

Northern Areas Council

Annual Report 2013/2014



INDEX

Description	Page Number
The Year in Brief	1
Council Profile	4
Strategic Profile	6
NAC Regional Touring Map	11
Elected Members	12
- Council Members	
- Council Meetings	
- Meeting Attendance	
- Elected Member Training and Development	
- Elected Members' Allowances	
- Allowances	
Council Committees	
- Finance Committee	
- Works Committee	
Council appointed Delegates to Organisations and Committees	14
- Key External Organisation Links	
- Citizen of the Year Awards 2014	
- Citizenship Ceremonies	
Elector Representation	18
Current Representation of Council	
Corporate Services	
Organisational Structure	20
Council Staff	
Training Undertaken by Council Staff	
Annual Business Plan and Budget 2013/14 Summary	23
Engineering	28
Fire Prevention	
Environmental Services	30
- Development and Planning	
- Dog and Cat Management	
- Environmental Health	
- Swimming Pools	
- Building Fire Safety Committee	
- Immunizations	
- Heritage Act	
- Cemeteries	
- Development Plan Amendment Township Review	
- Council Development Assessment Panel	
Community Development	34
- Community Projects Budget and Grant Rounds	
Community Programs	
- Obesity Prevention and Lifestyle Program	
- Healthy Communities Initiative	
- Mid North Starclub Field Officer	
- Southern Flinders Regional Tourism Authority	
Flinders Mobile Library	38
Northern Areas Council Youth Advisory Committee	40
Public Consultation	41

- Internal Review of Council Decisions
- Complaints and Compliments Procedure

Description	Page Number
- Tender Policy and Procedure	
-	
- Procurement Policy	
- Community Lands	
- Application of Competition Principles-National Competition Policy	
- Confidentiality	
- Documents available to the public	
- Other information requests – Freedom Of Information	
- Distribution of Information	
- Amendment of Council Records	
Subsidiaries	48
Independence of Auditors	
Risk Management Officer	49
Local Government Association Mutual Liability Scheme	
– Risk Management Review 2012/2013	
Section 41 Committees of Council	
Registers	50
- Codes	
- Policies	
- Local Government (Elections) Act 1999	
- Freedom of information Act	
Policy Documents	
General Council Policies	
Work Health and Safety Policies and Procedures	
Human Resources Policies	
Central Local Government Region 2012/2013 Annual Report	
Annual Financial Statements 2012/2013	

THE YEAR IN BRIEF

2013/2014 saw Council continue to focus on its 2011-2016 Strategic Plan with the priorities reflecting the direction to move towards a sound financial position, manage assets, provide a high standard of equitable service across the Council area and support and develop staff. The Strategic Plan is responsive to the community's expectations of Council and reflects a shared Council and Community vision.

Rural road maintenance remains a primary focus through road resheeting, patrol grading and maintenance reseals throughout the Council area. During the year 59 km of road network was resheeted. Prioritised roads in Jamestown, Spalding, Gulnare, Yacka and Gladstone were resealed, with road sealing undertaken on Cockburn Road Service Road and Cockburn Road Shoulder, Jamestown and Trelyn Road, Spalding.

The Spalding Flood Mitigation project was predominately completed in the 2012/2013 financial year, with the project budget being \$800,000 with 2/3 grant funded. As the project had an option to include a stilling basin, Council agreed in February 2014 to proceed with a design for a slow release dam at Spalding as part of the Stormwater Management Plan, to be ready to proceed should funds be available in the future.

During December 2013, Council lodge three applications to the State Government under the local Government Stimulus Program for two separate stages of the Laura Streetscape Upgrade and the replacement of the Ayr Street/Irvine Street public toilets in Jamestown. In March, 2014, Council was notified that the three applications had been successful.

Grants are to be matched by Council, with initial costs incurred in the 2013/2014 financial year and the remainder in the 2014/2015 financial year. Projects are scheduled for completion by 28 February 2015.

The Central Local Government Region has been working with Councils in the region on waste management for a number of years and has now produced a Regional Waste Management Strategy 2014 -2020.

The Waste Management Strategy looked at future costs of waste management, while acknowledging the significant progress individual councils have made in the region.

With Waste Management a significant cost to Councils, it is appropriate to form regional partnerships to gain cost efficiencies in waste disposal, transport arrangements and markets for recyclable materials. The Central Local Government Waste Management Strategy 2014 – 2020 was adopted by Council at their June 2014 meeting.

Council in its 2013/2014 budget allocated funding to commence an upgrade in the main street of Laura. A community meeting was held in Laura in June 2013, and Council commenced a public consultation process on how best to manage the 100+ year old Kurrajongs planted along the parking area in the street.

In early March 2014, Council was successful in gaining funds under the Local Government Stimulus Program, Part C, Stages 4 & 5 of the Laura Streetscape Project. The project is commencing in late in 2014.

Council Members along with staff held their annual liaison meeting with representatives from the Department of Transport, Planning and Infrastructure in March 2014, and discussed road and infrastructure issues that Council consider are of high importance.

During the year, the Minister for Planning, the Hon John Rau, MP appointed an Expert Panel on Planning Reform to undertake a broad scale review of the planning system, or order to provide recommendations to both the Government and Parliament Reform by December 2014.

The Expert Panel held community, Council and agency workshops during August and September 2013, as part of the initial “listening and scoping” stage of engagement.

Council Development Assessment Panel (CDAP) Biennial appointments were made in September 2013. Council appointed Narelle Schmidt as its Presiding Member, with Tracey Cunningham, Ian Trengove, Joanne Daly and Jill Wilsdon appointed Independent Members on the Panel. Cr Merv Robinson and Cr. Geoff Lange are Council’s appointed delegates to this Panel.

Council lodged an application to centralize Sporting Hub facilities for the Spalding Community and received funds from the Office of Recreation and Sport under the Community Recreation and Sport Facilities Program.

Council staff has worked with the local community to form an advisory committee comprising the various parties involved to discuss location plan and floor plans for the proposed project at the Spalding Oval.

A proposal to consider extending the trial of reduced opening hours at Gladstone and Spalding Offices during the period from March 2014 – to June 2014 was considered after public consultation. At their March 2014 meeting Council decided not to proceed with the extended trial.

Section 51 of the Public Health Act required Council to prepare a Public Health Plan. Council opted to prepare a joint plan with Regional Council of Goyder and Clare and Gilbert Valleys Council, with each Council using their own staff resources to complete the Plan.

Council approved a budget allocation of \$30,000 for relocating the Doctors Rooms at the Spalding Community Centre to the old Library room at the Spalding District Hall. The funds expended on this project are to be recovered from the sale of the Spalding Community Centre.

Council owns three public swimming pools located at Jamestown, Gladstone and Spalding, and is operated with assistance from many volunteers. A range of school and VACSWIM courses are run at these pools during the summer season along with competitive swimming carnivals and training.

As part of Council’s ongoing commitment to upgrading facilities to comply with current Australian Standards and WH & S Act requirements, Council approved funding for a new purpose built chlorine plant room at the Jamestown Swimming Pool

Council has committed to continue financial support to the Southern Flinders Regional Tourism Authority (SFRTA) with a \$30,000 contribution approved in the 2013/2014 budget. The Tourism Development Officer is employed to progress tourism within the Southern Flinders Ranges implementing key strategies and coordinating stakeholder developments.

Discussions have continued with Section 41 Committees, following the decision by the Jamestown Development Association to form an Incorporated Association at their meeting in June 2013.

In June 2013 the Spalding Community Management Committee met to discuss forming an Incorporated Association. Following several meetings, a public meeting was held on 19 March 2014 to formally pass resolutions to form Spalding District Incorporated. The Spalding Community Management Committee was dissolved in June 2014, with their funds transferred to Spalding District Incorporated.

A review of the Community Projects budget was undertaken in August 2013, where Council decided to continue the current process of funding allocation as per the current guidelines. Council allocated \$50,000 within its 2013/2014 annual budget to fund the Community Projects Budget.

Council continued to assist AGL to administer the AGL Hallett Wind Farm Community Fund.

Support was provided when the Bangor fire broke containment lines on 8 February 2014, which then threatened and burnt land within the Northern Areas Council area. Council staff and machinery remained on the scene for a week, working on containment and putting in fire breaks, supporting both the CFS and landowners. Council graders and bulldozer was used, with the water tanker supplying water to farm units, CFS vehicles and others that required water.

Whilst the majority of the Bangor fire was in neighbouring Council areas, Council was involved with the Bangor Bushfire Recovery Committee along with representatives from relevant Agencies and stakeholders involved with the bushfire recovery process.

Council has supported numerous community events throughout the year including Laura Folk Fair, Jamestown Show and Races and Spalding Rodeo providing assistance with town clean ups, slashing, road closures, signage, bins etc

A thank you to thank all volunteers who assist in maintaining important Council owned assets.

With local government elections in November 2014, a thank you to all elected members as they end their current 4 year term, and thank you to all Council employees for their support.

Cr. Denis Clark
Mayor

Roger Crowley
Chief Executive Officer

COUNCIL PROFILE

The Northern Areas Council is situated in the heartland of the Southern Flinders Ranges, approximately 200 kilometres north of Adelaide and within the traditional lands of the Nadjuri Aboriginal people. The Council area is divided into four Wards: Jamestown (4 Elected Members), Rocky River (3 Elected Members), Yackamoorundie (1 Elected Member) and Spalding (1 Elected Member). The Council covers an area of 3070km², and has a total of 2,197km of roads of which 133km are sealed.

Council's towns and communities were developed during the prosperous times of traditional cereal and grazing practices complemented by forestry operations and in more recent years, tourism, events and wind energy infrastructure. Jamestown is the main service centre for the district with additional services offered at Gladstone, Laura and Spalding providing for the smaller communities of Caltowie, Georgetown, Gulnare, Stone Hut, Tarcowie and Yacka. Council's close network of towns offers a range of opportunities for shopping, recreation, employment, health and education. Together, Council and the community have built and maintained infrastructure such as recreation facilities and town halls to support the activities of local communities as well as generating interest and income from visitors and tourists.

The Council area hosts a number of significant events, including Jamestown Fly-In and Air Spectacular, Laura Folk Fair, Jamestown Show and Jamestown Races as well as a number of local community events. Cycle infrastructure has increased in recent times offering residents and visitors the opportunity to use recreational and mountain biking trails, improving visitor numbers as well as providing options for healthy lifestyles.

The economy remains firmly based in broadacre farming, with the Jamestown Saleyards one of the few remaining regional livestock sales facilities. Recent windfarm development has made a strong contribution to the economy and has brought new families into the district. The projected roll-out of high speed broadband through Mid North will make the district more attractive to telecommuters and expand opportunities for health and education within the region.

COUNCIL LOGO

The Council logo represents the rolling green hills which are a feature of the Council area, the golden crops that are grown throughout the three merged councils and the blue sky, The logo in total shows a landscape image which is a feature and a typical sight of all three merged Councils. The three slashes in the image also combine to show a ploughed paddock. The three slashes represent the three merged Councils. The colours are chosen to resemble that landscape image particularly the gold and brown to show cropping and soil.

CONTACT DETAILS AND OFFICE HOURS

Principal Office:

94 Ayr Street, JAMESTOWN SA 5491

Monday to Friday 9am – 5pm

Telephone 8664 1139

Fax 8664 1085

Email: ceo@nacouncil.sa.gov.au

Webpage: www.nacouncil.sa.gov.au

Branch Offices:

14 Fifth Street

Main Street

GLADSTONE SA 5473
Monday to Friday
9am-5pm
(Closed for Lunch)
Telephone: 8662 2018
Fax: 8662 2394

SPALDING SA 5454
Tuesdays 10am-2.30pm
Thursdays 9am-5pm
(Closed for Lunch)
Telephone: 8845 2017
Fax: 8845 2017

Depots:

Gladstone Works Depot
Jamestown Works Depot

8662 2303
8664 0372

Auditor:

Dean Newbery and Partners
PO Box 755
NORTH ADELAIDE SA 5006

Bank:

National Australia Bank
Ayr Street
JAMESTOWN SA 5491

Solicitors:

Norman Waterhouse Lawyers
GPO Box 639
ADELAIDE SA 5001

Voumard Solicitors
PO Box 171
JAMESTOWN SA 5491

STRATEGIC PROFILE

It is a requirement under the Local Government Act 1999 (S122) that Council's Strategic Plan be reviewed every three years and within 12 months of Council elections.

The Strategic Management Plan was developed using the insights gained through consultation and provides a framework to guide Council over the next five years.

The Plan focuses on Council's priorities, reflecting the desire to move into a sound financial position, to manage assets, to provide a high standard of equitable service across the Council area, and to support and develop staff.

All of the day to day operations of Council are encompassed within these four goals.

The Strategic Plan is responsive to the community's expectation of Council and reflects a shared Council and Community vision.

The 2011-2016 Strategic Management Plan was adopted by Council in 20 September 2011. The Strategic Management Plan has been reviewed annually since that time.

In July 2013 an amendment was made to reflect minor administrative changes from OH&S to WHS to comply with name changes to the Act.

Below are the strategic goals, outcomes and actions from the Strategic Management Plan with comments on specific actions

The Strategy

Goal 1 - Financial Sustainability

Outcome:

Operate at break even by 2018 and achieve a cash surplus by 2022.

Actions:

1. Raise enough income to cover expenditure and maintain Council assets

Comment: ongoing and to be reviewed through the 2015/2016 budget planning process. Council continues to remain on target to achieve the proposed outcome, cash surplus is well ahead of target.

2. Identify and communicate forward planning about rate policies to achieve financial goals

Comment: This process continues to be undertaken in an ongoing basis. Council remains on target with its financial plan.

3. Secure other sources of funding

Comment: External funding has been sought and continues to be sought where available

Outcome:

Prudent and effective financial management.

Actions:

1. Identify and implement efficiency gains across Council operations.

Comment:

Several changes have already occurred and others continue to occur with reference to an organisational review which was presented to Council at the ordinary meeting of Council on 19 February 2013. A review of operational requirements of satellite offices was undertaken. Ongoing review of costs for cleaning at Council buildings and facilities.

2. Change the culture about how we spend to achieve a more sustainable balance between immediate and ongoing costs.

Comment: An asset management plan is being utilised for road and engineering infrastructure, whilst Council's Manager, Environmental Services is assisting in the compilation of an asset management plan for buildings and other assets.

3. Strive to exceed expectations

Comment: Council continues to strive to move toward a greater level of proactivity as opposed to reactivity as identified in the organisational review.

Goal 2 - Effective Management of infrastructure, assets ad built environment

Outcome:

Road (including footpaths and kerbing) repair program continues at an achievable level.

Actions:

1. Review the road network and determine maintenance standards of all roads

Comment: Manager, Engineering Services has engage a consultant to review all roads and rate them, in order to provide a base for that portion of the Asset Management Plan.

2. Develop a road renewal/maintenance plan under an Asset Management Plan

Comment: Completed and implemented as part of the Asset Management Plan.

3. Actively seek funding to accelerate road maintenance and upgrades

Comment: All funding options are being sought, where applicable. Consultation is undertaken with the appropriate parties.

Outcome:

All non road assets owned by Council (eg buildings and recreation facilities) are used effectively by the community.

Actions:

1. Audit Council assets and use of assets

Comment: A report was presented at the December 2011 ordinary meeting of Council identifying potential assets which could be disposed of. Upon completion of an asset management plan for buildings, Council will be better able to work with the community toward identifying the criteria for which assets can be retained and disposed.

2. Consult with community to determine criteria for retention and disposal of assets

Comment: This will become clearer upon completion of the asset management plan for buildings and other assets

3. Communicate with the community regarding rationalisation of community assets

Comment: Several reports have been reported to Council in relation to the status of Council assets and potential rationalisation.

Relocation of Doctors Consulting Rooms at Spalding from Community Centre to Spalding District Hall has occurred.

4. Generate an Asset Management Plan for retained assets

Comment: As per Item G1.2.2 as asset management is being utilised for road and engineering infrastructure, whilst Council's Manager, Environmental Services is assisting in the compilation of an asset management plan for buildings and other assets.

5. Rationalise assets that are not the core business of Council

Comment: Council has commenced with the process of asset disposal for the former Restaurant site in Jamestown, industrial land and residential land has been sold, whilst another building at Spalding is in the process of being sold.

Outcome: Stormwater projects are delivered as scheduled.

Actions:

1. Stormwater projects currently underway are completed as scheduled
Funding identified for stormwater funding projects.

Comment: Spalding Flood Mitigation works has been completed on budget, whilst funding is being sought for the Flood Mitigation Project in Laura. Council have committed budget funds to the Laura project to this stage.

Goal 3 – Deliver a high standard of service to our community on an equitable basis

Outcome:

Council aspires to meet community expectations regarding equitable development, management and maintenance of community services.

Actions:

1. Review all services delivered by Council (including all in-kind support) to identify cost savings and provide equitable services.

Comment: Reviews have been conducted on Halls, some base data has been presented on swimming pools and the operation of satellite offices.

2. Review Section 41 Committees

Comment: Several committees have been dissolved in the past year, whilst four are in the process changing legal status to enable their dissolution.

Outcome:

Better delivery of Community Projects budget

Actions:

1. Develop and implement an open and transparent process to deliver the Community Projects Budget.

Comment: Two rounds of funding were allocated during the 2013/2014 financial year. Round One was held in December 2013 and Round Two in February 2014. Distribution of \$32,270 to 13 groups. Community Projects Grants may be reviewed after the 2014 Council elections.

Outcome:

Planning process encourage appropriate development and timely responses.

Actions:

1. Empower staff to continue to be proactive and be responsive in their consideration of planning applications.

Comment: Ongoing and staff continue to exercise best and timely practice regarding the management of development applications in line with available resources. Consultant Planner assists with assessment of development applications on a regular basis. Efforts are being undertaken to improve efficiencies through means identified in the organisation review.

2. Monitor and facilitate opportunities for commercial and industrial growth

Comment: Review of Development Plan to ensure appropriate land supply is met. Development Plan Amendment to ensure correct and sufficient zoning and development in the future. Numerous residential houses are being built in Jamestown, Laura and Gladstone through Unity Housing Group. Council also continues to allocate funds to Regional Development Australia Yorke and Mid North to help employ specialist economic development staff across the region to assist local businesses.

Outcome:

Support regional partnerships

Actions:

1. Monitor, participate in, and where appropriate facilitate regional partnerships to achieve Council and Community goals.

Comment: Partnerships have continued to help achieve community goals through shared services such as OPAL, Northern Passenger Transport and Starclub.

Goal 4 – Council recruits and retains highly skilled staff

Outcome:

Staff are capable, approachable and have a high level of skills and knowledge about Local Government.

Actions:

1. Continue to provide training and development to build and maintain skills and support continuous improvement.

Comment: Training Needs Analysis is implemented across the whole organisation (Elected Member and Staff), as part of Performance Review process. Ongoing in house and external training is available and encouraged within set budget limits. Staff have been working towards a continuous improvement policy and efficiency gains as identified by the Organisational Review.

2. Recruit the right people

Comment: Ongoing within the organisation with retirement and resignation of works and administration staff. Promotion during employment process of Council as a preferred workplace. Council has developed and implemented a selection recruitment policy in early 2011. HR Consultants have been utilised with Senior positions.

3. Provide regular, structured performance reviews

Comment: Management reviews have been undertaken for Senior Staff.

Outcome:

Staff have a 'can do' attitude and work as a united team.

Actions:

1. Recognise and celebrate achievements

Comment: Staff achievements have been recognised, particularly with LGA awards for long serving staff. An Engineering Works Staff newsletter continues to be produced.

Outcome:

Safe, efficient work systems and community safety

Actions:

1. Maintain Risk and Workers Health and Safety management systems for council operations and assets. .

Comment: Development, adoption, implementation and monitoring of WHS and Injury Management Plan to address hazards and risks ensuring accountability and responsibility. Improve safety culture across the organisation by effective planning, consultation, communication and training. WHS is incorporated into the budget eg training, plant/equipment/protective clothing. Implementation of a Risk Management framework integrated throughout Council operations. A key performance indicator audit was conducted in late 2012, to which resulted in positive feedback. A clear focus needs to be maintained to ensure future compliance.

Risk Management Officer is responsible for regular updates at Department Manager's meetings, including the review and development of policies. Quarterly WHS meetings are held.



NORTHERN AREAS COUNCIL

Regional Touring Map



ELECTED MEMBERS

Northern Areas Council comprises four wards:

- Jamestown
- Rocky River
- Yackamoorundie
- Spalding

The Northern Areas Council community is represented by nine members. In November 2012 Council moved by resolution to change the name of the principal member from Chairman to Mayor and resolved by resolution that the term be until the next general election of Members of Council. (November 2014).

Council Members

Cr. Denis Clark (Mayor)	Jamestown Ward
Cr. John Barberien (Deputy Mayor)	Rocky River Ward
Cr. Merv Robinson	Jamestown Ward
Cr. Leon Pollard	Jamestown Ward
Cr. Glan Moore	Jamestown Ward
Cr. Jeff Burgess	Yackamoorundie Ward
Cr. Tim Zander	Rocky River Ward
Cr. Geoff Lange	Rocky River Ward
Cr. Ben Browne	Spalding Ward

Council Meetings

Council's Ordinary Meeting's are held on the third Tuesday of each month at 5.00pm in the Council Chamber, 94 Ayr Street, Jamestown.

Council Meetings are open to the public and Council encourages Electors to attend.

Members of the public can write to Council on any relevant issue or topic. To be included in the Agenda for any Council Meeting, items need to be submitted at least 10 days prior to the respective Council Meeting to ensure inclusion on the Agenda for distribution to Elected Members prior to the meeting.

Agendas and Minutes of all meetings are available for inspection at the Council's Administration Offices located at Jamestown, Gladstone and Spalding. These documents are also included on Council's website at www.nacouncil.sa.gov.au.

With the permission of the Mayor, any member of the public can address Council personally, or as a representative of any group or Committee, to discuss relevant issues.

Written petitions covering issues within Council's jurisdiction can be addressed to the Council.

Meeting Attendance

12 Ordinary Council meetings and 5 Special Meetings were held between July 2013 and June 2014. Council member attendances at these meetings were as follows:

Name	Number Ordinary Meetings	Number Ordinary Meetings Attended	Number Special Meetings	Number Special Meetings Attended
Cr. Denis Clark (Mayor)	12	12	5	5
Cr. John Barberien (Deputy Mayor)	12	11	5	4
Cr. Ben Browne	12	12	5	4
Cr. Jeff Burgess	12	11	5	3
Cr. Geoff Lange	12	8	5	4
Cr. Glan Moore	12	9	5	5
Cr. Leon Pollard	12	11	5	5
Cr. Merv Robinson	12	12	5	4
Cr. Tim Zander	12	11	5	5

Elected Member Training and Development

The Northern Areas Council is committed to providing training and development activities for its Council Members and recognises its responsibility to develop and adopt a policy for this purpose under the Local Government Act, section 80A. Council adopted this Policy in 2006, and it is reviewed annually.

In accordance with Council's Training and Development Policy, Elected Members were provided the opportunity to undertake training and development opportunities (both externally and in house) during 2012/2013 in the following areas:

- Independent Commissioner Against Corruption (ICAC);
- CEO Performance Management;
- Yorke and Mid North Regional Sustainability Forum;
- Roads and Works Conference 2013.

Elected Members' Allowances

Following the November 2010 Council Elections, a Member of a Council is entitled to the allowance determined by the Remuneration Tribunal in relation to the Member's office and indexed in accordance with the Local Government Act 1999.

On 25 August 2010, the Remuneration Tribunal released its first Council Members' Allowances Determination (**the Determination**).

The Determination, which took effect following the first ordinary meeting of Council held after the conclusion of the November 2010 local government elections, determines that all Councils will be classified into one of five groups, and allowances set in accordance with the relevant group.

A Periodic Adjustment of Council Member Allowances was undertaken in November 2013. The Table below sets out the 2013 adjusted annual allowance for a Councillor who is not a principal member, deputy mayor, deputy chairperson or presiding member.

Group	Allowance (\$ per annum)
Group 1	18,593
Group 2	15,495
Group 3	12,506

Group 4	8,854
Group 5	5,534

The Northern Areas Council is in Group 4. The Annual allowances for the Northern Areas Council Members are:

Councillor	\$8,854 per annum
Deputy Chairperson	\$9,068 per annum
Chairperson	\$35,416 per annum

Council Member Allowances are paid quarterly in arrears.

Allowances

Council Members are reimbursed for motor vehicle costs for travelling incurred as a consequence of the Member's attendance at a function or activity on the business of the Council at a rate of 35 cents per kilometre.

Council Members are reimbursed for motor vehicle costs for travelling expenses incurred by the Member in undertaking an eligible journey to the extent that those expenses are attributable to travel outside the area of the Council at a rate of 35 cents per kilometre.

Expenses incurred by the Member as a consequence of the Member's attendance at a conference, seminar, training course or other similar activity which is directly or closely related to the performance or discharge of the roles or duties of a Member of a Council is considered by Council on merit.

COUNCIL COMMITTEES

Finance Committee

At its meeting held on 15th February 2011, Council adopted Terms of Reference for the Finance Committee. Delegates to the Finance Committee were reviewed in line with other delegate appointments in November 2013.

No Finance Committee meeting were held during 2013/2014 financial year.

Works Committee

Delegates to the Works Committee were reviewed in line with other delegate appointments in November 2013.

The Works Committee held one meeting on 9 October.

COUNCIL APPOINTED DELEGATES TO ORGANISATIONS AND COMMITTEES

ORGANISATION	APPOINTED DELEGATE
<u>Local Government Association Bodies</u>	
Local Government Association	- Mayor - Deputy Mayor (proxy)
Local Government Finance Authority of SA	- Mayor - Deputy Mayor (proxy)

ORGANISATION	APPOINTED DELEGATE
<u>Regionally Appointed Delegates</u>	
Mid North Health Advisory Council	- Cr. Clark
Southern Flinders Better Living Group	- Cr. Lange
Southern Flinders Health Advisory Committee	- Cr. Lange
Northern Passenger Transport Network	- Cr. Lange - Manager Community Development
<u>Section 43 Regional Subsidiaries</u>	
Central Local Government Region	- Mayor - Deputy Mayor (proxy)
Central Local Government Region Committees - Central Region Water Committee - Central Region Transport Committee - Central Region Waste Management Committee	Cr. Clark Peter Broughill Paula Duncan-Tiver CEO
<u>Section 101A Development Act 1993</u>	
Strategic Planning and Development Policy Committee	All Council Members
<u>Section 41 Committees of the Northern Areas Council</u>	
Northern Areas Council Finance Committee	All Council Members
Northern Areas Council Works Committee	All Council Members
CEO Performance Management Panel	- Mayor - Cr. Browne - Cr. Lange - Cr. Barberien (proxy)
Southern Flinders Regional Sports Complex Management Committee (established August 2011)	- Cr. Zander - Cr. Lange (proxy) - Scott Crawford - Tom Humphris - John Hennessey - David Humphris
Ewart Oval Management Committee	- Cr. Zander
Flinders Mobile Library	- Cr. Lange - Judith Gill - Manager Corporate Services (proxy)
Gladstone Swimming Pool Management Committee	- Cr. Zander
Gulnare Memorial Institute	- Cr. Burgess
Jamestown Health and Ambulance Centre Management Committee	- Cr. Moore - Cr. Pollard - Max Prior (community rep) - Jim Moss (community rep)
Jamestown Regional Hydrotherapy Pool	- Cr. Moore

ORGANISATION	APPOINTED DELEGATE
Committee	
Jamestown Swimming Pool Management Committee	- Cr. Robinson
Laura Civic Centre Management Committee	- Cr. Barberien
Mid North be active Field Officer Management Committee	- Manager Community Development
Northern Areas Community Road Safety Committee	- Cr. Lange - Cr. Browne (proxy) - Risk Management Officer
Northern Areas Council Audit Committee	- Mayor - Cr. Pollard - Lavonne Lea
Southern Flinders Regional Tourism Authority	- Cr. Lange - Manager Community Development - Cr. Barberien (proxy)
Spalding Community Management Committee	- Spalding Ward Councillor
Spalding Swimming Pool Management Committee	- Spalding Ward Councillor
Stone Hut Soldiers Memorial Hall Committee	- Cr. Barberien
Victoria Park Trust (Jamestown)	- Cr. Moore
Yacka Community Development Board	- Cr. Browne - Cr. Burgess
Yacka Hall Committee	- Leanne Kunoth
<u>CFS</u>	
Bundaleer CFS Group	- Cr Lange
Hallett CFS Group	- Cr. Robinson
<u>Community Based Organisations</u>	
AGL Hallett Wind Farm Community Fund Panel	- Cr. Burgess - Manager of Community Development
Gladstone Community Development & Tourism Association Inc	- Cr. Zander
Georgetown Community Development Association Inc	- Yackamoorundie Ward Councillor
Jamestown Community Library	- Cr. Pollard - Cr. Moore - Vivian Hector - Chief Executive Officer
Jamestown Development Association Inc	- Cr. Robinson - Cr. Pollard

ORGANISATION	APPOINTED DELEGATE
	- Cr. Clark (Proxy) - Cr. Moore (Proxy)
Laura Community Development & Tourism Association Inc	- Cr. Barberien

Key External Organisation Links

Council is a member of involved with a number of statute and operational organisations, including:

- Central Local Government Region of Councils
- Local Government Association of SA
- Local Government Finance Authority of SA
- Northern Passenger Transport Network
- Northern and Yorke Natural Resource Management Board
- Regional Development Australia Yorke and Mid North

AUSTRALIA DAY AWARDS 2014

Northern Areas Council's Citizen of the Year for 2014 was awarded to Ian White of Laura, for his dedication and tireless efforts over many years for the Laura Memorial Civic Centre and other Laura events.

Young Citizen of the Year Award was presented to Anna Bottrall from Jamestown for her community activities, particularly with youth in the NAC Youth Advisory Committee. .

The Community Event of the Year was awarded to the Laura Folk Fair 2013 an annual free event, successfully run by many volunteers, which saw an influx of visitors to the April event.

Mayor Denis Clark presented the recipients of the 2014 Northern Areas Council Australia Day Awards at the Council's official Australia Day Breakfast function at Laura on 26 January 2014.

CITIZENSHIP CEREMONY

No citizenship ceremonies were held during 2013/2014.

ELECTOR REPRESENTATION

Section 12 (4) of the Local Government Act 1999 requires Council to undertake a review of all aspects of its composition and the division (or potential division) of the Council into wards at least once in every eight (8) years.

Pursuant to Section 12 (13) (a) of the Local Government Act 1999, the Northern Areas Council last completed a representation review in 2009, which ensured fair and equitable representation of all electors prior to the 2010 Local Government elections.

The Review outcome was as follows:

- Council will continue to have wards. There will be four wards.
- The total number of electors will be nine, as listed below:
 1. Jamestown Ward: 4 Elected Members
 2. Spalding Ward: 1 Elected Member
 3. Rocky River Ward: 3 Elected Members
 4. Yackamoорundie Ward: 1 Elected Member
- The existing Ward names of Jamestown, Spalding and Rocky River will continue to be used;
- The Georgetown Ward was renamed Yackamoорundie Ward;
- A Chairperson will be elected from within the nine Elected Members elected by the voters.

CURRENT REPRESENTATION OF COUNCIL

According to the House of Assembly Roll and the Supplementary Voters Roll, as maintained by Council, there were 4479 persons eligible to vote in Local Government elections in the Northern Areas Council. Electors - 4479 – No of Wards 4 – Quota per Member – 497.

NORTHERN AREAS COUNCIL - 30.06.14

	Electors =			4479	No of Wards =	4	Quota per Member =	497
	No of Elected Members	H/A Roll	CEO Roll	No of Actual Electors	Calculated Electors per Member		% Variation From Quota	
Jamestown	4	1588	401	1989	497		0.00%	
Spalding	1	341	134	475	475		-4.43%	
Rocky River	3	1155	339	1494	498		0.20%	
Yackamoорundie	1	333	188	521	521		4.83%	
Totals	9	3417	1062	4479				
	9			4479				

Total Electors divided by Total Number of Elected Ward Members

$$= \frac{4479}{9} =$$

House of Assembly figures as at 30.06.14 = 3417
Council Voters Roll figures as at 30.06.14 = 1062

Comparison to Councils of a similar size:

The Northern Areas Council ward quota of 497 is comparable to Councils in South Australia of a similar size.

Name	Number Of Electors	Number of Elected Members	Representation Quota
Coorong	3924	9	436
Grant	5507	10	550
Tatiara	4514	10	451
Wakefield	4676	10	467

Council's next elector representation review is due in 2017.

ORGANISATIONAL STRUCTURE

Council's organisation is headed by Chief Executive Officer and Department Manager's covering Engineering Services, Environmental Services, Corporate Services, Community Development and Flinders Mobile Library.

As at 30 June 2014, 6 staff members were paid a salary package, which varied from individual to individual.

Packages included:

- Required employer superannuation contribution
- Private use of vehicle
- Home phone & internet reimbursement
- Mobile phone

All other staff received their remuneration in accordance with relevant Awards and Enterprise Bargaining Agreements.

COUNCIL STAFF

Chief Executive Officer – Roger Crowley

(Appointed Chief Executive Officer –July 2011)

Overall responsibility in ensuring:

- The objectives of the Council's Strategic Plan are achieved;
- The policies of the Council are properly put into effect;
- The general management objectives and principles of personnel management as prescribed in the Local Government Act are put into effect;
- Management plans and budgets as determined by the Council are implemented;
- Other management, financial plans and controls are developed and implemented as required;
- The management of all areas of activity is of a high standard, and that operations are efficient and effective;
- Adequate planning is in place to ensure that the Council's immediate and long term objectives are achieved;
- Statutory requirements associated with the Council's activities are adhered to;
- Adequate resources are available to carry out all programs required by the Council;

Manager, Corporate Services – David Rattley

Appointed - June 2008

Responsible For:

- Preparation of budget
- Preparation of annual financial statements
- GST monitoring in departments and returns as required.
- Prepare Grants Commission returns ie ABS, BAS, etc
- Financial management, including financial planning
- Financial reporting
- All accounting functions
- The rating system
- Internal control
- Payroll management

Manager of Engineering Services – Peter Broughill

Appointed - November 2011

Responsible For:

- Effective and efficient operation of the outside work force engaged in capital and maintenance works;
- Promotion of the interests of the Council in the community;
- Oversee the allocation of plant and labour resources;
- Control the procurement of materials within an approved budget;
- Preparation of cost estimates for major works schemes when directed;
- Participation in the training and development of employees;
- Ensure the effective implementation of the Council's Works Programme;

Manager, Environmental Services – Alan Thomson

Appointed - July 1997

Responsible For:

- Statutory requirements under the Building Rules
- Building and general facilities maintenance
- Statutory requirements in respect to environmental and community health and associated regulations
- Septic tank and effluent disposal schemes
- Curator of Cemeteries
- Development Plans
- Compliance with Development applications and approvals
- Immunizations
- Dog Control
- Inspectorial Services
- Heritage requirements
- Management of by-laws and permits
- Management of general inspection
- Activities associated with the Development Act and Plan

Manager of Community Projects – James Lang

Appointed - May 2012

Responsible For:

- Assisting community groups with the preparation of high quality funding submissions;
- Providing executive support to communities in the implementation of projects;
- Assistance to town development associations in strategic planning;
- Managing Council initiated (or Council supported) economic, community, cultural, youth and/or tourism related activities as required;
- Assistance with the drafting of complex or special correspondence and reports;
- Assistance with the preparation of Council Meeting Agendas and Recording of Council Meeting Minutes as required;
- Regular positive media coverage of Council and/or district projects and activities;
- Development of relationships with local and state media outlets;
- Exploration and implementation of opportunities and strategies to promote Council and its communities within Northern Areas Council and the region;
- Management of volunteers at Swimming Pools.

Flinders Mobile Library Manager – Candice Ellis

Appointed October 2013. Louise Simpson - Resigned September 2013.

Responsible for:

- Planning and managing the Flinders Mobile Library Service in accordance with the Flinders Mobile Library Management Committee's decisions and objectives;
- Manage staff and services to provide efficient and high quality library services;
- Ensure services, projects and programs provided comply with all legislative and funding agreement requirements;

- Provide library services to the community within the framework of the Libraries Board of South Australia guidelines and the Flinders Mobile Library Management Committee's policies.

TRAINING UNDERTAKEN BY COUNCIL STAFF

Freedom of Information and Introduction to Freedom of Information Management Systems	South Australia Local Government Financial Management Group Conference
Rates Administration fundamentals	Performance Management of Staff
Policy Writing – Getting Started	End of Year Rates Billing Training
Social Media Training	Statewide Super Information
Country Planning Officers Group Seminar	Norman Waterhouse Regional Seminar
Report Writing	Healthy Spaces and Places
Libraries: Culture of Change. Public Libraries SA Conference 2013	E-Waste Pathways Forum
Local Government Sport and Recreation Forum	ICAC Catch up
Code of Conduct – Council Employees (Administration and Works)	Executive Investigations

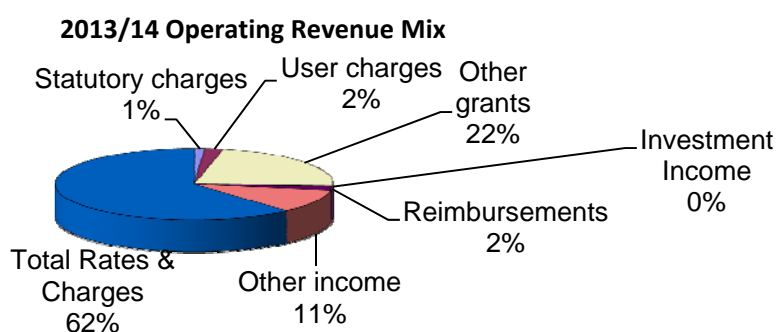
ANNUAL BUSINESS PLAN & BUDGET 2013/14 SUMMARY

Northern Areas Council is responsible for maintaining the community's \$60 million worth of assets which includes local roads and footpaths, stormwater drainage, land and buildings. In addition, Council provides services for the benefit of its residents such as waste management, street lighting, libraries and parks and gardens.

There are also certain services that Councils are required to provide under various Acts of Parliament such as planning and development and dog management. The reality is that these services cost money and Council's rates are the main source of funds to maintain these services and facilities.

Northern Areas Council produces a Strategic Plan and 10 Year Forward Financial Estimates that outline the long term priorities and objectives, including infrastructure needs for the community, and the costs to deliver them. This provides the framework for determining the level of rates, debt and service provision for the community.

In 2013/14 the Northern Areas Council needs to raise \$9.8m of revenue (excluding Loans). Of this, \$9.49m is operating revenue which includes \$4.54m in net general rates. Good fiscal management requires Council to increase general rates by 12.0% for the average ratepayer.



For around \$3.10 per day, the average ratepayer will receive the benefits of the following services which are proposed to be set down as part of the 2013/14 budget:

CAPITAL IMPROVEMENT PROGRAM

Transport

Footpath & kerbing program \$152,000.

Re-sealing of existing Sealed roads \$500,000 Unsealed road re-sheeting \$1,104,000.

Bridges \$101,000

Stormwater works at Laura \$400,000

Plant replacement program - Loans of \$706,000

Sport & Recreation

Jamestown Pool Upgrades \$100,000

Playgrounds \$27,000

Council's 2013/14 operating budget totals \$10.6m and includes some of the following major services.

- \$920,000 will be spent on domestic waste collection, street cleaning and waste transfer operations;
- \$1.2m on infrastructure maintenance; and
- \$425,000 on maintaining parks and gardens across the Council.

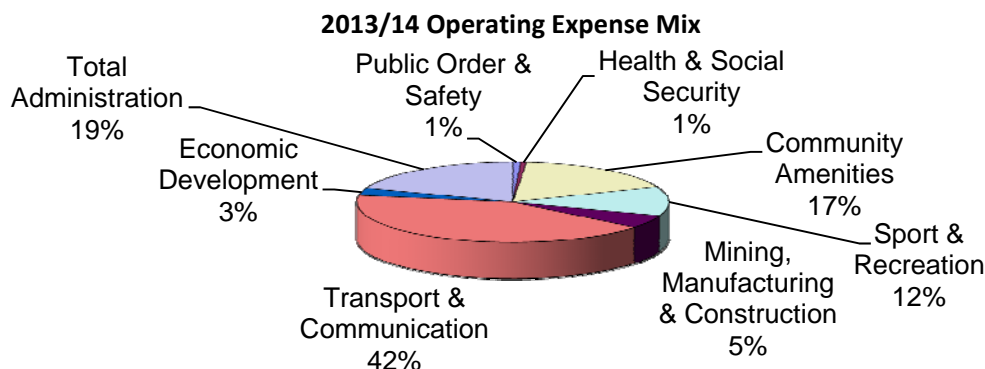
Significant Influences and Priorities

A number of significant factors have influenced the preparation of Council’s 2013/14 Annual Business Plan. These include:

- Council to make gradual improvements towards a financially sustainable operating position.
- requirements to maintain infrastructure assets to acceptable standards including roads, footpaths, lighting, storm water drainage, street trees and plantings, open space and Council properties
- reduction/removal of State/Commonwealth grant funding for services deemed to continue
- new fees/changes imposed by other government agencies e.g waste levy, NRM levy

In response to these factors, and to minimise the burden on rate-payers, the Annual Business Plan has been prepared within the following guidelines:

- the annual business plan will result in the total revenue raised through general rates increasing by 12.0% (excluding growth)
- reduction of a range of discretionary spending to reflect a need to “tighten our belts”.
- maintenance of service levels for continuing Council programs and activities
- Renewed long term focus on road spending



For every \$100 paid in rates and charges, as a guide only, the breakdown in all Council expenses is as follows (there is no reflection made for grant funded or income generating activities).

- Parks, Gardens & Recreation \$4.41*
- Municipal Governance \$1.02*
- Halls & Library Services \$1.22*
- Public Health & Safety \$0.98*
- Administration & Customer Service \$11.95*
- Insurance \$5.03*
- Planning, Development & Compliance \$2.28*
- Community & Economic Development \$1.62*
- Engineering, Depot & Plant Services \$24.25*
- Roads and related activities \$32.09*
- Community Amenities (incl. Waste Mgt) \$11.15*
- Debt Servicing \$4.00*

Rate Calculation

Firstly, the 10 year Forward Financial Estimates are developed. This plan, which outlines Council’s long term priorities and objectives, including infrastructure needs for the community and the cost to deliver them, provides the framework for determining the level of rates, debt and service provision for the community.

Once this framework is adopted, the parameters for the budget and the level of rates required to balance the budget is determined. The amount of rates payable by a ratepayer is determined by multiplying their property value by the rate in the dollar and by adding the fixed charge.

General Rates

All land within a council area, except for land specifically exempt (e.g. crown land, council occupied land and other land prescribed in the Local Government Act 1999 – refer Section 168 of the Local Government Act 1999), is rateable. The Local Government Act provides for a Council to raise revenue for the broad purposes of the Council through a general rate, which applies to all rateable properties.

\$4,544,400 net general rate revenue was raised in a total revenue budget of \$9,489,400. Council set a general rate of 0.2601 cents in the dollar for rural assessments and 0.3297 cents in the dollar for urban assessments to raise the necessary revenue.

Differential General Rates

Council imposed differential general rates based on:

- whether the land is rural or urban,
- a general rate of 0.2601 cents in the dollar for rural assessments and 0.3297 cents in the dollar for urban assessments.
- generating \$2,873,000 being raised from rural rates and \$1,675,000 being raised from urban rates

Fixed Charge

Council imposed a fixed charge on rateable properties of \$280, calculated as approximately 50% of the previous two year average actual administration & governance costs. The fixed charge is levied against the whole of an allotment (including land under a separate lease or licence) and only one fixed charge is levied against two or more pieces of adjoining land, whether intercepted by a road or not, if the land is owned by the same owner(s) and occupied by the same occupier(s). Council believes that a fixed charge provides an equitable base for the rating system.

If two or more pieces of rateable land within the area of the Council constitute a single farm enterprise, only one fixed charge may be imposed against the whole of the land. The Single Farm Enterprise provision allows for eligible farmers to achieve more equitable distribution of the fixed charge (which reflects the changing nature of farm holdings in the area). Approval is subject to a written application and such evidence as Council may reasonably require. Applications must be received by June 30 to take effect in the following financial year.

Annual Service Charges

Council provides a CWMS, to all properties in Jamestown. Council recovered the full cost of operating, maintaining and improving this service for this financial year (includes setting aside funds for the future replacement of the assets employed in providing the service) through the imposition of an annual service charge of \$377.00 per occupied property unit and \$328.00 per unoccupied unit.

Council provides a CWMS, to all properties in Laura. Council recovered the full cost of servicing the construction loan, operating, maintaining and improving this service for this financial year through the imposition of an annual service charge of \$377.00 per occupied property unit and \$328.00 per unoccupied unit.

Council provides a CWMS, to all properties in the Moyletown area of Jamestown. Council recovered the full cost of servicing the construction loan, operating, maintaining and improving this service for this financial year through the imposition of a service charge of \$377.00 per occupied property unit and \$328.00 per unoccupied unit.

Council provides a CWMS, to all properties in Gladstone. Council recovered the full cost of servicing the construction loan, operating, maintaining and improving this service for this financial year through the imposition of a service charge of \$377.00 per occupied property unit and \$328.00 per unoccupied unit.

Council levied a service charge for garbage collection where Council currently has a garbage pickup. This annual service charge was calculated at 100% of anticipated costs of roadside garbage collection and disposal for all areas having a pickup. The Garbage Annual Service Charge for 2013/14 year is \$235.00 per unit (2 bin system).

Property capital value assessment comes from a Government valuation adopted by the Council. Any objection, query or appeal in relation to property valuation is directed to the Valuer-General within 60 days of receiving the annual instalment rates notice. Objections should be forwarded to:

State Valuation Office
GPO Box 1354
ADELAIDE SA 5001
Phone: 1300 653 345
Email: lsgobjections@sa.gov.au

If an objection is upheld, the Valuer-General will advise Council and rates notice amended accordingly.

In total, Council has budgeted \$33,600 to support rate relief options across the Council. This money will reduce rates levied for eligible pensioners and community organisations who provide subsidised support services to meet community expectations in areas such as aged care, sport and recreation and education.

Eligible pensioners may be entitled to a concession on rates, if not currently receiving one. Application forms, which include information on the concessions, are available from the Council at the Jamestown, Gladstone and Spalding offices. They are also available from Department for Communities and Social Inclusion (DCSI) which administers the concession scheme on behalf of the State Government (Concession Hotline 1800 307 758). You must have a current Pensioner Concession Card or Dept of Veterans' Affairs (DVA) Gold Card (TP,EDA,WW) or receive an eligible Centrelink Allowance, or hold a State Senior Card or are a low income wage earner who meets DCSI low income threshold. The applicant must also be responsible for the payment of rates on the property for which they are claiming a concession. Payment of rates must not be withheld pending assessment of an application by the State Government as penalties apply to unpaid rates. A refund will be paid if Council is advised that a concession applies and the rates have already been paid.

Self-funded retirees who currently hold a State Seniors Card may be eligible for a concession toward Council rates. In the case of couples, both must qualify, or if only one holds a State Seniors Card, the other must not be in paid employment for more than 20 hours per week. If applicants have not received a concession on their rates notice, or would like further information, please contact the Revenue SA Call Centre on 1300 366 150.

The Department for Communities and Social Inclusion may assist eligible persons receiving State and Commonwealth allowances with the payment of Council rates for their principal place of residence (remissions are not available on vacant land or rental premises).

The Local Government Act permits a Council, on the application of a ratepayer, to partially or wholly remit rates or to postpone rates, on the basis of hardship.

Approximate rate increases per week

For a typical residential property, it will be \$2.10 on general rates and \$0.09 on the separate waste collection charge.

Rate Capping

Council has previously capped any increase in rates paid for all properties from the 2005-06 financial year to the 2008-09 financial year at 10%. This was replaced by a rate cap upon application of 50% from the 2009/10 financial year. Rate capping does not apply to properties where the current ratepayer was not a ratepayer for that property prior to 1st July 2012 or where a building/development approval has been granted since 1st July 2012 valued at \$20,000 or more. Applications for the rebate must be received by 31 August 2013. The removal of the 10% rate cap has resulted in a fairer redistribution of the rates burden in line with property capital values.

Incentive for Early Payment

Council is offering incentives for the early payment of rates. A discount of 2% will apply if rates are paid in full by 1st September 2013.

Payment of rates

The payment of rates will be by four equal or approximately equal instalments, with the instalments falling due on the following dates:

- First instalment – 1st September 2013
- Second instalment – 1st December 2013
- Third instalment – 1st March 2014
- Fourth instalment – 1st June 2014

If the payment due date is not a business day, the rates are due on the next business day following the non-business day on which the payment falls due.

Rates may be paid:

- By post
- BPAY
- By Direct Deposit into Council's Bank Account:
NAB - Jamestown, BSB: 085-645, Account No: 68 199 9824 Account Name: Northern Areas Council. **Please use your assessment number as the reference number**
- In person at the Council offices at:
 - 94 Ayr Street, Jamestown during the hours of 9:00am to 5:00pm Monday to Friday
 - 14 Fifth Street, Gladstone during the hours of 9:00am to 1:00pm and 1:30pm to 5:00pm Monday to Friday
 - 11 Main Street, Spalding during the hours of 10:00am & 2:30pm Tuesdays & 9:00am to 1:00pm and 1:30pm to 5:00pm on Thursdays.
- Via Australia Post - In person at any Post Office, By Phone on 13 18 16 using Visa or Mastercard or go to postbillpay.com.au

Any ratepayer who may, or is likely to experience difficulty with meeting the standard payment arrangements is invited to contact the Rates Officer, to discuss alternative payment arrangements. Council treats such inquiries confidentially.

The Local Government Act provides that a Council may sell any property where the rates have been in arrears for three years or more. Council is required to notify the owner of the land of its intention to sell the land, provide the owner with details of the outstanding amounts, and advise the owner of its intention to sell the land if payment of the outstanding amount is not received within one month.

Natural Resources Management Levy

As part of the Northern & Yorke Natural Resources Management Region, Council proposes to set a Separate Rate for the Northern & Yorke NRM Board Levy of 0.0141 cents in the \$ to recover the \$182,343 set by the Board as this district's contribution.

Any queries relating to the NRM Levy should be directed to:

Northern & Yorke NRM Board
Unit 2, 17 Lenard St, Clare SA 5453
Phone: (08) 8841 3400
Email: DEWNR.nynrmboard@sa.gov.au

This levy is shown as a separate item on all rate notices.

ENGINEERING SERVICES

Northern Areas Council covers an area of 3070km² and maintains 2197km of roadways, mainly open surface and unsealed. 133 km of Council's road network is sealed. This Council area covers a number of townships, the largest being Jamestown, and other major towns are Laura, Gladstone, Spalding and Georgetown, and a number of smaller townships including Yacka, Gulnare, Caltowie, Narridy, Stone Hut and Tarcowie.

Rural road maintenance has occupied the majority of plant and labour allocations through resheeting, patrol grading and maintenance reseals.

During 2013/2014, Council resheeted 59km of its road network, on all or part of the following roads:

Kirchner Rd, Jones Road, Olives Road, Yacka-Andrews Rd, Collaby Hill Rd, Caltowie-Hornsedale Rd, Hill River Rd, Bondowie Rd, Smart Rd, Railway Dam Rd, Cemetery Rd (Spalding), Freshwater Creek Rd, Pine Creek Rd, Hillview Road, Andrews Rd, Old Coach Rd, CAS Hawker Rd, Worubia Rd, Cromer Rd, Hogben Rd, Norman Gully Rd, Pine Creek Rd, Arthur Street, Florance Street, Yangya Rd

Roads resealed:

Kilmarnock St, Murchland Drive, , Cumnock Street, Piers St Jamestown, Church Street and Main Street Spalding, Railway Tce Gulnare, River Blocks Rd, South Tce, Hawker St Yacka, Gladstone-Beetaloo Rd, Fifth St Gladstone.

New sealing was carried out on Cockburn Rd Service Rd and Cockburn Rd Shoulder, Jamestown and Trelyn Road Spalding.

Major projects Council's engineering staff worked on during the year included:

- Drainage (including sealing) on Cockburn Road and Jones Street, Jamestown
- Sealing Trelyn Road
- Commencement of Unity Housing project in Campbell Street Laura
- Bridge repairs

Council maintains one airstrip located at Jamestown, and three Community Waste Water Management Systems, located at Jamestown, Laura and Gladstone. A water reuse plant is located at Jamestown.

In line with Council's plant replacement program fourx new utilities, along with a number of small plant items were purchased.

Staff resources were allocated to support community events in the Council area during the year, with road closures, waste management, signage, mowing etc.

Significant Council resources were used during February 2014, to support CFS activities at the Bangor fire. Staff and machinery remained on the scene for over a week, working on containment lines and putting in fire breaks. Council's grader and bulldozer was used, with the water tanker supplying water to farm units, CFS vehicles and others that required water.

Council continues to operate a weekly kerbside waste collection service to all households within townships and on request to rural properties. Council staff implemented a new kerbside recycling scheme with the delivery of 140litre bins to every residence that receives this service. These bins are used for the weekly waste collection and the 240lt bins the residents already had are used for the fortnightly recycling materials collection. This service was well received by the residents and has been increasing as people become more educated about recycling.

Whilst acknowledging the significant progress individual Councils have made in the region with their waste management strategies, with waste management a significant cost to Councils it was important to form regional partnerships to gain cost efficiencies in waste disposal, transport arrangements and markets for recovered resources.

The Central Local Government Waste Management Strategy 2014-2020 was adopted by Council at the June 2014 Council Meeting.

FIRE PREVENTION

Historically, bushfires in the Northern Areas Council district have not grown to unmanageable proportions. The adoption by council, communities and individuals of sound Fire Prevention practices that acknowledge the responsibility for the protection of their own assets, coupled with the identification and reduction of the threat to community assets, will help reduce the risk of major bushfires in the future. Bushfire prevention and safety remains an important part of this district, however prevention methods must continually be exercised and upgraded.

District fire hazard inspections started at Spalding on November 4th 2013, Andrews, Yacka, Gulnare, Narridy, Huddleston, Georgetown and Gladstone on November 5th 2013 Laura, Stone Hut and Caltowie on Nov. 6th 2013. Jamestown Tarcowie and Mannanarie were inspected on Nov. 7th 2013.

After these inspections, 100 clean up notices were issued under section 105f of the Fire and Emergency services act 2005 for non compliant properties. These notices were sent early November and landowners given 14 days to comply with the notice. Hazard reduction slashing started on November 25th 2013 at the owners cost.

No expiation notices were issued under the SA Country Fire Service Expiation Policy April 2010 during this time.

50 Permits to burn were issued at the Jamestown office, 0 at Spalding and 20 at the Gladstone office during the fire danger season & 1 schedule 10 permit to light and maintain a fire on a total fire ban day was issued by the Fire Prevention Officer to a contractor for essential works during the Fire Danger Season.

ENVIRONMENTAL SERVICES

Council provides a range of services, many being prescribed by various Acts and Regulations.

-  Building Code of Australia
-  Local Government Cemeteries Act
-  Development Act
-  Dog and Cat Management Act
-  Environment Protection Act
-  Food Act
-  Heritage Act

Development and Planning

A total of 193 development applications were approved in the 2013/2014 year, with a total value of \$9.858M. This was compared to 148 applications approved in 2012/2013 with a total value of \$6.591M, and 159 approved in 2011/2012 valued at \$7.409M.

Dwellings	37
Additions/Renovations	12
Sheds/Garages/Carports	65
Verandah/Pergolas	14
Land Division	14
Variation to Application	1
Swimming Pool	6
Solar panel installations	1
Ground-mounted Solar Array	1
Internal modifications	5
Demolitions	4
Change of Use	1
Extensions to Sheds	10
Signage	2
Shipping Containers	2
Beer Garden	1
Caretakers' Residence	2
Relocation of Sheds	1
RV Camping Park	1
Scrap Metal Storage	1
Concrete Batching Plant	1
Miscellaneous	7
Total Number of Applications	189
Value of Development Applications	\$9,858,571.90

Dog and Cat Management

Council has continued to encourage and promote responsible dog ownership, through education and awareness processes, including encouragement to have dogs, and also cats, microchipped.

The majority of dog complaints are dealt within a minimum timeframe and where possible returned

to their owners. Microchipped animals assist in this process as well as the registration of dogs and owners ensuring that the dogs wear the registration disc at all times. This enables dogs to be easily identified and returned to owners.

Council's Dog and Cat Management Officer conducts regular town surveys checking for unregistered dogs. The annual survey has enabled Council to not only increase the level of dog registration but is a valuable means of educating dog owners on their legal responsibilities.

Council's Dog and Cat Management Officer conducts information sessions in schools which is aimed at educating children on behaviour with dogs.

Council owned Dog Pounds in Gladstone and Jamestown were audited by the Dog and Cat Management Board. The Gladstone Dog Pound has been upgraded in accordance with the Audit recommendations. Upgrading of the Jamestown Dog Pound will commence in 2015.

Number of dogs registered	1402
Dog registration fees collected	\$31,149.25
Reported dog attacks	4
Barking dog complaints	5
Expiation notices issued	32
Number of dogs impounded	29
Number of notices for wandering dogs	11
Number of notices for dog harassments	7
Number of notices for owning unregistered dog	14

Environmental Health

Council's Environmental Health Officer, Alan Thomson conducted **25** health inspections throughout the Council area in 2013/2014.

Council is aware of health education within the community and provides Food Information Kits to food businesses and community groups, and advice to organisations running events within the Council area, in terms of the food handling and preparation.

Swimming Pools

Council owns and operated three public swimming pools located at Jamestown, Gladstone and Spalding. These pools continue to operate with the assistance of volunteers. Council is ensuring that all volunteers are appropriately trained and with an emphasis on WH & S Act requirements applicable to volunteers.

A range of school and VACSWIM courses are run at these pools during the summer season along with competitive swimming carnivals and trainings.

As part of Council's ongoing commitment to upgrading facilities to comply with current Australian Standards and WH & S Act requirements, a new purpose built chlorine plant room has been installed at the Jamestown Swimming Pool. This plant room is compliant with AS2927/2001 and contains all the safety equipment to ensure an automatic shut down occurs to stop any chlorine gas leaking.

Council has organised an independent audit of the three public pools and the hydrotherapy pool.

Pool operators have been trained in handling chlorine gas and in the use of personal breathing apparatus equipment.

A chlorine leak detection system has been installed in the Gladstone Swimming Pool plant room.

Council is assisting the Jamestown Swimming Pool Management Committee with proposed change-room upgrade which will replace all existing change room facilities with new compliant sanitary facilities.

Council owns and operates a Hydrotherapy Pool at Jamestown. This pool has had replacement water heaters installed and the water dosing systems upgraded.

Building Fire Safety Committee

Pursuant to Section 71 of the Development Act, 1993, the Northern Areas Council Building Fire Safety Committee carried out inspections and provided guidance for many licensed premises and premises offering overnight accommodation.

Inspections are now being extended to include council owned facilities and a number of businesses operating large workshops.

The Building Fire Safety Committee consists of:

Peter Harmer, Harmer LG

Colin Paton. CFS Building Fire Safety Branch

Alan Thomson, Manager, Environmental Services

Immunizations

Council funds an immunization program in the Council area, contracting this service to the Rocky River Health Service. The immunization program is conducted monthly at public clinics and in schools.

Heritage Act

The "Heritage of the Upper North" report issued by the Department of Environment and Heritage lists places, buildings etc in the Northern Areas Council that are entered in the State Heritage Register.

The last Heritage Survey was undertaken by Flightpath Architects in February 2011.

Cemeteries

Council owned and operated cemeteries are in following townships:

Jamestown, Spalding, Laura, Georgetown, Gulnare, Gladstone, Caltowie, Tarcowie and Narridy.

Council's Manager, Environmental Services is the Curator of Cemeteries. The Yacka cemetery is managed by the Yacka Cemetery Trust.

Council staff have responsibility for leases, burials, plaques for columbariums and placement of ashes, along with maintenance of cemetery grounds. Genealogy enquiries are dealt with at all three

Development Plan Amendment Township Review

Council has conducted the agency and community consultation for the Northern Areas Council Township Development Plan. The Department of Planning, Transport and Infrastructure have reviewed the Township Development Plan Amendment and referred the document to the Minister of Planning for approval.

The Township Development Plan Amendment is expected to be completed by the end of December 2014.

Council Development Assessment Panel

The Council Development Assessment Panel (CDAP) is an independent body that has powers delegated to it relating to planning assessment.

The role of CDAP is to consider any applications referred to it by the Planning Officer. The Planning Officer deals with the majority of the Development Applications under delegated authority.

Membership

The Council's Development Assessment Panel consists of:

- Presiding Member: Narelle Schmidt
- Independent Members: Tracey Cunningham, Ian Trengove, Jo-Anne Daly and Jill Wilsdon
- Elected Members: Cr. Geoff Lange and Cr. Merv Robinson

Two Development Assessment Panel meetings were held on 26th August 2013 and May 26 2014. Council's Development Assessment Panel consist of two Council Members and five Independent members.

Sitting Fees

Presiding Member - \$150 per meeting, Independent Members and Council Members - \$100 per meeting.

Travelling Allowance – 75 cents per kilometre

COMMUNITY DEVELOPMENT

Council's Community Projects Development Manager, was successful in securing the following grant funds from external sources, during the 2013/2014 financial year.

Grant	Applicant	Project
Office for Recreation and Sport	Northern Areas Council	Spalding Community Sporting Hub
Office for Recreation and Sport	Elseshwere Clay Target Club	Trap House Construction
Office for Youth	Northern Areas Council Youth Advisory Committee	Youth Advisory Committee Core Funding
Local Government Stimulus Program	Northern Areas Council	Laura Streetscape Part B
Local Government Stimulus Program	Northern Areas Council	Laura Streetscape Part C
Local Government Stimulus Program	Northern Areas Council	Jamestown CBD Community Ammenities
Office for Youth	Northern Areas Council Youth Advisory Committee	National Youth Week Project
Office for Recreation and Sport	Jamestown Lawn Tennis Club	Hard Court Resurfacing
Regional Development Australia Fund*	Northern Areas Council	Laura Streetscape

**This funding program was subsequently rescinded by the Federal Government and no funds were received*

Community Projects Budget and Grant Rounds

Since 2008/09 Council has assigned funds to the Community Projects Budget to consider 'one-off' requests from community groups for support where projects do not 'fit' existing funding or grant guidelines.

With the increasing number of 'one-off' requests being presented to Council from both Section 41 Committees or Incorporated community and sporting groups, it became prevalent that a process was required to ensure the fair and equitable distribution of the funds.

The allocation of funds from the Community Projects Budget was distributed over two grant rounds one in December 2013 and February 2014. A total of 33 applications were received with funding allocated to the following 13 groups:

Successful Applicants 2013/14	Awarded
Laura Sporting Reserve	\$3,000
Caltowie Memorial Hall and Progress Association	\$3,000
Rocky River Historic and Art Society	\$3,000
Gladstone Community Development & Tourism Association (Ex Service Personnel Group)	\$3,000
Jamestown Regional Hydrotherapy Pool Management Committee	\$3,000

South Australian Rural Women' Gathering	\$1,500
Gladstone Community Development & Tourism Association	\$2,000
Jamestown Hospital Auxiliary	\$3,000
RSL & Combined Services Club	\$3,000
Georgetown Heritage Society	\$3,000
Gladstone Hall Management Committee	\$770
Spalding Community Management Committee	\$3,000
Spalding Memorial Swimming Pool	\$1,500
	\$32,270

Community programs

During 2013/2014 Council continued to participate in joint regional initiatives that provide opportunities or assistance for its residents. These initiatives provided transport assistance, sport and recreation development and support for families and individuals to eat well and be active.

Obesity Prevention & Lifestyle (OPAL) Program

Council together with the District Council of Mount Remarkable, the District Council of Peterborough and the Rural Health Team were successful in receiving funding for five years to implement the Obesity Prevention and Lifestyle (OPAL) funding.

OPAL is a joint Federal, State (SA Health) and Local Government healthy weight initiative aimed at 0 – 18 year olds. OPAL aims to encourage government and local community groups to work together to develop and implement community-wide solutions to health issues.

The Rural Health Team contributing 40% of the required local funds with the three participating Local Council's contributing the remaining 60%. Contributions and benefits are on a basis of District Council of Mount Remarkable (40%), Northern Areas Council (40%) and District Council of Peterborough (20%). These percentages reflect both the respective Council's share of financial input and share of the project resources, both human and financial.

The OPAL Manager and OPAL Support Officer will implement State interventions and local initiatives to support children, families and the community to eat well and be active.

Healthy Communities Initiative

Funding received through Phase Two of the Department for Health and Ageing's the Healthy Communities Initiative will implement Southern Flinders LIFE (Living is for Everyone). Southern Flinders LIFE is a joint project between the District Council of Mount Remarkable, District Council of Orroroo/Carrieton, District Council of Peterborough, Port Pirie Regional Council and Northern Areas Council and the Port Pirie Regional Health.

The Healthy Communities Initiative aims to increase the number of adults predominantly not in the paid workforce engaged in physical activity and healthy eating programs and activities.

The Initiative has supported a Healthy Communities Coordinator within the region to oversee and

coordinate the implementation of Southern Flinders LIFE within the five Councils. The Coordinator will continue to implement the following initiatives into 2012/2013:

- subsidise the costs to individuals of participating in healthy eating, physical activity or healthy lifestyle programs;
- run or partner with community based healthy lifestyle programs;
- subsidise training for community members to run community based healthy lifestyle programs where this does not contradict professional or accreditation requirements of specific programs.

The Coordinator will split her time equally to work across the five regions. While based at the District Council of Mount Remarkable, the Coordinator will be in the Northern Areas Council region one day per fortnight, as a minimum.

Mid North Starclub Field Officer

Council continued commitment what was formally known as the Mid North *be active* Field Officer, know the Mid North Starclub Officer, along with the Port Pirie Regional Council, District Council of Mount Remarkable, District Council of Orroroo Carrieton, District Council of Peterborough, Port Pirie Regional Health Service and the Office for Recreation and Sport.

The role of the *be active* Field Officer is to work with Sporting Clubs, associations, schools and physical activity providers to support the development of active recreation and sport; further develop clubs and organisations and the programs and services they provide; and increase community participation in active sport and recreation programs. There has been an increased focus on establishing good governance practices and policies through the Starclub program.

The *be active* Field Officer has concentrated efforts towards:

- **Coaching, Officiating & Volunteers**
 - Coloured Shirt Program (beginning umpires)
 - Essentials to Coaching Children Course
 - Recruiting & Retaining Volunteers
 - Succession Planning
- **Safe Supportive Environments**
 - Child Safe Officers Course
 - Child Safe Environment Workshop
 - Play By the Rules
 - Codes of Conduct
 - Inclusion
- **Club Management Structures and Processes**
 - Constitutions
 - Governance
 - Committee Member
 - Board Director

- Finance
- Strategic Planning
- Amalgamation
- Risk Management

Southern Flinders Regional Tourism Authority

Council continued commitment to the Southern Flinders Regional Tourism Authority (SFRTA), in conjunction with the District Council of Mount Remarkable and the Port Pirie Regional Council. The Flinders Ranges now recognised as part of the Australian National Landscapes Program.

The SFRTA continued to support tourism operators across the region, with significant activity occurring across the entire Council area. Support was predominantly undertaken by the SFRTA's Tourism Development Manager, in addition to consultation with Council's Manager, Community Development.

FLINDERS MOBILE LIBRARY

The Flinders Mobile Library continued to provide library services to residents of the Northern Areas Council, Mount Remarkable District Council and the Port Pirie Regional Council during 2013/14. Flinders Mobile Library service is based out of Gladstone, with the mobile library truck visiting 16 townships, 11 schools and 3 kindergartens on a fortnightly schedule.

POPULATION SERVED	2010/11	2011/12	2012/13	2013/14
District Council of Mt Remarkable	2951	2966	2998	2910
Northern Areas Council	2676	2664	2655	2501
Port Pirie Regional Council	795	796	791	743
TOTAL	6422	6426	6444	6154

Circulation Statistics

Loans have increased by 1384 during 2013/14, an increase of 3.38%. Considering our official membership has dropped by almost 600 borrowers to 1118 total users following a huge borrower deletion and clean up earlier this year, this is a fantastic result. Loans for 2013/14 are up by 7.65% compared to when Flinders Mobile Library joined the One Card Library Management System two years ago in 2011/12.

Loans for 2014/15 are on trend to increase again, with the loans for July and August 2014 up by 13.4% compared to the same time last year.

eBook and eAudio loans have increased by 356% during the 2013/14 financial year. By the end of October 2014, the eBook and eAudio catalogue is to be intergraded with the One Card State-wide Catalogue, meaning it will be far simpler and more streamlined to borrow digital content from your library.

LOANS	2011/12	2012/13	2013/14
Total Loans	39321	40943	42327
Total eBook & eAudio Loans	-	110	502
Total Holds placed & collected	-	3134	4982
Total Incoming holds from other Libraries in SA	-	1977	4027
Total Outgoing holds to other Libraries in SA	-	3725	6542

Collection Statistics

Collection maintenance is a constant an ongoing process, meaning the collection totals are in a state of constant flux as old items go out and new items come in. At June 30 2014, Flinders Mobile Library had a total of 19564 items in the collection. These items consist of books, DVD's, CD's, CD-ROM's, magazines, language kits and audio books. On average, Flinders Mobile Library stock numbers usually hovers around 20,000 items.

COLLECTION	30/06/2014
Items on the Flinders Mobile Library truck	6279
Items in the Flinders Mobile Library depot	13285
TOTAL items in the Flinders Mobile Library collection	19564

Borrower Statistics

During the 2013/14 financial year, Flinders Mobile Library undertook a borrower database clean-up, which has seen the deletion of almost 600 borrowers who haven't used the library service in more than two years. The majority of these deleted borrowers were primary school students who have since moved onto high school.

This means we now have a much more accurate and realistic idea of our borrower database and borrower usage, but it also means our numbers will look quite unhealthy by comparison to previous years. We had an increase of 158 borrowers registered directly with Flinders Mobile Library during the 2013/14 financial year; however there is an overall increase of 172 borrowers thanks to the One Card Library Management

System, which means borrowers who own a library card elsewhere (e.g. Port Pirie, Port Augusta, Clare etc.) are able to access our library service without having to re-register.

Flinders Mobile Library officially had 1118 registered members at June 30 2014; however 1172 people access our library service in one way or another.

Of these 1118 borrowers, 557 are students who, for the majority of visits, access the Flinders Mobile Library when we visit their school during the school term. These student borrowers made up 49.8% of the total Flinders Mobile Library borrowers for 2013/14, meaning a fairly even split between student borrowers and adult borrowers.

BORROWERS	2012/13	2013/14
Borrowers registered with Flinders Mobile Library	960	1118
Borrowers registered with another home library who also use our service	40	54
TOTAL borrowers utilising Flinders Mobile Library	1000	1172

BORROWERS BY COUNCIL AREA	2012/13	2013/14
District Council of Mt Remarkable	422	476
Northern Areas Council	374	462
Port Pirie Regional Council	125	152
Other	39	28
TOTAL	960	1118

Below is a break-down of Flinders Mobile Library borrowers by their home towns for 2013/14. We visit the local school in each of the towns marked with an *, which is why there are more borrowers in these towns.

BORROWER BREAKDOWN BY TOWN	2013/14
<i>District Council of Mount Remarkable</i>	
Murray Town	8
Appila	16
Port Germein	33
Wirrabara*	54
Melrose*	77
Wilmington*	93
Booleroo Centre*	199
<i>Northern Areas Council</i>	
Gulnare	5
Yacka	23
Spalding*	41
Georgetown*	59
Laura*	149
Gladstone*	206
<i>Port Pirie Regional Council</i>	
Redhill	24
Koolunga*	48
Napperby*	76

NORTHERN AREAS COUNCIL YOUTH ADVISORY COMMITTEE (NACYAC)

NACYAC continues to hold monthly meetings throughout the year and has had a busy year actively promoting NACYAC at events, schools and throughout the community. NACYAC provides the youth in the Northern Areas Council region with a voice in the decision making on youth events and activities, relative to them in the community. NACYAC have received notice that the annual funding received from the State Government will no longer be provided however, the committee are now financially sustainable without this funding and are moving forward and continuing to fundraise to keep the committee in a great financial position.

NACYAC'S ACHIEVEMENTS / EVENTS FOR 2013 - 2014

The NACYAC Track

This event is held annually at the Jamestown Show and is NACYAC's biggest fundraising event for the year. This event mirrors the Yellow Brick Road held at the Royal Adelaide Show. This "track" event received support and donations from the community. The committee prepares 200 bags and 10 different stops around the show and the participants work their way around the show collecting prizes. At the 2013 Jamestown show, the Committee sold all bags prepared which was the 3rd consecutive year of selling out. The committee raised over \$1000 from this event which has in part been used for other events and programs held for the youth of the region.

Jamestown Christmas Pageant

NACYAC Committee members entered a float as a teambuilding exercise and promotion of NACYAC within the community, for the Jamestown Christmas Pageant held in December 2013.

National Youth Week

National Youth Week 2014 celebration, NACYAC'S Colour Dash & Dance, was held on Friday 11th April 2014 at the Jamestown Race Course. This event was deemed the most successful event the Committee has organised (from when the current Coordinator took over the roll). The event involved the committee sourcing a product that was a brightly coloured powder for participants to distribute onto themselves and each other. The Participants worked their way around the 2km race course through 6 different stops and then had a group colour 'explosion' that was very effective. The event ended with a healthy Barbeque and a DJ for dancing. The committee engaged other community groups within the Council region to support and participant in the event. This event was planned with the complete guidance from the OPAL Program, the active outside activity that was extremely fun and required a lot of energy followed by a healthy meal were the aims to follow for this event and were achieved with great success.

NACYAC Partnerships

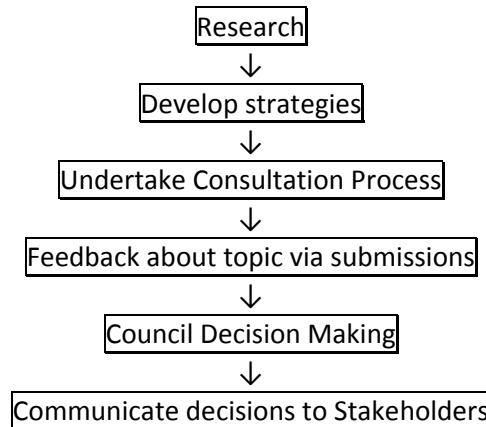
NACYAC have now made some permanent changes to event management through the guidance and active involvement from the OPAL Program. NACYAC are committed to providing events and activities to the youth in our region that are promoting outdoor activity, happy and positive attitudes, healthy eating and providing different ideas and options when catering and only providing water at events. NACYAC also work hard at only having healthy or activity based prizes within the NACYAC Track. OPAL Program support and guidance is an invaluable addition to the committee, reflection on the changes that have been made since the OPAL Program was involved are highly extensive.

PUBLIC CONSULTATION

The Council consults with local residents on particular issues that affect their neighbourhood.

Northern Areas Council has adopted a Public Consultation Policy in accordance with Section 50 of the Local Government Act 1999. This Policy was reviewed in April 2014, with no change. The policy is available for inspection at the Council Offices and on Councils website.

The steps taken in implementing the Consultation and Decision Making processes are outlined below:



INTERNAL REVIEW OF COUNCIL DECISIONS POLICY AND PROCEDURE

Council adopted Internal Review of Council Decisions Policy and Procedure (Version 2, replacing Version 1) in May 2014.

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

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

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

Council has a three tier process for managing customer complaints, set out below, which includes immediate, informal resolution as well as established processes for review by senior staff.

1. Immediate response to resolve the complaint

All staff are empowered to handle complaints in the first instance and it is preferable that they are dealt with promptly at the initial point of contact and at the appropriate officer level.

2. Complaint escalated to a more senior officer

A complaint will be directed to a more senior officer in the Council, where circumstances indicate that the complaint would be more appropriately handled at a higher level. This may occur, for example, where an officer has been involved in the matter that is the subject of the complaint, where the complaint is about an issue that requires a decision to be made at a more senior level, or where a complaint concerns a matter that ranges across more than one Council work area.

3. Internal review of a Council decision by statutory process

Internal review of a Council decision is available under section 270 of the *Local Government Act 1999*. This is a process established by legislation that enables a Council to reconsider all the evidence relied on to make a decision, including new evidence if relevant. This process is generally a last resort in the complaint handling process, but may also be used in situations which are not able to be resolved by other means, such as a complaint about a decision of the CEO.

Council's detailed Complaints Procedure is available to the public.

This policy and procedure for review of a decision commences at the point where:

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

The aim of this policy and procedure, which is available on Council's website, is to ensure a fair, consistent and structured process for any party dissatisfied with a decision which has been made by Council or its agents.

The policy and procedure applies to all Council staff who may be involved in receiving an application for review of a Council decision.

The policy and procedure are based on five principles, which are fundamental in the way Council approaches requests for service, complaint handling and reviews of decisions. They are:

- Fair treatment: which requires impartiality, confidentiality and transparency at all stages of the process
- Accessibility: to be accessible there must be broad public awareness about Council's policies and procedures and a range of contact options
- Responsiveness: this will be achieved by providing sufficient resources, well trained staff and ongoing review and improvement of the systems
- Efficiency: requests and complaints will be resolved as quickly as possible, while ensuring that they are dealt with at a level that reflects their level of complexity
- Integration of different areas of Council where the matter under review overlaps functional responsibilities.

Copies of the Policy and Procedure are available from Council Offices at Jamestown, Gladstone and Spalding.

1 request for an Internal Review of council's Decision was received in 2013/2014 concerning a decision made by Council to remove kurrajong trees in Herbert Street, Laura.

COMPLAINTS POLICY AND PROCEDURE

Section 270 of the *Local Government Act 1999* requires Council to maintain a procedure about "complaints about the actions of the council, employees of the council, or other persons acting on behalf of the council."

This policy is based on five principles, which will be fundamental in the way Council approaches complaint handling. They are:

- Fairness: treating complainants fairly requires impartiality, confidentiality and transparency at all stages of the process
- Accessibility: to be accessible there must be broad public awareness about Council's policy and a range of contact options
- Responsiveness: this will be achieved by providing sufficient resources, well trained staff and review and improvement of the systems
- Efficiency: complaints will be resolved as quickly as possible, while ensuring that they are dealt with at a level that reflects their level of complexity

- Integration of different areas of Council where the complaint overlaps functional responsibilities.

Definition of a Complaint

For the purposes of this policy, a complaint is defined as:

An expression of dissatisfaction with a product or service delivered by the Council or its representatives that has failed to reach the standard stated, implied or expected. This includes complaints about a service that has been, or should have been delivered.

Council also receives service requests and feedback across all areas of operations and clarification may be necessary to make the distinction for the purposes of this policy.

Complaints which are determined to be about matters that are not Council's responsibility, such as disputes between neighbours, will not be handled under this policy.

A Request for Service is an application to have Council take some form of action to provide a Council service.

Feedback can take the form of comments, both positive and negative, about services provided by Council without necessarily requiring a corrective action, change of services or formal review of a decision. Feedback may, however, influence future service reviews and delivery methods.

Where Council has failed to meet the normal standards for a service which has been, or should have been, delivered this policy and the associated procedures apply.

Council's Commitment to Complaint Handling

Council welcomes complaints as a way of improving its services and programs as well as providing an opportunity to put things right.

This policy will be made accessible on Council's website to ensure that customers are fully aware of their right to complain.

A person can make a complaint in a number of ways:

- Complete the appropriate form on Council's website (Complaints & Compliments Procedure – Forms)
- Telephone
- Fax
- Email
- Letter
- Visit a Council admin support office.

All complaints will be recorded in Council's records management system in such a way that the information can also be analysed for service improvement opportunities.

Complainants will be advised of the likely timeframe required to investigate and resolve a complaint and regularly updated as to progress where necessary.

Employees are trained to manage complaints efficiently and effectively, and provided with a level of delegated authority appropriate for the nature of complaints they are expected to resolve.

Seven steps of the complaint handling process

The following steps will be followed by staff to ensure complaints are dealt with efficiently and effectively:

- Acknowledge complaints promptly
- Assess the complaint - simple problems may not need to be investigated
- Plan the investigation where one is warranted
- Investigate the complaint
- Respond to the complainant with a clear decision
- Follow up any customer service concerns
- Consider whether there are systemic issues which need correction.

Timeframes for Response

Where a complaint cannot be resolved immediately the complainant will be advised of the process to be undertaken. Council will respond within [10] business days, acknowledging receipt of the complaint and, where possible, resolving it at that time. If a resolution is not possible at that time, the complainant will be kept regularly informed of progress, either by email, letter or personal contact.

Procedures for resolving complaints

Complaints may vary greatly in their level of complexity and seriousness. Wherever possible complaints will be resolved when first reported, but if necessary officers will escalate complaint handling as set out below.

The complaints procedure consists of a three tiered scheme.

a. Immediate response to resolve the complaint

All staff are empowered to handle complaints in the first instance and it is preferable that they are dealt with promptly at the initial point of contact and at the appropriate officer level.

b. Complaint escalated to a more senior officer

A complaint will be directed to a more senior officer in the Council, where circumstances indicate that the complaint would be more appropriately handled at a higher level. This may occur, for example, where an officer has been involved in the matter that is the subject of the complaint, where the complaint is about an issue that requires a decision to be made at a more senior level, or where a complaint concerns a matter that ranges across more than one Council work area.

c. Internal review of a Council decision by statutory process

Internal review of a Council decision is available under section 270 of the *Local Government Act 1999* [see Council's Internal Review of Council Decisions Procedure]. This is a process established by legislation that enables a Council to reconsider all the evidence relied on to make a decision, including new evidence if relevant. This process is generally a last resort in the complaint handling process, but may also be used in situations which are not able to be resolved by other means, such as a complaint about a decision of the CEO.

Council's detailed Complaints Procedure is available on Council's website.

This Policy and Procedure was reviewed in April 2014 with no changes made.

TENDER POLICY AND PROCEDURE

Council's Tender Policy and Procedure has established basic principles that allow industry to have an equal opportunity to compete and participate. They aim to protect the interest of all

parties and to ensure propriety and public accountability in arranging contracts within local government. Council's Tender Policy and Procedure was reviewed in December 2012, without change.

Tenders are called if:

- (1) the expected value for any one item of plant or machinery is over \$440,000 (including GST).
- (2) the expected value for any other one item of a goods or service is over \$110,000 (including GST).

The execution of projects by contract, or the supply of goods or services, are initiated by one of four basic tendering procedures. These being:

- Open Tenders. All interested parties are invited through open public advertisement to tender on a common basis. Tenderers are required to prove they have the necessary competence, resources, quality, occupational health and safety management and financial capacity to undertake the work.
- Selected Tenders. A limited number of organisations are directly invited to tender because of their proven experience or recognised ability to undertake particular work.
- Negotiated Tenders. A firm tender is arrived at by negotiation with a single prospective organisation. The negotiations must be carried out in good faith.
- Pre-registered tenders. Expressions of interest are invited for a project. Applicants are evaluated with a small number meeting the required criteria then being invited to tender.

This Policy and Procedure was reviewed in April 2014, with no change. A copy of the Tender Policy and Procedure is available on the Council website.

PROCUREMENT POLICY

Council's Procurement Policy was adopted in June 2010.

The purpose of this policy is to establish a framework of broad principles to ensure that the procurement of goods and services by Council are:

- timely
- competitive and cost effective
- of quality and fit for intended purpose
- support the efficient delivery of Council services
- are conducted transparently and ethically in accord with relevant legislation

The existence of this Policy is to provide Elected Members, Council officers, potential suppliers and buyers and the Community with a framework detailing how procurement activities will be undertaken by Council in a consistent, fair and transparent manner.

The Policy was reviewed in April 2014, with no change.

COMMUNITY LANDS

Council has compiled a register of all lands determined through public consultation that are not excluded from the definition of community land.

Pursuant to Section 197 (3) of the Local Government Act 1999, Council at its meeting on 14th December 2004, adopted Management Plans for all Council Community Lands.

Section 198 provides:

- A management plan may be amended by the adoption of a proposal for its amendment.
- Council may only adopt a proposal for amendment to, a management plan after the Council has carried out the public consultation that would be required if the proposal were for a new management plan.

- However, public consultation is not required if the amendment has no impact or no significant impact on the interests of the community.
- A council must give public notice of its adoption of a proposal for the amendment or revocation of a management plan.

APPLICATION OF COMPETITION PRINCIPLES–NATIONAL COMPETITION POLICY

In accordance with the Revised Clause 7 Statement on the Application of Competition Principles to Local Government under the Competitive Principles Agreement (September 2002), Council is required to review its business activities in order to determine whether Council is involved in any “significant business activities”, that should be subject to the Government Business Enterprises (Competition) Act 1996.

Private Works

Council undertook private works during the year, on an ad hoc basis, dependant on workload, however this was not considered to be a significant activity under the Competition Principles..

There were no activities conducted by Council in Category 1 (ie business activities with an annual revenue in excess of \$2 million, or employing assets in excess of \$20million).

During the reporting period, Council did not receive any complaints regarding the application of competitive neutrality.

CONFIDENTIALITY

During 2013/2014, Council excluded the public from their meetings on 5 occasions.

Matters considered under confidentiality were: Sale of surplus Council building, replacement of Council infrastructure, Installation of new infrastructure, Employment conditions of Council employee.

Council considered in each instance, the need to maintain confidentiality.

Number of occasions that information originally declared confidential has subsequently been made publicly available;

- 2

Number of occasions that information declared has still not subsequently been made publicly available:

- 6

DOCUMENTS AVAILABLE TO THE PUBLIC

The following documents are available for public inspection at the Council Office, 9 am to 5 pm Monday to Friday at 94 Ayr Street, Jamestown from the reception staff. Members of the public may purchase copies of these documents and the current charges (GST inclusive) are shown below.

Document	Available	Fee
Council Meeting Minutes	Subscription – posted locally	\$50 per annum
Council Agenda	Subscription – full copies postage and handling	\$100 per annum
Council Agenda	Subscription – Agenda full copies at the standard copy rate per page	25 cents per page

Council charges 25 cents per page for the following documents:

• Council Agenda
• Council Minutes
• Annual Financial Statements
• Assessment Book Entry
• CEO's Roll
• Delegation of Legislation Register
• Development Application Register
• Development Applications by Consent
• Information Statement for Freedom of Information
• Register of Elected Members Allowances and Benefits
• Register of Employees' Salaries, Wages and Benefits
• Register of Fees and Charges Levied by Council
• Register of Public Streets and Roads
• Statutory Appointments
• Strategic Plan
• Supplementary Development Plans previously on Exhibition
• The Budget Statement

Policy Documents

• General Policy Manual
• Code of Conduct for Council Members
• Code Of Practice for Access to Council Meetings and Council Documents
• Internal Review of Council Decisions Procedure
• Order Making Policy
• Public Consultation Policy
• Tender Policy & Procedure
• Code of Conduct to be observed by employees
• Purchase of Goods and Services Policy
• Privacy Policy
• Sale and Disposal of Land or Other Assets Policy

OTHER INFORMATION REQUESTS – FREEDOM OF INFORMATION

Requests for other information not included in the above listed documents are considered in accordance with Section 9 of the Freedom of Information Act, 1991. The Freedom of Information Act 1991 provides legislation and guidelines for access and provision of information to the public. Requests under the FOI Act 1991 for access to documents in the possession of Council should be accompanied by the relevant application fee and directed in writing to:

Freedom of Information Officer
Northern Areas Council
PO Box 120
Jamestown SA 5491

Forms are available at the Council Office. Applications will be responded to as soon as possible within the statutory 30 days of Council receiving the properly completed Freedom of Information Request Form, together with the application and search fees.

In 2013-2014 Council received two FOI requests: a request for a list of all addresses on the Council Ratepayer Roll for which Public Housing Providers are listed as the ratepayer.

Determination of the applications: a copy of Council Ratepayers addresses for which Public Housing Providers are listed as the ratepayers, was provided to the applicant.

DISTRIBUTION OF INFORMATION

Council distributes a regular newsletter to all householders within the Council area. Council also has a comprehensive mailing list of people who have requested a copy of the newsletter, but live outside the householder distribution network. The newsletter is an update of Council activities, forthcoming events, changes to services (ie dump times, etc) and provides a vital link between Council and communities.

In addition to the Council newsletter, Council utilises local regional newspapers circulating in the area, with regular press releases, notices required under legislation and general information to the wider community. These newspapers are the: *Northern Argus* (based at Clare) and the *Flinders News* (based at Port Pirie), *Jamestown Journal*, *Gladstone Gazette*, *Spalding Scribe*, *Laura Cares*. Council also uses local radio networks to broadcast information to residents.

Council has established a website which further enhances Council's ability to provide information on its services to the community. This website has links to towns and community organisations within the Council area. The website is also updated with Council Meeting Minutes and Agendas, Employment vacancies etc. The website address is www.nacouncil.sa.gov.au.

AMENDMENT OF COUNCIL RECORDS

A Member of the public may gain access to Council documents to make amendments concerning their personal affairs by making a request under the Local Government Act 1999. A member of the public may then request a correction to any information about themselves that is incomplete, incorrect, misleading or out of date. To gain access to these Council records, a member of the public must complete a Freedom of Information Request Form as indicated above outlining the records, that person wishes to inspect.

SUBSIDIARIES

The Central Local Government Region was incorporated under provisions of the Local Government Act 1999. A regional subsidiary of its member Councils: Barossa, Barunga West, Clare & Gilbert Valleys, Copper Coast, Flinders Ranges, Light, Mallala, Mount Remarkable, Northern Areas, Orroroo/Carrieton, Peterborough, Port Pirie, Wakefield and Yorke Peninsula. A copy of the 2013/2014 Annual Report is attached.

INDEPENDENCE OF AUDITORS

Council's Audit fees for the 2013/2014 financial year were \$10,250. There were no non audit fees paid.

RISK MANAGEMENT OFFICER

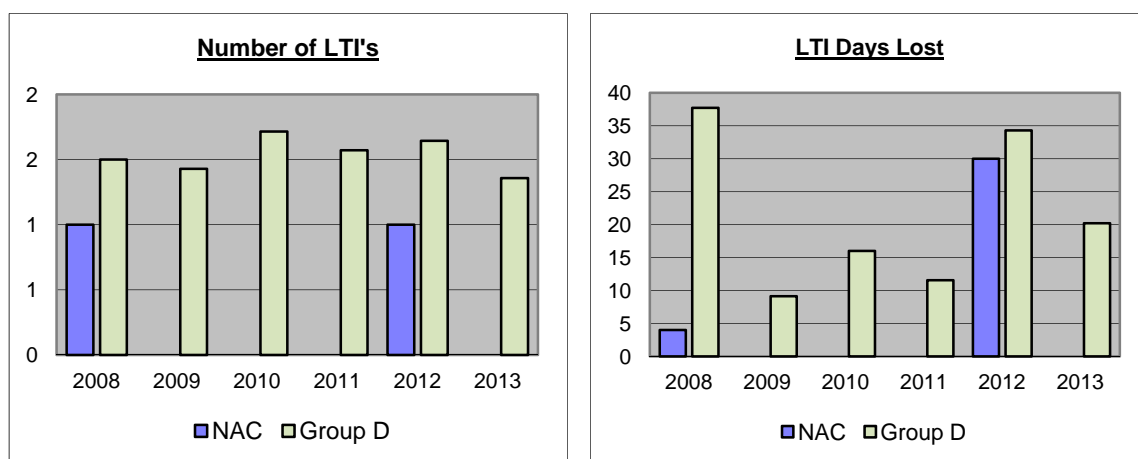
The Northern Areas Council is committed to providing a safe place for its workers and the community through the continuous improvement of the NAC's safety management and risk management systems.

The Council's Risk Management Officer, Michael Lambert, retired in September 2013. A new Risk Management Officer, with qualifications and experience in WHS, human factors, and training commenced working at the Council in November 2013.

The Council has continued reviewing and updating its Work Health and Safety policies and procedures in line with the requirements of the January 2013 legislative changes. All of the WHS policies and 26 of the 28 WHS procedures have been updated to reflect the new legislation. The remaining two WHS procedures – emergency management and asbestos management are scheduled to be updated before the end of 2014. Managers and workers are being trained in these updated policies and procedures. The training commenced in January 2014 and is scheduled to be completed in December 2014.

The WHS Management Plan was reviewed by the Management Team in consultation with the WHS Committee in February 2014. A WHS Management Plan was developed for 2014 – 2016 with a focus on hazard management, training, contractor management and emergency management. The Local Government Workers Compensation Scheme is assisting the NAC with the Council's WHS Management Plan by providing a consultant over nine separate days between May 2014 – August 2014.

The Northern Areas Council's low Lost Time Injury statistics continues to be below other councils of similar size (Group D). Only two lost time injuries (LTI) has been recorded in the past six years, with a total of 34 days of work being lost.



The Northern Areas Council's updated Risk Management Policy and Framework was endorsed by the Council at the June 2014 ordinary meeting. The Management Team has developed a Risk Management Plan for 2014 – 2016 in consultation with the WHS Committee. This Plan has been aligned with the Council's existing strategic plan. Its implementation started in mid June 2014.

SECTION 41 COMMITTEES OF COUNCIL

The Local Government Act 1999 replaced the former Section 199 Committees of Council with Section 41 Committees of Council.

These Committees play a key role in liaison between Council and the relevant communities or interest groups, and their predominately volunteer member base are a vitally important to Council.

Over the past 12 months, Council has worked with a number of Section 41 Committees and assisted them to change their status to an Incorporated body.

Council's Section 41 Committees are as follows:

- Ewart Oval Management Committee
- Flinders Mobile Library
- Georgetown Heritage Society
- Gladstone Hall Committee
- Gladstone Swimming Pool Management Committee
- Gulnare Memorial Hall Institute Committee
- Jamestown Health and Ambulance Centre Management Committee
- Jamestown Regional Hydrotherapy Pool and Gymnasium Management Committee
- Jamestown Swimming Pool Management Committee
- Laura Memorial Civic Centre Management Committee
- Mid North be active Field Officer Management Committee
- Northern Areas Community Road Safety Committee
- Northern Areas Council Youth Advisory Committee
- Southern Flinders Regional Tourism Authority
- Southern Flinders Regional Sports Complex Stadium Committee
- Spalding Community Management Committee
- Spalding Swimming Centre Management Committee
- Stone Hut Development Committee
- Stone Hut Soldiers Memorial Hall Committee
- Victoria Park Trust
- Yacka Community Development Board
- Yacka Hall Committee
- Yacka History Group

Volunteers on these Committees cover such areas as:

- Halls
- Swimming Pools
- Ovals, Recreation Grounds and Sport
- Historical Groups
- Tourism

REGISTERS

As required under the Local Government Act 1999 and Local Government Elections Act, Council is required to keep the following Registers:

- Members Register of Interests (*Section 68*)
- Members Register of Allowances and Benefits (*Section 79*)
- Officers Register of Salaries (*Section 105*)
- Officers Register of Interests (*116*)
- Fees and Charges (*Section 188*)
- Community Land Management Plans (*Section 196*)
- Community Land (*Section 207*)
- Public Roads (*Section 231*)
- By Laws (*Section 252*) *Please note that Council does not have any by-laws.

CODES

- Members Code of Conduct (*Section 63*)
- Code of Practice for Access to Meetings and Documents (*Section 92*)
- Employees Code of Conduct (*Section 110*)

STATUTORY POLICIES

- Prudential Management policy and procedures (*Section 48*)
- Contracts and Tenders Policies (*Section 49*)
- Public Consultation Policy (*Section 50*)
- Reimbursement of Council Member Expenses Policy (*Section 77(1)(b)*)
- Provision of Facilities and support for Council Members Policy (*Section 78*)
- Council Member Training and Development Policy (*Section 80A*)
- Internal Control Policies (*Section 125*)
- Road Naming Policy (*Section 219*)
- Policy on Order Making (*Section 259*)
- Internal Review of Council Decisions Policy (*Section 270*)

LOCAL GOVERNMENT (ELECTIONS) ACT 1999

- Campaign Donation Returns (prepared by candidates) (*Part 14*)

FREEDOM OF INFORMATION ACT

- Information Statement (*Section 9*)

Other Registers maintained by Council include:

- Asset Register
- Plant Register
- Playground Inspection Register
- Dog Registration Register
- Development Register
- Register of Leases and Licences
- Register of Contracts/Tenders
- Register of Wheelie Bins
- Loans Register
- Insurance Register
- Asbestos Register

POLICY DOCUMENTS

- General Policy Manual
- Complaints and Compliments procedure

- Confidentiality of Council Reports Policy
- Continuous Improvement Policy
- Control of Elections Signs for Federal, State and Local Government Elections, Referenda and Polls
- Council Member Conduct Complaint Handling Policy
- Electronic Communication Facilities Policy
- Fraud and Corruption Policy
- Grievance Resolution Policy
- Hire of Public Address System Policy
- Investment Policy
- Privacy Policy
- Procurement Policy
- Records Management Policy and Procedure
- Risk Management Policy
- Rocky River District Health & Care Bus Policy
- Safe Environment Policy
- Sale and Disposal of Council Land and other Assets Policy
- Volunteer Policy
- Whistleblower Protection Policy

GENERAL COUNCIL POLICIES

CFS Fire Prevention

- Burning of Freshwater Creek (Spalding Township)
- CFS Callouts and Council Plant
- Fire Prevention – Roadsides

Community

- Australia Day – Participation
- Caravan Park – Gladstone
- Housing Trust Flats (Jamestown/Spalding townships)
- KESAB/Clean Up Australia
- Roadside cultivation
- Roadside Drainage
- Rural Watch
- Temporary Road Closures – Advertising
- Tourism
- Management of Town Development Boards and/or Associations
- Request for reimbursement of travel costs by community groups or Members of the public

Council Buildings

- Annual allocation for the management of Council owned Caravan Parks

Council/Councillors

- Canvassing of Council Members
- Community Development
- Committees of Council
- Planning and Strategy Meeting
- Professional Services
- Public Relations
- Title
- Training and Development Plan for Council Members
- Council Development Assessment Panel – Sitting Fees and Travel Expenditure

Development/Building/Health

- Access for the Disabled
- Building Inspection Policy
- Construction Industry Training Fund
- Desludging of Septic Tanks
- Secondhand relocatable dwellings
- Sub Division Policy
- Subdivisions creating new allotments
- Development application fee waiver for community organisations
- Community wastewater management scheme policy

Finance

- Closed Roads (Sale of)
- Debt Collection
- Pensioner Concession (payment terms when a concession is removed)
- Purchasing Policy
- Rates
- Rate Fines to be applied
- CWMS service charge for aerobic waste water systems
- Business use of roads – rent
- Appointment of Acting CEO in the absence of the CEO
- Rebate Council rates and lease fees for Clubs
- Annual rental for Development Boards
- Annual donation to Yacka Cemetery Trust

Miscellaneous

- Equipment (Hiring of)
- Economic Incentive Development Policy
- Requests for public street lights
- Theodolite/distance measuring combination unit
- Control of galahs and little corellas

Staff

- Discretion
- Emergency Callouts
- Employment/Hiring Staff
- Official Functions
- Private Work
- Training Policy- Staff
- Work Experience/Community Service Order Schemes
- Policy for storage and disposal of timber

Traffic/Signage

- Stock Control Signs/Lights
- Traffic Signs/Flashing lights for special events
- "Truck Wheel Dust" Stopping Zones
- Applications for Bed and Breakfast directional signage

Trees/Reserves

- Heritage Agreement – Endangered species (Spalding Ward)
- Silky Oaks (Spalding Township)
- Tree Maintenance
- Tree Planting
- Tree Removal (footpaths)

Waste Management

- Fire Ban Days
- Plastic Chemical Containers
- Wheelie Bin Household Collection
- Wheelie Bin - prohibitive substances
- Extra wheelie bin being placed on a township property
- Garbage Collection outside townships
- Annual Greenwaste Collection
- Rules for use of Councils waste depots by the public and contractors

Works

- Council Plant
- Grading – Construction or maintenance
- Patrol Grading
- Pipes, cables etc under Council roadways (including electric fence wiring)
- Playground
- Property Access
- Underground Power to properties (installation)
- Weed Spraying
- Plant Replacement Policy

WORK HEALTH SAFETY AND INJURY MANAGEMENT POLICY AND PROCEDURE

- WHS Injury Management Policy
- WHS Injury Management Procedure
- WHS Document Map for Policies and Procedures

HAZARD MANAGEMENT POLICIES AND PROCEDURES

- Hazard Management Policy
- Incident Reporting & Investigating Procedure
- Incident Reporting and Investigation Procedure Summary Sheet
- Incident Reporting and Investigation Procedure Flow Chart
- Plant Procedure
- Hazard Management Procedure
- Hazard Management Procedure Summary Sheet
- Hazard Management Procedure Flow Chart
- Workplace Inspection Procedure
- Smoking in the Workplace
- Personal Protective Equipment Policy
- Visual Display Unity and Keyboard Policy
- Workplace Bullying Policy

ADMINISTRATION OF THE WHS MANAGEMENT SYSTEM POLICIES AND PROCEDURES

- Administration of the WHS Management System Policy
- WHS Document Management Procedure
- WHS Document Management Procedure Flow Chart
- WHS Internal Auditing Procedure
- WHS Induction and Training Procedure
- WHS Corrective and Preventative Actions Procedure
- Corrective and Preventative Action Procedure Summary Sheet
- Corrective and Preventative Action Procedure Flow Chart

- Planning and Program Development Procedure

COMMUNICATION AND CONSULTATION POLICIES AND PROCEDURES

- Communication and Consultation Policy
- WHS Communication and Consultation Procedure
- Consultation and Communication Procedure Summary Sheet
- Consultation and Communication Procedure Flow Chart

WHS CONTRACTOR MANAGEMENT POLICIES AND PROCEDURES

- Contractor Management Policy
- Contractor Management Procedure
- Contractor Management Procedure Summary Sheet
- Contractor Management Procedure Flow Chart

EMERGENCY MANAGEMENT POLICIES AND PROCEDURES

- Emergency Management Policy
- Emergency Management Procedure
- First Aid Procedure
- First Aid Procedure Summary Sheet
- First Aid Procedure Flow Chart
- Emergency Response Flow Chart

HAZARDOUS WORK POLICIES AND PROCEDURES

- Asbestos Policy
- Excavation and Trenching Policy
- Hazardous Work Policy
- Confines Space Management Procedure
- Remote or Isolated Work Procedure
- Remote or Isolated Work Procedure Summary Sheet
- Remote or Isolated Work Procedure Flow Chart
- Hazardous Chemicals Procedure
- Hazardous and Dangerous Substances Procedure Summary Sheet
- Hazardous and Dangerous Substances Procedure Flow Chart
- Confined Space Procedure Flow Chart
- Isolated/Lockout Tag out procedure
- Isolated, Lock out, tag out procedure summary sheet
- Isolated, lock out, tag out procedure flow chart
- Electrical safety procedure
- Electrical Safety Procedure Summary Sheet
- Electrical safety procedure Flow Chart
- Manual Handling Procedure
- Hazardous Manual Tasks Procedure Summary Sheet
- Hazardous Manual Tasks Flow Chart
- Prevention of Falls procedure
- Prevention of Falls procedure summary sheet
- Prevention of Falls Procedure Flow Chart
- Hot Work Procedure
- Hot Work Procedure Summary Sheet
- Hot Work Procedure Flow Chart
- Work Zone Traffic Management Procedure

- Excavation and Trenching Procedure Summary Sheet
- Excavation and Trenching Procedure Flow Chart
- Excavation and Trenching Procedure
- WHS UVR and Inclement Weather Procedure
- UVR and Inclement Weather Procedure Summary Sheet
- UVR and Inclement Weather Procedure Flow Chart
- Inclement Weather and Skin Cancer Policy
- Occupational Noise Control Policy

HUMAN RESOURCES POLICIES

Section 107 (1) of the Local Government Act 1999 states “The chief executive officer must ensure that sound principles of human resource management are applied to employment in the administration of the council, and must take reasonable steps to ensure that those principles are known to all employees.”

A review of Council’s Human Resource Policies was commenced in November 2010.

There are also a number of policies / procedures that also impact on employees which are part of Council’s suite of WHS Policies / Procedures (e.g. Workplace Bullying).

Policies, Codes and Guidelines adopted by Council that affect Council employees

- Employee Code of Conduct (reviewed April 2014)
- Electronic Communication Facilities Policy (reviewed April 2014)
- Continuous Improvement Policy (reviewed April 2014)
- Grievance Resolution Policy & Guideline (reviewed April 2014)
- Fraud and Corruption Prevention Policy (Reviewed May 2014)
- Media Protocol Policy (Reviewed April 2014)
- Complaints and Compliments Procedure (reviewed April 2014)
- Correspondence Procedure (reviewed April 2014)
- Council Induction Policy (reviewed April 2014)
- Procurement Policy (reviewed April 2014)
- Gifts, Benefits and Hospitality Policy (reviewed 15 April 2014)
- Records Management Policy and Procedure (reviewed April 2014)

HR Policies, Procedures and forms

- Recruitment & Selection Policy
- Recruitment, Selection & Induction Procedure
- Performance Appraisal Policy
- Performance Appraisal Procedure
- Performance Appraisal for CEO & Senior Officers form
- Performance Appraisal for Administrative Officers form
- Performance Appraisal for Field Employees form
- Conduct, Counselling and Discipline Policy
- Conduct, Counselling and Discipline Procedure
- Conduct, Counselling & Discipline Termination Checklist
- Training and Development Procedure
- Training and Development Policy



Central

Local Government Region of South Australia

Incorporated under provisions of the Local Government Act

Annual Report for 2013 – 2014

A regional subsidiary of:

- ▲ *The Barossa Council*
- ▲ *District Council of Barunga West*
- ▲ *Clare & Gilbert Valleys Council*
- ▲ *District Council of The Copper Coast*
- ▲ *The Flinders Ranges Council*
- ▲ *Regional Council of Goyder*
- ▲ *Light Regional Council*
- ▲ *District Council of Mallala*
- ▲ *District Council of Mount Remarkable*
- ▲ *Northern Areas Council*
- ▲ *District Council of Orroroo/Carrieton*
- ▲ *District Council of Peterborough*
- ▲ *Port Pirie Regional Council*
- ▲ *Wakefield Regional Council*
- ▲ *Yorke Peninsula Council*

Contact Details

Postal Address:

PO Box 168
CRYSTAL BROOK SA 5523

Telephone:

0409 19 55 44

Email:

ceo@centralregion.sa.gov.au

Website:

www.centralregion.sa.gov.au

The Central Local Government Region of South Australia

The Central Local Government Region was established in 1998 under Section 200 of the Local Government Act 1934 as a controlling authority. It now continues in existence and as a regional subsidiary of its member Councils under Part 2 of Schedule 2 of the Local Government Act 1999 by virtue of the provisions of Section 25 of the Local Government (Implementation) Act 1999.

The Central Region is established to:

- ✓ undertake co-ordinating, advocacy and representational roles on behalf of its Constituent Councils at a regional level
- ✓ facilitate and co-ordinate activities of local government at a regional level related to community and economic development with the object of achieving improvement for the benefit of the communities of its Constituent Councils
- ✓ develop, encourage, promote, foster and maintain consultation and co-operation and to strengthen the representation and status of local government when dealing with other governments, private enterprise and the community
- ✓ develop further co-operation between its Constituent Councils for the benefit of the communities of the region
- ✓ develop and manage policies which guide the conduct of programs and projects in the region with the objective of securing the best outcomes for the communities of the region
- ✓ undertake projects and activities that benefit the region and its communities
- ✓ associate, collaborate and work in conjunction with other regional local government bodies for the advancement of matters of common interest.

The Central Region is a body corporate and is governed by a Board of Management which has the responsibility to manage all activities of the Central Region and ensure that the Central Region acts in accordance with its Charter. The Board has 15 members, comprising one representative elected from each constituent Council:

- | | |
|--|---|
| ▲ Barossa Council | ▲ District Council of Mount Remarkable |
| ▲ District Council of Barunga West | ▲ Northern Areas Council |
| ▲ Clare & Gilbert Valleys Council | ▲ District Council of Orroroo/Carrieton |
| ▲ District Council of The Copper Coast | ▲ District Council of Peterborough |
| ▲ The Flinders Ranges Council | ▲ Port Pirie Regional Council |
| ▲ Regional Council of Goyder | ▲ Wakefield Regional Council |
| ▲ Light Regional Council | ▲ Yorke Peninsula Council |
| ▲ District Council of Mallala | |

The Region's area spans the Barossa through the Clare Valley, Yorke Peninsula, Adelaide Plains, Mid and Upper North districts through to the Flinders Ranges, covering 27 per cent of the incorporated area of the State and comprises some 27 per cent of the State's population outside Adelaide.

Office Bearers for 2013/14

Chairman:	Mayor Ray Agnew (Yorke Peninsula)
Deputy Chairs:	Mayor Allan Aughey (Clare & Gilbert Valleys) Mayor James Maitland (Wakefield)
Executive Members:	Mayor Ruth Whittle (Peterborough) Mayor Denis Clark (Northern Areas)
Delegate to the LGA State Executive:	Mayor Ray Agnew (Wakefield) Mayor Allan Aughey (Clare & Gilbert Valleys) Mayor Denis Clark (Northern Areas) - proxy
Executive Officer:	Anita Crisp until March 30 th 2014 Paul McNerney interim part-time Executive Officer from March 31 st 2014
Auditor:	Ian G. McDonald

Central Local Government Region Board of Management

The Central Local Government Region Board of Management comprises an elected delegate appointed from each of the 15 member councils. A proxy delegate is also appointed, with policy provisions allowing for representation by other elected or endorsed members.

Following the November 2010 Local Government elections, constituent Councils of the Central Local Government Region appointed the following Council delegates to the CLGR Board of Management for a term to expire at the 2014 Local Government elections, subject to the provisions within the Charter or amendment by a constituent Council:

Council	Delegate	Proxy Delegate
The Barossa Council	Mayor Brian Hurn	Cr Scotty Milne (part) Cr Bob Sloane (continuing)
District Council of Barunga West	Mayor Dean Dolling	Cr Brian Rooney
District Council of the Copper Coast	Mayor Paul Thomas	D/Mayor Dean Rodda
Clare & Gilbert Valleys Council	Mayor Allan Aughey	Cr Elizabeth Calvert
Flinders Ranges Council	Mayor Peter Slattery	D/Mayor John Shute
Regional Council of Goyder	Mayor Peter Matthey	D/Mayor Jane Kellock
Light Regional Council	D/Mayor Dean Rohrlach	Nil
District Council of Mallala	Mayor Duncan Kennington	Nil
District Council of Mount Remarkable	Mayor Sandra Wauchope	D/Mayor Ray Walker D/Mayor Peter Jacobs
Northern Areas Council	Mayor Denis Clark	D/Mayor John Barberien
District Council of Orroroo Carrieton	Chair Colin Parkyn	D/Chair Malcolm Byerlee
District Council of Peterborough	Mayor Ruth Whittle	Cr Frank Hardbottle
Port Pirie Regional Council	Cr Neville Wilson	D/Mayor John Rhode
Wakefield Regional Council	Mayor James Maitland	D/Mayor Darryl Ottens
District Council of Yorke Peninsula	Mayor Ray Agnew	Cr John Rich

Meetings of the Central Region Board of Management

Four meetings of the Central Local Government Region Board of Management were held during the 2013/14, each hosted by one of the member Councils.

The meeting host and location is rotated throughout the region on alphabetical order.

Meetings were held:

- ⤴ Annual General Meeting, Friday 9th August 2013 (hosted by Flinders Ranges)

- ⤴ General Meeting, Friday 8th November 2013 (hosted by Goyder)

- ⤴ General Meeting, Friday 21st February 2014 (hosted by Light)

- ⤴ General Meeting, Friday 16th May 2014 (hosted by Mallala)

Committee Meetings

In accordance with its Charter, the Central Local Government Region maintains several sub committees to assist in effective project implementation and governance. The committees generally meet on an as-needs basis and comprise representatives from the various member councils along with, in many cases additional delegates from other relevant regional bodies or state government agencies:

Committee	Members	Meeting Dates
Executive Committee:	Mayor James Maitland, Mayor Ray Agnew, Mayor Allan Aughey, Mayor Ruth Whittle, Mayor Peter Matthey	5 July 2013 24 October 2013 29 January 2014 21 February 2014 19 March 2013 7 May 2014
Audit Committee:	Mayor Ray Agnew (Chair), Cr Kathie Bowman, Dr Andrew Johnson, Mr Colin Davies	Exempt
Member Councils CEO's Forums:	Mr Martin McCarthy (Barossa), Mr Peter Ward (A/CEO, Barunga West), Mr Andrew Cole (CEO, Barunga West), Mr Roy Blight (Clare & Gilbert Valleys), Mr Peter Harder (Copper Coast), Mr Colin Davies (Flinders Ranges), Mr John Brak (Goyder), Mr Brian Carr (Light), Mr Charles Mansueto (Mallala), Mr Wayne Hart (Mt Remarkable), Mr Roger Crowley (Northern Areas), Mr Iian Wilson (Orroroo/Carrieton), Mr Peter McGuinness (Peterborough), Dr Andrew Johnson (Pirie Regional), Ms Cate Atkinson (Wakefield), Mr Andrew Cameron (Yorke Peninsula)	12 July 2013 11 October 2013 13 December 2013 4 April 2014 6 June 2014
Transport Infrastructure Planning Committee:	Mr Iian Wilson - Chair (Orroroo Carrieton), Mr Colin Davies (Flinders Ranges), Mr Peter Broughill (Northern Areas), Mr Steve Kaesler (Barossa), Mr Fred Linke (Barunga West), Mr Brenton Pearce (Mt Remarkable), Ms Joanne Buchanan (Regional Development), Mr Bob Bemmerl (DTEI)	5 November 2013
Regional Climate Change Steering Committee:	Ms Anita Crisp (CLGR Executive Officer), Ms Kelly-Anne Saffin (RDA Y&MN), Mr Jarrod White (N&Y NRM Board)	4 February 2013 29 April 2013 3 June 2013
Coastal Councils Network:	Mr Warrick Barnes (Mallala), Ms Lynda Painter (Wakefield), Mr Stephen Goldsworthy (Yorke Peninsula), Mr Andy West (Copper Coast), Ms Deb Brokenshire (Barunga West), Mr Patrick Clifton (Port Pirie), Muriel Scholz (Mt Remarkable). Ms Deborah Allen (Coastcare Facilitator) – ex officio	Nil
Regional Waste Management Committee:	Mayor Ruth Whittle (Chair), Ms Cate Atkinson (Wakefield), Cr Ken Anderson (Flinders Ranges), Ms Paula Duncan-Tiver (Northern Areas), Mr Roger Crowley (Northern Areas). Ms Vanessa Loechel (Waste Coordinator) – ex officio	15 July 2013 23 October 2013
Water Project Steering Committee:	Mr Iian Wilson (Orroroo Carrieton), Cr Denis Clarke (Northern Areas), Mr Ian Baldwin. Ms Kelly-Anne Saffin (RDAY&MN), Ms Jennifer Munro (Northern & Yorke NRM), Ms Kris Swaffer (DFW), Mr Paul Doherty (SA Water)	Nil
Windfarm Project Steering Committee:	Mayor Allan Aughey (C&GV), Cr Paul Kretschmer (Mt Remarkable), Gabby Swearse/Alan Thomson (NAC), Mr John Brak (Goyder). Kelly-Anne Saffin (RDA), Mr Jarrod White. Mr Trevor White (Windfarm Liaison Officer) – ex officio	17 July 2013

Regional Forums and Workshops

In order to progress specific priorities and actions, the Central Local Government Region occasionally holds information forums or workshops to allow member councils and other relevant stakeholders to come together and discuss or learn about particular initiatives.

The forums and workshops provide an opportunity for greater awareness, understanding and engagement with various Central Local Government Region activities and increases the level of active involvement by stakeholders. The following issue-specific forums were held during the 2013/14 financial year.

9 August 2013	Integrated Transport and Land Use Strategy Forum – Crystal Brook
October 2013	Launch of Regional Climate Change Action Plan in October 2013 and presentations to various regional, state and national forums (Greenhouse Oct 2013, SA Climate Change Adaption Showcase February 2014)
28 November 2013	Regional Waste Forum – Port Pirie
21 st February 2014	Opportunities for Collaboration and Shared Services Workshop - Hewett
28 th March 2014	Regional Planning Review Forum – Port Pirie – hosted in conjunction with the Northern & Yorke Natural Resources Management Board and Regional Development Australia Yorke and Mid North.

Achievements for 2013/14

During the 2013/14 year, the Central Region continued to progress a number of priority activities, pursued under the three key target areas identified within the strategic and business plan:

1. Board Governance and Operations

- ✓ **The operation of the Central Region subsidiary is in accordance with legislative requirements and board policy**
- ✓ **CLGR is well regarded by its member councils and stakeholders as a valid and relevant organisation**

Achievements for 2013/14

- ▲ CLGR Board meeting agendas & minutes distributed in accordance with policy
- ▲ Committee operations executed within terms of reference
- ▲ Interim Executive support review implemented.
- ▲ Future Direction Review of CLGR developed for LGA R & D Scheme funding.
- ▲ Review of operation of Standing and other Committees and restructure of activities through the CEO's Forum
- ▲ CEO's Forum meetings altered from three monthly to two monthly to allow for Outreach Services Project and other committee work to be progressed.

2. Local Government Leadership and Sustainability

- ✓ **The Central Local Government Region Councils supported to collaboratively improve service delivery, resourcing & financial capacity**
- ✓ **Central Local Government Region Councils well represented & regarded at state and national Local Government levels**
- ✓ **Improved awareness & understanding of Central Region Council issues and activities by key stakeholders & political decision makers**

Achievements for 2013/14

- ▲ Allocation of \$320,000 CLGR reserve funds towards Council collaborations and shared services
- ▲ Funding received for LGA Outreach Officer – additional research and project support for Councils
- ▲ Developed Central and Eyre Peninsula Region election strategy.
- ▲ Invited attendance by Local Government Minister to quarterly meetings of Central Region
- ▲ Attendance by Local Government Association (LGA) and Department of Planning and Local Government (DPLG) at Central Region quarterly meetings
- ▲ Communications with LGA and Office of Local Government staff as required
- ▲ Convened Council Chief Executive Officer forums
- ▲ Coordination of Central Zone appointments to LGA State Executive Committee
- ▲ Regional representation at SA Regional Organisation of Councils (SAROC) and LGA State Executive meetings
- ▲ Attendance at Local Government Association SA general meetings and forums in Adelaide
- ▲ Attendance at Australian Local Government Association assembly in Canberra
- ▲ Communication with SAROC Executive Officers on key issues as required
- ▲ Participation of relevant regional agencies and bodies on Central Region committees and at workshops and forums as appropriate
- ▲ Member of Parliament briefings as required
- ▲ Relevant ABC local radio and newspaper media coverage of Central Region projects and events
- ▲ Central Region website updated up to 30 March 2014.

3. Regional and Community Sustainability

- ✓ **The long-term economic, environmental and social sustainability of the Central Local Government Region is fostered through pro-active, innovative, efficient and collaborative**

approaches to issues of priority.

Achievements for 2013/14

Regional Identity, Planning & Cohesion

- ✦ Regional Strategic Alliance meetings with Northern & Yorke Natural Resources Management Board (NRM) and Regional Development Australia Yorke and Mid North (RDA)
- ✦ Yorke/Mid North Annual Planning Review Forum in Port Pirie with NRM and RDA
- ✦ Convened workshop with Dept Planning on update of the Mid North and Yorke Peninsula Planning Strategy
- ✦ Participation in Upper Spencer Gulf Working Group
- ✦ Convened update briefings of RDA and NRM to Central Region meetings
- ✦ Continued Central Region office co-location with Regional Department of Transport, Crystal Brook

Waste Management

- ✦ Funding continued from ZWSA to engage Regional Waste Coordinator for 2 years concluding in 2014/15
- ✦ Regional waste management committee operational and linking directly with CEO's Forum
- ✦ Convened regional waste management forum
- ✦ Supported investigation into future options for Everard regional landfill site
- ✦ Ongoing liaison with national e-waste recycling program, ZWSA, LGA and Councils regarding regional e-waste collection
- ✦ Liaison with EPA regarding Illegal Dumping unit
- ✦ Support to Councils regarding waste management issues – green and hazardous waste, tyres
- ✦ Lodged LGA R & D Scheme application for organics project; recruited consultants to undertake cost modelling component, training and supply of equipment to trial sites.
- ✦ Recycling/anti-litter & illegal dumping displays.
- ✦ Illegal Dumping proposal put for Crime Prevention Grant.
- ✦ Updates Regional Waste Strategy

Transport

- ✦ Convened Central Region Transport Committee, including participation by DTEI and RDA
- ✦ Assessment, inspection and regional submission to Special Local Roads program
- ✦ Commitment towards development of Regional Transport Strategy with Regional Development Australia

Environment and Natural Resources

- ✦ Local Government representative attendance at Regional NRM Board meetings
- ✦ Participation in regional Native Vegetation Council forum

Water Resources

- ✦ Support for development of business cases and funding submissions for water projects

Climate Change and Emergency Management

- ✦ Funding for regional climate change coordinator to work across local govt, regional development & NRM
- ✦ Launch of Regional Climate Change Action Plan in October 2013 and presentations to various regional, state and national forums (Greenhouse Oct 2013, SA Climate Change Adaption Showcase February 2014)
- ✦ Concept and business case for regional sustainability centre completed and "Goyder's Line Sustainability Hub" steering committee formed and launched.
- ✦ Commenced regional "low carbon" investment strategy, including surveys and community workshops.
- ✦ Liaison with Government for high resolution Digital Elevation Modelling for the regions coastline.
- ✦ Resilient Australia Awards 2013 – CLGR received "Highly Commended" for the Integrated Climate Change Vulnerability Assessment
- ✦ Submission to the Emissions Reduction Fund review.
- ✦ Submission to the Premier's Climate Change Council.
- ✦ Commenced State Government Climate Change Policy Review
- ✦ Participation in NRM Plan Review Team.
- ✦ Funding applications made to "Prospering in a Changing Climate" and Natural Disaster Resilience Program" grant programs – successful projects to be delivered in 2014/15.
- ✦ Regional Forum in March 2014 with sustainability theme.
- ✦ Coordinated LG representation to Yorke/Mid North Zone Emergency Management committees (ZEMC)

Windfarm Development

- ⤴ Project completion through LGA Research and Development fund for preparation of local government planning guidelines for windfarm development

Community Wellbeing, Health and Prosperity

- ⤴ Liaison with NBN Co and RDA regarding broadband rollout and regional gaps and opportunities for network extensions
- ⤴ Mid North University Knowledge Partnerships Steering Committee

CENTRAL LOCAL GOVERNMENT

REGION of SA Inc



**Annual Financial
Statements**

For the financial year

July 1st 2013 – June 30th 2014

Central Local Government Region of SA Inc

General Purpose Financial Reports for the year ended 30 June 2014

TABLE OF CONTENTS

	<u>Page</u>
Region Certificate	1
Principal Financial Statements	
Statement of Comprehensive Income	2
Statement of Financial Position	3
Statement of Changes in Equity	4
Statement of Cash Flows	5
Notes to, and forming part of, the Principal Financial Statements	
Note 1 - Significant Accounting Policies	N1
Note 2 - Income	N2
Note 3 - Expenses	N3
Note 4 - Asset Disposal & Fair Value Adjustments	N4-5
Note 5 - Current Assets	N4-5
Note 6 - Non-Current Assets	NR
Note 7 - Infrastructure, Property, Plant & Equipment & Investment Property	N7
Note 8 - Liabilities	N8
Note 9 - Reserves	N9
Note 10 - Assets Subject to Restrictions	NR
Note 11 - Reconciliation of Cash Flow Statement	N11-12
Note 12 - Functions	N11-12
Note 13 - Financial Instruments	N14
Note 14 - Expenditure Commitments	NR
Note 15 - Financial Indicators	NR
Note 16 - Uniform Presentation of Finances	N16
Note 17 - Operating Leases	NR
Note 18 - Superannuation	N18-19
Note 19 - Equity accounted Council businesses	N18-19
Note 20 - Discontinued Operations and Non-Current Assets held for sale	NR
Note 21 - Assets & Liabilities not Recognised	NR
Note 22 - Events Occurring After Reporting Date	NR

(NR - Not Required)

Region Certificate of Audit Independence
Audit Certificate of Audit Independence
Audit Report

Central Local Government Region of SA Inc

ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2014

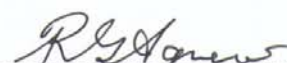
CERTIFICATION OF FINANCIAL STATEMENTS

We have been authorised by the Central Local Government Region of SA Inc 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 Region's financial position at 30 June 2014 and the results of its operations and cash flows for the financial year.
- internal controls implemented by the Region provide a reasonable assurance that the Region's financial records are complete, accurate and reliable and were effective throughout the financial year.
- the financial statements accurately reflect the Region's accounting and other records.


.....
Paul McInerney

INTERIM CHIEF EXECUTIVE OFFICER


.....

Mayor Raymond Agnew
PRESIDENT

Date: 15th August 2014

Central Local Government Region of SA Inc

STATEMENT OF COMPREHENSIVE INCOME
for the year ended 30 June 2014

	Notes	2014 \$	2013 \$
INCOME			
Grants, subsidies and contributions	2	852,300	636,060
Investment income	2	16,070	17,433
Other income	2	171,950	159,758
Total Income		<u>1,040,320</u>	<u>813,251</u>
EXPENSES			
Employee costs	3	93,259	57,201
Materials, contracts & other expenses	3	697,046	749,118
Depreciation	3	5,101	6,160
Total Expenses		<u>795,406</u>	<u>812,479</u>
OPERATING SURPLUS / (DEFICIT)		244,914	772
Asset disposal & fair value adjustments	4	-	(7,140)
TOTAL COMPREHENSIVE INCOME		<u>244,914</u>	<u>(6,368)</u>

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

Central Local Government Region of SA Inc

STATEMENT OF FINANCIAL POSITION
as at 30 June 2014

	Notes	2014 \$	2013 \$
ASSETS			
Current Assets			
Cash and cash equivalents	5	749,243	601,152
Trade & other receivables	5	119,804	55,249
Total Current Assets		<u>869,047</u>	<u>656,401</u>
Non-current Assets			
Property, plant & equipment	7	28,907	34,008
Total Non-current Assets		<u>28,907</u>	<u>34,008</u>
Total Assets		<u>897,954</u>	<u>690,409</u>
LIABILITIES			
Current Liabilities			
Trade & other payables	8	23,248	54,838
Provisions	8	-	5,668
Total Current Liabilities		<u>23,248</u>	<u>60,506</u>
Non-current Liabilities			
Provisions	8	-	111
Total Non-current Liabilities		<u>-</u>	<u>111</u>
Total Liabilities		<u>23,248</u>	<u>60,617</u>
NET ASSETS		<u>874,706</u>	<u>629,792</u>
EQUITY			
Accumulated Surplus		25,212	3,486
Other Reserves	9	849,494	626,306
TOTAL EQUITY		<u>874,706</u>	<u>629,792</u>

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

Central Local Government Region of SA Inc

STATEMENT OF CHANGES IN EQUITY for the year ended 30 June 2014

		Accumulated Surplus	Other Reserves	TOTAL EQUITY
2014	Notes	\$	\$	\$
Balance at end of previous reporting period		3,486	626,306	629,792
Net Surplus / (Deficit) for Year		244,914		244,914
Transfers between reserves		(223,188)	223,188	-
Balance at end of period		25,212	849,494	874,706
2013				
Balance at end of previous reporting period		303,660	332,500	636,160
Net Surplus / (Deficit) for Year		(6,368)		(6,368)
Transfers between reserves		(293,806)	293,806	-
Balance at end of period		3,486	626,306	629,792

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

Central Local Government Region of SA Inc

STATEMENT OF CASH FLOWS

for the year ended 30 June 2014

		2014	2013
	Notes	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES			
<u>Receipts</u>			
Investment receipts		16,474	17,865
Grants & Council Contributions		906,483	654,641
Other revenues		122,464	250,124
<u>Payments</u>			
Employee costs		(105,421)	(45,039)
Materials, contracts & other expenses		(791,909)	(837,255)
Finance payments		-	-
Net Cash provided by (or used in) Operating Activities		148,091	40,336
 CASH FLOWS FROM INVESTING ACTIVITIES			
<u>Receipts</u>			
Sale of replaced assets		-	10,909
<u>Payments</u>			
Expenditure on renewal/replacement of assets		-	(36,687)
Net Cash provided by (or used in) Investing Activities		-	(25,778)
 CASH FLOWS FROM FINANCING ACTIVITIES			
Net Cash provided by (or used in) Financing Activities		-	-
Net Increase (Decrease) in cash held		148,091	14,558
Cash & cash equivalents at beginning of period	11	601,152	586,594
Cash & cash equivalents at end of period	11	749,243	601,152

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

Central Local Government Region of SA Inc

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2014

Note 1 - SIGNIFICANT ACCOUNTING POLICIES

The principal accounting policies adopted in the preparation of the financial report are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Basis of Preparation

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* dated (9th August 2014)

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 the Region's accounting policies. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements are specifically referred to in the relevant sections of this Note.

All amounts in the financial statements have been rounded to the nearest dollar (\$).

Historical Cost Convention

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

1.2 The Local Government Reporting Entity

The Central Local Government Region of South Australia Incorporated ("the Region") is a regional subsidiary under Section 43 and Schedule 2 of the Local Government Act 1999.

The Constituent Councils are:

- | | |
|---|--|
| 1. The Barossa Council | 2. District Council of Mount Remarkable |
| 3. District Council of Barunga West | 4. Northern Areas Council |
| 5. Clare and Gilbert Valleys Council | 6. District Council of Orroroo/Carrieton |
| 7. District Council of the Copper Coast | 8. District Council of Peterborough |
| 9. The Flinders Ranges Council | 10. Port Pirie Regional Council |
| 11. Regional Council of Goyder | 12. Wakefield Regional Council |
| 13. Light Regional Council | 14. District Council of the Yorke Peninsula, and |
| 15. District Council of Mallala. | |

All funds received and expended by the Region have been included in the Financial Statements forming part of this Financial Report.

1.3 Income recognition

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

Central Local Government Region of SA Inc

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2014

Note 1 - Significant Accounting Policies (cont)

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 Region's operations for the current reporting period.

1.4 Cash, Cash Equivalents and other Financial Instruments

Cash Assets include all amounts readily convertible to cash on hand at the Region'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 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.

1.5 Infrastructure, Property, Plant & Equipment

All non-current assets purchased are capitalised as the expenditure is incurred and depreciated as soon as the asset is held "ready for use". All assets are recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition.

Assets with an economic life in excess of one year are only capitalised where the cost of acquisition exceeds materiality thresholds established by the Region 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 as follows:

Office Furniture & Equipment	\$1,000
Motor Vehicles, Other Plant & Equipment	\$1,000

All material asset classes are revalued on a regular basis such that the carrying values are not materially different from fair value. Plant and equipment assets recognised are systematically depreciated over their useful lives on a straight-line basis which, in the opinion of the Region, best reflects the consumption of the service potential embodied in those assets.

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

Major depreciation periods for each class of asset are shown in Note 7.

1.6 Payables

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.

Amounts received from external parties in advance of service delivery are recognised as liabilities until the service is delivered or damage reinstated, or the amount is refunded as the case may be.

2 Employee Benefits

2.1 Salaries, Wages & Compensated Absences

As at 30th June 2014 the Region does not have any employees and hence there are no employee provisions at the reporting date.

Central Local Government Region of SA Inc

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2014

Note 1 - Significant Accounting Policies (cont)

2.2 Superannuation

The Region made employer superannuation contributions in respect of its employee to the Statewide Superannuation Scheme until the termination date of 31st March 2014.

3 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.

4 Pending Accounting Standards

Certain new accounting standards and UIG interpretations have been published that are not mandatory for the 30 June 2012 reporting period and have not been used in preparing these reports.

AASB 7	Financial Instruments – Disclosures
AASB 9	Financial Instruments
AASB 10	Consolidated Financial Statements
AASB 11	Joint Arrangements
AASB 12	Disclosure of Interests in Other Entities
AASB 127	Separate Financial Statements
AASB 128	Investments in Associates and Joint Ventures
AASB 132	Financial Instruments: Presentation

Standards containing consequential amendments to other Standards and Interpretations arising from the above - AASB 2010-7, AASB 2011-7, AASB 2012-2, AASB 2012-3, AASB 2012-5, AASB 2012-6, AASB 2012-10, AASB 2013-3, AASB 2013-8 and AASB 2013-9.

(Standards not affecting local government have been excluded from the above list.)

The Region is of the view that none of the above new standards or interpretations will affect any of the amounts recognised in the financial statements, but that they may impact certain information otherwise disclosed.

The Australian Accounting Standards Board is currently reviewing AASB 1004 *Contributions*. It is anticipated that the changes resulting from this review may have a material effect on the timing of the recognition of grants and contributions, but the financial consequences cannot be estimated until a revised accounting standard is issued.

Central Local Government Region of SA Inc

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2014

Note 2 - INCOME

	Notes	2014 \$	2013 \$
INVESTMENT INCOME			
Interest on investments			
Local Government Finance Authority		15,961	17,041
Banks & other		109	392
		16,070	17,433
OTHER INCOME			
Council Contributions		148,159	145,245
Motor Vehicle Contribution		-	5,400
Sundry		23,791	9,113
		171,950	159,758
GRANTS, SUBSIDIES, CONTRIBUTIONS			
Other grants, subsidies and contributions		852,300	636,060
		852,300	636,060
<i>The functions to which these grants relate are shown in Note 2.</i>			
Sources of grants			
Commonwealth government		376,950	402,636
State government		56,000	135,000
Other (inc NRM)		419,350	98,424
		852,300	636,060
Conditions over grants & contributions			
<i>Grants and contributions which were obtained on the condition that they be expended for specified purposes or in a future period, but which are not yet expended in accordance with those conditions, are as follows:</i>			
Unexpended at the close of the previous reporting period		285,876	221,816
Less: expended during the current period from revenues recognised in previous reporting periods			
P002-Flood Remediation			(9,910)
P010-Windfarm Liaison		(20,010)	(28,462)
P008-Coastal Councils Project		(69,027)	
P009-Climate Change		(8,918)	
P014-Water Project		(21,439)	
	Subtotal	(119,394)	(38,372)
<i>Plus: amounts recognised as revenues in this reporting period but not yet expended in accordance with the conditions</i>			
P003-Waste Management		18,434	7,890
A009-Special Projects		543	3,493
P008-Coastal Councils Project			13,923
P009-Climate Change			34,229
P014-Water Project			21,439
P022-Roads & Transport		5,927	21,458
P023-Outreach Collaboration Project		52,667	
P016-Upper Spencer Gulf RSP		182,941	
P018-Policy Amendment Review		30,000	
P019-Coastal Adaptation		30,000	
P020-Risk Assessment		30,000	
	Subtotal	350,512	102,432
Unexpended at the close of this reporting period		516,994	285,876
Net increase (decrease) in assets subject to conditions in the current reporting period		231,118	64,060

Central Local Government Region of SA Inc

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2014

Note 3 - EXPENSES

	Notes	2014 \$	2013 \$
EMPLOYEE COSTS			
Salaries and Wages		73,877	44,653
Employee leave expense		7,163	5,779
Superannuation - defined contribution plan contributions	18	6,251	4,019
FBT		5,968	-
Other : Career Development		-	2,750
Total Operating Employee Costs		93,259	57,201
 Total Number of Employees		 -	 1
<i>(Full time equivalent at end of reporting period)</i>			
MATERIALS, CONTRACTS & OTHER EXPENSES			
<u>Prescribed Expenses</u>			
Auditor's Remuneration			
- Auditing the financial reports		1,650	1,500
Other Audit/Accounting Fees		486	300
Subtotal - Prescribed Expenses		2,136	1,800
 <u>Other Materials, Contracts & Expenses</u>			
Contractors & Consultants		552,016	513,514
Energy & Fuel		4,383	4,502
Donations - Plants		-	10,000
Grants		79,000	175,040
Members Allowances & Support		4,058	3,979
Meetings & Conferences		22,216	4,244
Insurance		8,687	7,346
Professional legal services		-	1,800
Sundry		24,550	26,893
Subtotal - Other Materials, Contracts & Expenses		694,910	747,318
		697,046	749,118
 DEPRECIATION, AMORTISATION & IMPAIRMENT			
Depreciation			
Motor Vehicle		5,101	5,388
Software		-	772
		5,101	6,160

Central Local Government Region of SA Inc

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2014

Note 4 - ASSET DISPOSAL & FAIR VALUE ADJUSTMENTS

	Notes	2014 \$	2013 \$
INFRASTRUCTURE, PROPERTY, PLANT & EQUIPMENT			
<i>Assets renewed or directly replaced</i>			
Proceeds from disposal		-	10,909
Less: Carrying amount of assets sold		-	18,049
Gain (Loss) on disposal		-	(7,140)
NET GAIN (LOSS) ON DISPOSAL OR REVALUATION OF ASSETS		-	(7,140)

Note 5 - CURRENT ASSETS

	Notes	2014 \$	2013 \$
CASH & EQUIVALENT ASSETS			
Cash on Hand and at Bank		129,379	2,653
Deposits at Call		619,864	598,499
		749,243	601,152
TRADE & OTHER RECEIVABLES			
Accrued Revenues		3,543	45,947
Debtors - general		90,000	9,302
GST Recoupment		26,261	-
		119,804	55,249

Central Local Government Region of SA Inc

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2014

Fair Value Level	2013 \$				2014 \$			
	AT FAIR VALUE	AT COST	ACCUM DEP'N	CARRYING AMOUNT	AT FAIR VALUE	AT COST	ACCUM DEP'N	CARRYING AMOUNT
Note 7 - PROPERTY, PLANT & EQUIPMENT								
Motor Vehicle	-	35,915	(1,907)	34,008	-	35,915	(7,008)	28,907
Software	-	772	(772)	-	-	-	-	-
TOTAL INFRASTRUCTURE, PROPERTY, PLANT & EQUIPMENT	-	36,687	(2,679)	34,008	-	35,915	(7,008)	28,907
<i>Comparatives</i>	-	28,059	(6,529)	21,530	-	36,687	(2,679)	34,008

	2013 \$	CARRYING AMOUNT MOVEMENTS DURING YEAR \$						2014 \$	
	CARRYING AMOUNT	Additions		Disposals	Depreciation	Impairment	Transfers	Net Revaluation	CARRYING AMOUNT
		New /Upgrade	Renewals						
Note 7 - PROPERTY, PLANT & EQUIPMENT									
Motor Vehicle	34,008	-	-	-	(5,101)	-	-	-	28,907
Software	-	-	-	-	-	-	-	-	-
TOTAL INFRASTRUCTURE, PROPERTY, PLANT & EQUIPMENT	34,008	-	-	-	(5,101)	-	-	-	28,907
<i>Comparatives</i>	21,530	36,687	-	(18,049)	(6,160)	-	-	-	34,008

Central Local Government Region of SA Inc

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2014

Note 8 - LIABILITIES

		2014		2013	
		\$		\$	
TRADE & OTHER PAYABLES	Notes	Current	Non-current	Current	Non-current
Goods & Services		8,615		48,455	
Accrued expenses - employee entitlements		-		6,383	
Accrued expenses - Contractors		14,633		-	
		23,248	-	54,838	-
PROVISIONS					
Employee entitlements (including oncosts)		-	-	5,668	111
		-	-	5,668	111
<i>Amounts included in provisions that are not expected to be settled within 12 months of reporting date.</i>		-		-	

Central Local Government Region of SA Inc

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2014

Note 9 - RESERVES

OTHER RESERVES	1/7/2013	Transfers to Reserve	Transfers from Reserve	30/6/2014
General Reserve	12,500			12,500
1 P003-Waste Management	13,474	18,434		31,908
2 A009-Special Projects	3,493	543		4,036
3 P009-Climate Change	109,382		(8,918)	100,464
4 P010-Wind Farm Liaison	47,603		(20,010)	27,593
5 P015-Local Government Reform	320,000			320,000
6 P016-Upper Spencer Gulf RSP	-	182,941		182,941
7 P018-Policy Alignment Review	-	30,000		30,000
8 P019-Coastal Adaptation	-	30,000		30,000
9 P020-Risk Assessment	-	30,000		30,000
10 P022-Roads & Transport	21,458	5,927		27,385
11 P023-Outreach Collaboration Project	-	52,667		52,667
P008-Coastal Councils	69,027		(69,027)	0
P011-Regional Broadband	2,940		(2,940)	0
P013-Environment & Roadside Vegetation	4,990		(4,990)	0
P014-Regional Water Supply	21,439		(21,439)	0
TOTAL OTHER RESERVES	626,306	350,512	(127,324)	849,494
<i>Comparatives</i>	<i>332,500</i>	<i>293,806</i>		<i>626,306</i>

PURPOSES OF RESERVES

(Other Reserves)

- 1 **P003-Waste Management**
State Government funded technical support programme - completion 2014/15
- 2 **A007-Special Projects**
LGA funded support programme - expiry 2014/15
- 3 **P009-Climate Change**
Regional Partners and State Government funded programme - Project managed by Yorke and Mid North
- 4 **P010-Wind Farm Liaison**
LGA funded programme - windfarm planning guide - completion 2014/15
- 5 **P015-Local Government Reform**
CLGR funded programme - Council Shared Services
- 6 **P016-Upper Spencer Gulf Regional Sustainability Project**
State Government funded technical support programme - completion 2015/16
- 7 **P018-Policy Amendment Review**
NRM funded project - completion 2014/15
- 8 **P019-Coastal Adaptation**
NRM funded project - completion 2014/15
- 9 **P020-Risk Assessment**
NRM funded project - completion 2014/15
- 10 **P022-Roads & Transport**
CLGR funded programme - Regional Development Australia Freight Strategy - anticipated 2014/15
- 11 **P023-Outreach Collaboration Project**
Federal Government funded programme - completion 2015/16

Central Local Government Region of SA Inc

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2014

Note 11 - RECONCILIATION TO CASH FLOW STATEMENT

(a) Reconciliation of Cash

Cash Assets comprise highly liquid investments with short periods to maturity subject to insignificant risk of changes of value. Cash at the end of the reporting period as shown in the Cash Flow Statement is reconciled to the related items in the Balance Sheet as follows:

	Notes	2014 \$	2013 \$
Total cash & equivalent assets	5	<u>749,243</u>	<u>601,152</u>
Balances per Cash Flow Statement		<u>749,243</u>	<u>601,152</u>

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

Net Surplus (Deficit)		244,914	(6,368)
Non-cash items in Income Statement			
Depreciation, amortisation & impairment		5,101	6,160
Net increase (decrease) in unpaid employee benefits		(12,162)	12,162
Net (Gain) Loss on Disposals		-	7,140
		<u>237,853</u>	<u>19,094</u>
Add (Less): Changes in Net Current Assets			
Net (increase) decrease in receivables		(64,555)	30,828
Net increase (decrease) in trade & other payables		(25,207)	(9,586)
Net Cash provided by (or used in) operations		<u>148,091</u>	<u>40,336</u>

(c) Non-Cash Financing and Investing Activities

	<u>-</u>	<u>-</u>
--	----------	----------

(d) Financing Arrangements

	<u>-</u>	<u>-</u>
--	----------	----------

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

Corporate Credit Cards	2,000	2,000
------------------------	-------	-------

Note 12 - FUNCTIONS

The activities of the Region are categorised into the following programmes

- 1 A009-Special Projects
- 2 P003-Waste Management
- 3 P008-Coastal Councils
- 4 P009-Climate Change
- 5 P010-Wind Farm Liaison
- 6 P011-Regional Broadband
- 7 P013-Environment & Roadside Vegetation
- 8 P014-Regional Water Supply
- 9 P015-Local Government Reform
- 10 P016-Upper Spencer Gulf RSP
- 11 P018-Policy Alignment Review
- 12 P019-Coastal Adaptation
- 13 P020-Risk Assessment
- 14 P022-Roads & Transport
- 15 P023-Outreach Collaboration Project

Income and expenses have been attributed to the above functions/activities throughout the financial year.

Central Local Government Region of SA Inc

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2014

Note 13 - FINANCIAL INSTRUMENTS

All financial instruments are categorised as *receivables*.

Accounting Policies - Recognised Financial Instruments

Bank, Deposits at Call, Short Term Deposits	<p>Accounting Policy: Carried at lower of cost and net realisable value; Interest is recognised when earned.</p> <p>Terms & conditions: Short term deposits are available on 24 hour call with the LGFA and has an interest rate of 2.5% as at 30th June 2014</p> <p>Carrying amount: approximates fair value due to the short term to maturity.</p>
Receivables - other levels of government	<p>Accounting Policy: Carried at nominal value.</p> <p>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.</p> <p>Carrying amount: approximates fair value.</p>
Liabilities - Creditors and Accruals	<p>Accounting Policy: Liabilities are recognised for amounts to be paid in the future for goods and services received, whether or not billed to the Region.</p> <p>Terms & conditions: Liabilities are normally settled on 30 day terms.</p> <p>Carrying amount: approximates fair value.</p>

Liquidity Analysis

2014	Due < 1 year	Due > 1 year; ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
Financial Assets	\$	\$	\$	\$	\$
Cash & Equivalents	749,243			749,243	749,243
Receivables	119,804	-	-	119,804	119,804
Total	869,047	-	-	869,047	869,047
Financial Liabilities					
Payables	8,616			8,616	8,615
Total	8,616	-	-	8,616	8,615
2013	Due < 1 year	Due > 1 year; ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
Financial Assets	\$	\$	\$	\$	\$
Cash & Equivalents	601,152			601,152	601,152
Receivables	55,249			55,249	55,249
Total	656,401	-	-	656,401	656,401
Financial Liabilities					
Payables	48,455			48,455	48,455
Total	48,455	-	-	48,455	48,455

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 Region.

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 Region is the carrying amount, net of any allowance for doubtful debts. All the Region's investments are made with the SA Local Government Finance Authority and are guaranteed by the SA Government. Except as detailed in Note 5 in relation to individual classes of receivables, exposure is concentrated within the Region'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 the Region'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 the Region 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.

Interest Rate Risk is the risk that future cash flows will fluctuate because of changes in market interest rates. Cash flow fluctuations are managed holistically in seeking to minimise interest costs over the longer term in a risk averse manner.

Central Local Government Region of SA Inc

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2014

Note 16 - UNIFORM PRESENTATION OF FINANCES

The following is a high level summary of both operating and capital investment activities of the Region prepared on a simplified Uniform Presentation Framework basis.

All Councils in South Australia have agreed to summarise annual budgets and long-term financial plans on the same basis.

The arrangements ensure that all Councils & subsidiaries provide a common 'core' of financial information, which enables meaningful comparisons of each Council's finances

	2014 \$	2013 \$
Income	1,040,320	813,251
less Expenses	<u>795,406</u>	<u>812,479</u>
Operating Surplus / (Deficit)	244,914	772
 <i>less Net Outlays on Existing Assets</i>		
Capital Expenditure on renewal and replacement of Existing Assets	-	36,687
Depreciation, Amortisation and Impairment	(5,101)	(6,160)
Proceeds from Sale of Replaced Assets	<u>-</u>	<u>(10,909)</u>
	(5,101)	19,618
 <i>less Net Outlays on New and Upgraded Assets</i>		
	<u>-</u>	<u>-</u>
Net Lending / (Borrowing) for Financial Year	<u>250,015</u>	<u>(18,846)</u>

Central Local Government Region of SA inc

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2014

Note 18 – SUPERANNUATION

The Region makes employer superannuation contributions in respect of its employee 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 Marketlink and/or Salarylink. All other employees (including casuals) have all contributions allocated to Marketlink.

Marketlink (Accumulation Fund) Members

Marketlink receives both employer and employee contributions on a progressive basis. Employer contributions are based on a fixed percentage of employee earnings in accordance with superannuation guarantee legislation (9.25% in 2013/14; 9% in 2012/13). No further liability accrues to the Region 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. The Region does not make employer contributions to Salarylink.

Note 19 - JOINT VENTURES & ASSOCIATED ENTITIES

An associate is an entity, including an unincorporated entity such as a partnership, over which the investor has significant influence and that is neither a subsidiary nor an interest in a joint venture.

A joint venture is a contractual agreement whereby two or more parties undertake an economic activity that is subject to joint control

The Region has no interest in Joint Ventures or Associated Entities.

Although the Region itself is a Regional Subsidiary established by the 15 Member Councils (as per Note 1), it is not considered to be an associate of any of the individual Councils as no one Council has significant influence. As such, equity accounting procedures are not used by the individual Councils. It is likely that each Council's interest in the Regional Subsidiary is non-material and as such, it is appropriate for a Council to write off its annual contribution as an expense.

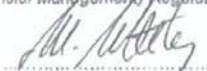
Central Local Government Region of SA Inc

ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 June 2014

CERTIFICATION OF AUDITOR INDEPENDENCE

To the best of our knowledge and belief, we confirm that, for the purpose of the audit of The Central Local Government Region of South Australia Incorporated for the year ended 30 June 2014, the Council's Auditor, Ian G McDonald has maintained his independence in accordance with the requirements of the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011* made under that Act.

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


Chief Executive Officer
The Barossa Council



Chief Executive Officer
Clare and Gilbert Valleys Council


Chief Executive Officer
The Flinders Ranges Council


Chief Executive Officer
Light Regional Council



Chief Executive Officer
District Council of Mount Remarkable


Chief Executive Officer
Port Pirie Regional Council



Chief Executive Officer
District Council of Yorke Peninsula



Chief Executive Officer
Wakefield Regional Council


Chief Executive Officer
District Council of Barunga West



Chief Executive Officer
District Council of the Copper Coast


Chief Executive Officer
Regional Council of Goyder


Chief Executive Officer
District Council of Mallee


Chief Executive Officer
Northern Areas Council


Chief Executive Officer
District Council of Orroroo-Carrleton


Chief Executive Officer
District Council of Peterborough


President
Central Local Government Region
Board of Management

Central Local Government Region of SA Inc

**ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 June 2014**

STATEMENT BY AUDITOR

I confirm that, for the audit of the financial statements of The Central Local Government Region of SA Inc for the year ended 30 June 2014, 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*.



Ian G Mc Donald FCA

Dated this 6 day of OCT 2014

**INDEPENDENT AUDIT REPORT TO THE MEMBERS OF THE CENTRAL LOCAL GOVERNMENT
REGION OF SA INC**

I have audited the accompanying financial report of the Central Local Government Region of SA Inc which comprises the balance sheet as at 30 June 2014 and the statement of comprehensive income, statement of changes in equity, cash flow statement, summary of significant accounting policies, other explanatory notes and the certification of financial statement for the year ended 30 June 2014.

Chief Executive Officer's Responsibility for the Financial Report

The Chief Executive Officer is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations) and the Local Government Act 1999 together with the Local Government (Financial Management) Regulations 2011. This responsibility includes establishing 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.

Auditor's Responsibility

My responsibility is to express an opinion on the financial report based on my audit. I have conducted my audit in accordance with Australian Auditing Standards. These Auditing Standards require that I comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Board of Management, as well as evaluating the overall presentation of the financial report.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Independence

In conducting my audit I followed applicable independence requirements of Australian professional and ethical pronouncements and the Local Government Act 1999.

Auditor's Opinion

In my opinion, the financial report presents fairly, in all material respects, the financial position of the Central Local Government Region of SA Inc. as of 30 June 2014, and of its financial performance for the year then ended in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations) and the Local Government Act 1999 together with the Local Government (Financial Management) Regulations 2011.



**IAN G MC DONALD FCA
CHARTERED ACCOUNTANT
REGISTERED COMPANY AUDITOR**

Signed 6 day of October 2014, at Adelaide, South Australia Liability limited by a scheme approved under Professional Standards Legislation

234 Waymouth St
Adelaide SA 5000

PO Box 75
Henley Beach SA 5022

☎ 0419 620 906 / 0408 832 848
☎ 08 8356 6397

✉ ianmcdonald@creativeauditing.com.au

✉ nanicytran@creativeauditing.com.au