand at Bank		800	26
Deposits at Call		6,669	2,581
<b>Total Cash &amp; Cash Equivalents</b>		<b>7,469</b>	<b>2,607</b>
<b>(b). Trade &amp; Other Receivables</b>			
Rates - General & Other		385	371
Accrued Revenues		212	91
Debtors - General		243	235
GST Recoupment		206	169
Prepayments		204	210
Loans to Community Organisations		65	65
<b>Total Trade &amp; Other Receivables</b>		<b>1,315</b>	<b>1,141</b>
<b>(c). Inventories</b>			
Stores & Materials		777	723
<b>Total Inventories</b>		<b>777</b>	<b>723</b>

### Note 6. Non-Current Assets

#### Financial Assets

##### Receivables

Loans to Community Organisations		372	438
<b>Total Financial Assets</b>		<b>372</b>	<b>438</b>

Notes to and forming part of the Financial Statements  
for the year ended 30 June 2015

Note 7a (i). Infrastructure, Property, Plant & Equipment

\$ '000	Fair Value Level	as at 30/6/2014				Asset Movements during the Reporting Period						as at 30/6/2015			
		At Fair Value	At Cost	Accumulated Dep'n	Carrying Value	Asset Additions		WDV of Asset Disposals	Depreciation Expense (Note 3c)	Impairment Loss (recognised in Equity) (Note 9)	Revaluation Increments to Equity (ARR) (Note 9)	At Fair Value	At Cost	Accumulated Dep'n	Carrying Value
						New / Upgrade	Renewals								
Capital Work in Progress		-	-	-	-	1,311	940	-	-	-	-	-	2,251	-	2,251
Land	2	73,572	-	-	73,572	283	-	-	-	-	-	73,572	283	-	73,855
Buildings & Other Structures	2	5,384	42	331	5,095	-	93	(90)	(2,105)	-	-	5,251	135	661	4,725
Buildings & Other Structures	3	86,680	280	44,336	42,624	-	-	-	-	-	-	86,704	280	46,092	40,892
Transport Infrastructure	3	285,534	2,776	118,006	170,304	575	2,106	(639)	(4,237)	(2,042)	-	284,992	2,042	120,967	166,067
Stormwater Drainage	3	6,108	1,551	3,079	4,580	47	-	(14)	(168)	-	6,279	14,006	47	3,329	10,724
CWMS	3	17,793	593	7,171	11,215	131	123	(47)	(481)	-	6,111	25,273	254	8,475	17,052
Water Scheme Infrastructure	3	3,393	-	954	2,439	26	-	-	(67)	-	-	3,393	27	1,022	2,398
Plant & Equipment		-	10,751	4,516	6,235	182	1,385	(290)	(861)	-	-	-	11,341	4,690	6,651
Furniture & Fittings		-	1,839	1,131	708	450	98	-	(99)	-	-	-	2,387	1,230	1,157
Other Assets		-	10,829	3,737	7,092	1,400	118	-	(493)	-	-	-	12,347	4,229	8,118
<b>Total Infrastructure, Property, Plant &amp; Equipment</b>		<b>478,464</b>	<b>28,661</b>	<b>183,261</b>	<b>323,864</b>	<b>4,405</b>	<b>4,863</b>	<b>(1,080)</b>	<b>(8,511)</b>	<b>(2,042)</b>	<b>12,390</b>	<b>493,191</b>	<b>31,394</b>	<b>190,695</b>	<b>333,890</b>
<b>Comparatives</b>		409,927	24,928	158,814	<b>276,041</b>	2,528	4,748	(416)	(8,438)	-	49,401	478,464	28,661	183,261	<b>323,864</b>



## Notes to and forming part of the Financial Statements for the year ended 30 June 2015

### Note 7b. Valuation of Infrastructure, Property, Plant & Equipment & Investment Property

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\$ '000

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#### Valuation of Assets

The fair value of assets and liabilities must be estimated in accordance with various Accounting Standards for either recognition and measurement requirements or for disclosure purposes.

AASB 13 Fair Value Measurement requires all assets and liabilities measured at fair value to be assigned to a "level" in the fair value hierarchy as follows:

**Level 1:** Unadjusted quoted prices in active markets for identical assets or liabilities that the entity can access at the measurement date.

**Level 2:** Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly.

**Level 3:** Inputs for the asset or liability that are not based on observable market data (unobservable inputs).

Refer to Note 7a for the disclosure of the Fair Value Levels of Infrastructure, Property, Plant and Equipment Assets.

#### Information on Valuations

##### *Fair Value Hierarchy Level 2 Valuations*

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

##### *Fair Value Hierarchy Level 3 Valuations of Land*

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

##### *Fair Value Hierarchy Level 3 Valuations of Buildings, Infrastructure and Other Assets*

There is no known market for buildings, infrastructure and other assets. These assets are valued at depreciated current replacement cost. This method involves:

- The determination of the cost to construct the asset (or its modern engineering equivalent) using current prices for materials and labour, the quantities of each being estimated based on recent experience of this or similar Councils, or on industry construction guides where these are more appropriate.
- The calculation of the depreciation that would have accumulated since original construction using current estimates of residual value and useful life under the prime cost depreciation method adopted by Council.

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

Notes to and forming part of the Financial Statements  
for the year ended 30 June 2015

Note 7b. Valuation of Infrastructure, Property, Plant & Equipment &  
Investment Property (continued)

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\$ '000

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Valuation of Assets (continued)

**Other Information**

At 1 July 2004 upon the transition to AIFRS, Council elected pursuant to AASB 1.19 to retain a previously established deemed cost under GAAP as its deemed cost. With subsequent addition at cost, this remains as the basis of recognition of non-material asset classes.

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

Following introduction of the Conquest Asset Management System, partial disposal of capital assets during upgrade and renewal has been recorded for the first time in 2014-15 in Council's Statement of Comprehensive Income.

**Highest and best use**

The following non financial assets of Council are being utilised at other than their highest and best use:

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

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

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

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

**Transition to AASB 13 - Fair Value Measurement**

The requirements of AASB 13 Fair Value Measurement have been applied to all valuations undertaken since 1 July 2013 as shown by the valuation dates by individual asset classes below.

Notes to and forming part of the Financial Statements  
for the year ended 30 June 2015

Note 7b. Valuation of Infrastructure, Property, Plant & Equipment &  
Investment Property (continued)

\$ '000

Valuation of Assets (continued)

**Land & Land Improvements**

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

Freeholdland and land over which Council has control, but does not have title, is recognised on the cost basis. No capitalisation threshold is applied to the acquisition of land or interests in land. Estimated future costs of reinstatement of land, capitalised in accordance with AASB 116.16(c), are reviewed annually (see Note 1) and depreciated over the estimated remaining life of the relevant asset.

- Basis of valuation: Fair Value
- Date of valuation: 1 July 2013
- Date of next valuation: 1 July 2018
- Valuer: Andrea Carolan, Maloney Field Services

**Buildings & Other Structures**

Buildings and other structures were revalued as at 1 July 2013 by Maloney Field Services in accordance with AASB 13: Fair Value Measurement. AASB 13 requires the disclosure of fair value information according to the relevant level in the fair value hierarchy. The following tables provide the fair values of the entity's assets measured and recognised on a recurring basis after initial recognition, categorised within the fair value hierarchy.

	Date of latest valuation	Fair Value Measurement using:			Total
		Level 1 Quoted prices in active mkts \$'000	Level 2 Significant observable inputs \$'000	Level 3 Significant unobservable inputs \$'000	
<b>2015</b>					
Land	01/07/13	-	73,855	-	73,855
Buildings and Structures	01/07/13	-	5,386	86,984	92,370
<b>Total Property, Plant and Equipment</b>		<b>-</b>	<b>79,241</b>	<b>86,984</b>	<b>166,225</b>
<b>2014</b>					
Land	01/07/13	-	73,572	-	73,572
Buildings and Structures	01/07/13	-	5,384	86,680	92,064
<b>Total Property, Plant and Equipment</b>		<b>-</b>	<b>78,956</b>	<b>86,680</b>	<b>165,636</b>

- Basis of valuation: Fair Value
- Date of valuation: 01 July 2013
- Date of next valuation: 01 July 2018
- Valuer: Andrea Carolan, Maloney Field Services

## Notes to and forming part of the Financial Statements for the year ended 30 June 2015

### Note 7b. Valuation of Infrastructure, Property, Plant & Equipment & Investment Property (continued)

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\$ '000

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#### Valuation of Assets (continued)

##### Infrastructure

###### *Transport Infrastructure*

Transportation Infrastructure assets were valued by Tonking Consulting as at 1 July 2013. Complete sealed road condition assessments were undertaken by the Australian Road Research Board, who in conjunction with Council staff, also undertook a partial condition assessment on approximately 670kms of unsealed road network. The road networks assessed were segmented spatially to reflect future management practice for ongoing capital works programmes. Unit rates were reviewed and applied to all new data for input into Councils Asset Management System.

- Basis of valuation: Written down current replacement cost
- Date of valuation: 1 July 2013
- Date of next valuation: 01 July 2018
- Valuer: Office of the Valuer General / Valuer Name, Qualifications, Title, Company / Council valuation

###### *Stormwater Drainage*

Stormwater drainage infrastructure assets were valued by Tonkin Consulting at 1 July 2014 at written down current replacement cost. During this revaluation Stormwater infrastructure assets not previously valued were located in various townships and locations across the district as a result of the introduction of GIS mapping. Additional assets were valued at approximately \$5.1m. All acquisitions made after the respective dates of valuation are recorded at cost.

- Basis of valuation: Written down current replacement cost
- Date of valuation: 1 July 2014
- Date of next valuation: 01 July 2019
- Valuer: Office of the Valuer General / Valuer Name, Qualifications, Title, Company / Council valuation

###### *Community Wastewater Management Schemes*

Community Wastewater Management Schemes infrastructure assets were valued by Tonkin Consulting at 1 July 2014 at written down current replacement cost. During this revaluation CWMS Infrastructure assets not previously valued were identified in five townships from land divisions undertaken by developers, amounting to approximately \$3.9m. All acquisitions made after the respective dates of valuation are recorded at cost.

- Basis of valuation: Written down current replacement cost
- Date of valuation: 1 July 2014
- Date of next valuation: 01 July 2019
- Valuer: Office of the Valuer General / Valuer Name, Qualifications, Title, Company / Council valuation

###### *Water Supply Schemes*

Water Supply Schemes infrastructure assets were valued by Maloney Field Services at 30 June 2014 at written down current replacement cost. All acquisitions made after the respective dates of valuation are recorded at cost.

- Basis of valuation: Written down current replacement cost
- Date of valuation: 30 June 2014
- Date of next valuation: 01 July 2019
- Valuer: Andrew Carolan, Maloney Field Services

##### Plant, Furniture & Equipment

These assets are recognised on the cost basis.

##### All other Assets

Pursuant to Council's election, these assets are recognised on the cost basis.

These include Other Assets and Minor Plant.

Notes to and forming part of the Financial Statements  
for the year ended 30 June 2015

Note 8. Liabilities

\$ '000	Notes	2015 Current	2015 Non Current	2014 Current	2014 Non Current
<b>(a). Trade and Other Payables</b>					
Goods & Services		1,555	-	748	-
Payments Received in Advance		92	-	167	-
Accrued Expenses - Employee Entitlements		449	-	346	-
Accrued Expenses - Other		395	-	731	-
Deposits, Retentions & Bonds		6	-	4	-
<b>Total Trade and Other Payables</b>		<b>2,497</b>	<b>-</b>	<b>1,996</b>	<b>-</b>
<b>(b). Borrowings</b>					
Loans		543	7,047	682	1,590
<b>Total Borrowings</b>		<b>543</b>	<b>7,047</b>	<b>682</b>	<b>1,590</b>
All interest bearing liabilities are secured over the future revenues of the Council					
<b>(c). Provisions</b>					
Employee Entitlements (including oncosts)		1,597	379	1,405	496
Future Reinstatement / Restoration, etc		25	117	29	139
<b>Total Provisions</b>		<b>1,622</b>	<b>496</b>	<b>1,434</b>	<b>635</b>

Notes to and forming part of the Financial Statements  
for the year ended 30 June 2015

Note 9. Reserves

\$ '000	1/7/2014	Increments (Decrements)	Transfers	Impairments	30/6/2015
<b>(a). Asset Revaluation Reserve</b>					
Land	73,286	-	-	-	73,286
Buildings & Other Structures	48,995	-	-	-	48,995
Transport Infrastructure	188,754	-	-	(2,042)	186,712
Stormwater Drainage	3,479	6,279	-	-	9,758
CWMS	9,219	6,111	-	-	15,330
Water Scheme Infrastructure	1,374	-	-	-	1,374
<b>Total Asset Revaluation Reserve</b>	<b>325,107</b>	<b>12,390</b>	<b>-</b>	<b>(2,042)</b>	<b>335,455</b>
<b>Comparatives</b>	<b>275,706</b>	<b>49,401</b>	<b>-</b>	<b>-</b>	<b>325,107</b>
<b>(b). Other Reserves</b>					
Balgowan Water Supply	-	44	-	-	44
Balgowan (Gills) Water Augmentation	45	-	(45)	-	-
Black Point Water Supply	57	11	-	-	68
Combined Effluent Reserve	10	303	-	-	313
Hardwicke Bay Effluent Augmentation	171	6	-	-	177
Hardwicke Bay Water Supply	55	13	-	-	68
Hardwicke Bay Water Augmentation	41	-	-	-	41
Point Souttar Effluent Augmentation	17	29	-	-	46
Port Victoria Effluent Augmentation	321	-	(321)	-	-
<b>Total Other Reserves</b>	<b>717</b>	<b>406</b>	<b>(366)</b>	<b>-</b>	<b>757</b>
<b>Comparatives</b>	<b>794</b>	<b>49</b>	<b>(126)</b>	<b>-</b>	<b>717</b>

PURPOSES OF RESERVES

**Asset Revaluation Reserves**

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

**Balgowan Water Supply**

Investment of surplus funds from water service charges levied for Balgowan, as required by legislation.

**Balgowan (Gills) Water Augmentation**

Contribution from land division (as condition of approval) to assist future water supply infrastructure installation/upgrade

**Black Point Water Supply**

Surplus funds from service charges levied are appropriated to assist with the maintenance and capital replacement of the scheme in the future.

Notes to and forming part of the Financial Statements  
for the year ended 30 June 2015

Note 9. Reserves (continued)

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\$ '000

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**Combined Effluent Reserve**

Surplus funds from service charges levied are appropriated to assist with the maintenance and capital replacement of the various schemes in the future as per motion of Council at 12th June 2007 meeting.

**Hardwicke Bay Effluent Augmentation**

Contribution from land division (as condition of approval) to assist future effluent infrastructure installation/upgrade.

**Hardwicke Bay Water Supply**

Surplus funds from service charges levied are appropriated to assist with the maintenance and capital replacement of the scheme in the future.

**Hardwicke Bay Water Augmentation**

Contribution from land division (as condition of approval) to assist future water infrastructure installation/upgrade.

**Point Souttar Effluent Augmentation**

Contribution (as condition of approval) to assist future effluent infrastructure installation/upgrade.

**Port Victoria Effluent Augmentation**

Contribution from land division (as condition of approval) to assist future water supply infrastructure installation/upgrade.

Notes to and forming part of the Financial Statements  
for the year ended 30 June 2015

Note 10. Assets Subject to Restrictions

\$ '000	Notes	2015	2014
<p>The uses of the following assets are restricted, wholly or partially, by legislation or other externally imposed requirements. The assets are required to be utilised for the purposes for which control was transferred to Council, or for which the revenues were originally obtained.</p>			
<b>Cash &amp; Financial Assets</b>			
<b>Unexpended amounts received from Federal Government</b>			
Open Space Contributions		6	-
<b>Total Cash &amp; Financial Assets</b>		<b>6</b>	<b>-</b>
<b>Infrastructure, Property, Plant &amp; Equipment</b>			
<i>Country Fire Service Stations</i>			
Ardrossan		56	56
Balgowan		150	150
Port Clinton		77	77
Curramulka		29	29
Maitland		60	60
Minlaton		54	54
Port Victoria		109	109
<i>Caravan Parks</i>			
Ardrossan		603	755
Coobowle		2,952	3,200
Edithburgh		1,713	1,954
Minlaton		307	313
Pine Point		418	473
Port Clinton		436	436
Port Rickaby		1,356	1,462
Port Victoria		566	592
Stansbury / Oyster Point		3,339	3,585
Yorke town		820	843
<i>Fauna &amp; Wildlife Parks</i>			
Minlaton		120	123
<i>Parklands</i>			
Ardrossan Scout Hall		94	276
Minlaton Basketball Stadium and Courts		286	286
Edithburgh Oval		210	30
Yorke town Lions Clubrooms		647	355
Warooka Museum		96	98
<b>Total Infrastructure, Property, Plant &amp; Equipment</b>		<b>14,498</b>	<b>15,316</b>
<b>Total Assets Subject to Externally Imposed Restrictions</b>		<b>14,504</b>	<b>15,316</b>



Notes to and forming part of the Financial Statements  
for the year ended 30 June 2015

Note 11. Reconciliation to Statement of Cash Flows

\$ '000	Notes	2015	2014
<b>(a). Reconciliation of Cash</b>			
Cash Assets comprise highly liquid investments with short periods to maturity subject to insignificant risk of changes of value. Cash at the end of the reporting period as shown in the Statement of Cash Flows is reconciled to the related items in the Balance Sheet as follows:			
Total Cash & Equivalent Assets	5	7,469	2,607
<b>Balances per Statement of Cash Flows</b>		<b>7,469</b>	<b>2,607</b>
<b>(b). Reconciliation of Change in Net Assets to Cash from Operating Activities</b>			
<b>Net Surplus/(Deficit)</b>		<b>(1,166)</b>	<b>(2,410)</b>
Non-Cash Items in Income Statements			
Depreciation, Amortisation & Impairment		8,511	8,438
Non-Cash Asset Acquisitions		-	(39)
Grants for Capital Acquisitions (Treated as Investing Activity Receipts)		(1,204)	(946)
Net (Gain) Loss on Disposals		693	(23)
		<b>6,834</b>	<b>5,020</b>
<b>Add (Less): Changes in Net Current Assets</b>			
Net (Increase)/Decrease in Receivables		(174)	(13)
Net (Increase)/Decrease in Inventories		(54)	164
Net Increase/(Decrease) in Trade & Other Payables		499	605
Net Increase/(Decrease) in Unpaid Employee Benefits		75	416
Net Increase/(Decrease) in Other Provisions		(26)	-
<b>Net Cash provided by (or used in) operations</b>		<b>7,154</b>	<b>6,192</b>
<b>(c). Non-Cash Financing and Investing Activities</b>			
<b>Acquisition of assets by means of:</b>			
- Physical Resources Received Free of Charge	2i	-	39
<b>Amounts recognised in Income Statement</b>		<b>-</b>	<b>39</b>
<b>Total Non-Cash Financing &amp; Investing Activities</b>		<b>-</b>	<b>39</b>
<b>(d). Financing Arrangements</b>			
<b>Unrestricted access was available at balance date to the following lines of credit:</b>			
Bank Overdrafts		100	100
Corporate Credit Cards		30	30
LGFA Cash Advance Debenture Facility		3,000	3,000

# Notes to and forming part of the Financial Statements

for the year ended 30 June 2015

## Note 12a. Functions

Functions/Activities	Income, Expenses and Assets have been directly attributed to the following Functions / Activities. Details of these Functions/Activities are provided in Note 12(b).									
	INCOME		EXPENSES		OPERATING SURPLUS (DEFICIT)		GRANTS INCLUDED IN INCOME		TOTAL ASSETS HELD (CURRENT & NON-CURRENT)	
	Actual 2015	Actual 2014	Actual 2015	Actual 2014	Actual 2015	Actual 2014	Actual 2015	Actual 2014	Actual 2015	Actual 2014
<b>\$ '000</b>										
Business Undertakings	2,405	2,376	2,096	1,942	309	434	-	-	27,145	27,514
Community Services	193	671	1,573	1,518	(1,380)	(847)	529	515	5,190	5,195
Culture	351	370	926	981	(575)	(611)	15	14	14,657	14,662
Community Wastewater Management	1,454	1,432	1,284	1,296	170	136	-	-	28,797	12,235
Environment	912	1,365	1,413	1,389	(501)	(24)	-	1	9,498	8,334
Recreation	710	94	1,682	1,556	(972)	(1,462)	146	558	56,500	56,559
Regulatory Services	856	305	260	296	596	9	-	-	-	-
Tourism	28	48	250	189	(222)	(141)	-	-	8	3
Transport & Communication	1,331	790	7,976	7,923	(6,645)	(7,133)	1,275	854	180,741	184,900
Waste Management	2,468	2,303	2,754	2,363	(286)	(60)	-	10	1,445	1,470
Water Supply	268	277	290	271	(22)	6	-	-	3,224	3,265
Council Administration	16,763	14,930	8,912	8,655	7,851	6,275	2,262	753	16,618	14,636
<b>Total Functions/Activities</b>	<b>27,739</b>	<b>24,961</b>	<b>29,416</b>	<b>28,379</b>	<b>(1,677)</b>	<b>(3,418)</b>	<b>4,227</b>	<b>2,705</b>	<b>343,823</b>	<b>328,773</b>

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

## Notes to and forming part of the Financial Statements for the year ended 30 June 2015

### Note 12b. Components of Functions

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\$ '000

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**The activities relating to Council functions are as follows:**

#### **BUSINESS UNDERTAKINGS**

Caravan Parks, Electricity Supply, Gravel Pits / Quarries, Marinas / Boat Havens, Private Works, Property Portfolio, and Other.

#### **COMMUNITY SERVICES**

Public Order and Safety, Crime Prevention, Emergency Services, Other Fire Protection, Other Public Order and Safety, Health Services, Pest Control – Health, Immunisation, Nursing Homes, Preventive Health Services, Other Health Services, Community Support, Elderly Citizens Facilities, Home Assistance Scheme, Other Services for the Aged and Disabled, Child Care Centres, Children and Youth Services, Community Assistance, Family and Neighbourhood Support, Other Community Support, Community Amenities, Bus Shelters, Cemeteries / Crematoria, Public Conveniences, Car Parking – non-fee-paying, Telecommunications Networks, and Other Community Amenities.

#### **CULTURE**

Library Services, Mobile Libraries and Housebound Services, Static Libraries, Other Library Services, Cultural Services, Cultural Venues, Heritage, Museums and Art Galleries, and Other Cultural Services.

#### **COMMUNITY WASTEWATER MANAGEMENT**

Community Wastewater Management Schemes

#### **ECONOMIC DEVELOPMENT**

Employment Creation Programs, Regional Development, Support to Local Businesses, Tourism, and Other Economic Development.

#### **ENVIRONMENT**

Agricultural Services, Agricultural Water, Animal/Plant Boards, Landcare, Other Agricultural Services, Other Environment, Coastal Protection, Stormwater and Drainage, Street Cleaning, Street Lighting, Streetscaping, Natural Resource Management Levy, and Other Environment.

#### **RECREATION**

Jetties, Other Marine Facilities, Parks and Gardens, Sports Facilities – Indoor, Sports Facilities – Outdoor, Swimming Centres – Indoor, Swimming Centres – Outdoor, and Other Recreation.

#### **REGULATORY SERVICES**

Dog and Cat Control, Building Control, Town Planning, Clean Air/Pollution Control, Litter Control, Health Inspection, Parking Control, and Other Regulatory Services.

#### **TRANSPORT**

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

## Notes to and forming part of the Financial Statements for the year ended 30 June 2015

### Note 12b. Components of Functions

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\$ '000

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**The activities relating to Council functions are as follows:**

#### **WASTE MANAGEMENT**

Waste Management, Domestic Waste, Green Waste, Recycling, Transfer Stations, Waste Disposal Facility and Other Waste Management.

#### **WATER SUPPLY**

Water Supply - domestic

#### **COUNCIL ADMINISTRATION**

Governance, Administration n.e.c., Elected Members, Organisational, Support Services, Accounting/Finance, Payroll, Housing for Council Employees, Human Resources, Information Technology, Communication, Rates Administration, Records, Occupancy, Contract Management, Customer Service, Other Support Services, Revenues, LGGC – General Purpose, and Separate and Special Rates.

### Note 13. Financial Instruments

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#### **Recognised Financial Instruments**

##### **Bank, Deposits at Call, Short Term Deposits**

##### **Accounting Policy:**

Carried at lower of cost and net realisable value; Interest is recognised when earned.

##### **Terms & Conditions:**

Deposits are returning fixed interest rates between 2.0% and 2.65% (2014: 2.5% and 3.05%). Short term deposits have an average maturity of 0 days and an average interest rate of 2.0% (2014: 0 days and 2.5%).

##### **Carrying Amount:**

Approximates fair value due to the short term to maturity.

##### **Receivables**

##### **Rates & Associated Charges**

(including legals & penalties for late payment)

Note: These receivables do not meet the definition of "financial instruments" and have been excluded from the following disclosures.

##### **Accounting Policy:**

Carried at nominal values less any allowance for doubtful debts. An allowance for doubtful debts is recognised (and re-assessed annually) when collection in full is no longer probable.

##### **Terms & Conditions:**

Secured over the subject land, arrears attract interest. Council is not materially exposed to any individual debtor, credit risk exposure is concentrated within the Council's boundaries in the State.

##### **Carrying Amount:**

Approximates fair value (after deduction of any allowance).

Notes to and forming part of the Financial Statements  
for the year ended 30 June 2015

Note 13. Financial Instruments (continued)

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\$ '000

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**Recognised Financial Instruments**

**Receivables  
Fees & Other Charges**

**Accounting Policy:**

Carried at nominal values less any allowance for doubtful debts. An allowance for doubtful debts is recognised (and re-assessed annually) when collection in full is no longer probable.

**Terms & Conditions:**

Unsecured, and do not bear interest. Council is not materially exposed to any individual debtor, credit risk exposure is concentrated within the Council's boundaries.

**Carrying Amount:**

Approximates fair value (after deduction of any allowance).

**Receivables  
Other Levels of Government**

**Accounting Policy:**

Carried at nominal value.

**Terms & Conditions:**

Amounts due have been calculated in accordance with the terms and conditions of the respective programs following advice of approvals, and do not bear interest. All amounts are due by Departments and Agencies of State and Federal Governments.

**Carrying Amount:**

Approximates fair value.

**Liabilities  
Creditors and Accruals**

**Accounting Policy:**

Liabilities are recognised for amounts to be paid in the future for goods and services received, whether or not billed to the Council.

**Terms & Conditions:**

Liabilities are normally settled on 30 day terms.

**Carrying Amount:**

Approximates fair value.

**Liabilities  
Interest Bearing Borrowings**

**Accounting Policy:**

Carried at the principal amounts. Interest is charged as an expense as it accrues.

**Terms & Conditions:**

Secured over future revenues, borrowings are repayable (describe basis); interest is charged at fixed rates between 4.40% and 8.25% (2014: 4.40% and 8.25%)

**Carrying Amount:**

Approximates fair value.

**Liabilities  
Finance Leases**

**Accounting Policy:**

Accounted for in accordance with AASB 117.

Notes to and forming part of the Financial Statements  
for the year ended 30 June 2015

Note 13. Financial Instruments (continued)

\$ '000	Due < 1 year	Due > 1 year & ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
<b>2015</b>					
<b>Financial Assets</b>					
Cash & Equivalents	7,469	-	-	7,469	7,469
Receivables	956	-	-	956	930
Other Financial Assets	-	248	232	480	372
<b>Total Financial Assets</b>	<b>8,425</b>	<b>248</b>	<b>232</b>	<b>8,905</b>	<b>8,771</b>

<b>Financial Liabilities</b>					
Payables	1,653	-	-	1,653	1,653
Current Borrowings	882	-	-	882	543
Non-Current Borrowings	-	3,213	6,211	9,424	7,047
<b>Total Financial Liabilities</b>	<b>2,535</b>	<b>3,213</b>	<b>6,211</b>	<b>11,959</b>	<b>9,243</b>

\$ '000	Due < 1 year	Due > 1 year & ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
<b>2014</b>					
<b>Financial Assets</b>					
Cash & Equivalents	2,607	-	-	2,607	2,607
Receivables	800	-	-	800	770
Other Financial Assets	-	290	282	572	438
<b>Total Financial Assets</b>	<b>3,407</b>	<b>290</b>	<b>282</b>	<b>3,979</b>	<b>3,815</b>

<b>Financial Liabilities</b>					
Payables	919	-	-	919	919
Current Borrowings	825	-	-	825	682
Non-Current Borrowings	-	1,136	936	2,072	1,590
<b>Total Financial Liabilities</b>	<b>1,744</b>	<b>1,136</b>	<b>936</b>	<b>3,816</b>	<b>3,191</b>

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

	30 June 2015		30 June 2014	
	Weighted Avg Interest Rate	Carrying Value	Weighted Avg Interest Rate	Carrying Value
Fixed Interest Rates	4.91%	7,590	6.53%	2,272
		<b>7,590</b>		<b>2,272</b>

**Net Fair Value**

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

Notes to and forming part of the Financial Statements  
for the year ended 30 June 2015

Note 13. Financial Instruments (continued)

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\$ '000

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**Risk Exposures**

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

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

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

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

Notes to and forming part of the Financial Statements  
for the year ended 30 June 2015

Note 14. Commitments for Expenditure

\$ '000	Notes	2015	2014
<b>(a). Capital Commitments</b>			
<b>Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities:</b>			
Buildings		55	108
		<b>55</b>	<b>108</b>
<b>These expenditures are payable:</b>			
Not later than one year		55	53
Later than one year and not later than 5 years		-	55
Later than 5 years		-	-
		<b>55</b>	<b>108</b>
<b>(b). Other Expenditure Commitments</b>			
<b>Other expenditure committed for (excluding inventories) at the reporting date but not recognised in the financial statements as liabilities:</b>			
Audit Services		66	82
Waste Management Services		8,807	9,454
Employee Remuneration Contracts		2,151	2,162
		<b>11,024</b>	<b>11,698</b>
<b>These expenditures are payable:</b>			
Not later than one year		2,416	2,738
Later than one year and not later than 5 years		8,608	8,960
Later than 5 years		-	-
		<b>11,024</b>	<b>11,698</b>



# Notes to and forming part of the Financial Statements for the year ended 30 June 2015

## Note 15. Financial Indicators

	Amounts	Indicator	Prior Periods	
\$ '000	2015	2015	2014	2013

These Financial Indicators have been calculated in accordance with *Information paper 9 - Local Government Financial Indicators* prepared as part of the LGA Financial Sustainability Program for the Local Government Association of South Australia.

### 1. Operating Surplus Ratio

Operating Surplus	(1,677)	(9%)	(20%)	(21%)
Rates - General & Other Less NRM levy	18,376			

*This ratio expresses the operating surplus as a percentage of general and other rates, net of NRM levy.*

### 1a. Adjusted Operating Surplus Ratio

In recent years the Federal Government has made advance payments prior to 30th June from future year allocations of financial assistance grants, as explained in Note 1. The Adjusted Operating Surplus Ratio adjusts for the resulting distortion in the disclosed operating result for each year.

(2,855)	(16%)	(20%)	(21%)
18,376			

### 2. Net Financial Liabilities Ratio

Net Financial Liabilities	3,049	11%	9%	6%
Total Operating Revenue	27,739			

*Net Financial Liabilities are defined as total liabilities less financial assets (excluding equity accounted investments in Council businesses). These are expressed as a percentage of total operating revenue.*

### 3. Asset Sustainability Ratio

Net Asset Renewals	4,477	53%	49%	40%
Infrastructure & Asset Management Plan required expenditure	8,511			

\* \*

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

*Amounts shown above an asterisk (\*) indicate that depreciation expense has been used as a proxy, pending finalisation of the Infrastructure and Asset Management Plans.*

Notes to and forming part of the Financial Statements  
for the year ended 30 June 2015

Note 15. Financial Indicators - Graphs (continued)

<div><div>1. Operating Surplus Ratio</div><div><div><div>Ratio %</div><div><div><div>5.0%</div><div>0.0%</div><div>-5.0%</div><div>-10.0%</div><div>-15.0%</div><div>-20.0%</div><div>-25.0%</div><div>-30.0%</div></div><div><div>2013</div><div>2014</div><div>2015</div></div><div><div>-21%</div><div>-20%</div><div>-9%</div></div></div></div></div></div>	<div><div>Purpose of Operating Surplus Ratio</div><div><div>This indicator is to determine the percentage the major controllable revenue source varies from operating expenditure</div></div></div>	<div><div>Commentary on 2014/15 Result</div><div><div>2014/15 Ratio</div><div>-9%</div></div><div><div>Operating surplus significantly impacted by FAGS received in advance \$1.178m</div></div></div>
<div><div>1a. Adjusted Operating Surplus Ratio</div><div><div><div>Ratio %</div><div><div><div>5.0%</div><div>0.0%</div><div>-5.0%</div><div>-10.0%</div><div>-15.0%</div><div>-20.0%</div><div>-25.0%</div><div>-30.0%</div></div><div><div>2013</div><div>2014</div><div>2015</div></div><div><div>-21%</div><div>-20%</div><div>-16%</div></div></div></div></div></div>	<div><div>Purpose of Adjusted Operating Surplus Ratio</div><div><div>This indicator is to determine the percentage the major controllable revenue source (adjusted for timing differences in the Financial Assistance Grant) varies from operating expenditure</div></div></div>	<div><div>Commentary on 2014/15 Result</div><div><div>2014/15 Ratio</div><div>-16%</div></div><div><div>Adjusted operating surplus is as per budget and LTFP</div></div></div>
<div><div>2. Net Financial Liabilities Ratio</div><div><div><div>Ratio %</div><div><div><div>14.0%</div><div>12.0%</div><div>10.0%</div><div>8.0%</div><div>6.0%</div><div>4.0%</div><div>2.0%</div><div>0.0%</div></div><div><div>2013</div><div>2014</div><div>2015</div></div><div><div>6%</div><div>9%</div><div>11%</div></div></div></div></div></div>	<div><div>Purpose of Net Financial Liabilities Ratio</div><div><div>This indicator shows the significance of the net amount owed to others, compared to operating revenue</div></div></div>	<div><div>Commentary on 2014/15 Result</div><div><div>2014/15 Ratio</div><div>11%</div></div><div><div>Net Financial Liabilities lower than expected as a result of investing loan funds not spent during the year</div></div></div>
<div><div>3. Asset Sustainability Ratio</div><div><div><div>Ratio %</div><div><div><div>70.0%</div><div>60.0%</div><div>50.0%</div><div>40.0%</div><div>30.0%</div><div>20.0%</div><div>10.0%</div><div>0.0%</div></div><div><div>2013</div><div>2014</div><div>2015</div></div><div><div>40%</div><div>49%</div><div>53%</div></div></div></div></div></div>	<div><div>Purpose of Asset Sustainability Ratio</div><div><div>This indicator aims to determine if assets are being renewed and replaced in an optimal way</div></div></div>	<div><div>Commentary on 2014/15 Result</div><div><div>2014/15 Ratio</div><div>53%</div></div><div><div>Asset Sustainability Ratio lower than expected due to rollover of capital works road renewal program of \$1m</div></div></div>

Notes to and forming part of the Financial Statements  
for the year ended 30 June 2015

Note 16. Uniform Presentation of Finances

\$ '000	2015	2014
<p>The following is a high level summary of both operating and capital investment activities of the Council prepared on a simplified Uniform Presentation Framework basis.</p> <p>All Councils in South Australia have agreed to summarise annual budgets and long-term financial plans on the same basis.</p> <p>The arrangements ensure that all Councils provide a common 'core' of financial information, which enables meaningful comparisons of each Council's finances.</p>		
Income	27,739	24,961
less Expenses	(29,416)	(28,379)
<b>Operating Surplus / (Deficit)</b>	<b>(1,677)</b>	<b>(3,418)</b>
less <b>Net Outlays on Existing Assets</b>		
Capital Expenditure on Renewal and Replacement of Existing Assets	4,864	4,709
less Depreciation, Amortisation and Impairment	(8,511)	(8,438)
less Proceeds from Sale of Replaced Assets	(387)	(439)
<b>Subtotal</b>	<b>(4,034)</b>	<b>(4,168)</b>
less <b>Net Outlays on New and Upgraded Assets</b>		
Capital Expenditure on New and Upgraded Assets (including Investment Property & Real Estate Developments)	4,405	2,528
less Amounts Received Specifically for New and Upgraded Assets	(1,204)	(946)
less Proceeds from Sale of Surplus Assets (including Investment Property & and Real Estate Developments)	-	-
<b>Subtotal</b>	<b>3,201</b>	<b>1,582</b>
<b>Net Lending / (Borrowing) for Financial Year</b>	<b>(844)</b>	<b>(832)</b>

Notes to and forming part of the Financial Statements  
for the year ended 30 June 2015

Note 17. Operating Leases

\$ '000

2015

2014

Leases Providing Revenue to the Council

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

(i) Investment Property

Rentals received, and outgoings reimbursed, in relation to Investment Property are also disclosed in Note 2. These lease agreements, all of which are classified as operating leases, are made on a non-cancellable basis wherever practicable.

Leases commitments under all non-cancellable lease agreements, including those relating to Investment Property, are as follows:

Not later than one year	282	343
Later than one year and not later than 5 years	915	285
Later than 5 years	152	23
	<b>1,349</b>	<b>651</b>

(ii) Lease Payment Commitments of Council

Council has entered into non-cancellable operating leases for various items of computer equipment.

No contingent rentals were paid during the current or previous reporting periods.

No lease imposes any additional restrictions on Council in relation to additional debt or further leasing.

Leases in relation to computer and office equipment permit Council, at expiry of the lease, to elect to re-lease return or acquire the equipment leased

No lease contains any escalation clause

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

Not later than one year	70	94
Later than one year and not later than 5 years	115	127
Later than 5 years	-	-
	<b>185</b>	<b>221</b>

## Notes to and forming part of the Financial Statements for the year ended 30 June 2015

### Note 18. Superannuation

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\$ '000

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

#### **Accumulation only Members**

Accumulation only members receive both employer and employee contributions on a progressive basis. Employer contributions are based on a fixed percentage of ordinary time earnings in accordance with superannuation guarantee legislation (9.50% in 2014/15; 9.25% in 2013/14). No further liability accrues to the Council as the superannuation benefits accruing to employees are represented by their share of the net assets of the Fund.

#### **Salarylink (Defined Benefit Fund) Members**

Salarylink is a defined benefit scheme where the benefit payable is based on a formula determined by the member's contribution rate, number of years and level of contribution and final average salary. Council makes employer contributions to Salarylink as determined by the Fund's Trustee based on advice from the appointed Actuary. The rate is currently 6.3% (6.3% in 2013/14) of "superannuation" salary.

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

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

The most recent actuarial investigation was conducted by the Fund's actuary, A C Miller, FIAA, of Russell Employee Benefits Pty Ltd as at 30 June 2014. The Trustee has determined that the current funding arrangements are adequate for the expected Salarylink liabilities. However, future financial and economic circumstances may require changes to Council's contribution rates at some future time.

#### **Contributions to Other Superannuation Schemes**

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

## Yorke Peninsula Council

### General Purpose Financial Statements for the year ended 30 June 2015

### Auditor's Report - Financial Statements

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## Yorke Peninsula Council

### General Purpose Financial Statements for the year ended 30 June 2015

### Auditor's Report - Financial Statements

This page has been left blank for insertion of the Audit Report

## Yorke Peninsula Council

### General Purpose Financial Statements

for the year ended 30 June 2015

### Certification of Auditor Independence

To the best of our knowledge and belief, we confirm that, for the purpose of the audit of Yorke Peninsula Council for the year ended 30 June 2015, the Council's Auditor, Dean Newbery & Partners has maintained its independence in accordance with the requirements of the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011* made under that Act

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

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Andrew Cameron  
**CHIEF EXECUTIVE OFFICER**

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Peter Brass  
**PRESIDING MEMBER, AUDIT COMMITTEE**

**Date: dd Month 2015**



## Yorke Peninsula Council

### General Purpose Financial Statements

for the year ended 30 June 2015

### Statement by Auditor

I confirm that, for the audit of the financial statements of Yorke Peninsula Council for the year ended 30 June 2015, I have maintained my independence in accordance with the requirements of APES 110 – Code of Ethics for Professional Accountants, Section 290, published by the Accounting Professional and Ethical Standards Board, in accordance with the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011* made under that Act

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

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Jim Keogh  
Dean Newbery & Partners

Dated this            day of            2015.



# YORKE PENINSULA COUNCIL

## Audit Completion Report

FOR THE FINANCIAL YEAR ENDED

30 JUNE 2015

# TABLE OF CONTENTS

## Contents

1. Introduction	1
2. Summary of Conduct of Audit	1
3. Scope of Audit	2
4. Remaining Outstanding Matters	3
5. Summary of Uncorrected Misstatements	4
6. Auditor Independence	5
7. Balance Date Management Letter	6

# 1. Introduction

This report has been prepared for the Council and its Administration to summarise the significant matters that have arisen from our Balance Date audit of the Council for the financial year ended 30 June 2015.

This report has been prepared to comply with Australian Auditing Standard (ASA) 260 *Communication with Those Charged with Governance* and ASA 265 *Communicating Deficiencies in Internal Controls to Those Charged with Governance and Management*.

# 2. Summary of Conduct of Audit

Please be advised that in accordance with the requirements under the *Local Government Act 1999* (the Act), we have now completed the statutory audit of the Council for the financial year ended 30 June 2015. Our Audit Report will be signed without reference to any qualification.

As required under Section 129 of the Act, we wish to advise of the following matters in conjunction with the work recently completed.

## 1. No report is required to the Minister

There is no matter arising from the audit of the Council for the year ended 30 June 2015 which we need to report to the Minister, as would otherwise be required under Section 129(6) of the Act.

## 2. Audit Correspondence issued during the 2014/15 Financial Year

Various audit matters have been formally communicated through our issued Management Letters. We are satisfied that action has, or is in the process of addressing all matters previously raised.

### 3. Scope of Audit

All audit procedures have been designed and carried out by our audit staff to provide us with reasonable assurance that the Council's financial report, as a whole, is free from material misstatement.

As outlined in the Audit Report to be provided to Council, the responsibility for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations), the *Local Government Act 1999* and *Local Government (Financial Management) Regulations 2011* rests with Council's Chief Executive Officer. This responsibility includes designing, implementing and maintaining internal controls relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Our audit testing is not undertaken with the express purpose to disclose weaknesses in internal controls. Our testing of internal controls is undertaken to a sufficient level to enable us to rely on information obtained in the course of our audit relevant to the preparation of the financial report.

## 4. Remaining Outstanding Matters

Our audit field work for the financial year ended 30 June 2015 has been completed. Before our Audit Report is signed off and issued to the Council, the following outstanding matters are required to be attended to:

- Completion of audit procedures relating to ASA 560 *Subsequent Events* to be performed up to the date of signing the Audit Report.
- The receipt of a signed Management Representation Letter from the Council's Administration.
- Receipt of the Annual Financial Statements with all statements certified by Council's Mayor and Chief Executive Officer as required.
- Completion of all related acquittals to be prepared and issued as required.

## 5. Uncorrected Misstatements

There remain no misstatements that have not been adjusted by the Administration that have been identified during the course of our audit or that in our assessment, require to be reported to Council's Audit Committee or Elected Members.

Any misstatements, either individually or in aggregate, that are considered to be immaterial, have not been reported and regarded as being minor in the context of the financial report as a whole.

All requested audit adjustment have been processed and disclosures within the financial report appropriately modified based on audit testing completed.

## 6. Auditor Independence

In accordance with our professional ethical requirements, we confirm that, for the audit of the Council for the financial year ended 30 June 2015, all members of our audit team have maintained their independence in accordance with the requirements of APES 110 – Code of Ethics for Professional Accountants, Section 290, published by the Accounting Professional and Ethical Standards Board, in accordance with the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011* made under that Act.

A statement will be provided to the Council in accordance with *Regulation 22 (5) Local Government (Financial Management) Regulations 2011* for inclusion in Council's Annual Financial Statements.



## 7. Balance Date Management Report

As a result of the audit work recently completed, a summary of the following audit matters will be included in our 2015 Balance Date Management Letter for your reference.

The Balance Date Management Letter will be issued once the Audit Report has been signed and returned to the Council with the adopted Financial Statements.

**A summary of the key matters that will be included are as follows:**

1. We have received appropriate explanations for all material variations as between 2013/14 actual and 2014/15 actual (operating and capital).
2. We are confident that all audit matters raised in our Management Letters issued during the 2014/15 financial year audit have, or are in the process of being attended to by the Administration.
3. As from 1 July 2015, your Council will require an additional audit opinion to be provided on internal controls relating to the receipt, expenditure and investment of money, the acquisition and disposal of property and the incurring of liabilities as in accordance with Section 129 (1)(b) of the *Local Government Act 1999* for the 2015/16 financial year.

We are pleased to note that Council's Administration has been undertaking the testing of internal controls in preparation for the additional audit opinion against those included as 'core controls' in the *Better Practice Model* to identify and address any assessed weaknesses in the internal control environment.

4. We have observed that during the 2014/15 financial year Council has recorded a loss on disposal of its Infrastructure, Property, Plant and Equipment assets of \$693,000. This demonstrates that either the estimates and assumptions applied in calculating asset depreciation and/or residual values are not reflecting actual practices or that Council is replacing assets before they have been scheduled to be replaced in the Asset Management Plans.

To ensure the ongoing reliability of the estimates and assumptions applied in asset depreciation and residual value calculations, we recommend that continual review and analysis of asset management practices be undertaken and changes appropriately reflected in the asset database system used to calculate financial reporting data (i.e. asset valuation and depreciation).

5. Given the significant assets identified by Council, for the first time, due to the 1 July 2014 valuation and the introduction of GIS mapping (\$5.1M for Stormwater Drainage and \$3.9M for Community

Wastewater Management Schemes (CWMS), we recommend that Asset Management Plans for each asset class be reviewed and updated with the most recent data collected to ensure all future projections of required capital maintenance and upgrades are reliable for strategic decision making purposes.

Updated projections from the Asset Management Plans should be factored into Council's Long Term Financial Plan estimates to ensure appropriate planning for future funding requirements are appropriately planned for and known.

6. As disclosed in Note 1.10.1 in the Financial Statements, the key assumptions and estimates contained within Council's Rehabilitation Management Plans for its landfill sites is scheduled to be reviewed during the 2015/16 financial year. This review will ensure that the recorded liability in Note 8 (disclosed as a Provision) for future capping and restoration of waste processing and disposal facilities owned and operated by Council are up-to-date and reflect current obligations under the Environmental Protection Agency (EPA) licence held for each site.

Further audit review of the work undertaken by the Council's Administration will be conducted during the 2015/16 financial year.

7. It was identified that Council's Administration does not maintain a formal 'Asset Revaluation Schedule' which details the timing and required allocation of resources of future asset valuation and condition assessments to be undertaken.

We recommend that a formal Asset Revaluation Schedule be developed in consultation with Council's Audit Committee to ensure appropriate planning and allocation of resources for future funding needs are considered and planned by the Council. Maintaining an asset database with up-to-date condition and valuation data will ensure that information used for financial reporting and strategic decision making purposes will remain at a high standard.

8. Council has recently updated the Transport Asset Management Plan which is scheduled to be formally adopted by Council in October 2015. In our discussions with Council's engineers, it was identified that service standards have been updated in the revised Asset Management Plan which has identified an estimated \$7.6m 'backlog' of capital renewal/replacement of Transport infrastructure that is anticipated to be addressed in the 10 year asset maintenance and replacement works scheduled to be undertaken.

We note that at the time of our audit, the revised service standards had not been reflected in Council's Conquest asset database. Should Council adopt the new service standards recorded in the revised Transport Asset Management Plan, the Conquest asset database will need to be updated to reflect the revised service standards and remaining useful lives.

**CONFIDENTIAL**  
**DATE**

Jim Keogh  
Partner  
Dean Newbery & Partners  
Chartered Accountants  
PO Box 755  
**NORTH ADELAIDE SA 5006**

Dear Jim

**Management Representations: External Audit, Financial Year Ended 30 June 2015**

This Management Representation letter is provided in connection with your audit examination of the General Purpose Financial Report (**2015 Financial Report**) of **Yorke Peninsula Council** ('the **Council**') for the financial year ended 30 June 2015.

**We hereby confirm, at your formal request, that to the best of our knowledge and belief, the following representations relating to the 2015 Financial Report are correct.**

In making these representations, we understand that they are provided to you in connection with your external audit of the Council for the year ended 30 June 2015 as prescribed by the Local Government Act 1999, for the express purpose of your expressing an opinion as to whether the 2015 Financial Report is, in all material respects, presented fairly in accordance with all applicable standards and requirements, including statutory. In making these representations, we have read and understood the standard unqualified Audit Opinion that would be normally expressed to the Council by you as is required under Section 129(3) of the Local Government Act 1999 for the financial year ended 30 June 2015. We therefore understand, without exception, the potential ramifications of making any representations to you that are not correct, to the best of our knowledge and belief as of the date of this letter.

We understand and acknowledge that it is the Council management's responsibility for the fair presentation of the 2015 Financial Report and that management, as appropriate, have approved the Financial Report. Accordingly, management of the Council are of the opinion that the 2015 Financial Report is free of material misstatements, including omissions.

**1. Compliance with all Applicable Standards, including Statutory**

The Financial Report of the Council has been prepared so as to present a true and fair view of the state of affairs of the Council as at 30 June 2015 and of the results of operations of the Council for the financial year ended on that date, including for all post balance date matters, as applicable.

The accounting and financial management policies, practices and records of the Council were at all times maintained in accordance with the requirements of the Local Government Act 1999, Local Government (Financial Management) Regulations 2011 and that the Financial Report was prepared in accordance with the Local Government Act 1999, Local Government (Financial Management) Regulations 2011, Australian Accounting Standards, other authoritative pronouncements of the

Australian Accounting Standards Board together with all other mandatory professional reporting requirements in Australia.

## **ASSETS**

### **Cash and Cash Equivalents \$7.469m (2014: \$2.607m)**

- (1) Cash on hand at balance date was represented by cash floats reconciled and on hand as at 30 June 2015.
- (2) Cash at bank at balance date represented the reconciled operating account(s) of the Council.
- (3) Short term deposits represented amounts held with the LGFA by the Council.

### **Rates and Other Receivables \$628k (2014: \$606k)**

- (1) Current rate receivables at balance date represented all outstanding amounts owed by rate payers.
- (2) Current other receivables at balance date represented all outstanding amounts owed by debtors other than rate payers.
- (3) A review of all outstanding receivables has been conducted and adequate provision has been made for impairment to cover allowances, discounts and losses that may be sustained by Council in the collection of the debts.

### **Inventories \$777k (2014: \$723k)**

- (1) All inventories were the property of the Council and have either been paid for or the liability has been brought to account.
- (2) All inventories have been physically counted and valued in accordance with the applicable Australian Accounting Standard.

### **Other Current Assets \$622k (2014: \$470k)**

- (1) Prepayments at balance date amounted to \$204k and represented payments for goods and services to be received in the 30 June 2016 financial year.
- (2) There are no non-current assets held for sale.

### **Financial Assets – Loans to Community Groups \$437k (2014: \$502k)**

- (1) There are no grounds to provide for any impairment loss for loans to community groups or other organisations.
- (2) The balance of loans to Community Groups at balance date amounted to \$437k (includes \$372k Non-Current)

**Infrastructure, Property, Plant & Equipment and Depreciation \$333.89m (2014: \$323.86m)**

- (1) Infrastructure, property, plant and equipment at the 2015 balance date was represented by the following fair values, cost, accumulated depreciation and carrying amounts for each class of asset, in accordance with all prescribed requirements and standards, as follows:

	Fair Value ('000)	At Cost ('000)	Acc Depn ('000)	Carrying Value ('000)
Capital Work in Progress	-	2,251	-	2,251
Land	73,572	283	-	73,855
Buildings & Other Structures	5,251	135	661	4,725
Buildings & Other Structures	86,704	280	46,092	40,892
Transport Infrastructure	284,992	2,042	120,967	166,067
Stormwater Drainage	14,006	47	3,329	10,724
CWMS	25,273	254	8,475	17,052
Water Scheme Infrastructure	3,393	27	1,022	2,398
Plant & Equipment	-	11,341	4,690	6,651
Furniture & Fittings	-	2,387	1,230	1,157
Other Assets	-	12,347	4,229	8,118

- (2) The additions during the 2015 financial year to Infrastructure, property, plant and equipment general ledger control accounts and asset registers represents the cost of additions and or improvements to existing facilities or replacements thereof. All units of property which have been replaced, sold, dismantled or otherwise disposed of, or which are permanently unusable, have been removed from general ledger and applicable asset register. Adequate provision, determined in a manner consistent with that of the preceding financial year, has been made to write-off depreciable assets over their useful economic working lives.

No circumstances have arisen which render adherence to the existing basis of depreciation misleading or inappropriate and that depreciation expense for the financial year ended 30 June 2015 is reliable.

- (3) All additions to depreciable assets represent actual additions or improvements of a capital nature, based on capitalisation thresholds consistently applied for the 2015 financial year and unchanged from the 2014 financial year.
- (4) Where the recorded carrying amount of any depreciable assets exceeds its recoverable amount as at 30 June 2015, that asset's recorded carrying amount has been written down to its recoverable amount.
- (5) Contractual commitments for capital expenditure(s) included in the Financial Report payable not later than one year are as described in the notes accompanying the Financial Report.

- (6) There are no deficiencies or encumbrances attaching to the title of the assets of the Council at 30 June 2015 other than those reflected in the financial report and those are not greater than the value of the asset.
- (7) No Operating or Finance Lease commitments exist that have not been disclosed in the Financial Report. All Operating Lease expenses have been fully disclosed in the notes to the 2015 Statement of Comprehensive Income. Finance Leasing commitments have been fully disclosed in the notes to the 2015 Balance Sheet.
- (8) The asset revaluations of infrastructure assets undertaken during the 2015 financial year by Tonkin Consulting were based on the principle of written down replacement value. Accordingly, total replacement value, total economic working life, residual economic working life were reliably established for each asset and the financial records of Council were restated in accordance with all applicable Australian Accounting Standards, and the Financial Report reflects all such accounting entries.
- (9) Valuations of all infrastructure assets have been formally accepted by the Council and reflected in the 2015 Financial Report.
- (10) The asset revaluations of all land and buildings owned by Council were last undertaken by independent valuers Maloney Field Services, as at 1 July 2013.
- (11) The resultant increment to the asset revaluation reserve during the year represents the difference between the prior written down value of the assets being valued and the valuations as at 1 July 2014.
- (12) Depreciation expense reported in the 2015 Statement of Comprehensive Income is reliable, being based on reliable 'whole of life' asset management information for each class of depreciable non-current asset.

**LIABILITIES – Current \$4.662m (2014: \$4.111m) and Non-Current \$7.543m (2014: \$2.226m)**

- (1) All liabilities which have arisen or which will arise out of the activities of the Council to the end of the 2015 financial year have been included in the 2015 Financial Report.
- (2) All outstanding trade payables at balance date have been taken up as at the 2015 balance date.
- (3) All applicable accrued wages and salaries and accrued employee entitlements at the 2015 balance date have been taken up.
- (4) All accrued interest at the 2015 balance date has been taken up.
- (5) All revenue received in advance as at the 2015 balance date has been taken up.
- (6) Provisions for employee benefits, inclusive of on-costs, all discounted as at the 2015 balance date representing long service leave benefits calculated for all valid employees (as at balance date) have been taken up.

- (7) Accrued employee benefits represent annual leave accrued for all valid employees as at the 2015 balance date.
- (8) Borrowings as at the 2015 balance date represented amounts owed to the Local Government Finance Authority. Loans with the LGFA have varying maturity dates and interest rates with details fully provided in the notes to the 2015 Financial Report.
- (9) There were no contingent liabilities including for:
  - a) guarantees;
  - b) bills and accounts receivable discounted, assigned or sold and which are subject to recourse;
  - c) endorsements;
  - d) pending law suits, unsatisfied judgements or claims;
  - e) repurchase agreements; or
  - f) contractual disputes between the Council and any contractor / service provider that may result in an increased liability as at 30 June 2015; which are not fully disclosed in the notes to the 2015 Financial Report.

#### **EQUITY \$331.618m (2014: \$322.436m)**

- (1) There have been no adjustments to the Accumulated Surplus other than those allowable under the Australian Accounting Standards.
- (2) There have been no adjustments to the Asset Revaluation Reserve other than those allowable under the Australian Accounting standards and the balance of the reserve has been reconciled to each class of asset.
- (3) All reserve funds required by legislation to be maintained have been at all times maintained in the accounting records of the Council.
- (4) All transfers to and from reserve funds (including the Accumulated Surplus) have been prior authorised by Council.
- (5) Other than for the Asset Revaluation Reserve, all other reserve accounts are those applied for 2015 Council budget purposes.

#### **2015 STATEMENT OF COMPREHESIVE INCOME**

- (1) Please find attached a summary of all variations greater than 10% for all income and expense amounts disclosed in the 2015 Statement of Comprehensive Income, compared to 2014.
- (2) No material 2014 amounts have been re-classified in the 2015 Statement of Comprehensive Income.

- (3) Depreciation expense for 2015 is in accordance with Council's asset registers. Council effected a change in its accounting practices with regards to depreciation on residuals following a change in the interpretation of AASB116 in May 2015.
- (4) Salaries and Wages expense disclosed in the 2015 Statement of Comprehensive Income reconciles to the last budgeted salaries and wage amount approved by Council for 2015 annual budget funding purposes.
- (5) Capital grants have been correctly separated from operating grants, in accordance with the requirements of the Model Financial Statements.

### **KEY FINANCIAL INDICATORS**

Council's Operating Deficit for the financial year is \$1.677m, which is 8.7% of the Rates Revenue raised (2014: \$3.418m, 20%). Council is looking to bring this balance to a surplus as part of its long term financial plan.

The net financial liabilities of Council have increased from 2014 and stand at approximately \$7.59m at balance date. The net financial liabilities ratio of 11% is up from 9% in 2013/14.

The Asset Sustainability Ratio measure expenditure on net asset renewals against depreciation expense and has improved to 53% (2014: 49%, 2013: 40%). This improvement is in direct response to strategies adopted as part of Council's long term financial plan and is expected to improve over the term of the Long Term Financial Plan as it remains a major focus of Council for the future.

### **CHIEF EXECUTIVE OFFICER'S REPORT**

There are no exceptions to the standard Chief Executive Officer's Report for the 2014/15 Financial Report.

### **OTHER REQUIRED REPRESENTATIONS**

- (1) No events have occurred (or are known to occur) subsequent to the 30 June 2015 that would require any consideration for adjustment to or additional disclosure in the 2015 Financial Report.
- (2) The Council does not have any plans or intentions that may materially affect the carrying value or classification of all assets and liabilities as at 30 June 2015.
- (3) The Council has complied with all aspects of contractual arrangements and agreements that would have a material effect on the 2015 Financial Report in the event of non-compliance.



- (4) There were no material commitments for construction or acquisition of property, plant and equipment or to acquire other non-current assets, other than those disclosed in the 2015 Financial Report.
- (5) There are no violations or possible violations of laws, compulsory standards or regulations whose effects should be considered for disclosure in the 2015 Financial Report or as a basis for recording as an expense or otherwise.
- (6) The Council has full title to all assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- (7) All details concerning related party transactions and related amounts receivable or payable (including sales, purchases, loans and guarantees) have been correctly recorded in the accounting records. All related parties have been identified and disclosed to you during your audit.
- (8) The Council reviews, at least on a quarterly basis, the adequacy of insurance cover on all assets and insurable risks. This review has been consistently performed, and where it is considered appropriate, assets and insurable risks of the Council are at all times adequately covered by appropriate insurance.
- (9) The minutes of all meetings of Council and its Committees were made available to you and are complete and authentic records of all such meetings held during the 2015 financial year and to the date of this letter. All other statutory records were properly kept at all times during the year and have been made available to you for audit purposes.
- (10) All audit correspondence has been formally and promptly responded to.
- (11) All audit correspondence has been referred to Council and Council's Audit Committee.
- (12) Salaries and wages records together with records for the Goods and Service Tax were at all times fully maintained in accordance with the requirements of the Australian Taxation Office, as applicable.
- (13) Council has formally in place, and has at all times maintained, an appropriate standard of accounting, internal control structure and framework, segregation of duties and risk management structure and framework across the entire organisation, including appropriate controls and mechanisms specifically designed to prevent and detect fraud and error. Further, we advise that there have not been any instances of fraud or error during the financial year ended 30 June 2015 or to the date of this letter. In addition, there are no matters that should be brought to your attention for the purposes of your making an assessment as to Sections 129(5) and 129(6) of the Local Government Act 1999.
- (14) The 2015 Financial Report has been adjusted for all agreed audit adjustments for the year ended 30 June 2015.
- (15) Attached is a summary of all changes in accounting practices and accounting policies made for the financial year ended 30 June 2015 compared to the financial year ended 30 June 2014. Included in the attached summary is an explanation for the change, including

for the monetary effect in the 2015 Financial Report, when compared to the 2014 Financial Report.

- (16) Council's Audit Committee has addressed all of its prescribed responsibilities and no member of the Committee has undertaken other professional services for the Council.
- (17) In our opinion, there are no grounds to believe that the Council will not be able to pay its debts as and when they fall due, that assets will be at all times maintained to the service standards currently determined by Council and accordingly, the Council is long term financially sustainable.

Yours sincerely

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Chief Executive Officer

-----  
Director Corporate and Community Services

Enclosures: 2015 Statement of Comprehensive Income summary of variations greater than 10%  
Summary of Changes in Accounting Practices

**Yorke Peninsula Council**  
**2014/2015 Statement of Comprehensive Income**  
**Summary of Variances > 10% from 2013/2014**

A review of the 2014/2015 Statement of Comprehensive Income has revealed some increases and decreases in line items which exceed 10% from the 2013/2014 financial year figures.

The major variances are detailed below:

**Grants**

Grant income increased by \$1.522m for the 2014/2015 year, from \$2.705m in 2013/2014 to \$4.227m in 2014/2015 (56.27%).

General allocations from the Grants Commission of \$1.178m were paid in advance on 30 June 2015. These advance payments were not received in 2013/14.

Grant funding for the Walk The Yorke capital project increased from \$400k in 2013/14 to \$800k in 2014/15.

**Investment Income**

Investment Income increased by \$22k for the 2014/2015 year, from \$166k in 2013/14 to \$184k in 2014/15 (10.84%).

This was a direct result of the investment of the unused portion of the \$6m loan taken out in February 2015, being the \$3m road acceleration programme (rolled over to 2015/16).

**Other Income**

Other Income increased by \$55k for the 2014/15 year, from \$296k in 2013/2014 to \$351k in 2014/15 (18.58%).

This is directly attributable to the termination of the auspicing agreement between Council and the Yorke Peninsula Community Transport board, which resulted in recovery of expenditures approximately \$60k higher than in 2013/14 when finalising all transfers of accounts.

## **Finance Costs**

Finance charges increased by \$60k for the 2014/15 year, from \$240k in 2013/2014 to \$300k in 2014/15 (25%).

This is directly attributable to the loan interest repayments for the \$6m loan drawn down in February 2015.

## **YORKE PENINSULA COUNCIL**

### **Summary of Changes in Accounting Practices**

1. In May 2015 the interpretation of 'AASB 116 Property Plant and Equipment' was reviewed by the Australian Accounting Standards Board in regard to accounting for residual values of assets. It was determined that residuals should only be applied to reflect expected net receipts from disposal of an asset to another party. Accordingly, Council reviewed its accounting practices in relation to residuals. Depreciation on residuals was introduced in 2015 via Council's Asset Management System (previously no depreciation was applied).

## **CHIEF EXECUTIVE OFFICER**

### **DA/ITEM 6.1**

#### **2. ANNUAL REPORT 2014/15**

(File Ref: 9.24.1.1)

##### **PURPOSE**

For Council to consider, approve and adopt the Annual Report for 2014/2015 for distribution in accordance with legislation prior to 30<sup>th</sup> November 2015.

##### **RECOMMENDATION**

That Council considers, approves and adopts the Annual Report for 2014/2015 which includes the adopted financial statements of Council, the Central Local Government Region Annual Report and their financial statements.

##### **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**

Under Section 131 of the Local Government Act (1999), Council is required to prepare and adopt the Annual Report prior to 30<sup>th</sup> November each year (provided under separate cover).

##### **DISCUSSION**

The Annual Report is the permanent record of the operations of the Council for the preceding year. The Adopted Financial Statements form part of the Annual Report and are required to be included.

The Annual Report and Adopted Financial Statements of the Central Local Government Region, a committee established under Section 43 of the Local Government Act are also required to form part of our Council Annual Report.

##### **COMMUNITY ENGAGEMENT PLAN**

Level 1 Inform

##### **CONSULTATION PROCESS**

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

- Corporate Management Team
- Manager Business & Public Relations
- All other Middle Managers

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

- Nil

#### **POLICY IMPLICATIONS**

Nil

#### **BUDGET AND RESOURCE IMPLICATIONS**

Nil

#### **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Important issues of legislative compliance, transparency and accountability attach to the Annual Report

Sec 131 Local Government Act 1999

#### **ATTACHMENTS**

**Attachment 1:** 2014/15 Annual Report (under separate cover)

## **DIRECTOR CORPORATE AND COMMUNITY SERVICES**

### **DA/ITEM 6.2**

#### **1. SEPTEMBER 2015 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 September 2015 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 under Local Government (Financial Management) Regulations 2011 Council staff in all Directorates have completed a review of the adopted budget and made adjustments incorporating approved rollovers, approved Council amendments and review changes based on the financial results to 30th September 2015.

##### **DISCUSSION**

As a result of the September 2015 review the proposed Revised Budget for the 2015/2016 financial year shows a Net Borrowing of \$3.955m (previously Net Borrowing of \$2.550m in the 2015/2016 Adopted Budget) resulting in a net increase in borrowings of \$1.405m made up as follows:

- Caravan Parks Capital Works Projects of \$1.11m funded via Business Loans (Council resolution 101/2015, 13/5/15).
- Capital Projects rolled over from 2014-15 works program of \$413k (as advised at Council workshop 26/8/15).
- Clinton Road Project (accelerated) additional income of \$749k.
- Clinton Road Project (accelerated) additional expenditure of \$1.124m.
- Roads to Recovery (fuel excise) additional income of \$498k.
- Other "minor" adjustments with a net impact of \$5k increase in borrowings.



The first quarter review adjustments result in an anticipated net surplus (after capital items) of \$859k in 2015-16 (previously a net deficit of \$462k in the 2015/2016 Adopted Budget).

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 listed budget review changes and end of financial year adjustments resulting from the finalisation of the audited 2014/2015 Financial Statements.

At its meeting held on October 28, 2015, the Audit Committee received the 1<sup>st</sup> Quarter Review documents and recommended that "Council endorse the September 2015 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".

## **COMMUNITY ENGAGEMENT PLAN**

Level 1 - Inform

## **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
- 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 First 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 – September 2015 Budget Review

**Attachment 2:** Uniform Presentation of Finances First Quarter Revised Budget 2015/2016

**Attachment 3:** Statement of Comprehensive Income First Quarter Revised Budget 2015/2016

**Attachment 4:** Balance Sheet First Quarter Revised Budget 2015/2016

**Attachment 5:** Cash Flow Statement First Quarter Revised Budget 2015/2016

**Attachment 6:** Statement of Changes In Equity First Quarter Revised Budget 2015/2016

**Attachment 7:** Financial Ratios First Quarter Revised Budget 2015/2016

**Attachment 8:** Community Engagement Plan

# Yorke Peninsula Council September 2015 Budget Review - Summary of Changes

		<div> <div>Increase Deficit/ Capital Exp \$</div> <div>Decrease Deficit/ Capital Exp \$</div> </div>	<div> <div>Net Change  Increase/ (Decrease) \$</div> </div>	Reason for Change
<b>Executive Services</b>				
<b>Income</b>				
Youth Leap Funding		(14,756)		Grant funding received 2014/15 carried forward
	<b>Exec Services Net Change - Income</b>	<b>0</b>	<b>(14,756)</b>	
<b>Operating Expenses</b>				
Youth Leap Funding		14,756		Grant funding for Youth Programmes
HR Employee Expenses		243		Increase in Star Club Officer funding
	<b>Exec Services Net Change - Operating Expenses</b>	<b>14,999</b>	<b>14,999</b>	
<b>Capital Expenditure</b>				
Office Expansion Project		60000		Project rolled over from 2014/15
Office Expansion Project		118,789		Project rolled over from 2014/15
	<b>Exec Services Net Change - Capital Expenditure</b>	<b>178,789</b>	<b>178,789</b>	
<b>Total increase/(decrease) - Executive Services</b>			<b>179,032</b>	

## Yorke Peninsula Council

### September 2015 Budget Review - Summary of Changes

	Increase Deficit/ Capital Exp \$	Decrease Deficit/ Capital Exp \$	Net Change  Increase/ (Decrease) \$	Reason for Change
<b>Assets and Infrastructure Services</b>				
<b><u>Operating Expense</u></b>				
DEWNR Fishing Grant	13,600			Grant funded project (refer CCS) - Pt Souttar Stairs
Recreational Fishing Grant	18,500			Grant funded project (refer CCS) - Pt Souttar Stairs
Whale Memorial	15,000			Grant Funded Project (refer CCS) 2014/15 carried forward
Boat Ramp Ticket Machines	15,000			Allocation for commission payments
Traffic Control Materials		(10,000)		Transfer budget to accommodate replacmenet of rural road signs
Boat Ramp Maintenance Contractual		(10,000)		Transfer budget to accommodate replacmenet of rural road signs
Footpath Maintenance Contractual		(6,000)		Transfer budget to accommodate replacmenet of rural road signs
Rural Property Addressing	26,000			Replacement of rural road signs
Cemeteries Maintenance Other		(10,000)		Transfer budget to accommodate cemeteries data project
Cemeteries Maintenance Contractual	10,000			Cemeteries Data Project
<b>Assets &amp; Infrastructure Net Change - Operating Expenses</b>	<b>98,100</b>	<b>(36,000)</b>	<b>62,100</b>	
<b><u>Capital Expenditure</u></b>				
Yorke town Stormwater Project	118,060			Project rolled over from 2014/15
Rogues Point Seawall	87,063			Project rolled over from 2014/15
Port Vincent Open Space Works	15,737			Project rolled over from 2014/15
Clincton Road - Sealing Project	1,124,000			Additional Special Local Roads Funding
Beach Access Stairs Stimulus Grant	10,403			Grant Funded Project (refer CCS) 2014/15 carried forward
Walk The Yorke	32,708			Grant Funded Project (refer CCS) 2014/15 carried forward
<b>Assets &amp; Infrastructure Net Change - Capital Expenditure</b>	<b>1,387,971</b>	<b>0</b>	<b>1,387,971</b>	
<b>Total increase/(decrease) - Assets &amp; Infrastructure</b>			<b>1,450,071</b>	

# Yorke Peninsula Council September 2015 Budget Review - Summary of Changes

	<div> <div>Increase Deficit/ Capital Exp \$</div> <div>Decrease Deficit/ Capital Exp \$</div> </div>	<div> <div>Net Change</div> <div>Increase/ (Decrease) \$</div> </div>	Reason for Change
<b>Development Services</b>			
<b>Income</b>			
Development Services Net Change - Income	00	0	
<b>Operating Expenses</b>			
Tenure Fees Contractual	500		Property Tenure Budget (from CCS) - restructure
Tenure Fees Materials	500		Property Tenure Budget (from CCS) - restructure
Tenure Fees Other	500		Property Tenure Budget (from CCS) - restructure
Tenure Fees Legal Fees	12,500		Property Tenure Budget (from CCS) - restructure
Tenure Fees Consultants	500		Property Tenure Budget (from CCS) - restructure
Tenure Fees Contractual	500		Property Tenure Budget (from CCS) - restructure
Development Services Net Change - Operating Expenses	15,0000	15,000	
<b>Capital Expenditure</b>			
Maitland Town Hall Concrete Cancer	12,990		Project rolled over from 2014/15
Development Services Net Change - Capital Expenditure	12,9900	12,990	
<b>Total increase/(decrease) - Development Services</b>		<b>27,990</b>	

# Yorke Peninsula Council

## September 2015 Budget Review - Summary of Changes

	Increase Deficit/ Capital Exp \$	Decrease Deficit/ Capital Exp \$	Net Change  Increase/ (Decrease) \$	Reason for Change
<b>Corporate and Community Services</b>				
<b>Income</b>				
Beach Access Stimulus Grants		(10,403)		Grant funding received 2014-15 carried forward (refer AIS)
Whale Memorial Funding		(15,000)		Grant funding received 2014-15 carried forward (refer AIS)
Walk The Yorke		(32,708)		Grant funding received 2014-15 carried forward (refer AIS)
DEWNR Fishing Grant		(13,600)		Grant funding - Pt Souttar Stairs (refer AIS)
Recreational Fishing Grant		(18,500)		Grant funding - Pt Vincent Groyne (refer AIS)
Special Local Roads Funding - Clinton Road		(749,130)		Additional Special Local Roads Funding
Grants Commission - Fuel Excise additional funding		(498,285)		Additional Grants Commission Funding
Insurance Reimbursement - Marion Bay Caravan Park		(7,320)		Water damage claim - Marion Bay Caravan Park
LG Workers Compensation Scheme Rebate		(29,324)		Bonus rebate to be applied to Risk related work
HR Reimbursements		(3,878)		Reimbursement of overpaid wages
Grants Commission - Roads Funding	10,079			Grants Commission funding advice - reallocation
Grants Commission - General Purpose Funding		(12,188)		Grants Commission funding advice - reallocation
<b>Corp &amp; Comm Services Net Change - Income</b>	<b>10,079</b>	<b>(1,390,336)</b>	<b>(1,380,257)</b>	
<b>Operating Expenses</b>				
Insurance repairs at Marion Bay Caravan Park	7,320			Water damage claim - Marion Bay Caravan Park
Casual wages	29,324			Allocation of workers compensation rebate
Consultants projects - CCS		(10,000)		Transfer allocation for CCS Project work to casual wages
Casual Wages	10,000			Transfer allocation for CCS Project work (from Finance)
Various insurances		(8,200)		Balance insurances budget
Casual Wages	3,878			Reimbursement of wages reallocated
Risk Admin PP&E		(4,978)		Transfer budget to accommodate Risk Materials purchases
Risk Admin Materials	4,978			Risk Materials purchases
Corporate Services Various		(15,000)		Transfer Property Tenure budget to Development Services
<b>Corp &amp; Comm Services Net Change - Operating Expenses</b>	<b>55,500</b>	<b>(38,178)</b>	<b>17,322</b>	
<b>Capital Expenditure</b>				
Marion Bay Caravan Park New Cabins via Business Loan	350000			New cabins funded via business loans
Port Vincent Caravan Park New Cabins via Business Loan	360000			New cabins funded via business loans
Point Turton Caravan Park New Cabins via Business Loan	200000			New cabins funded via business loans
Point Turton Caravan Park New Cabins via Business Loan	200000			New cabins funded via business loans
<b>Corp &amp; Comm Services Net Change - Capital Expenditure</b>	<b>1,110,000</b>	<b>0</b>	<b>1,110,000</b>	
<b>Total increase/(decrease) - Corporate &amp; Community Services</b>			<b>(252,935)</b>	
<b>Overall increase/(decrease) for September Budget Review</b>			<b>1,404,158</b>	

# Yorke Peninsula Council September 2015 Budget Review - Summary of Changes

	Increase Deficit/ Capital Exp \$	Decrease Deficit/ Capital Exp \$	Net Change  Increase/ (Decrease) \$	Reason for Change
Summary				
Decrease /(Increase) in Operating Income		(114,890)		
Increase/(Decrease) in Operating Expenses		109,421		
Net Increase/(Decrease) in Operating Deficit			(5,469)	
Net Decrease/(Increase) in Capital Amounts Received		(1,280,123)		
Net Increase/(Decrease) in Deficit after Capital Receipts			(1,285,592)	
Increase/(Decrease) in Spending on New Capital Items		2,066,760		
Increase/(Decrease) in Spending on Renew of Capital Items		622,990		
Net Increase/(Decrease) in Capital Expenditure			2,689,750	
Overall increase/(decrease) for September Budget Review			1,404,158	
Adjust reduction in Depreciation (Non-Cash)			0	
Net Increase/(Decrease) in Borrowings			\$1,404,158	
Projects Rolled Over From 2014/15		412,639		
Caravan Park Expenditure funded via Business Loans		1,110,000		
Clinton Road/Grants Commission RTR Fuel Excise Payment		(123,415)		
General First Quarter Review		4,934	\$1,404,158	

## Yorke Peninsula Council

### Budgeted Uniform Presentation of Finances 2015/2016 Revised Budget - September 2015

Income

Less Expenses

**Operating Deficit before Capital Amounts**

#### Less Net Outlays on Existing Assets

Capital Expenditure on renewal and replacement of Existing Assets

Less Depreciation, Amortisation and Impairment

Less Proceeds on Sale of Assets

#### Less Net Outlays on New and Upgraded Assets

Capital Expenditure on New and Upgraded Assets

Less Amounts received specifically for New and Upgraded Assets

Less Proceeds for Sale of Surplus Assets

**NET(LENDING) / BORROWING FOR FINANCIAL YEAR**

2015/2016 Adopted Budget	Full Year to Date Adjustments	2015/2016 Revised Budget
-\$26,699	-\$114	-\$26,813
\$29,450	\$109	\$29,559
\$2,751	-\$5	\$2,746
\$7,707	\$623	\$8,330
-\$8,700	\$0	-\$8,700
-\$377	\$0	-\$377
-\$1,370	\$623	-\$747
\$3,479	\$2,067	\$5,546
-\$2,310	-\$1,280	-\$3,590
\$0	\$0	
\$1,169	\$787	\$1,956
\$2,550	\$1,405	\$3,955



# Yorke Peninsula Council

## Budgeted Statement of Comprehensive Income 2015/2016 Revised Budget - September 2015

Rates  
Statutory Charges  
User Charges  
Grants Subsidies Contributions  
Investment Income  
Reimbursements  
Other Income

### TOTAL REVENUES

Employee Costs  
Materials Contracts & Other Expenses  
Depreciation  
Finance Costs

### TOTAL EXPENSES

### OPERATING DEFICIT BEFORE CAPITAL AMOUNTS

(Gain)/Loss on Asset Disposals  
Amounts Specifically for New Assets

### NET DEFICIT

2015/2016 Adopted Budget	Full Year To Date Adjustments	2015/2016 Revised Budget
-\$20,084	\$0	-\$20,084
-\$387	\$0	-\$387
-\$2,969	\$0	-\$2,969
-\$2,635	-\$74	-\$2,709
-\$205	\$0	-\$205
-\$353	-\$40	-\$393
-\$66	\$0	-\$66
		\$0
-\$26,699	-\$114	-\$26,813
\$7,924	\$61	\$7,985
\$12,399	\$48	\$12,447
\$8,700	\$0	\$8,700
\$427	\$0	\$427
\$29,450	\$109	\$29,559
\$2,751	-\$5	\$2,746
-\$15	\$0	-\$15
-\$2,310	-\$1,280	-\$3,590
		\$0
\$426	-\$1,285	-\$859

# Yorke Peninsula Council



## Budgeted Balance Sheet 2015/2016 Revised Budget - September 2015

### Current Assets

Cash and Cash Equivalents  
Trade and Other Receivables  
Inventories

### TOTAL CURRENT ASSETS

### Non-Current Assets

Financial Assets  
Infrastructure, Property, Plant and Equipment

### TOTAL NON-CURRENT ASSETS

### TOTAL ASSETS

### Current Liabilities

Trade and Other Payables  
Borrowings  
Provisions

### TOTAL CURRENT LIABILITIES

### Non-Current Liabilities

Borrowings  
Provisions

### TOTAL NON-CURRENT LIABILITIES

### TOTAL LIABILITIES

### NET ASSETS

### Equity

Accumulated Surplus  
Asset Revaluation Reserve  
Other Reserves

### TOTAL EQUITY

2015/2016 Revised Budget
\$'000
\$3,736
\$1,340
\$777
<b>\$5,853</b>
\$504
\$338,703
<b>\$339,207</b>
<b>\$345,060</b>
\$2,275
\$625
\$1,582
<b>\$4,482</b>
\$7,456
\$607
<b>\$8,063</b>
<b>\$12,545</b>
<b>\$332,515</b>
-\$3,697
\$335,455
\$757
<b>\$332,515</b>

## Yorke Peninsula Council

### Budgeted Cash Flow Statement

2015/2016 Adopted Budget

#### Cash Flows from Operating Activities

##### Receipts

Operating Receipts

Investment Receipts

##### Payments

Operating Payments to Suppliers and Employees

Finance Payments

#### NET CASH USED PROVIDED BY OPERATING ACTIVITIES

#### Cash Flows from Investing Activities

##### Receipts

Amounts Specifically for New or Upgraded Assets

Sale of Replaced Assets

Repayments of Loans by Community Groups

##### Payments

Expenditure on Renewal/Replacement of Assets

Expenditure on New/Upgraded Assets

Loans to Community Groups

#### NET CASH USED IN INVESTING ACTIVITIES

#### Cash Flows from Financing Activities

##### Receipts

Proceeds from Borrowings

##### Payments

Repayment of Borrowings

#### NET CASH USED IN FINANCING ACTIVITIES

#### NET INCREASE/(DECREASE) IN CASH HELD

#### CASH AT BEGINNING OF REPORTING PERIOD

#### CASH AT END OF REPORTING PERIOD

2015/2016 Revised Budget
\$'000
\$26,599
\$180
-\$20,600
-\$427
<b>\$5,752</b>
\$3,599
\$377
\$0
-\$8,330
-\$5,546
\$0
\$0
<b>-\$9,900</b>
<b>\$0</b>
\$1,110
-\$620
<b>\$490</b>
<b>-\$3,658</b>
\$7,394
<b>\$3,736</b>

## Yorke Peninsula Council

### Budgeted Statement of Changes in Equity

2015/2016 Revised Budget - September 2015

Accumulated Surplus brought forward

Net Surplus/(Deficit) for Year

Gain on Revaluation of Infrastructure, Property, Plant and Equipment

Transfers between Reserves

**Total Equity at end of 2015/2016 Budget Year**

Accumulated Surplus \$'000	Asset Revaluation Reserve \$'000	Other Reserves \$'000	TOTAL EQUITY \$'000
(\$4,556)	\$335,455	\$757	<b>\$331,656</b>
\$859			<b>\$859</b>
	\$0		<b>\$0</b>
\$0	\$0	\$0	<b>\$0</b>
<b>(\$3,697)</b>	<b>\$335,455</b>	<b>\$757</b>	<b>\$332,515</b>



# **Yorke Peninsula Council**

## **Budgeted Financial Indicators** **2015/2016 Revised Budget - September 2015**

Operating Surplus/(Deficit) \$'000

Operating Surplus Ratio

Net Financial Liabilities \$'000

Net Financial Liabilities Ratio

Interest Cover Ratio

Asset Sustainability Ratio

Asset Consumption Ratio

	2015/2016 Adopted Budget	2015/2016 Revised Budget
	<b>-\$2,760</b>	<b>-\$2,754</b>
	<b>-13.7%</b>	<b>-14.0%</b>
	<b>\$7,637</b>	<b>\$7,482</b>
	<b>28.6%</b>	<b>27.9%</b>
	<b>0.8%</b>	<b>0.8%</b>
	<b>84.3%</b>	<b>91.0%</b>
	<b>61.9%</b>	<b>63.0%</b>



# COMMUNITY ENGAGEMENT PLAN

SF215  
 Responsible Officer: Business Improvement Officer  
 Issue Date: 10th June 2015  
 Next Review Date: June 2019

Stakeholders	Level 1 INFORM	Level 2 CONSULT	Level 3 PARTICIPATE	Level 4 COLLABORATE	Responsibility	Start Date	End Date	Status	Evaluation Method
Entire community	Website				Director CCS	12/11/2015	12/11/2015	NS	Published on Web Site

## **DIRECTOR CORPORATE AND COMMUNITY SERVICES**

### **DA/ITEM 6.2**

#### **2. FINANCIAL REPORT OCTOBER 31<sup>st</sup> 2015**

(File Ref: 9.24.1.1)

##### **PURPOSE**

For Council to receive the financial report and review of capital projects dated 31<sup>st</sup> October 2015

##### **RECOMMENDATION**

That Council receive the financial reports as at 31<sup>st</sup> October 2015.

##### **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.

##### **COMMUNITY ENGAGEMENT PLAN**

Not Applicable

##### **CONSULTATION PROCESS**

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

- Chief Executive Officer;
- Director Development Services;
- Director Assets and Infrastructure Services;
- Manager Financial Services;
- Operations Manager;

- Works Manager;
- Corporate Services Officer;
- Infrastructure Manager; and
- Manager Business and Public Relations.

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 31/10/15

**Attachment 2:** Capital Projects Report for Council at 31/10/15 (Projects over \$50,000)



# Yorke Peninsula Council

## Budgeted Uniform Presentation of Finances (\$'000)

as at 31st October 2015

Income

Less Expenses

**Operating Deficit before Capital Amounts**

**Less Net Outlays on Existing Assets**

Capital Expenditure on renewal and replacement of Existing Assets

Less Depreciation, Amortisation and Impairment

Less Proceeds on Sale of Assets

**Less Net Outlays on New and Upgraded Assets**

Capital Expenditure on New and Upgraded Assets

Less Amounts received specifically for New and Upgraded Assets

Less Proceeds for Sale of Surplus Assets

**NET(LENDING) / BORROWING FOR FINANCIAL YEAR**

2015/16 YTD Actuals	2015/2016 Adopted Budget	Full Year to Date Adjustments	2015/2016 Revised Budget
-\$21,368	-\$26,699	-\$114	-\$26,813
\$6,404	\$29,450	\$109	\$29,559
<b>-\$14,964</b>	<b>\$2,751</b>	<b>-\$5</b>	<b>\$2,746</b>
\$1,308	\$7,707	\$623	\$8,330
-\$166	-\$8,700	\$0	-\$8,700
<b>\$1,142</b>	<b>-\$377</b>	<b>\$0</b>	<b>-\$377</b>
	<b>-\$1,370</b>	<b>\$623</b>	<b>-\$747</b>
\$1,296	\$3,479	\$2,067	\$5,546
-\$463	-\$2,310	-\$1,280	-\$3,590
<b>\$833</b>	<b>\$1,169</b>	<b>\$787</b>	<b>\$1,956</b>
<b>-\$12,989</b>	<b>\$2,550</b>	<b>\$1,405</b>	<b>\$3,955</b>

2015/2016 Capital Budget  
Projects Over \$50,000

		New	Renewal	Scheduled Start	Scheduled Finish	Spent To Date		% Physically Complete	Reviewed
						New	Renewal		Y/N
Buildings	TOTAL BUILDINGS BUDGET	\$713,789	\$978,990			\$137,512	\$31,479		
	Maitland Hall - Concrete Cancer		\$270,000	Nov-15	Jun-16		\$55	20.00%	N
	Office Expansion Project (New)	\$118,789		Jul-15	Dec-15	\$77,940		65.00%	Y
	Port Vincent Caravan Park - New Cabins	\$200,000		Apr-16	Sep-16	\$0		0.00%	Y
	Port Vincent Caravan Park - Oz Shacks	\$95,000		Aug-15	Nov-15	\$58,922		70.00%	Y
	Point Turton Caravan Park - New Cabins	\$200,000		Jul-15	Jun-16	\$325		10.00%	Y
	Office Expansion Project (Renewal)		\$60,000	Jul-15	Dec-15		\$0	0.00%	Y
	Marion Bay Caravan Park - New Cabins		\$350,000	Jul-15	Jun-16		\$0	10.00%	Y
	Point Turton Caravan Park - New Cabins		\$200,000	Jul-15	Jun-16		\$0	10.00%	Y
CWMS	TOTAL CWMS BUDGET	\$117,000	\$153,000			\$1,763	\$3,708		
Water	TOTAL WATER BUDGET	\$27,000	\$0			\$11,476	\$0		
Transportation	TOTAL TRANSPORTATION BUDGET	\$2,695,072	\$5,335,541			\$233,149	\$626,158		
	S2 Rubble Raising	\$200,000		Jul-15	Jun-16	\$0		0.00%	N
	S3 Reseals		\$130,000	Jul-15	Jun-16		\$12,064	25.00%	N
	S6 McCauley Road		\$116,752	Dec-15	Feb-16		\$0	0.00%	N
	S8 Nalyappa Road		\$123,880	Aug-15	Apr-16		\$95,546	75.00%	Y
	S9 North South Road		\$111,398	Apr-16	Jun-16		\$0	0.00%	N
	S11 Saint Road		\$101,002	Sep-15	Apr-16		\$40,016	75.00%	Y
	S14 McFarlane Road		\$76,800	Aug-15	Sep-15		\$55,575	100.00%	N
	S16 Brutus Road		\$184,430	Sep-15	Nov-15		\$117,658	95.00%	Y
	S18 Daly Head Road		\$219,206	Oct-15	Dec-15		\$3,805	5.00%	N
	S19 Dump Road		\$137,017	Apr-16	May-16		\$0	0.00%	N
	S20 Old Coast Road		\$156,316	May-16	Jun-16		\$0	0.00%	N
	S21 Old Port Vincent Road		\$175,749	May-16	Jun-16		\$0	0.00%	N
	S22 Recluse Road		\$95,375	Mar-16	Apr-16		\$0	0.00%	N
	S23 South Coast Road		\$189,949	Jul-15	Sep-15		\$244,858	100.00%	N
	S24 Waterloo Bay Road		\$50,129	Jan-16	Feb-16		\$0	0.00%	N
	S25 Wattle Point Road		\$84,564	Mar-16	Apr-16		\$0	0.00%	N
	S27 Clinton Road (subject to funding approval)	\$2,248,000		Oct-15	Apr-16	\$187,442		5.00%	Y
	S30 Transport acceleration		\$3,000,000	TBA	TBA		\$0	0.00%	N
	E1 Harmer Road		\$88,996	Apr-16	Jun-16		\$0	0.00%	N
	E3 Weavers Road North		\$111,660	Feb-16	Apr-16		\$0	0.00%	N
	E5 Fourth Street, Arthurton	\$80,003		Oct-15	Dec-15	\$0		0.00%	N
	E8 Bramley Road, Edithburgh	\$79,069		Oct-15	Dec-15	\$10,308		15.00%	N
	E10 Cutline Road		\$67,322	Jun-16	Jun-16		\$24	0.00%	N
	E13 Footpath - Elizabeth Street, Maitland	\$50,000		Aug-15	May-16	\$30,909		0.00%	Y
	E18 Polkinghorne Road		\$89,997	Jul-15	Apr-16		\$9,265	25.00%	N

2015/2016 Capital Budget  
Projects Over \$50,000

		New	Renewal	Scheduled Start		Scheduled Finish		Spent To Date		% Physically Complete	Reviewed
								New	Renewal		Y/N
Plant		TOTAL PLANT BUDGET	\$175,000					\$140,400	\$544,382		
	Construction Grader		\$385,000	Aug-15	Dec-15				\$0	50.00%	Y
	Front End Loader - Northern Construction		\$298,000	Aug-15	Nov-15				\$297,000	75.00%	Y
	Front End Loader - Southern Construction		\$247,000	Aug-15	Mar-16				\$0	50.00%	Y
	Works Vehicles		\$128,000	Jul-15	Jun-16				\$74,821	75.00%	N
	Admin Vehicles		\$396,000	Jul-15	Jun-16				\$166,345	45.00%	N
	12 Tonne Vibrating Roller	\$175,000		Aug-15	Nov-15			\$140,400		75.00%	Y
	Trade Ins		\$377,000								
Stormwater		TOTAL STORMWATER BUDGET	\$185,560					\$3,060	\$0		
	Stormwater - Yorketown Consultancy	\$118,060		Jul-15	Jun-16			\$0		0.00%	Y
Other Assets		TOTAL OTHER ASSETS BUDGET	\$1,631,911					\$768,604	\$102,197		
	Walk the Yorke - as per Funding Agreement (400k Grant Funding)	\$832,708		Jul-15	Dec-15			\$619,960		96.00%	Y
	Point Turton CP Cabin Furnishings Rejuvenation (10 Cabins) - High		\$65,000	Aug-15	Dec-15				\$34,849	60.00%	Y
	Marion Bay CP Fire Hose Reel System - High	\$60,000		Apr-16	Jun-16			\$0		0.00%	N
	EDRMS System Installation	\$175,000		Aug-15	Feb-16			\$0		5.00%	N
	Council Phone System	\$27,000	\$50,000	Aug-15	Feb-16			\$0	\$0	12.00%	Y
	32 Replacement Computers (Renewal Programme)		\$64,000	Jan-16	Apr-16				\$0	0.00%	N
	Marion Bay Boat Ramp Feasibility Study (50% SABFAC - \$50k)	\$100,000		Feb-16	Jun-16			\$0		20.00%	N
	Formby Bay Action Group - Remedial Work (\$92k less Grants etc of \$62k)	\$80,000		TBA				\$0		0.00%	N
Yorke Peninsula Council		TOTAL ANNUAL CAPITAL BUDGET	\$5,545,332					\$1,295,964	\$1,307,924		

## **DIRECTOR CORPORATE AND COMMUNITY SERVICES**

### **DA/ITEM 6.2**

#### **3. CARAVAN PARK FEES AND CHARGES**

(File Ref: 9.24.1.1)

##### **PURPOSE**

To seek endorsement from Council for the creation of new fees and charges in regards to Council Managed Caravan Parks.

##### **RECOMMENDATION**

That Council endorse the following fees and charges (all GST inclusive) to be added to the adopted Fees and Charges Register:-

- a) Port Vincent Foreshore Caravan Park – Tariff for Oz Shacks and Oz Pods - \$50 off peak and \$65 peak (additional persons / children as per current adopted rate).
- b) Port Vincent Foreshore and Marion Bay Caravan Park – discretionary tariff for hire of Pedal Carts – Maximum \$10 per hour and \$5 per half hour.
- c) Discretionary standard fee of \$200 at all Council caravan parks for the deodorisation of cabins if required.
- d) Discretionary standard fee of \$50 at all Council caravan parks for the replacement of information compendiums removed from cabins without approval.

##### **LINK TO STRATEGIC PLAN**

Key Theme: Sustainable Communities  
3. Our Economy  
Strategic Goal: 3.1 Sustainable Economic Growth

##### **BACKGROUND**

Under Section 188 of the Local Government Act 1999, a council may impose fees and charges for the use of any property of facility and for services supplied. Furthermore, Council must keep a list of fees and charge on public display (per our adopted Fees and Charges Register).

The installation of the Oz Shacks and Oz Pod at the Port Vincent Foreshore Caravan Park was endorsed by Council at its May 2015 meeting as part of Council's consideration of the Caravan Park Business Cases. These facilities have now been installed and a suitable tariff is required.

##### **DISCUSSION**

In consultation with the Park Managers a tariff of \$65 per night for peak periods and \$50 for off peak periods has been determined as a reasonable rate for the Oz Shacks and Oz Pods.

Marion Bay and Port Vincent Foreshore caravan parks have also recently introduced Pedal Carts to be used by park patrons in order to enhance the visitor experience.

It is recommended that a fee for the use of these carts is set at a maximum charge of \$10 per hour and \$5 per half hour.

Furthermore, it is considered standard practice in the industry to have penalty costs in place for inappropriate behaviour when hiring accommodation. Currently there is no provision in Council's Fees and Charges Register to charge patrons for room deodorisation due to smoking inside cabins or for deliberately removing the information compendium from the cabins.

It is recommended that these charges for deodorisation and compendium replacement should also be at the discretion of the park managers, however if these penalties are ever required to be charged, they should first be officially adopted by Council and included in Council's Fees and Charges Register.

All fees included within this report are inclusive of GST.

## **COMMUNITY ENGAGEMENT PLAN**

Level 1 – Inform. The public will be made aware via a brief update on Council's website.

## **CONSULTATION PROCESS**

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

- Manager Financial Services
- Manager Business and Public Relations
- Corporate Services Officer
- Managers, Port Vincent Foreshore and Marion Bay Caravan Parks

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

- Nil

## **POLICY IMPLICATIONS**

Nil

## **BUDGET AND RESOURCE IMPLICATIONS**

These charges have not been included in the adopted Caravan Park budgets and revenue estimates will be re-assessed during the December 2015 Budget Review should they be endorsed by Council.

## **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Local Government Act 1999

## **ATTACHMENTS**

Nil

## **DIRECTOR ASSETS & INFRASTRUCTURE SERVICES**

### **DA/ITEM 6.3**

#### **1. UNSEALED ROAD CONSTRUCTION TENDER**

(File Ref: 9.24.1.1)

##### **PURPOSE**

For consideration by Council to endorse an Unsealed Road Construction Tender.

##### **RECOMMENDATION**

That Council endorse an Unsealed Road Construction Tender to accommodate construction requirements on sections of the following High Use Roads as identified in the Transport Asset Management Plan, Corny Point Road (expired sections), Melton South Road (expired sections), North Coast Road (entire 11km length) and Pine Point Road (expired sections).

##### **LINK TO STRATEGIC PLAN**

Key Theme/s:	Sustainable Communities 1. Sustainable Infrastructure
Strategic Goal/s:	1.3 Maintain and upgrade our road network and other infrastructure assets

##### **BACKGROUND**

Council has previously discussed and committed to an accelerated Unsealed Road Construction expenditure program. Elected members and staff have worked collaboratively to ensure objectives of the Transport Asset Management Plan have been agreed and endorsed, which will guide this accelerated expenditure proposal and future Capital Works programs, beneficial to all stakeholders.

##### **DISCUSSION**

With the completion and formal adoption of the Transport Asset Management Plan review process, Council may wish to consider a way forward for accelerated road works upon its unsealed road network.

Funding for the proposed work will be drawn from loan funds previously identified for road renewal programs in the 2015-16 Adopted Budget and from guaranteed additional funding from fuel excise in the 2016-17 financial year.

The Transport Asset Management Plan has identified a backlog of expired roads, which has been reported to Council at various reporting levels. The Transport Asset Management Plan has also identified a number of Rural Sheeted High Use Roads within this expired category.

It is these roads that Council may consider addressing, utilising this allocation. This said, it is acknowledged that not all High Use Roads identified can be upgraded within the available resource allocation. It is also acknowledged that Council resources (staff and machinery) are not in a position to undertake the additional road works given the existing

and projected Works Program, therefore the need to outsource by way of engaging contractors by tender is proposed.

It is also appreciated that some High Use Roads will continue to be reconstructed by Council with roads such as Clinton, Nalyappa and South Coast Roads falling within this category.

Staff have undertaken preliminary costings on remaining roads to balance roads and road lengths to be considered for the Unsealed Road Construction Tender within the identified allocation. Roads were selected on the basis of expiry date status over sections of road length. The following roads are presented for consideration:

- Corny Point Road (8.7km – expired sections only);
- Melton South Road (15.5km – expired sections only);
- North Coast Road (11km – entire length); and
- Pine Point Road (15km – expired sections only).

As many are aware conditions of the federal funding (fuel excise) dictates the timeframes the allocations must be spent, therefore it is the view that this Unsealed Road Construction Tender be completed by 30 June 2017.

While mindful of timeframes, tender documents and specifications will need to be formulated and, should Council endorse this Unsealed Road Construction Tender, staff will engage the services of suitably qualified consultants to assist in the documentation formulation process. Once the relevant documentation is secured then the open tender process can be administered.

This approach will validate Council's ongoing commitment to managing its road network asset in a unified and strategic manner.

## **COMMUNITY ENGAGEMENT PLAN**

As Community Engagement was undertaken prior to the adoption of the Transport Asset Management Plan, it will not be necessary to engage with the community again.

## **CONSULTATION PROCESS**

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

- Chief Executive Officer
- Director Corporate and Community Services
- Director Development Services
- Asset Manager
- Works Manager
- Works Supervisor North
- Works Supervisor South

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

- Nil

## **POLICY IMPLICATIONS**

PO058 Purchasing and Procurement Policy

## **BUDGET AND RESOURCE IMPLICATIONS**

No impact to the current budget given the allocation is from loan borrowings already encompassed in the 2015-16 Adopted Budget and confirmed fuel excise funding in the 2016-17 financial year.

Additional projects would not be possible using current Council resources, hence the requirement to tender for contractors to undertake the works.

## **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Council staff will project manage the unsealed road construction works, therefore risk is minimised, throughout the works.

## **ATTACHMENTS**

Not applicable



## **DIRECTOR ASSETS & INFRASTRUCTURE SERVICES**

### **DA/ITEM 6.3**

#### **2. YORKETOWN SEPTIC TANK PUMP OUT PROGRAMME**

(File Ref: 9.24.1.1)

##### **PURPOSE**

For Council to endorse a budget adjustment from capital to maintenance to accommodate the required septic tank pump out programme in Yorketown.

##### **RECOMMENDATION**

That Council endorse the budget adjustment from capital to maintenance of \$39,140 to accommodate the required budget for the septic tank pump out at Yorketown.

##### **LINK TO STRATEGIC PLAN**

Key Theme/s: Sustainable Communities  
1. Sustainable Infrastructure  
Strategic Goal/s: 1.3 Provide Community Waste Management Systems to our community.

##### **BACKGROUND**

Council undertake a septic tank pump out programme for all townships serviced by a Community Wastewater Management System (CWMS). These pump outs are undertaken by contractors on behalf Council, generally on a four year cycle.

The purpose of these programmed pump outs is to ensure the functionality and integrity of the Waste Water Treatment Plants (WWTPs) and componentry is maintained at a serviceable level. The management of these pump outs is vested with the Infrastructure Manager within the Assets and Infrastructure Services Directorate.

A contractual budget allocation is secured throughout the formulation, deliberation and adoption process for this activity to occur in respective financial years.

##### **DISCUSSION**

In line with the current septic tank pump out maintenance programme the 2015-16 financial year schedule provides for Yorketown, Tiddy Widdy Beach and Foul Bay to be serviced.

Throughout the 2015-16 budget formulation process a budget for septic tank pump outs to service Yorketown, Tiddy Widdy Beach and Foul Bay was allocated within the respective contractual lines within the Infrastructure Manager's area of responsibility. All Departmental budgets were then presented through varying stages of the budget process to final adoption.

Unfortunately, it has recently been identified that the allocation for the septic tank pump outs contractual budget line for Yorketown has a shortfall of \$39,140.

The quotation process from interested contractors has been administered with successful contractors awarded respective townships to service.

Given the priority status of such septic tank pump outs staff recommend that Council endorse the required budget adjustment to service the shortfall. A review of the CWMS maintenance and capital lines has identified that consideration could be given to reallocate \$29,140 from the capital budget for the new infrastructure shed within the Maitland Depot and also \$10,000 from the capital budget for upgrades to the pumps at the pump station (David Street) for the Yorketown CWMS. These capital projects could be reconsidered in the 2016-17 budget.

Given the importance of the septic tank pump out programme and no identified impact to the budget bottom line, consideration by Council for the budget adjustment is recommended.

#### **COMMUNITY ENGAGEMENT PLAN**

Given the nature of the budget adjustment request there is no need for a Community Engagement Plan.

#### **CONSULTATION PROCESS**

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

- Chief Executive Officer
- Infrastructure Manager

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

- Nil

#### **POLICY IMPLICATIONS**

PO142 Budget Reporting and Amendment Policy

#### **BUDGET AND RESOURCE IMPLICATIONS**

This budget adjustment request will not affect the bottom line of the budget, however, it will reduce planned capital expenditure to the amount of \$39,140 and increase maintenance expenditure for CWMS by said amount.

#### **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

If the septic tank pump out programme for Yorketown is not undertaken the risk to the integrity of the WWTP and components will be increased, and the programme schedule will be disrupted.

#### **ATTACHMENTS**

Not applicable

## **DIRECTOR DEVELOPMENT SERVICES**

### **DA/ITEM 6.4**

#### **1. FEES FOR LAUNCHING AT PORT VINCENT FORESHORE BOAT RAMP**

(File Ref: 9.24.1.1)

##### **PURPOSE**

To ensure Council is legislatively compliant in relation to the charging of a fee for the use of Council facilities.

##### **RECOMMENDATION**

That Council:

1. allow the Port Vincent Progress Association to retain the money it has collected for launch fees/charges at the Port Vincent foreshore Boat Ramp in exchange for the cleaning and maintenance services provided previously by the Association and:
2. prohibit the Port Vincent Progress Association or any other community organisation from undertaking any further cleaning and/or maintenance work without the explicit approval by Council via a formal service contract.

##### **LINK TO STRATEGIC PLAN**

Key Theme/s: Community Engagement  
1 Vitality and Connection  
Strategic Goal/s: 1.1 Develop and facilitate ongoing partnerships and relationships with Progress Associations, Tidy Towns and other key community groups.

##### **BACKGROUND**

The foreshore boat ramp adjacent to the Port Vincent Sailing Club (PVSC) on Marine Parade, Port Vincent has for many years been used by the PVSC and their co-tenant, the Port Vincent Aquatic Centre (PVAC) and the general public. It has come to Council's attention that the Port Vincent Progress Association (PVPA) have been charging a fee for the general public to use this facility which is not included in Council's fees and charges register.

Previous Council correspondence in 2004 shows that Council was aware that PVPA was charging for the use of the boat ramp and the dollars raised was used to support worthwhile activities of the PVPA. The charging of a fee for the new marina boat ramp commenced at Port Vincent in 2004.

##### **DISCUSSION**

Upon speaking to some local Port Vincent residents the charging of a fee for the foreshore boat ramp has been occurring for many years, even prior to the installation of the marina boat ramp facility. Progress members, especially on weekends and public holidays had a volunteer to monitor the boat ramp and collect the fees. Also attached to the PVSC is a sign erected by Council advising that fees applied to the launching of boats at the ramp pursuant to the 1934 Local Government Act. This legislation expired in 1999.

Fees and charges may be fixed, varied or revoked by decision of the Council and the Council must keep a list of fees and charges imposed on public display at the principal office of the Council.

Council's Senior Compliance Officer, Phil Herrmann and Cr Bittner attended the PVPA meeting on 7 October 2015 and discussed the issue of charging for the use of the foreshore ramp. They were advised that if they wished to continue to charge for the use of that facility they would need to approach Council who would need to resolve to include in their fees and charges register a fee to use this facility and that they would need to enter into a service agreement in relation to the matter. After much discussion they resolved not to continue to charge a fee for the use of the ramp.

The PVPA Financial statements from the past ten years, provided to Council staff, evidence that a total of \$12,390 has been collected in boat ramp fees/charges; an average of \$1,239 per year. During this period the PVPA has been very active in maintaining the foreshore ramp ensuring the ramp is clean and also assisted in sand replenishment adjacent to the ramp.

In my view the cleaning and maintenance activities undertaken by the Club, as evidenced by Progress, outweighs the fees/charges collected. If the PVPA had a formal service contract with Council their fees for their works performed would probably outweigh the annual fee collected.

On the basis of good faith, it is recommended that the Council resolve to allow the PVPA to retain the money collected in exchange for the services provided and determine that no further cleaning and/or maintenance work is to be undertaken by the Club without the explicit approval by Council via a formal service contract.

Earlier this year it came to Council's attention that the Price Boat Club were also charging a fee for the use of the local boat ramp, which was not included in the fees and charges register. On 13th May 2015, Council resolved to;

- 1. Allow the Price Boat Club to retain the money it has collected for launch fees/charges at the Price Boat Ramp in exchange for the cleaning and maintenance services provided and:*
- 2. Prohibit the Price Boat Club or any other community organisation from undertaking any further cleaning and/or maintenance work without the explicit approval by Council via a formal service contract.*

## **COMMUNITY ENGAGEMENT PLAN**

Level One - Inform

## **CONSULTATION PROCESS**

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

- Governance Officer
- Senior Compliance Officer
- Financial Accountant

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

- Port Vincent Progress Association

### **POLICY IMPLICATIONS**

PO91 Risk Management Policy  
PO001 LGA Peak Policy for LG WHS and IM

### **BUDGET AND RESOURCE IMPLICATIONS**

The Port Vincent Progress Association will have an estimated \$1,200 reduced from their annual income.

### **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Local Government Act 1999

Legislative compliance regarding how Council must go about fixing fees and charges has been considered along with the public liability and work health and safety risks associated with persons carrying out work on Council facilities who are not appropriately engaged and monitored under a service contract.

### **ATTACHMENTS**

**Attachment 1:** Correspondence from Port Vincent Sailing Club

## **DIRECTOR DEVELOPMENT SERVICES**

### **DA/ITEM 6.4**

#### **2. REQUEST TO RESTRICT THE USE OF THE PORT VINCENT FORESHORE BOAT RAMP** (File Ref: 9.24.1.1)

##### **PURPOSE**

To consider a request to restrict the use of the Port Vincent Foreshore boat ramp and to undertake a public consultation process.

##### **RECOMMENDATION**

That Council undertake a public consultation process to investigate the possible restriction of motor vehicles launching boats at the Port Vincent Foreshore Boat Ramp.

##### **LINK TO STRATEGIC PLAN**

Key Theme/s:	Community Engagement
	1. Sense of ownership
Strategic Goal/s:	1.1 Develop and facilitate ongoing partnerships and relationships with Progress Associations, Tidy Towns and other key community groups

##### **BACKGROUND**

The foreshore boat ramp adjacent to the Port Vincent Sailing Club (PVSC) on Marine Parade, Port Vincent has for many years been used by the PVSC and their co-tenant, the Port Vincent Aquatic Centre (PVAC) and the general public. The PVSC has written to Council seeking a part closure of the ramp so as to restrict vehicle access to the ramp.

The use of the foreshore boat ramp has been a contentious issue since the opening of the new Marina boat ramp in 2008. In November 2008 Council initiated investigations with the PVSC and the Port Vincent Progress Association regarding the restriction of the use of the boat ramp to the PVSC members only. After some public consultation, Council at its meeting on 10 February 2009, agreed that no further action be taken at that time regarding the use of the foreshore boat ramp adjacent to the PVSC.

##### **DISCUSSION**

Council staff has had some discussion recently with management of the PVSC and the PVAC in relation to the use and fees of the foreshore boat ramp. Whilst staff agreed with their concerns in relation to risk management, at no time were they advised that Council intends to close the ramp as indicated in their letter. They were advised to write to Council who would need to undertake a risk assessment of the boat ramp and also consult with the community in relation to a proposed part closure prior to making any decision.

The subject land is owned by the Crown and is under the care and control of Council.

The foreshore area in the vicinity of the boat ramp is extremely popular with beach goers, fisherman and those taking part in the activities organised by the PVSC and the PVAC. Members of the public using their motor vehicles to retrieve and launch their boats creates risks to those undertaking activities in the area. There is also a playground adjacent to the boat ramp.

The PVSC proposal is to only restrict vehicle access to activities associated with the PVSC and the PVAC. Access to the boat ramp would be restricted in such a way that it would allow any person who has a canoe or small boat to enter the ramp and launch their equipment.

Cr Bittner and Council's Senior Compliance Officer, Phil Herrmann, discussed the receipt of the letter with the Port Vincent Progress Association at their meeting held 7 October 2015. Discussing the partial closure of the foreshore boat ramp to the general public wishing to launch their boat with a motor vehicle was a contentious issue amongst the members. They were advised that prior to any action in relation to the request, Council would undertake a public consultation process at which time a report to council summarising submissions before a formal decision would be made by Council.

As part of the consultation process Council Staff would complete a risk assessment in relation to the boat ramp and surrounding activities to verify the issues raised by the PVSC.

## **COMMUNITY ENGAGEMENT PLAN**

Level 2 – Consult (attached)

## **CONSULTATION PROCESS**

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

- Chief Executive Officer
- Director Development Services
- Manager Development Services
- Senior Compliance Officer

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

- Port Vincent Progress Association
- Port Vincent Sailing Club
- Port Vincent Aquatics Club

## **POLICY IMPLICATIONS**

Nil

## **BUDGET AND RESOURCE IMPLICATIONS**

Council staff would need to be engaged during the consultation period.

## **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

The Port Vincent Foreshore Boat Ramp is a council maintained and operated asset open to the public. Council needs to ensure the boat ramp is used in such a manner so as to reduce the likelihood of any incidents occurring that creates an unsafe environment for all users of the facility.

Management Plan for Community Lands

Local Government Act 1999

## ATTACHMENTS

**Attachment 1:** Letter from the Port Vincent Sailing club requesting limitations to use of Port Vincent Foreshore Boat Ramp.

**Attachment 2:** Community Engagement Plan





COMMUNITY ENGAGEMENT PLAN							SF215
							Responsible Officer: Business Improvement Officer
							Issue Date: 10th June 2015
							Next Review Date: June 2019
PORT VINCENT FORESHORE BOAT RAMP VEHICLE RESTRICTION							
Stakeholders	Level 1 INFORM	Level 2 CONSULT	Responsibility	Start Date	End Date	Status	Evaluation Method
Entire community		Website Public Notice Social Media  Personalised Letter Unaddressed Mail	Senior Compliance Officer  to Port Vincent Progress, Sailing Club and Aquatics Club Letter box drop at Port Vincent	12/11/2015	27/01/2016	NS	Number of website views Participation levels Number of written responses



# PORT VINCENT SAILING CLUB Inc.

Greg Hackett  
Commodore PVSC  
greg.hackett@hotmail.com  
0428292315

To The District Council of Yorke Peninsula  
Attn: Phil Herrmann  
Re: Port Vincent foreshore boat ramp.

Dear Phil,

The purpose of this letter is to formally outline PVSC's position regarding the community usage of the ramp in question. This letter is written in collaboration with our partner/tenant Port Vincent Aquatic Centre.

## The issues:

- There are an increasing number of community patrons that use the ramp in such a manner as to endanger the **safety** of club members and other beach/foreshore users. There are numerous instances of this, but they generally include;
  - **driving at unsafe speeds** up and down the ramp prior to and following launch/retrieval of boats. This puts at risk club members/patrons on or nearby the ramp as well as other beach users.
  - **driving without due care/consideration** for other ramp users. This includes driving forwards down the ramp and 'U-turning' at the bottom, at times contacting or obstructing sailing club members boats and trailers. This often means attempting to turn on the 'Sailing Club' portion of the ramp where boats are being rigged or trailers/trolleys are being stored. This has resulted in (minor) damage to members equipment.
  - Power boaters often leave their boats on the sand adjacent the ramp while parking. At times, these craft swing at anchor posing a **risk** to yachts and club craft.
  - as power boaters approach the beach and ramp area, they often have no understanding of the **manoeuvring** of a sailing craft and approach in such a manner as to pose a risk to sailors craft also approaching/leaving the beach or already on the beach.
- Club patrons have also experienced **unsociable behaviour**, such as verbal abuse, from other ramp users who deem the use of the ramp as solely their right and demand right of way when using the facility.

There are too many instances of these behaviours to list them all, but it is accurate to say that they are increasing in recent years and escalating our concerns. As a club, we feel that it is only a matter of time before there is an incident to a club member/associate or indeed a general beach user of such a nature that it will warrant SAPOL or St John's Ambulance attention. It is also fair to say that many of these instances occur during school holiday times or long weekends, when there are many tourists in town. This coincides with much of our active racing season.

## A proposal:

PVSC understands that it is the wish of DCYP to close the ramp for use by the general public. PVSC supports this motion, however would like to make it abundantly clear that without some access to the ramp, our club and the Port Vincent Aquatic Centre would no longer be able to function viably.



## **PORT VINCENT SAILING CLUB Inc.**

PVSC therefore proposes that the ramp may be used by PVSC and her associates for club sanctioned events and approved other users.

We believe that the ramp's closure should be targeting larger powered craft that require a vehicle to assist with launching ie - hand launched craft, including small dinghy's and kayaks etc should be able to access the beach via the ramp at all times. We propose that a barrier be installed between the NW corner of the clubhouse and the SW corner of the existing playground at such a height as to allow small craft to pass below it, while excluding vehicular traffic. Port Vincent Sailing club would effectively control the use of the ramp with council permission. We have sought and received the in-principle support of the Port Vincent Foreshore Caravan Park managers to potentially hold a key to allow out of hours emergency services access if required.

PVSC would like to meet with DCYP representatives to negotiate any eventual changes to the current usage arrangements and matters of future use and maintenance of the ramp facility.

If you wish to seek any further information please don't hesitate to contact me via the details above.  
Sincerely,

*Greg Hackett*

Commodore  
PVSC.

## **DIRECTOR DEVELOPMENT SERVICES**

### **DA/ITEM 6.4**

### **3. ACCESS ADVISORY WORKING PARTY MEETING MINUTES** (File Ref: 9.24.1.1)

#### **PURPOSE**

This report is to receive the Minutes of Council's Access Advisory Working Party held 23 October, 2015.

#### **RECOMMENDATION**

That Council:

1. receive the Minutes of the Access Advisory Working Party held on 23 October, 2015.
2. endorse the recommendations by the Access Advisory Working Party.

#### **LINK TO STRATEGIC PLAN**

Strategic Plan

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

Strategic Goal: 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 23 October, 2015.

Item 1.1 of the Minutes recommends the following motion be adopted:-

***John Edwards moved Ann Brown seconded***

*It is recommended that Council commit \$2,400 towards the construction of 2 footpath access ramps on Charles Street, Yorketown.*

**CARRIED**

Item 1.3 of the Minutes recommends the following motion be adopted:-

***John Edwards moved Keryn Dawes seconded***

*It is recommended that Council commit \$2,000 towards the construction of a new access ramp at the Yorketown Hospital.*

**CARRIED**

Item 2.1 of the Minutes recommends the following motion be adopted:-

***Pam Headon moved John Edwards seconded***

*It is recommended that Council commit \$1,500 towards the construction of two access ramps at the intersection of Cumberland Road and Cornwall Street and Devon Street near the Port Clinton School.*

**CARRIED**

If Council endorse the above recommendations the total Allocations so far for 2015/2016 financial year is \$10,900. Remaining Budget is \$9,100 for future projects during the remainder of the 2015/2016 financial year.

## **COMMUNITY ENGAGEMENT PLAN**

Level 2 – 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 Co-ordinator

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 2015/2016 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 23 October 2015



## *Yorke Peninsula Council*

# **Minutes of the Meeting of the Access Advisory Working Party**

Held on Friday 23 October 2015,  
In the Council Chambers  
57 Main Street Minlaton commencing at 1.30pm  
(Subject to confirmation)

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### **ITEM 1**

#### **1.1 WELCOME BY CHAIRPERSON**

Chairperson Cr Alan Headon welcomed everyone to the meeting and declared the meeting open at 1:30pm.

#### **1.2 PRESENT**

Cr Alan Headon (Port Clinton Progress Assoc), Jane Lavery (Warooka Progress Assoc), Ann Brown (Stansbury), Arty Glazbrook (Maitland Progress Assoc), John Edwards (Edithburgh Progress Assoc), Peter Rigg (Curramulka Community Club), Raelene Irlam (Port Victoria Progress Assoc), Kerry Dawes (Edithburgh Progress Assoc), Jill Huntley (Visitor), Peter Martin (Balgowan Progress Assoc), Pam Headon (Port Clinton Progress Assoc), Bill Fraser (Bluff Beach Community Group), D'Arcy Button (Minlaton Progress Assoc), Beth Fairlie (Port Vincent Progress Assoc).

#### **IN ATTENDANCE**

Roger Brooks	Director Development Services
Nick Hoskin	Operations Coordinator
Shona Emery	Minute Secretary

#### **1.3 LEAVE OF ABSENCE**

Nil

## **1.4 APOLOGIES**

Judi Machadinho (Hardwicke Bay Progress Assoc), Perry Woodward (Port Julia Progress Association), Brenda Bowman (Ardrossan Progress Assoc), Cr Veronica Brundell.

## **1.5 MINUTES OF THE PREVIOUS MEETING**

### **Arty Glazbrook moved Ann Brown seconded**

That the minutes of the Access Advisory Working Party meeting held on Friday 24 July 2015, as circulated, be confirmed as a true record.

**CARRIED**

## **1.6 MATTERS ARISING FROM MINUTES**

### **1. Individual updates on projects allocated funding**

#### **1.1 Footpath access ramps on Charles Street, Yorketown**

As previously discussed there is insufficient room on the current footpaths to build access ramps complying with Australian Standards. Nick Hoskin presented photos of another option where the ramp would flow out onto the road rather than finishing at the kerbside. Nick Hoskin estimates the ramps to be \$1,200 each.

#### **John Edwards moved Ann Brown seconded**

It is recommended that Council commit \$2,400 towards the construction of 2 footpath access ramps on Charles Street, Yorketown.

**CARRIED**

#### **1.2 Disabled parking & ramp Access at Point Turton Hall**

This project is almost completed and just requires some grader work to complete. The grader work is not coming out of Access Advisory Working Party budget so this agenda item can now be removed.

#### **1.3 Yorketown access & egress ramps at Yorketown Hospital**

As the cost of the original plans for this project exceeds the Access Advisory budget, attempts for funding was sought but unsuccessful. Due to insufficient funds being available a simplified option has been agreed upon. A double access ramp will be constructed out the front of the hospital by widening the current footpath. Nick Hoskin estimates this project to cost \$2,000.

#### **John Edwards moved Keryn Dawes seconded**

It is recommended that Council commit \$2,000 towards the construction of a new access ramp at the Yorketown Hospital.

**CARRIED**

#### **1.4 Access Ramp at Yorketown Senior Citizens Hall**

This project has been completed.

#### **1.5 Price Footpath Access Ramps x 2**

This project has been completed.

## **1.6 Port Vincent Institute Access Project**

Nick Hoskin will meet with Beth Fairlie to discuss options.

## **1.7 Edithburgh War Memorial Crossover Ramp Widening**

This project will be completed today.

## **2. Other Matters Arising**

### **2.1 Main Street Minlaton – Footpath Compliance**

Roger Brooks will meet with Mayor Ray Agnew to discuss specific areas that the Mayor would like addressed. Roger will report back at the next meeting.

### **2.2 Pine Trees at Yorketown Post Office**

No update at this stage and the Post Office are consulting with SA Power Networks. As no action is required from the Access Advisory Working Party at this stage this agenda item will be removed.

### **2.3 Maitland list of Crossover Ramps required**

Arty Glazbrook will provide a list at the next meeting of suggested locations of crossover ramps required around the township of Maitland.

### **2.4 Signage & Access issues at Maitland public toilets**

Access issues are still being investigated by Nick Hoskin. Signage is yet to be completed.

## **1.7 MATTERS REFERRED BY COUNCIL**

Nil

## **1.8 PRESIDING MEMBER'S REPORT**

Nil

## **ITEM 2 CORRESPONDENCE**

### **2.1 Access Ramps at Port Clinton**

Port Clinton Progress Association has written to the Access Advisory Working Party seeking assistance in installing 2 access ramps within the Port Clinton township. Nick Hoskin advised the project would cost \$1,500.

#### **Pam Headon moved John Edwards seconded**

It is recommended that Council commit \$1,500 towards the construction of two access ramps at the intersection of Cumberland Road and Cornwall Street and Devon Street near the Port Clinton School.

**CARRIED**

### **2.2 Footpath Concerns**

Jill Huntley wrote to Council raising concerns about the access issues around the township of Minlaton, in particular, access to footpaths and shop entrances. Director of Assets and



Infrastructure will organise for most of the repair work mentioned in the correspondence to be carried out under the Footpath Maintenance Budget. Access issues to shops has previously been investigated by the Access advisory Working Party however deemed too large a project for the Working Party. Roger Brooks advised that Council will be working with the Minlaton Progress Association to seek grant funding through the "Places for People" project which may lead to some of the major requirements to be considered.

### **2.3 Footpath Condition next to Ardrossan Caravan Park**

It was agreed that this request is not an issue for the Access Advisory Working Party but to be referred to Assets and Infrastructure Department to consider.

### **ITEM 3 GENERAL BUSINESS**

Roger Brooks advised that currently \$15,000 remains in the budget. With today's recommended budget allocations of \$5,900 the budget would reduce to \$9,100.

Roger Brooks passed around a copy of a newspaper article featured in the Country Times regarding the Access Advisory Working Party's role in the construction of the access ramp at the Yorketown Library. Roger will continue to seek publication of other successful projects as they occur.

### **ITEM 4 NEXT MEETING**

22 January 2016 at 1.30pm

### **ITEM 5 CLOSURE**

The meeting closed at 1:58pm

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**Presiding Member – Mr Alan Headon**  
Friday, 23 October 2015