ORDINARY MEETING OF COUNCIL

16 July 2019

Members of Council
Mayor DV Clark
Deputy Mayor SV Scarman
Councillors:
BJ Browne, DJ Higgins, GC Moore,
LJ Pollard, IR Pomerenke, MJ Robinson, KM Webb.

Notice of Meeting

An Ordinary Meeting of Council will be held in the
Council Chambers, 94 Ayr Street Jamestown
Tuesday 16 July 2019
Commencing at 9am

The business to be considered at the above mentioned meeting is
set out on the attached Agenda.

Colin Byles
Chief Executive Officer
12/7/2019
PRESENT:

APOLOGIES:

ABSENT:

MEETING COMMENCED:

1. CONFIRMATION OF PREVIOUS MINUTES

   Recommendation:
   That the minutes of the Ordinary Meeting held on Tuesday 18 June 2019 as circulated, be taken as read and confirmed.

2. BUSINESS ARISING FROM THE MINUTES

3. PUBLIC QUESTION TIME

4. QUESTIONS ON NOTICE
   Nil

5. QUESTIONS WITHOUT NOTICE

6. MOTIONS ON NOTICE
   Nil

7. MOTIONS WITHOUT NOTICE

8. PETITIONS

9. CORRESPONDENCE

10. DEPUTATIONS/VISITORS

11. COUNCIL COMMITTEES
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14. **CHIEF EXECUTIVES OFFICER’S UNIT**

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15 **MEMBERS REPORTS**

15.1.1 Cr. Scarman – Report on Breakfast with NYRSTAR Meeting

I attended the Breakfast with Nyrstar on the 9th July to hear their Local Business Priority Program presentation. They are changing the way they do business and one of those changes is to increase local business priority in procurement. They particularly mentioned working with the three councils; Port Pirie, NAC and Mt Remarkable to increase local
involvement in the smelter’s business dealings and increase the profile of local employment opportunities.

They are also looking at the payment of their accounts to fit SME accounting by decreasing the time between job completion and payment which in the past has hindered SME’s being a part of the procurement process due to a 90 day turnaround. Depending on the value of the business with Nyrstar, payment can now be in as little as 7 days. As for how to involve NAC in this upgrade of business methods for Nyrstar, they suggested the Port Pirie Business Association (PPB) is the first group to be informed of what needs are in the pipeline and so I feel to advance our Economic Development in the region it would be advantageous to NAC to be a member of PPB.

Any business can put their proposal forward to Nyrstar via their Supplier Registration process at the Nyrstar Port Pirie eProcurement website www.tenderlink.com/nyrstarportpirie registration is free. The first wave of supply opportunities released to local markets consist of various bundles to supply PPE, Industrial Hardware, Repairable items, Manufactured Spares and Steel. Certainly some fields applicable to businesses in NAC district.

RDA Yorke Mid North are also a starting point for local businesses to become involved. Talk to Kelly-Anne Saffin or Corey Loizeau 1300742414.

16 CONFIDENTIAL ITEMS

16.1.1 Review of Confidential Minutes

MOVED Cr. SECONDED Cr.
That pursuant to section 90 (2) of the Local Government Act 1999, the Council orders that all members of the public, except Colin Byles (Chief Executive Officer), and Paula Duncan-Tiver (Executive Assistant), be excluded from attendance at the meeting for Agenda Item 16.1.1 – Confidential Item – Release of Confidential Minutes.

That Council is satisfied that pursuant to section 90 (g) of the Act, the information to be received, discussed or considered in relation to this Agenda item is: matters that must be considered in confidence in order to ensure that the council does not breach any law, order or direction of a court or tribunal constituted by law, any duty of confidence, or other legal obligation or duty.

In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information. The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because of the consideration of the Release of Confidential Minutes and because the information to be disclosed and discussed has the potential to impact adverse.

17 SECTION 41 COMMITTEES
COUNCIL DELEGATE REPORTS

NEXT ORDINARY MEETING OF COUNCIL

20 August 2019 – Council Chambers, 94 Ayr Street, Jamestown

MEETING CLOSURE
12. OPERATIONAL SERVICES REPORT

Recommendation:
That the Operational Services Report be taken as read and noted.
REPORT ITEM: 12.1.1
REPORT TITLE: PLANNING PROGRESS REPORT

Implementation | Nil
Budget Impact | Nil
Risk Assessment | Low
File Reference | N/A

STRATEGIC REFERENCE:

Goal 3
Outcome 3.3
Action 3.2

Deliver a high standard of service to our community on an equitable basis
Planning processes encourage appropriate development and provide timely responses
Empower staff to continue to be proactive and be responsive in their consideration of planning applications.

RECOMMENDATION:

For Information.

EXECUTIVE SUMMARY:

Progress report on activities of the department
• 12.1.1 Development Applications

Purpose

The purpose of this report is to provide summary statistics on incoming development applications over the past six years.

Background

The following graphs provide summary statistics for the past six years for all development applications submitted to and processed by Council. They provide a visual representation of development activity in the region. Figures are taken from the point of application, not the approval, which may or may not occur. This excludes those referred to State Government like the wind farms. To include those would provide significantly skewed information due to the scale of such developments and would require further explanation.

Discussion (including Risk Assessment and Budget Implications)

The data is broken into: Numbers of Applications, and Value of Applications, to provide general information on trends and activity in key centres of the region.

The following chart shows the monetary value of development applications per month over the six year period 2014 – 2019 month to date for the region.
The chart below shows per quarter trends for value of development applications from 2014 to date for the region.

The following chart shows the number of individual applications per month for domestic and commercial developments over the six year period 2014 – 2019 to date for the region.
The chart below shows the number of development applications per quarter for the region from 2014 to date.

The following chart shows the combined number of applications per township and combined other areas for the 2018/19 year. The combined other areas are outside the townships and incorporate all other areas such as Yacka, Mannanarie, Caltowie, Georgetown and Gulnare, Narridy, Stone Hut, Tarcowie, Hornsdale and Belalie. The areas are combined to provide a meaningful gauge of activity outside townships. This includes both domestic and commercial developments.

The following chart shows the monetary value of development applications per township for the 12 months to date.
The following chart shows the percentage of Domestic and Commercial developments for 2018/19 based on development dollar values. The commercial development value to date is $3,308.7 million. There have been 123 applications lodged for 2018/2019. The commercial applications are 47 in number and this includes 18 hay and machinery sheds. The chart below shows the split for the dollar value of commercial and domestic applications for the past financial year.

**2018-19% Domestic Commercial Development**

The last three years have seen a trend develop with an increase in the value of domestic developments and a decrease in the value of commercial developments. The chart below shows the trend. It is interesting to see that the movement of domestic and commercial permit values is virtually a mirror image of respective decline and increase. It shows a decrease in commercial investment and an increase in domestic investment. This has
both positive and negative implications. At the same time the overall value of developments incorporating both Domestic and Commercial, shows a modest increase.

**Conclusion**
This information gives an overall indication of the development activity within the Council area over a six year period.
**REPORT ITEM:** 12.1.2  
**REPORT TITLE:** REGULATORY SERVICES – PLANNING OFFICER - ACTION LIST – JUNE 2019

<table>
<thead>
<tr>
<th>Meeting Date and Motion No</th>
<th>Actions</th>
<th>By Whom</th>
<th>By When</th>
<th>Status</th>
</tr>
</thead>
</table>
| OM20/09/2016 OM 8665      | JAMESTOWN BOWLING CLUB LAND  
That Council accept the transfer of Section 740 Hundred of Belalie, Certificate of Title 5408/563, as a reserve dedicated as Park Lands in the care, control and management of Northern Areas Council and that the Chief Executive Officer be authorised to sign the transfer documents and affix the Council seal if required. | G Swearse | 2018    | Contacted Crown Lands and requested documentation to sign for transfer dedications. Waiting for response.  
Crown land staff met with Council staff on the 27th November and this was discussed.  
Crown land will advance this process.  
Crown land staff have now advised Council that they have misplaced the application and information that was sent to them. Staff have resent application to Crown land.  
Staff have contacted the Crown land Department on the 6th of December to follow up on Council request.  
March 2019:The Department of Environment and Water has advised that there is currently a Native Title claim preventing the Minister from changing any tenures until the claim has been settled.  
May 2019:Pending the outcome of the Native Title claim. |
<table>
<thead>
<tr>
<th>Meeting Date and Motion No</th>
<th>Actions</th>
<th>By Whom</th>
<th>By When</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>OM20/06/2017 OM 8882</td>
<td>REGIONAL ASSESSMENT PANEL – TRANSITION STAGE TWO</td>
<td>G Swearse</td>
<td>Ongoing</td>
<td>Council staff are investigating becoming part of a Regional Assessment Panel. April: Council CEO is in discussions with some adjoining Councils on forming a Regional Assessment Panel.</td>
</tr>
<tr>
<td></td>
<td>That Council work towards becoming part of a Regional Assessment Panel and allow Officers to investigate common boundaries with adjoining Councils and report back to Council.</td>
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<td>OM21/08/2019 OM9312</td>
<td>SALE OF COUNCIL LAND - SANDERS</td>
<td>G Swearse</td>
<td>Ongoing</td>
<td>Letter has been sent to Department of Environment and Water requesting purchase of land.</td>
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<tr>
<td></td>
<td>1. That Council purchase Section 300 Hundred of Reynolds, Certificate of Title Volume 5783 Folio 791 from the Department of Environment and Water.</td>
<td></td>
<td></td>
<td>January 2019: The valuation is currently being assessed by the Department of Environment and Water.</td>
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<td></td>
<td>2. That Council enter into a Memorandum of Understanding with Mr Richard Sanders that he purchases Section 300 Hundred of Reynolds, Certificate of Title Volume 5783 Folio 791 from Council at the purchase price Council pays for the land from the Department of Environment and Water plus all costs associated with the transaction including Council staff time.</td>
<td></td>
<td></td>
<td>March 2019: The Department of Environment and Water has advised that there is currently a Native Title claim preventing the Minister from changing any tenures until the claim has been settled.</td>
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<td></td>
<td>3. That Council agree to dispose of the land known as Section 300 Hundred of Reynolds, Certificate of Title Volume 5783 Folio 791.</td>
<td></td>
<td></td>
<td>May 2019: Pending the outcome of the Native Title claim.</td>
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<td></td>
<td>4. That Council sell the land to Mr Richard Sanders at the purchase price Council pays for the land from the Department of Environment and Water plus all costs associated with the transaction including Council’s staff time.</td>
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<td></td>
<td>5. That Section 300 Hundred of Reynolds be merged with the adjoining land (Lot 501) into one new allotment at Mr Richard Sanders cost.</td>
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<tr>
<td>Meeting Date and Motion No</td>
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<td>6. That Council revoke the following encumbrance on the title</td>
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<td>“in trust to permit suffer and to be used at all times as a site</td>
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<td></td>
<td>for water reserve”.</td>
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<td></td>
<td>7. That the Mayor and Chief Executive Officer be authorised</td>
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<td></td>
<td>to sign and affix the Council seal on all documents relating to this</td>
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<tr>
<td></td>
<td>purchase and sale.</td>
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</tbody>
</table>
MEETING: ORDINARY MEETING OF COUNCIL
DATE: 16 July 2019

DEPARTMENT: Regulatory Services
OFFICER: Alan Thomson, Manager Regulatory Services

| REPORT ITEM: | 12.2.1 |
| REPORT TITLE: | BUILDING FIRE SAFETY COMMITTEE |

<table>
<thead>
<tr>
<th>Implementation</th>
<th>July 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget Impact</td>
<td>Annual budget allocation for Building Fire Safety committee</td>
</tr>
<tr>
<td>Risk Assessment</td>
<td>Moderate</td>
</tr>
<tr>
<td>File Reference</td>
<td>87.3.3</td>
</tr>
</tbody>
</table>

STRATEGIC REFERENCE:

| Goal 2 | Outcome 2.2 | Effective management of infrastructure, assets and built environment. All non-road assets owned by Council (e.g. buildings and recreation facilities) are used effectively by the community. |

RECOMMENDATION:

That, pursuant to Section 71 of the Development Act, Council appoint the following as members of the Northern Areas Council Building Fire Safety Committee for a maximum of three (3) years:
- Peter Harmer of Peter Harmer Consulting - Chairman
- Country Fire Service Building Fire Safety committee delegate Julian Aggiss
- Manager of Regulatory Services

EXECUTIVE SUMMARY:
To appoint members of the Northern Areas Council Building Fire Safety Committee as required under Section 71 of the Development Act.

Purpose
To appoint members of the Northern Areas Council Building Fire Safety Committee

Background
Section 71 of the Development Act requires Council to appoint a Building Fire Safety Committee with the following responsibilities:
- Inspect Council owned buildings for Fire Safety, access & egress, essential fire safety provisions – exit & emergency lighting, smoke alarms, fire extinguishers, hose reels, fire hydrants and, where necessary, dedicated fire water tanks.
- Inspect commercial & industrial buildings
- Inspect sporting clubrooms & facilities
- Inspect caravan parks
- Serve improvement notices and, where necessary, expiation notices

Council’s Building Fire Safety committee meets, on average, twice a year with inspections.
and, where necessary, referrals and reports.

The Development Act Section 71 (19) requires membership of the Building Fire Safety Committee to consist of:

(a) a person who holds prescribed qualifications in building surveying appointed by the council or councils; and

(b) a person nominated by the Chief Officer of the South Australian Metropolitan Fire Service or the Chief Officer of the South Australian Country Fire Service (determined by the council or councils after taking into account the nature of its area or their areas); and

(c) a person with expertise in the area of fire safety appointed by the council or councils; and

(d) if so determined by the council or councils – a person selected by the council or councils.

Discussion
The PDI Act contains provisions for Council to appoint a Building Fire Safety Committee with similar membership and responsibilities as currently exists with the main difference being a provision within the PDI Act allowing Councils to specify their own term of office for the Committee.

Until more definite direction is given the appointment of the Committee pursuant to Section 71 of the Development Act will continue as currently.

Building Fire Safety inspections were carried out on Friday June 28th with following properties inspected:

- Former Laura Mill
- Laura Civic Centre
- Golden North, Laura
- Laura Bowling Club
- Commercial Hotel Gladstone
- Gladstone Town Hall including Flinders Mobile Library & Council Administration Office
- Georgetown Bowling Club
- Georgetown Town Hall

Budget
Council allocates an annual budget allowance for costs associated with building fire safety inspections and compliance work required on Council owned buildings.

Risk Management
The operation of the Building Fire Safety committee reduces the risk to Council as all buildings have a program of compliance work in place and is continuing with the major compliance requirements already achieved.

Conclusion
That Council appoint a Building Fire Safety Committee for a maximum period of 3 years.
MEETING: ORDINARY MEETING OF COUNCIL
DATE: 16th July 2019

DEPARTMENT: Operational Services - Regulatory
OFFICER: Alan Thomson

REPORT ITEM: 12.2.2
REPORT TITLE: NEW BUILDING – VICTORIA PARK SHOW GROUND

Implementation | 2019
Budget Impact | Nil
Risk Assessment | Low
File Reference | 290.2.1 / ILT16945

STRATEGIC REFERENCE:

| Goal 3 | Deliver a high standard of service to our community on an equitable basis
| Outcome 3.3 | Planning processes encourage appropriate development and provide timely responses

RECOMMENDATION:
That Council approve Jamestown Agricultural Floricultural and Horticultural Society’s application to erect a purpose built shearing shed at Victoria Park Jamestown and approve a capital expense of $10,000 to assist the project through provision of earthworks and compacted fill, subject to:

1. A Development application with plans and specification submitted for development approval
2. All work to be carried out by licensed contractors listed on Council’s contractor register
3. Site to be secured with temporary fencing for the duration of the project

EXECUTIVE SUMMARY:
A letter has been received from the Jamestown Agriculture Floriculture & Horticultural Society (JAF&HS), requesting Council approval to construct a purpose built shearing shed on the northern side of the existing ram shed at Victoria Park Jamestown.

Attachment:
Letter from JAF&HS
**Purpose**

For a Council decision on a proposal to construct a new building on land in Council’s care and control.

**Background**

The existing shearing shed’s only use has been for shearing activities at the annual Jamestown show. The new purpose built facility will continue to be used by for the JAF&HS and will be developed as a regional facility complying with the standards for a regional training and sheep and wool industry educational facility. The existing shearing shed will remain. There is industry support for the facility.

**Discussion (including Risk Assessment and Budget Implications)**

The proposed new facility will be erected on the northern side of the existing ram shed, with a 3 metre separation from the external wall of the ram shed. The 3 metre separation will allow the building to be assessed as a detached building, not requiring assessment as a combined building, with a floor area exceeding 500m².

The front of the building will face east, the front of the building will not extend forward of the front of the ram shed.

The floor area is 321m², of which 246m² will be enclosed containing loading out ramps, holding pens and six shearing stands.

The viewing area of 75 m² will be open.

The building exterior will be colour bond wall and roof cladding, designed to hold 349 sheep in holding pens in the building. Site works will require a minimum levelling sub base which the JAF&HS has requested that council provide in support of the project.

Stock transport vehicles can access the site from South Terrace or an existing entrance from Kilmarnock Terrace. The proposed siting will not restrict traffic movements between the new building and the existing facilities (Big Shed, grandstand and football clubrooms canteens etc).

There is likely be some adjustment required for vehicle movement in the area behind the proposed shed.

**Planning Implications:**

Victoria Park is designated as Community Zone, the proposed shed is not a conflicting land use; is ancillary to use of existing buildings and can be assessed against the zone principles of development control.

**Budget Implications**

The provision of bulk earthworks and compacted fill will have a cost in the order of $10,000 which currently is unbudgeted capital expenditure.
Conclusion

This proposed new shearing shed supersedes the existing shearing shed which will be used for other purposes and will offer a modern purpose built facility increasing and improving shearing operations. It will be used as a regional facility through TAFE training. It will be a low impact development compatible in design and appearance with other buildings on the site.
Jamestown Agricultural, Floricultural and Horticultural Society Inc.
PO Box 188
Jamestown SA 5491
www.jamestownshow.com.au

Alan Thomson
Building Inspector
Northern Areas Council
Ayr Street
Jamestown SA 5491

9 July 2019

Dear Alan,

Re: Jamestown Regional Shearing, Wool Pavilion and Sheep Industry Education Centre

As you are aware the Jamestown AH & F Society have been incredibly fortunate to have been allocated a significant level of grant funding from FRRR which will enable the development of the Jamestown Regional Shearing, Wool Pavilion and Sheep Industry Education Centre.

As previously discussed our current shearing facility is quite old and requires significant upgrades to be able to continue to be used for shearing events and to ensure long term compliance. Which is why we sought funding for a replacement facility. As part of the planning, we have worked in with TAFE who are keen to re-establish shearing training in the region, as many people now are forced to travel to the South East and the Mallee. This is not only for those looking to join the wool industry locally, but for those North and West of the Adelaide Plains including Western New South Wales.

Aside from the generous grant funding from FRRR of $150,000 there are also 29 local wool growers who have kindly contributed amounts of either $1000 or $2000 each toward the project. TAFE SA have been a strong supporter of the project and are seeking to utilise the facility several times each year for shearer training aswell as other industry specific courses. Heiniger Australia have committed
to donating approximately $30,000 of shearing and wool handling equipment in kind to complete the project fit out. They are also very keen to use the facility for product development.

Attached are both floor plans of the structure as well as an aerial plan and photos of the current area. We have had several meetings on site with the Victoria Park Jamestown Management Committee thus far and will be seeking a final meeting for final endorsement very shortly. They have given in principle support so far, but now that the project has received funding, we will seek final confirmation.

The Aerial photo details the proposed location of the project on Council land at Victoria Park. We are seeking approval from the Council to locate the project on the land as detailed in the photo. We are also hoping that the Council may be kind enough to assist with the provision of earthworks for the project, similar to what has occurred at other community sites in other towns as well as Jamestown. Our formal building approval application will be lodged through the normal process.

We’ve been meeting with the builder to finalise all of the last details so that we can get all of our approvals ready and commence building in early to mid August. We’re planning to have the building ready for use at the show on the 6th and 7th of October. We understand this may be a tight time frame for any earthworks, but we’d really appreciate being able to gain some help and have the project ready by the upcoming show.

We’re happy to meet yourself or any of the works team on site to work through the details of the earthworks, feel free to contact us at any time.

We hope that you may be able to offer some assistance for this exciting project.

Your sincerely,

Matt Scharkie
Vice President
Jamestown Agricultural, Floricultural and Horticultural Society Inc.
matt.scharkie@bigpond.com
0439 843 527
Aerial/Satellite view of proposed location

Southern view. Area is marked by orange cones

Further Southern view. Area is marked by orange cones
View looking West. Area is marked by orange cones

View looking West from north East corner. Area is marked by orange cones
View looking West from South East corner. Area is marked by orange cones.
4 x doors on double track to open up full 18m

Outrigger posts with double track to take 4 x doors behind Ram Shed

Existing Ram Shed

Existing Verandah

In ramp

Out ramp

Proposed New Shearing Shed

Proposed Viewing Area Undercover
Last 2 x stands to be made removable and to sit on concrete floor

Enclosed Shearing Shed

Extensive of concrete floor 125mm thick 32mpa

Undercover Viewing Area

Extent of gravel floor

SH 1500 wide x 900 deep shutter

4 x doors on double track to open onto outrigger posts to get full 18m opening
Dowtube Position
S Swing Only Gate
SS Slide Swing Gate

Catching Pens Approx 10 Sheep x 4
Fill Pens Approx 29 Sheep x 6
Holding Pens Approx 45 Sheep x 3

Holding Capacity Of Approx 349 Sheep (not including raceways or let out races)

Extent of hardwood grating on hardwood joists @ 600c. Joists on RHS 100 x 50 x 2.5 bearers @ 1500c

Last 2 x stands to be removable from race to board

Typical position of dowtube catching pen doors and let out door

Extent of shearing board structural ply raised 900mm

Proposed New Shearing Shed For The Jamestown Show Society

Designed by
Checked by
Approved by - date
File name
Internal Layout
Date
Scale

REDDEN BROS PTY LTD

Jamestown Show

Proposed New Shearing Shed
Edition 3/4
Dear David,

Following up on our phone conversation about the new shearing complex at Jamestown.

Tafesa would totally support the running of shearing and wool handling schools and shearing workshops at this new complex.

It would be great to have something like this in the mid north to cater for that area and the wider regions which it serves.

Tafesa would like to run at least two learner schools and maybe an improver school, along with several workshops through out the year.

Trevor Bacon
Coordinator/Lecturer
Shearing and Wool
Primary Industries, Animal and Laboratory Sciences | TAFE SA
Old Kapunda Road, PO Box 208, Nuriootpa, SA 5355
T +61 (8) 8562 0525
Hi David,

Heiniger as a shearing manufacturer and wholesale business are more than happy to support the Jamestown show society with there new venture in the fitting out there new shed in the way of new product. This will be in the form of the latest technology of the Evo shearing plant (industry leader in safety) and the TPW wool press and complete shed fit out that our company provides to the industry right down to the wool handler.

There will be support in consumable product for this facility in combs cutters and handpieces for training purposes and expert knowledge of the industry and maintenance training for tools of trade.

I see the location of this facility the key to the industry very central strong local wool growing region with access by all regions including the Yorke peninsular west coast and north east of SA including all pastoral areas. The cost of running shearer training schools would be reduced because of the location and ongoing support to the local town and business would out way the initial funding by far.

The farmer and student industry product training that could be held at this facility is endless in our minds.

Cheers

Darren McEvoy

Australian Sales
Team Mentor
Business Development

Heiniger Australia
5A Tayet Link
Bibra Lake, WA 6163 Australia
Mob: +61 428 712 820
Tel: +61 8 9434 0000 | Fax: +61 8 9434 0011
dmevoy@heiniger.com.au; www.heiniger.com.au

29
11th April 2019

To Whom it May Concern,

Support for the Jamestown AH&F Society Shearing Shed Project

The Woolmark Company is a wholly owned subsidiary of Australian Wool Innovation (AWI), which is the research, development and marketing body for the Australian wool industry. AWI represents more than 60,000 Australian woolgrowers in the domestic and overseas markets for wool and is also the owner of the Woolmark brand – the most recognised textile symbol in the world.

With more than 11million sheep and 6800 sheep wool producers, South Australia is a key contributor to the AUD4.3 billion Australian wool industry, with GVP around AUD650million in 2017/18.

A critical component to the ongoing profitability and sustainability of the industry is wool harvesting. Shearers, wool handlers and shed hands, however are often in short supply. This is acutely recognised by woolgrowers, who through AWI, invest around AUD2.4million each year in shearer and wool handler training.

While Jamestown is a major woolgrowing centre, there are limited facilities for shearer and wool handler training workshops in the region. The development of the proposed shearing shed will address this shortfall and provide a fit for purpose facility that can be used for novice, intermediate & advanced level workshops – as currently run in other parts of the state.

The proposed flexible/modular design will also align well for hosting major state and national shearing championships, adding further value for the local businesses and community.

I fully support the Jamestown AH&F Society Shearing Shed Project and look forward to seeing this great initiative executed.

Yours sincerely

[Signature]

Stuart McCullough
Chief Executive Officer

LEVEL 6, 58 HARRINGTON STREET, SYDNEY, THE ROCKS NSW 2000, AUSTRALIA
T+61 2 8295 3100
Wool.com | Woolmark.com
Australian Wool Innovation Limited. ACN 098 365 556

30
Adrian Dewell  
Landmark  
32 Mannanarie Road  
Jamestown SA 5491  

10th April 2019  

Re: Shearing Shed Project  

To Whom This May Concern:  

I write this letter in support of the JAHS Shearing Shed Project.  

This facility would be of enormous importance and value to the Jamestown Community, the Mid North Region, and the shearing and wool industry in South Australia. There is an opportunity here to invest in the future of our industry by building a multi-use shearing facility that can be purposed for “Show” and “Speed” shearing events, and provide a modern safe venue to train the future shearers and wool handlers in our region.  

The wool industry is experiencing a time of renewed interest, and for those of us in this industry we see a vacuum of skilled persons to support an industry that needs professionally trained staff. In a time where every aspect of agriculture is scrutinised, particularly animal welfare, modern facilities which enable safe and efficient animal handling are critical. Agricultural shows are an opportunity to showcase a progressive humane industry, and this facility would be an ideal venue to do just that.  

There are currently no Shearing and Wool-handling Schools held in this region, to undertake this kind of training one would have to travel all the way to the South East or the Mallee. For many people in our region and outlying areas travel to these other schools can be impractical due distance and financial pressures. It is a burden which can effectively discourage participation in training altogether. A local modern and Worksafe venue in which to run Shearer and Wool-handler training schools will help address the shortage of trained staff, and stimulate interest in the shearing industry and promote it as a vocation.  

As part of my role I spend a great deal of time in shearing sheds, and continue to be asked if I know of any “good” wool handlers looking for a job. Industry expects that when sheep are shorn they are shorn professionally, so that the animal is treated humanely, and that various animal health products like lice treatments can be administered effectively. Wool being a valuable commodity needs to be prepared with a high degree of quality control to ensure the integrity of the product. Without professionally trained and interested staff this cannot be done.  

It is my view that this project has great merit, and should be supported.  

Yours Sincerely,  

Adrian Dewell  
SA Wool Manager  
Landmark  
M: 0427 975 716  
E. adrian.dewell@landmark.com.au
11 April 2019

To Whom it may Concern;

I write this letter in support of the Shearing Training Facility, proposed to be constructed at the Jamestown show grounds.

Essential Shearing is a shearing contracting company that is based primarily in and around the remote areas of the Jamestown region. I myself, have been in the shearing industry for over 25 years. Starting out as a shed hand and progressing through the stages to a shearer and completing a wool classer’s certificate. Being able to attend training sessions and completing certificate’s through industry-based training I was able to gain the knowledge and skills that I have today.

I am now the sole director of my company which was established 6 years ago. We currently employ over 40 staff members servicing remote stations in and around the Jamestown region. For our business this training facility would be of great benefit to current staff and potential staff members. We pride ourselves on promoting the shearing industry and have worked tirelessly to promote not only a good reputation for our company but also for the shearing industry itself. Our aim for the future is to highlight the shearing industry and make it attractive to entice new members and grow the industry. By having access to such a facility, it will aid in the development of up and coming workers to the shearing industry. In an ever-changing environment we need to maintain good practices and keep up to date with technology and OH&S policies to ensure our business moves into the future. This facility will greatly enhance our business and other businesses operating in the surrounding areas and provide many opportunities to expand our working procedures.

For our business, this training facility would provide us with the opportunity not only to allow our current staff members access to attend training sessions, but also allow us to gain new employees that have successfully completed or are continuing their training. In conjunction with this facility we can provide a solid basis for those employee’s just starting or those that are well established and looking to maintain a high level of expertise in the shearing industry. Our teams have several highly skilled employees’ that can assist those that are establishing their shearing career. By having a training facility in close proximity to our working environment, we can and can provide on the job training but to have access to a training facility would enhance new staff members knowledge and also allow more experienced staff members the opportunity to maintain a current level of industry knowledge by being able to attend up to date training sessions. This will allow us to keep our staff members upskilling and providing the best service we can to our clients.

I believe that this facility will enhance the region and the perception of the shearing industry. For our industry to grow we need to be able to sufficiently train and upskill our staff members which, this facility will provide.

The Jamestown A.H. & F. Society have our full support in attempting to develop this training facility and I hope that you can see the benefits this shearing training facility will have to the town and surrounding areas and the shearing industry itself.

Yours sincerely,

Garry Wilkinson Director

Essential Shearing
To whom it may concern,

I am writing in support of the Jamestown A. H. & F. Society's application to FRRR for funding to contribute toward a new shearer and wool industry training centre in Jamestown.

The new shearing shed will support the learning of many students within the community by allowing TAFE to hold shearing and wool handler training locally. This will increase the employability of many students who are interested in the Sheep and wool industry as future career paths, either as shearsers, wool handlers, wool classifiers, sales representatives or farmers.

From an education perspective, completing TAFE shearer and wool handler training modules count as credits towards the students SACE (South Australian Certificate for Education) certificate and will broaden the experience of Agriculture students at the Jamestown Community School. This will have a substantial impact on the employment outcomes of our students.

We see the commencement of regular TAFE shearer and woolhandler training in our town as a fantastic opportunity for the Jamestown Community School and the Jamestown Community.

Regards

Michael Gaunt
Principal

Hayward Paynter
Agriculture Teacher
MEETING: ORDINARY MEETING OF COUNCIL
DATE: 16 July 2019

DEPARTMENT: Regulatory
OFFICER: Alan Thomson, Manager Regulatory Services

REPORT ITEM: 12.2.3
REPORT TITLE: REGULATORY SERVICES ACTIVITY REPORT

<table>
<thead>
<tr>
<th>Implementation</th>
<th>Current</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget Impact</td>
<td>Existing operational budget allocations</td>
</tr>
<tr>
<td>Risk Assessment</td>
<td>High risk areas of operation</td>
</tr>
<tr>
<td>File Reference</td>
<td>N/A</td>
</tr>
</tbody>
</table>

STRATEGIC REFERENCE:

<table>
<thead>
<tr>
<th>Goal 3</th>
<th>Deliver a high standard of service to our community on an equitable basis</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outcome 3.3</td>
<td>Planning processes encourage appropriate development and provide timely responses</td>
</tr>
<tr>
<td>Action 3.2</td>
<td>Empower staff to continue to be proactive and be responsive in their consideration of planning applications</td>
</tr>
</tbody>
</table>

RECOMMENDATION:

That the report be noted.

EXECUTIVE SUMMARY:

The activities of Regulatory Services are continuing to meet demand and provide statutory reporting within the scope of the applicable legislation for the services provided.

Purpose

To inform Council on the progress of a range of regulatory activities.

Background

Discussion

Building Inspections

Statutory inspections of buildings in progress are required for 30% of all building permits which may comprise inspections at different stages of construction. In addition, inspections are provided to assist developers in understanding the process and options for progressing developments in a compliant way.

Building Inspections included 2 Pre-application inspections, 5 on-site wastewater inspections and 2 follow-up inspections which occurred for developments currently in progress since last meeting.

Staff have identified 3 developments which have occurred without development approval and property owners have been contacted and advised that development applications are required.

Cemeteries

Management of cemetery records and interment processes is an ongoing activity for council. The following table shows interment activity at all cemeteries for the financial year to the end of June:

<table>
<thead>
<tr>
<th>Cemetery</th>
<th>Grave</th>
<th>Ashes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jamestown</td>
<td>8</td>
<td>7</td>
</tr>
<tr>
<td>Laura</td>
<td>5</td>
<td>1</td>
</tr>
<tr>
<td>Gladstone</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>Narridy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spalding</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Georgetown</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>Caltowie</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Tarcowie</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Dog & Cat Management

Dog registration renewals have arrived via post, email and SMS to dog owners and are due to be paid by 31st August 2019. Renewals can be paid through the DACO system and new animals added to an owner’s profile also. Cats are also required to be registered into DACO with no fees charged.

All dogs and cats must be microchipped and those born after 1st July 2018 must be also desexed (exemptions apply to working dogs and animals owned by registered breeders) and registered into the Dogs and Cats online system (DACO).

In the first week of renewals 137 dog registrations were renewed and 5 new dogs registered in Northern Areas Council with $1194.50 taken over the counter and $2257.00 paid directly into DACO by owners logging in online. Council pays 12% to DACO for payments directly to Council and DACO submit 88% of fees paid directly to DACO back to Council each quarter.

Local Nuisance, Litter Control & Unsightly Properties, Environmental Health, Illegal Development

Ongoing monitoring of selected properties is continuing. Two site inspections have been carried out with property owners regarding site clean ups and completing unfinished building work.
Pigeon culling arranged by property owners has been carried out in Gladstone. The work so far completed has been successful.

**Budget**

There are no budget variances to report.

**Risk**

Failures within areas under regulatory control are high risk and involve the imposition of penalties for non-conformance to statutory requirements within an extensive range of legislation. There is a high risk that expressions of dissatisfaction from aggrieved parties to legitimate statutory conformance measures will occur.

**Conclusion**

The activities of Regulatory Services are continuing to occur to meet the demands of the community and to provide a sanitary environment for the community broadly.
**Meeting Date and Motion No** | **Actions** | **By Whom** | **By When** | **Status**  
--- | --- | --- | --- | ---  
OM20/3/2018 OM9161 | RM WILLIAMS WAY, INDUSTRIAL ESTATE WATER MAIN UPGRADE  
Council to investigate further the legal implications of insufficient water supply to the industrial estate and the liability. | A Thomson | | Commenced. Confirmation provided to September meeting  
OM18/6/19 OM9652 | Vacant Dwelling  
That Council, in accordance with Section 56 of the South Australian Public Health Act 2011, declare the unoccupied dwelling at 5 Fifth Street Gladstone unfit for human occupancy. | A Thomson | | Notice issued. Completed.
MEETING: ORDINARY MEETING OF COUNCIL
DATE: 16 July 2019
DEPARTMENT: Operational Services - Infrastructure
OFFICER: Peter Porch, Manager Operational Services

REPORT ITEM: 12.3.1
REPORT TITLE: INFRASTRUCTURE PROGRESS REPORT

<table>
<thead>
<tr>
<th>Implementation</th>
<th>Ongoing through operational and capital budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget Impact</td>
<td>Budgeted expenditure</td>
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<tr>
<td>Risk Assessment</td>
<td>Low risk</td>
</tr>
<tr>
<td>File Reference</td>
<td></td>
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STRATEGIC REFERENCE:

<table>
<thead>
<tr>
<th>Goal</th>
<th>2</th>
<th>Outcome</th>
<th>2.2</th>
<th>Action</th>
<th>2.2.4</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Effective management of infrastructure, assets and built environment</td>
<td>All non-road assets owned by council (e.g. buildings and recreational facilities) are used effectively by the community</td>
<td>Generate asset management plan for retained assets</td>
<td></td>
</tr>
</tbody>
</table>

RECOMMENDATION:

That the report be noted.

EXECUTIVE SUMMARY:

Progress report on core activities of the department
- 12.3.1.1 Contracts, Maintenance Agreements, Consultant Services
- 12.3.1.2 Operational Maintenance
- 12.3.1.3 Asset Management
- 12.3.1.4 Capital Works
- 12.3.1.5 General Items

Purpose

The purpose of this report is to provide information on progress with key departmental accountabilities associated with aspects of asset management.

Background

The Infrastructure Department is established to manage the assets of council in accord with contemporary management practice and to meet the requirements of the Local Government Act 1999, Section 122. The activities of the Department are structured to meet the operational and capital requirements of the long term plans of council.
The goal of infrastructure management is to meet a required level of service, in the most cost effective manner, through the management of assets for present and future customers.

Discussion

12.3.1.1 Contracts, Maintenance Agreements, Consultant Services

Council’s operational services are supplemented by specialist contractors and consultants through service contracts and agreements. Current works include:

**Mace Engineering Services** – Civil Design services: Gulnare and Georgetown flood mitigation design commenced – design for Malcolm and James, Arthur and Clyde streets being quoted. These designs inform forward new seal program works.

**Tonkin Consulting** – Flood Study 90% - Final draft for consultation is imminent. Asset management consultancy – direction in sealed road asset digitisation.

**Wallbridge Gilbert Aztec** – professional and design supervision for Jamestown Rising Main contracts.

**Bitumen seal** – expressions of interest sought for fees for bitumen seal design treatments and rating for next three year seal program.

**WHS** – submissions received for provision of Mine Management Plans for operation of pits and quarries for which council is the owner and operator.

12.3.1.2 Operational Maintenance

Operational maintenance activities for June: Maintenance Grading:

Grading continued across the district with ongoing rainfall positively impacting grading operations in most instances. The financial year finished with 1234kms of road being graded which equates to 73% of the average annual grading conducted between July 2012 and June 2018.

<table>
<thead>
<tr>
<th>Road Name</th>
<th>Meters</th>
<th>Road Name</th>
<th>Meters</th>
</tr>
</thead>
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<tr>
<td>BAYNES ROAD</td>
<td>655</td>
<td>LOUDOUN BRAE ROAD</td>
<td>3000</td>
</tr>
<tr>
<td>BEETALOO VALLEY ROAD</td>
<td>2280</td>
<td>MILTOWIE ROAD</td>
<td>5610</td>
</tr>
<tr>
<td>BEHENNA ROAD</td>
<td>4090</td>
<td>NARRIDY-HUDDLESTON ROAD</td>
<td>3340</td>
</tr>
<tr>
<td>BELALIE EAST ROAD</td>
<td>3480</td>
<td>NARRIDY-KOOLUNGA ROAD</td>
<td>3780</td>
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<tr>
<td>BOOBOROWIE ROAD</td>
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<td>NICOLSON AVENUE</td>
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<td>OAKLEY ROAD</td>
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<td>BOULTONS HILL ROAD</td>
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<td>OLD TARCOWIE ROAD</td>
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<tr>
<td>BROGAN ROAD</td>
<td>3235</td>
<td>PAGES HILL ROAD</td>
<td>7110</td>
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<tr>
<td>BROUGHTON VALLEY ROAD</td>
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<td>PASCOE ROAD</td>
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<td>BROWN HILL ROAD</td>
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<td>PIPELINE ROAD</td>
<td>4945</td>
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<td>BUNDALEER ROAD</td>
<td>8885</td>
<td>PIT ROAD</td>
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<td>BURNS ROAD</td>
<td>270</td>
<td>RACECOURSE ROAD</td>
<td>2660</td>
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<tr>
<td>BUTTERICK ROAD</td>
<td>10960</td>
<td>RANGE ROAD</td>
<td>2990</td>
</tr>
<tr>
<td>Road Name</td>
<td>Distance</td>
<td>Road Name</td>
<td>Distance</td>
</tr>
<tr>
<td>-----------------------------------</td>
<td>----------</td>
<td>-----------------------------------</td>
<td>----------</td>
</tr>
<tr>
<td>CALTOWIE-TARCOWIE ROAD</td>
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<td>SMART ROAD</td>
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<td>CAMPBELL RANGE ROAD</td>
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<td>SMITH ROAD</td>
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<td>SOUTH TERRACE</td>
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<td>COLLINSFIELD ROAD</td>
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<td>THREE CHAIN ROAD</td>
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<tr>
<td>COMMON BOUNDARY ROAD</td>
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<td>TOHL ROAD</td>
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<tr>
<td>COOTHADIE ROAD</td>
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<td>WARD HILL ROAD</td>
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<td>DEPOT ROAD</td>
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<td>WATERSHED ROAD</td>
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<td>DIAGONAL ROAD</td>
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<td>WHEAL SARAH ROAD</td>
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<td>WILLIAMS ROAD</td>
<td>6930</td>
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<td>FOGARTY ROAD</td>
<td>5590</td>
<td>WILSDONVILLE ROAD</td>
<td>2975</td>
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<td>FROME CROSSING ROAD</td>
<td>3940</td>
<td>WUDLANOWIE ROAD</td>
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<tr>
<td>GEORGETOWN-HUDDLESTON ROAD</td>
<td>8145</td>
<td>YACKA ROAD</td>
<td>3670</td>
</tr>
<tr>
<td>GEORGETOWN-KOOLUNGA ROAD</td>
<td>175</td>
<td>YACKA-ANDREWS ROAD</td>
<td>5480</td>
</tr>
<tr>
<td>GLADSTONE-APPILA ROAD</td>
<td>11670</td>
<td>GROWDEN'S BUS ROUTE</td>
<td>8400</td>
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<tr>
<td>GLASSON ROAD</td>
<td>1700</td>
<td>TADPOWIE ROAD</td>
<td>8400</td>
</tr>
<tr>
<td>GRAEMOOR ROAD</td>
<td>2500</td>
<td>GILFILLAN ROAD</td>
<td>9500</td>
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<tr>
<td>GUM VALE ROAD</td>
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<td>CANOWIE ROAD</td>
<td>7500</td>
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<td>HALLS ROAD</td>
<td>670</td>
<td>CASE ROAD</td>
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<td>HORNSDALE-TARCOWIE ROAD</td>
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<td>WARD HILL ROAD</td>
<td>1400</td>
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<td>IRVINE STREET</td>
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<td>COOANNA CREEK ROAD</td>
<td>6000</td>
</tr>
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<td>KIDMAN STOCK ROUTE</td>
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<td>3675</td>
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<td>LANG ROAD</td>
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<td>EE GEORGE ROAD</td>
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</tr>
<tr>
<td>LINK ROAD</td>
<td>2730</td>
<td>YELLOWIE ROAD</td>
<td>2400</td>
</tr>
</tbody>
</table>
TOTAL Patrol Grading until 30th June 2019: 347.9 km

Total for the 2018-19 financial year: 1234.7 km

Patrol Grading 2018/19

<table>
<thead>
<tr>
<th>Month</th>
<th>Km’s Graded</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 2018</td>
<td>136.9</td>
</tr>
<tr>
<td>September 2018</td>
<td>219.9</td>
</tr>
<tr>
<td>September 2018</td>
<td>52.9</td>
</tr>
<tr>
<td>October 2018</td>
<td>63.8</td>
</tr>
<tr>
<td>November 2018</td>
<td>46.6</td>
</tr>
<tr>
<td>December 2018</td>
<td>21.1</td>
</tr>
<tr>
<td>January 2019</td>
<td>0</td>
</tr>
<tr>
<td>February 2019</td>
<td>0</td>
</tr>
<tr>
<td>March 2019</td>
<td>0</td>
</tr>
<tr>
<td>April 2019</td>
<td>0</td>
</tr>
<tr>
<td>May 2019</td>
<td>345.6</td>
</tr>
<tr>
<td>June 2019</td>
<td>347.9</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1234.7</strong></td>
</tr>
</tbody>
</table>

- 6 Kerb ramps installed in Jamestown and Laura.
- Continuation of mowing programs
- Footpath and kerb works in Gladstone and Jamestown
- Tree trimming and parks/reserve maintenance.
- General customer requests

Customer requests have continued to develop as a tool for scheduling operational tasks identified in inspections by council officers as well as from the general public and Councillors across all infrastructure activities. This enables the works to be scheduled and carried out in groups at specific locations for an increase in productivity and reduction in excess travel.

Total requests recorded for 2018/19 were 676.

Major categories comprise:
- 67 to unsealed roads (reduction from 73 the previous year)
- 28 to sealed roads  (increase from 21 the previous year)
- 38 to road signs   (increase from 19 the previous year)
- 90 minor works requests (reduced from 229 the previous year)
- 56 footpaths      (increase from 25 the previous year)
- 103 Trees         (increase from 54 the previous year)
- 62 Wheelie Bin replacement (increase from 57 the previous year)
- 44 Buildings & Facilities Council Owned - similar to 42 previous year
- 38 cemetery requests include all burials, ash and plaque placement

Trees increased to 103 from 54 last year. Significant work is required each year to control the tree resource managed by council.

62 related to deliveries of new wheelie bins or components compared to 57 for the previous year. There were only 4 the year before that. Some of this relates to aged and brittle bins.
Less than five each were entered for numerous items like play grounds, flooding, crossovers and illegal dumping.

The number of outstanding requests at the end of last year was 84. While 75 this year may still seem high in the first year the number was 141.

<table>
<thead>
<tr>
<th>Customer Requests – Category</th>
<th>Total</th>
<th>Completed</th>
<th>%</th>
<th>Outstanding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Status of requests to end of 2016 F/Y</td>
<td>609</td>
<td>468</td>
<td>77</td>
<td>141</td>
</tr>
<tr>
<td>Status of requests to end of 2017 F/Y</td>
<td>632</td>
<td>548</td>
<td>87</td>
<td>84</td>
</tr>
<tr>
<td>Status of requests to end of 2018 F/Y (June 30 2019)</td>
<td>676</td>
<td>601</td>
<td>89</td>
<td>75</td>
</tr>
</tbody>
</table>

12.3.1.3 Asset Management

The asset management program continues with the implementation of the improvement plans across the series of seven AMP. These works are identified with progress noted in the Departmental Works Plan for 2018/19 attached. At the end of the financial year the completion of the program sits at 89% with a small number of tasks incomplete. The loss of the previous Technical Officer brought some tasks to a halt and these have not been completed due to the unique qualities of the previous incumbent.

Where practical, incomplete tasks are carried forward or melded into new tasks intended to progress from the previous body of work.

- Digital data capture commenced for sealed road infrastructure.

12.3.1.4 Capital Works

With the financial year complete, the capital works program completion achieved was 97% to the end of June. This included the additional $1M of drought funded projects.

- Laura Streetscape Stage 2 project commenced by BBE Contracting
- Line marking for reseal and new seals complete.
- CWMS construction of rising main from South Terrace continues.
- Laura Civic Centre Amenities; Spalding Pool Amenities; Gladstone Pool Amenities; Tresylva Park Drought fund component; Street Lighting Drought fund component and Bridges Repair program all as per drought funding scopes – complete.
- Carry forwards identified include Gladstone Cross and Sixth Street; Gulnare and Georgetown Stormwater; Laura Streetscape and Stormwater Management Plan Jamestown.

12.3.1.5 General items
**Speed Limits**

The following advice has been received from the Department of Planning, Transport (DPTI) and Infrastructure in follow up to a meeting councillors had with DPTI staff in March:

In accordance with the provisions of the *Manual of Legal Responsibilities and Technical Requirements for Traffic Control Devices*, the Department of Planning, Transport and Infrastructure (DPTI) is advising of the following recently approved changes to speed limits and traffic control devices on the following roads under the care, control and management of the Department of Planning, Transport and Infrastructure:

<table>
<thead>
<tr>
<th>Road</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>RN 3326 Appila Rd, Jamestown,</td>
<td>· 60 km/h speed limit between RN 3492 Ayr Street and Doon Terrace replaced with 50 km/h speed limit. · 80 km/h speed limit buffer extended to include Boundary Road.</td>
</tr>
<tr>
<td>RN 3492 Ayr St, Jamestown,</td>
<td>· 60 replaced with 50 km/h speed limit between Vohr Street/Spalding Road and Bute Street.</td>
</tr>
<tr>
<td>RN 3329 Vohr St, Jamestown,</td>
<td>· 60 km/h speed limit between Alexandra Terrace and South Terrace replaced with 50 km/h speed limit. · 80 km/h speed limit buffer on Black Rock approach rescinded. Speed limit buffer provided by 60 AHEAD signs. · 80 km/h speed limit buffer on Spalding approach shortened.</td>
</tr>
<tr>
<td>RN 3329 Main St, Spalding,</td>
<td>· 50 km/h speed limit signs removed.</td>
</tr>
<tr>
<td>RN 3692 Davies Terrace (Goyder Hwy), Spalding,</td>
<td>· 50 speed limit sign removed</td>
</tr>
</tbody>
</table>

At the date of preparing this report the signage changes had been carried out.

**Median Grass Laura & Jamestown**

We receive many comments about grass condition in the street medians of Ayr St Jamestown and Herbert St Laura. In evaluating efforts over recent years to maintain these grass areas it is evident that the de-thatching, fertilising and black beetle treatment is not providing the desired results. We are concluding that the soil and grass is in need of renewal with potentially hydrophobic soil conditions having developed and should be referred to future capital works. The Ayr St upgrade is likely to incorporate the Jamestown lawns while the Laura works will have to be considered as a stand alone project.

**Chapter 10 WHS Act – Mining Requirements**

To provide further clarity with respect to the proposed development of Mine Management Plans I provide the following, beginning with an excerpt from: “Mines and Works Inspection Act 1920 and Regulations, Discussion Paper 1, November 2016”

The long title of the Mines and Works Inspection Act (Appendix A) indicates that the purpose of the Act is to provide for the “regulation and inspection of mines and works, and for other purposes.”
The Act is mainly directed toward protecting property and amenity and preventing nuisance, as well as protecting the health and safety of mine workers and the general public who may be affected by mining operations. A copy of the Mines and Works Inspection Regulations made under the Act is at Appendix B.

The Act was originally passed in 1920 and has been amended a number of times. As you can see from the front cover of this paper, mining operations undertaken before the passing of this Act were quite dangerous and fairly unregulated. Fast forward 100 years, and there have now been significant amendments to our mining and health and safety legislation, that aims to ensure worker and community safety.

One important amendment occurred on the passing of the Occupational Health Safety and Welfare Act 1986. The 1986 Act removed occupational health and safety provisions from the Act, and placed them into the Occupational Health Safety and Welfare Regulations. The Occupational Health Safety and Welfare Act has since been replaced by the Work Health and Safety Act 2012 (as part of the South Australian Government’s commitment to the national harmonisation of work health and safety laws). Despite these amendments, the Mines and Works Inspection Act still includes some unique provisions that relate to the health and safety of mine workers.

Breadth of application

Section 5 of the Act states that it applies to “every mine under whatsoever tenure held and wheresoever situated within the State”. A mine is defined as “any place in, on, or under which any mining operation has been or is being carried on, and includes works”.

2 Mining or a Mining operation is defined as “(a) any operation carried on in the course of searching for or recovering any mineral; or (b) any operation carried on at any works; or (c) any operation declared by proclamation under this section to be a mining operation”. There are no proclamations declaring any exemptions from the definition of ‘mining operation’, so the Act applies to all mines and works (as defined) in South Australia, including:

- tenements and private mines under the Mining Act 1971;
- opal mines under the Opal Mining Act 1995;
- tenements under the Offshore Mining Act 2000 (as this covers mines within the 3 nautical mile limit of South Australia’s territorial limits);
- local government borrow pits;
- the Olympic Dam mine; the Leigh Creek Coal mine;
- various tunnel works; and
- the Whyalla Steel Works.

Practically, this means that almost all mining operations in South Australia are concurrently regulated under the Act and the Mining Act, which can cause unnecessary confusion for a mine operator if inconsistent obligations arise under both Acts about the same actions.

The principal tools available to regulators under the Act are the powers to:

- undertake inspections and make orders;
- approve and enforce plans and programs for mining and rehabilitation (see Regulations);
- certify mine managers (see Regulations); and,
- approve various administrative matters e.g. commencement of mining and rehabilitation.
As can be seen from the review document there is no exemption for council from this legislation, which overlaps with the requirements of Chapter 10 of the 2012 WHS Act.

The South Australian WHS Regulations 2012, Chapter 10 Mines, defines mining operations as:

**610—Meaning of mining operations**
1) In this Chapter, mining operations are—
   a) activities (mining activities) carried out for the purpose of—
      i. extracting minerals from the ground or injecting minerals into the ground; or
      ii. exploring for minerals by mechanical means that disturb the ground; and
   b) activities carried out in connection with mining activities at a site, or at a site adjoining or in the vicinity of a site, at which the mining activities are carried out.
2) Without limiting subregulation (1), the activities referred to in that subregulation include the following:
   a) handling or storing extracted materials;
   b) preparing or processing extracted materials;
   c) constructing—
      i. a site where a mining activity is carried out; or
      ii. a site where an activity referred to in subregulation (1)(b) is carried out;
   d) activities associated with decommissioning, making safe or closure of an extraction site or exploration site;
   e) educational activities and tourist activities carried out at a site, or at a site adjoining or in the vicinity of a site, at which the mining activities are carried out.
3) In this Chapter, mining operations do not include the following:
   a) an activity carried out in relation to the extraction of minerals on private land for the private and non-commercial use of the owner of the land;
   b) fossicking;
   c) any activity where the extraction of minerals is incidental to the activity.

Example—Civil works such as tunnelling to create a road.

Council’s risk services provider takes the position that regulation 610 (3c), as highlighted above, applies to Councils borrow pit operations contending that the activity is incidental.

Safe Work SA are considering the view that Councils borrow pit operations are undertaken for the purpose of extracting minerals, as it is these minerals that are required for the road re-sheeting programs and as such, regulation 610 (3c) does not apply as the activity is not incidental, but essential.

In recent years there were four Local Government rubble pit / quarry incidents in close succession that were investigated by Safe Work SA, where Prohibition Notices were issued.

This prompted Safe Work SA and Mining and Quarrying Occupational Health and Safety Committee (MAQOHSC) to look into a 2014 interpretation relating to Local Government for incidental borrow pits / rubble pits. Safe Work SA has put the 2014 interpretation under review.

In addition, Mutual Liability have been getting claims from local landholders for remediation of their land that have been used for rubble pits / quarries, because the money that was (supposed to have been) put aside for this by Local Governments has been lost over time, leaving the landholder covering the cost of remediation.
The issue has been raised and communicated to all South Australian council’s through Local Government Risk Services as a risk that needs to be managed and have recommended the development of Mine Management Plans at a level appropriate to the size of the works and the associated risks. Council has received advice as to what that level of appropriate plan should be through a risk assessment gap analysis conducted by MAQOHSC.

In the unfortunate event of a serious injury in a pit managed by Council, Council’s officers are at high risk of prosecution without adequate plans and compliant systems.

**Budget**

Reports on budget expenditure are being summarised through corporate services with no particular issues to report on this month through this report.

**Conclusion**

The work programs in capital and operational areas progressed generally in accord with departmental operational and capital plans.
<table>
<thead>
<tr>
<th>Meeting Date and Motion No.</th>
<th>Actions</th>
<th>By Whom</th>
<th>By When</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>OM19/6/2018 OM9247</td>
<td>Jamestown Table Tennis Club Building Request</td>
<td>P Porch</td>
<td>June: Discussed level requirements with staff. Levels to be taken. March 2019 : Programmed taking of levels April: Levels taken to inform options</td>
<td></td>
</tr>
<tr>
<td></td>
<td>That Council staff carry out further investigation on the water affecting the Jamestown Table Tennis Club Building including taking levels and working out costings and report back to Council.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>OM19/2/19 OM9554</td>
<td>That Council identify buildings with limited use that could be disposed of and then enter into consultation with the local communities in regards to whether these buildings are required by the community.</td>
<td>SMT</td>
<td>June: Agenda item for SMT</td>
<td></td>
</tr>
<tr>
<td>OM16/3/19 OM9585</td>
<td>Jamestown Pool Paving and Painting That Council: 1. approves the painting of the walls, placement of sculptures and paving of the entry to the Jamestown Pool. 2. Allocates funds of up to $13,000 as necessary to meet the shortfall in grant funds to complete the project.</td>
<td>P Porch</td>
<td>March: Letter provided to committee. Advice regarding grant success and balance required to be provided by pool committee in due course. May: painting works complete. June: advice received that the committee</td>
<td></td>
</tr>
<tr>
<td>Reference</td>
<td>Title</td>
<td>Details</td>
<td>Notes</td>
<td></td>
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<tr>
<td>OM21/5/19 OM 9632</td>
<td>Do Northern Yorke Natural Resource Management have a strategy to control pigeons in the Northern Areas Council? If not then Council requests Northern Yorke Natural Resource Management develop a strategy, in a timely manner, to control pigeons in the Northern Areas Council.</td>
<td>P Porch</td>
<td>May: details for letter being developed. June: letter drafted and being reviewed.</td>
<td></td>
</tr>
<tr>
<td>OM21/5/19 OM9634</td>
<td>Hall Floors</td>
<td>That Council progress with the existing capital allocation for Spalding Hall to sand and reseal the floor and use funds allocated for the Yacka and Guinare halls for the Spalding Supper Room floor sanding and sealing.</td>
<td>P Porch</td>
<td>May: works programmed for mid June. June: works carried out. Complete</td>
</tr>
<tr>
<td>OM21/5/19 OM9635</td>
<td>Hill River Road Bridge</td>
<td>That Council adopt the Hill River Road Bridge Assessment report of the 15th April 2019 from Tonkin and proceed to implement the recommendations contained in the report.</td>
<td>P Porch</td>
<td>May: design for signage and associated infrastructure commissioned.</td>
</tr>
<tr>
<td>OM21/5/19 OM9637</td>
<td>Asset Management Systems</td>
<td>That Council staff investigate the options for asset management software capable of managing all asset classes and provide a future report to Council with recommendations.</td>
<td>P Porch</td>
<td>May: investigations commenced.</td>
</tr>
<tr>
<td>OM18/6/19 OM9646</td>
<td>Jamestown Hall Chairs</td>
<td>That the Northern Areas Council purchase 200 new chairs for the Jamestown Memorial Hall at a cost of $15,400 inc GST and that they be the slimline stackable chair and the funds come from the Jamestown Land/Build Proceeds Reserve.</td>
<td>P Porch</td>
<td>June: alternative prices sought, consulted with JDA representatives and purchased chairs. Complete</td>
</tr>
</tbody>
</table>
| OM18/6/19  | OM9654 | Caltowie Truck Stop  
That Council conduct a survey of the Caltowie residents to determine if the proposal to establish a heavy vehicle parking area is supported for the site at Certificate of Title No. 5778/36 Assessment A309, the junction of the Wilkins Highway and Stone Hut-Caltowie Road. | P Porch |
|-----------|--------|-----------------------------------------------------------------------------------------------------------------|--------|
| OM18/6/19  | OM9656 | Green Waste Kerbside Collection Service  
That Council's Officers:  
1) Commence consultation with existing kerb side waste collection recipients to determine the level of acceptance of likely costs associated with the proposed kerb side green waste collection service;  
2) On collation of the results of the consultation into the possible commencement of a kerb side green waste collection service, provide a further report to Council on any proposed service change. | P Porch |
| OM18/6/19  | OM9659 | Spalding Supper Room Plumbing  
That Council approve a capital expense of $12,000 plus GST for plumbing and associated works to complete the project in the Spalding Town Hall Supper Room kitchen. | P Porch | June: Required works on site being reviewed. |
<table>
<thead>
<tr>
<th>Task Name</th>
<th>% Complete</th>
<th>Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. 2018-19 Capital Program</td>
<td>97%</td>
<td>$7,244,100.00</td>
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<tr>
<td>2. Buildings</td>
<td>100%</td>
<td>$593,500.00</td>
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<tr>
<td>3. Spalding pool plant room upgrade and lining</td>
<td>100%</td>
<td>$60,000.00</td>
</tr>
<tr>
<td>4. Spalding pool amenities</td>
<td>100%</td>
<td>$95,000.00</td>
</tr>
<tr>
<td>5. Gladstone Pool Amenities</td>
<td>100%</td>
<td>$45,000.00</td>
</tr>
<tr>
<td>6. Laura Civic Centre Amenities Upgrade</td>
<td>100%</td>
<td>$236,000.00</td>
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<tr>
<td>7. Gladstone/Jamestown auto dailer system</td>
<td>100%</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>8. Disabled access council lodge</td>
<td>100%</td>
<td>$35,000.00</td>
</tr>
<tr>
<td>9. Fire safety upgrade various buildings</td>
<td>100%</td>
<td>$35,000.00</td>
</tr>
<tr>
<td>10. Spalding Town Hall</td>
<td>100%</td>
<td>$93,500.00</td>
</tr>
<tr>
<td>11. Roof renewal old section 471m²</td>
<td>100%</td>
<td>$70,500.00</td>
</tr>
<tr>
<td>12. Floor sand and seal</td>
<td>100%</td>
<td>$15,000.00</td>
</tr>
<tr>
<td>13. Kitchen renewal salt damp remediation and gas</td>
<td>100%</td>
<td>$9,000.00</td>
</tr>
<tr>
<td>14. Spalding sports centre Retaining Wall 21m²</td>
<td>100%</td>
<td>$15,000.00</td>
</tr>
<tr>
<td>15. Roof Access Works Various Buildings</td>
<td>100%</td>
<td>$30,000.00</td>
</tr>
<tr>
<td>16. Hall/Planting/Jamestown &amp; Spalding</td>
<td>100%</td>
<td>$120,000.00</td>
</tr>
<tr>
<td>17. CWS</td>
<td>100%</td>
<td>$59,000.00</td>
</tr>
<tr>
<td>18. Gladstone Storm Water Capture subject to grant</td>
<td>100%</td>
<td>$296,000.00</td>
</tr>
<tr>
<td>19. Other Infrastructure</td>
<td>100%</td>
<td>$35,000.00</td>
</tr>
<tr>
<td>20. Safety Upgrades</td>
<td>100%</td>
<td>$35,000.00</td>
</tr>
<tr>
<td>21. Jamestown Pump Station Storage and rising mains</td>
<td>100%</td>
<td>$156,000.00</td>
</tr>
<tr>
<td>22. Pump Replacement</td>
<td>100%</td>
<td>$70,000.00</td>
</tr>
<tr>
<td>23. Electrical</td>
<td>100%</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>24. Ponds - Solar Kit Gladstone</td>
<td>100%</td>
<td>$15,000.00</td>
</tr>
<tr>
<td>25. Public Open Space</td>
<td>100%</td>
<td>$210,000.00</td>
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<tr>
<td>26. Playground Renewal</td>
<td>100%</td>
<td>$35,000.00</td>
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<tr>
<td>27. Cemeteries park furniture renewal</td>
<td>100%</td>
<td>$10,000.00</td>
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<tr>
<td>28. Tresleys Park Management Plan works</td>
<td>100%</td>
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<td>29. Civil Works</td>
<td>100%</td>
<td>$3,721,000.00</td>
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<td>30. Re-seal Road Plan</td>
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<td>$526,000.00</td>
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<td>31. Re-sheet Program</td>
<td>100%</td>
<td>$1,720,000.00</td>
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<tr>
<td>32. Signage replacement program dwd</td>
<td>100%</td>
<td>$0.00</td>
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<tr>
<td>33. Museum Gopher Crossing dwd</td>
<td>100%</td>
<td>$196,900.00</td>
</tr>
<tr>
<td>34. Footpath Renewal</td>
<td>100%</td>
<td>$101,000.00</td>
</tr>
<tr>
<td>35. Kerb &amp; Channel Renewal</td>
<td>100%</td>
<td>$93,400.00</td>
</tr>
<tr>
<td>36. Upgrade seal to sealed township streets dwd</td>
<td>100%</td>
<td>$366,000.00</td>
</tr>
<tr>
<td>37. Laura Streetscape dwd</td>
<td>100%</td>
<td>$366,000.00</td>
</tr>
<tr>
<td>38. Street Lighting Program</td>
<td>100%</td>
<td>$146,000.00</td>
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<tr>
<td>39. Ayr St Survey</td>
<td>100%</td>
<td>$10,000.00</td>
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<tr>
<td>40. Broughton River Bridge dwd</td>
<td>100%</td>
<td>$195,000.00</td>
</tr>
<tr>
<td>41. Kinara St dwd</td>
<td>100%</td>
<td>$68,000.00</td>
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<tr>
<td>42. Bridges Program (Grant funded)</td>
<td>100%</td>
<td>$178,000.00</td>
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<tr>
<td>43. Stormwater</td>
<td>71%</td>
<td>$993,300.00</td>
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<tr>
<td>44. Flood Study</td>
<td>99%</td>
<td>$156,000.00</td>
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<tr>
<td>45. Project Design Allowance</td>
<td>100%</td>
<td>$50,000.00</td>
</tr>
<tr>
<td>46. Hand's drain reform and road line</td>
<td>100%</td>
<td>$290,000.00</td>
</tr>
<tr>
<td>47. Gladstone Cross &amp; Sixth Sts dwd</td>
<td>1%</td>
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</tr>
<tr>
<td>48. Spalding slow release dam</td>
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<td>49. Floodway and culvert program</td>
<td>100%</td>
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<td>50. Hadleyton Floodway dwd</td>
<td>100%</td>
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<td>51. Outlaw flood mitigation</td>
<td>9%</td>
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<tr>
<td>52. Georgetown flood mitigation</td>
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<tr>
<td>53. Plant &amp; Equipment</td>
<td>100%</td>
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<tr>
<td>54. Plane</td>
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<td>55. Vehicles</td>
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<td>56. Equipment</td>
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<tr>
<td>57. IT</td>
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<td>$16,000.00</td>
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<tr>
<td>58. Computers</td>
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<tr>
<td>59. Software</td>
<td>100%</td>
<td>$3,000.00</td>
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<tr>
<td>60. Furniture/Equipment</td>
<td>100%</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>Task Name</td>
<td>% Complete</td>
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<td>--------------------------------------------------------------------------</td>
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<tr>
<td>Improvement Program 2018-19</td>
<td>80%</td>
<td></td>
</tr>
<tr>
<td>Operations</td>
<td>85%</td>
<td></td>
</tr>
<tr>
<td>- Develop Street Tree Planting Program</td>
<td>41%</td>
<td></td>
</tr>
<tr>
<td>- Fuel supply tender to depots improved technology - electronic</td>
<td>0%</td>
<td></td>
</tr>
<tr>
<td>Strategic Approach to Employee Replacements</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>University work placement investigation</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>Identify Training Opportunities across councils</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>Create Collaborative Forums with Regional Councils</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>Management Policies - Development from Former Council Policies</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>WMS</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>- Risk assessments</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>- Depot clean up actions</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>Regulatory</td>
<td>85%</td>
<td></td>
</tr>
<tr>
<td>- Implement time sheets for planning and development</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>- Adoption of infrastructure guidelines for developers</td>
<td>85%</td>
<td></td>
</tr>
<tr>
<td>- Formalise sludge disposal agreements</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>- Implement requirements of new planning scheme</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>- Implementation of DAOO</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>- Cemetery Records enter into Synergy</td>
<td>25%</td>
<td></td>
</tr>
<tr>
<td>- Cemetery records upload to unity</td>
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<td></td>
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<tr>
<td>Assets</td>
<td>85%</td>
<td></td>
</tr>
<tr>
<td>- Asset Register Determination and Implementation</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>- Flood Mapping - share flood maps with state government</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>- Flood Mapping - develop new flood maps</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>- Buildings Rationalisation Report</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>- Develop Playground Renewal Program</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>- Irrigation Systems Service Review</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>- Implement Flood Mitigation works from flood studies</td>
<td>20%</td>
<td></td>
</tr>
<tr>
<td>- Implement Footpath Strategy</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>- Business Case for Bulldozer and Crusher options</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>- Commodity route assessments - floodways fords stacking distances</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>- Delineate roads and allocate asset ID</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>- Develop GIS capabilities</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>- Develop Bridges Renewal and Maintenance Program</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>- Develop and implement Metro Count Program</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>- Consolidate Jamestown OnWMS Plant Maintenance without Consultant</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>- Development of 29/20 capital program</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>- POS Service Level Development</td>
<td>95%</td>
<td></td>
</tr>
<tr>
<td>- Maintenance Grading schedule Development</td>
<td>55%</td>
<td></td>
</tr>
<tr>
<td>- Storm Water Asset Revaluations</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>- Building Inspections</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>- Building Maintenance Program Development</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>- Equipment Asset Inventory establishment</td>
<td>95%</td>
<td></td>
</tr>
<tr>
<td>- Bridge inspections - maintenance plan generation - define levels of</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>- Bridge inspection by consultant</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>- Review Bridge asset lives as necessary</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>- Review B-double route bridges for capacity</td>
<td>100%</td>
<td></td>
</tr>
</tbody>
</table>
13. CORPORATE AND COMMUNITY SERVICES REPORT

Recommendation:
That the Corporate and Community Services Report be taken as read and noted.
**REPORT ITEM:** 13.1.1  
**REPORT TITLE:** YEARLY INVESTMENT REVIEW

<table>
<thead>
<tr>
<th>Implementation</th>
<th>Immediate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget Impact</td>
<td>-</td>
</tr>
<tr>
<td>Risk Assessment</td>
<td>Low</td>
</tr>
<tr>
<td>File Reference</td>
<td>190.3.1 FINANCE BANKS / BANKING / LGFA GENERAL</td>
</tr>
</tbody>
</table>

**STRATEGIC REFERENCE:**

| Goal  | Outcome | Financial Sustainability  
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1.2</td>
<td>Prudent and effective financial management</td>
</tr>
</tbody>
</table>

**RECOMMENDATION:**

That Council receive the yearly investment review.

**EXECUTIVE SUMMARY:**

In accordance with the Council’s Investment Policy, a report of investments is presented to Council, which provides a summary of investment performance.

Through the predominant use of the Local Government Finance Authority (LGFA), Council has been able to obtain investment returns comparable to the benchmark established by Council. This was achieved with a high quality, low risk investment portfolio.

**Purpose**

For Council to receive the yearly investment review report

**Background**

Section 140 of the Local Government Act requires Council to review the performance of its investments on an annual basis. In accordance with the Investment Policy, a report of investments is presented to Council, which provides a summary of investments.

This report provides a summary of investments for the past year, to determine if the investment strategy met the stated desires of Council, in terms of maximising investment returns and maintaining an acceptable level of risk.
Discussion

Through the use of a variety of investment products, Council has achieved a high quality, low risk investment portfolio by obtaining investment return rates which deliver the best value within investment guidelines.

This report provides a summary of investments for the previous financial year to determine if the investment strategy meets the stated requirements of Council.

Council’s strategy to manage risk sets the following maximum investment limits as set out in Council’s recently reviewed investment policy:

<table>
<thead>
<tr>
<th>Investment Type</th>
<th>Limit</th>
</tr>
</thead>
<tbody>
<tr>
<td>LGFA</td>
<td>100%</td>
</tr>
<tr>
<td>Banks</td>
<td>75%</td>
</tr>
<tr>
<td>Credit Unions</td>
<td>25%</td>
</tr>
</tbody>
</table>

During the year Council funds were invested in the following products, which have been rated by Standard & Poor’s as follows.

<table>
<thead>
<tr>
<th>Investment Type</th>
<th>Amount as at 30 June 2019 (excluding trust deposits)</th>
<th>S&amp;P Rating</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Government Finance Authority Cash deposit</td>
<td>$2,313,124</td>
<td>A1+ (Guaranteed by State Government of SA)</td>
</tr>
<tr>
<td>National Bank Deposit</td>
<td>Operating account</td>
<td>A1+</td>
</tr>
</tbody>
</table>

At all times during the year the designated investment exposure limits were adhered to.

Performance

During the 2018/19 financial year the official Reserve Bank of Australia (RBA) cash rate was unchanged until June 2019 when a 0.25% reduction occurred (1.50% down to 1.25%). Prior to this the RBA cash rate had remained unchanged at 1.50% for the previous 33 months.

Investment earnings ranged from 1.50% to 2.15% on funds invested during the period (excluding the LGFA bonus rate). The total interest income from financial institutions for the year was $88,595, which was comparable with the previous year’s interest income of $90,050. Council’s interest income in the last 2 financial years has been higher due to larger cash reserves.

Benchmark Performance

The 90 day bank bill swap rate (BBSW) is a commonly used indicator of future market trends. The use of the 90 day bank bill swap rate has been selected to reflect the most prevalent investment term for investment holdings. The table below provides Council’s investment portfolio performance for the year ended 30 June 2019 compared to the official cash rate and the bank bill swap rate.
Investment Portfolio for year ended 30th June 2019

<table>
<thead>
<tr>
<th>Financial Institution</th>
<th>Average Holding</th>
<th>Average Return</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Government Finance Authority</td>
<td>3,801,680</td>
<td>2.01%</td>
</tr>
<tr>
<td>Cash deposit</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Average Investments</strong></td>
<td>3,801,680</td>
<td>2.01%</td>
</tr>
<tr>
<td>NAB Council Operating Account</td>
<td>456,135</td>
<td>1.48%</td>
</tr>
<tr>
<td>90 Day Bank Bill Swap Rate</td>
<td></td>
<td>1.80%</td>
</tr>
<tr>
<td>Official Cash Rate</td>
<td></td>
<td>1.48%</td>
</tr>
</tbody>
</table>

** LGFA average return factors in a yearly bonus percentage of 0.35%.

*Note: The 90 Day BBSW as at 30 June 2019 was 1.20% and the RBA cash rate was 1.25%.

On average, Council investments provided greater returns than both the 90 day bank bill swap rate and the official cash rate.

The following graph provides a comparison of Council's average investment interest rates with the LGFA (including bonus percentage) compared to the BBSW and the official Reserve Bank of Australia interest rates for the previous financial year. Council's average investment returns with the LGFA increased from October to May as reserves were invested for higher rate fixed terms, generally for 90 days at a time.
Bank Balance & LGFA Investments/Debentures
The adjusted NAB bank account balance at 30\(^{th}\) June 2019 is currently $1,659,715.

The LGFA Investments and Debenture Schedules as at 30\(^{th}\) June 2019 are attached to the Agenda Report.

As at 30\(^{th}\) June 2019 the total debenture repayments as a percentage of general rate revenue ($6,957,900) for 2018/19 is 25.34% (20.44% excluding CWMS and Self Serving Loans).

Council currently has $2,313,124 invested at the LGFA with a further $491,219 invested on behalf of community associations and Section 41’s.
<table>
<thead>
<tr>
<th>Loan Number</th>
<th>CWMS Funded</th>
<th>$1.6M CWMS</th>
<th>$279K CWMS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total</strong></td>
<td>43</td>
<td>31</td>
<td>34</td>
</tr>
<tr>
<td><strong>Details</strong></td>
<td>Jamestown Bowling Club</td>
<td>Jamestown Stadium</td>
<td>Gladstone STEDS &amp; Other Capital</td>
</tr>
<tr>
<td><strong>Date of Inception</strong></td>
<td>15 Oct 2013</td>
<td>15 Dec 2005</td>
<td>15 Oct 2013</td>
</tr>
<tr>
<td><strong>Term - Years</strong></td>
<td>15</td>
<td>20</td>
<td>30</td>
</tr>
<tr>
<td><strong>Total Payments</strong></td>
<td>30</td>
<td>40</td>
<td>81</td>
</tr>
<tr>
<td><strong>Last Payment Date</strong></td>
<td>11 Oct 2018</td>
<td>11 Dec 2025</td>
<td>11 Dec 2025</td>
</tr>
<tr>
<td><strong>Loan Amount</strong></td>
<td>$275,000</td>
<td>$100,000</td>
<td>$1,300,000</td>
</tr>
<tr>
<td><strong>Interest Rate</strong></td>
<td>5.90%</td>
<td>6.40%</td>
<td>6.45%</td>
</tr>
<tr>
<td><strong>Payment</strong></td>
<td>$13,939.77</td>
<td>$4,467.21</td>
<td>$49,260.02</td>
</tr>
<tr>
<td><strong>Total Outstanding</strong></td>
<td>$861,434.96</td>
<td>$881,577.18</td>
<td>$711,182.93</td>
</tr>
</tbody>
</table>

**Loan Interest rate comparison**

<table>
<thead>
<tr>
<th>Loan Interest Rate</th>
<th>Total Annual Repayments (ex Self Serving)</th>
<th>Loan Interest Rate</th>
<th>Total Annual Repayments (incl Self Serving)</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 year rate</td>
<td>3.80%</td>
<td>3.80%</td>
<td>$1,722,869.92</td>
</tr>
<tr>
<td>10 year rate</td>
<td>4.40%</td>
<td>4.40%</td>
<td>$6,438,175.47</td>
</tr>
<tr>
<td>15 year rate</td>
<td>4.60%</td>
<td>4.60%</td>
<td>$6,685,639.16</td>
</tr>
<tr>
<td>Excluding CWMS loans</td>
<td>20.40%</td>
<td>20.40%</td>
<td>$3,763,154.36</td>
</tr>
<tr>
<td>CDR</td>
<td>3.75%</td>
<td>3.75%</td>
<td>$3,763,154.36</td>
</tr>
</tbody>
</table>

**Total Annual Repayments per 1 million CAD**

| Vic Park Stadium | 21,897.10 |
| Vic Park Changerooms | 90,102.71 |
| Vic Park Mower | 2,062.23 |
| Jamestown Lawn Tennis | 33,526.01 |
| Jamestown Pool Changerooms | 41,788.31 |
| Gladstone C/Park Cabins | 32,770.04 |

**Total outstanding Loan principle**

| $6,685,639.16 |

**Total loans excluding CWMS**

| $3,763,154.36 |

**Total including Self Serving**

| $6,438,175.47 |

**Council**

| $861,434.96 |

**Total Annual Repayments to Rates**

| 24.76% |

**Principle Outstanding**

| $1,722,869.92 |

**General Rates 18/19**

| $6,438,175.47 |

**5 year rate**

| $6,438,175.47 |

**10 year rate**

| $247,463.83 |

**15 year rate**

| $247,463.83 |

**Excluding CWMS loans**

| $247,463.83 |

**Excluding CWMS loans**

| $6,438,175.47 |

**Total Self Serving only Principal**

| $6,438,175.47 |

**Total Self Serving only Principal**

| $9,052,947.73 |

**Total outstanding Loan principle**

| $9,052,947.73 |

**Total Annual Repayments (ex Self Serving)**

| $1,722,869.92 |

**Loan Interest Rate**

| $1,722,869.92 |

**Total Annual Repayments**

| $1,722,869.92 |

**Total Annual Repayments (incl Self Serving)**

| $1,722,869.92 |

**Total Annual Repayments (ex Self Serving)**

| $1,722,869.92 |

**Total Annual Repayments (incl Self Serving)**

| $1,722,869.92 |

**Total Annual Repayments (ex Self Serving)**

| $1,722,869.92 |

**Total Annual Repayments (incl Self Serving)**

| $1,722,869.92 |

**Total Annual Repayments (ex Self Serving)**

| $1,722,869.92 |

**Total Annual Repayments (incl Self Serving)**

| $1,722,869.92 |
# Northern Areas Council
## Financial Year Ended 30 June 2019

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Northern General</td>
<td>190000410</td>
<td>1,031,567.43</td>
<td>1,037,601.92</td>
<td>1,333,362.00</td>
<td>6,034.49</td>
<td>1,333,362.00</td>
</tr>
<tr>
<td>NOR 08 Jamestown CWMS Reserve</td>
<td>190002010</td>
<td>334,480.35</td>
<td>426.21</td>
<td>334,906.56</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NOR 29 Laura CWMS Reserve</td>
<td>190002110</td>
<td>313,114.83</td>
<td>398.93</td>
<td>313,513.76</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NOR 30 Gladstone CWMS Reserve</td>
<td>190003010</td>
<td>173,590.07</td>
<td>221.16</td>
<td>173,811.23</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NOR 50 Laura Land Proceeds</td>
<td>190002310</td>
<td>50,758.00</td>
<td>115.84</td>
<td>0.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NOR 55 LGRS Scheme Distribution</td>
<td>190002540</td>
<td>80,554.91</td>
<td>102.57</td>
<td>80,657.48</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NOR 54 Jamestown Land/Build Proceeds</td>
<td>190002530</td>
<td>78,284.21</td>
<td>178.66</td>
<td>64,462.87</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NOR 56 Nac Yac Reserve</td>
<td>190002120</td>
<td>12,394.52</td>
<td>15.81</td>
<td>12,410.33</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL LGFA FUNDS</strong></td>
<td></td>
<td><strong>2,074,744.32</strong></td>
<td><strong>1,102,475.76</strong></td>
<td><strong>1,340,855.67</strong></td>
<td><strong>2,313,124.23</strong></td>
<td></td>
</tr>
</tbody>
</table>

## Trust Deposits

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>NOR 04 JT School Community Library</td>
<td>190204510</td>
<td>3,019.87</td>
<td></td>
<td>3.76</td>
<td>3,023.63</td>
<td></td>
</tr>
<tr>
<td>NOR 10 JT Hospital Health Centre</td>
<td>190204310</td>
<td>5,023.90</td>
<td></td>
<td>6.47</td>
<td>5,030.37</td>
<td></td>
</tr>
<tr>
<td>NOR 11 Wilkins Building Trust</td>
<td>190204410</td>
<td>2,229.38</td>
<td>1,109.00</td>
<td>2.79</td>
<td>1,123.17</td>
<td></td>
</tr>
<tr>
<td>NOR 22 Rocky River Bus</td>
<td>190205310</td>
<td>47,628.44</td>
<td></td>
<td>108.70</td>
<td>47,737.14</td>
<td></td>
</tr>
<tr>
<td>NOR 26 Inst of Municipal Managers</td>
<td>190204610</td>
<td>2,158.42</td>
<td></td>
<td>2.79</td>
<td>2,161.21</td>
<td></td>
</tr>
<tr>
<td>NOR 27 Bundaleer Channel Reserve</td>
<td>190205410</td>
<td>3,070.04</td>
<td></td>
<td>3.99</td>
<td>3,074.03</td>
<td></td>
</tr>
<tr>
<td>NOR 36 Saleyards Seating Trust Fund</td>
<td>190205430</td>
<td>3,989.40</td>
<td>2,200.00</td>
<td>5.00</td>
<td>1,794.40</td>
<td></td>
</tr>
<tr>
<td>NOR 40 Employee Xmas Club</td>
<td>190205610</td>
<td>26,980.91</td>
<td>5,680.00</td>
<td>31.85</td>
<td>32,692.76</td>
<td></td>
</tr>
<tr>
<td>NOR 41 JT Health &amp; Ambulance Centre</td>
<td>190205110</td>
<td>40,100.84</td>
<td></td>
<td>91.52</td>
<td>40,192.36</td>
<td></td>
</tr>
<tr>
<td>NOR 52 OPAL Trust</td>
<td>190203730</td>
<td>14,920.92</td>
<td></td>
<td>18.95</td>
<td>14,939.87</td>
<td></td>
</tr>
<tr>
<td>NOR 48 Flinders Mobile Library</td>
<td>190204520</td>
<td>301,367.39</td>
<td>687.78</td>
<td>302,055.17</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NOR 49 Jamestown Hydropool</td>
<td>190204530</td>
<td>37,310.72</td>
<td>85.15</td>
<td>37,395.27</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL TRUST FUNDS</strong></td>
<td>190901400</td>
<td><strong>487,799.63</strong></td>
<td><strong>3,309.00</strong></td>
<td><strong>5,680.00</strong></td>
<td><strong>1,048.75</strong></td>
<td><strong>491,219.38</strong></td>
</tr>
</tbody>
</table>

## Total Funds

<table>
<thead>
<tr>
<th>Balance 31-May-19</th>
<th>Deposits</th>
<th>Interest</th>
<th>Balance 30-Jun-19</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>2,562,543.95</strong></td>
<td><strong>5,680.00</strong></td>
<td><strong>1,341,904.42</strong></td>
<td><strong>2,804,343.61</strong></td>
</tr>
<tr>
<td>Meeting Date and Motion No.</td>
<td>Actions</td>
<td>By Whom</td>
<td>By When</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>--------------------------------------------------------------------------</td>
<td>---------</td>
<td>---------</td>
</tr>
<tr>
<td>OM19/03/2019 OM 9589</td>
<td>PARK SOLAR PROJECTS That Council authorise the listed park solar projects up to the value of $20,000 and an adjustment be made in the 3rd budget review accordingly.</td>
<td>D Rattley</td>
<td>June 2019</td>
</tr>
<tr>
<td>OM16/04/2019 OM 9607</td>
<td>LOCAL GOVERNMENT FINANCE AUTHORITY - LOAN APPROVAL That Plant and New Seal borrowings of $950,000 for 2018/19 be drawn from existing Cash Advance Debenture facilities already held with the LGFA.</td>
<td>D Rattley</td>
<td>June 2019</td>
</tr>
<tr>
<td>OM 18/6/19 OM 9664</td>
<td>31 May 2019 Budget Review That the Budget Review for the period ended 31 May 2019 be adopted, including the list of forecast variances as detailed in the review report.</td>
<td>D Rattley</td>
<td></td>
</tr>
<tr>
<td>OM 18/6/19 OM 9667</td>
<td>Annual Business Plan Consultation 1. Following conclusion of the Annual Business Plan consultation period and consideration of</td>
<td>D Rattley</td>
<td></td>
</tr>
<tr>
<td>Meeting Date and Motion No.</td>
<td>Actions</td>
<td>By Whom</td>
<td>By When</td>
</tr>
<tr>
<td>---------------------------</td>
<td>------------------------------------------------------------------------</td>
<td>---------</td>
<td>------------------------------------------------------------------------</td>
</tr>
<tr>
<td></td>
<td>submissions received and matters raised at the public meeting Council does not recommend any changes to the 2019/20 Annual Business Plan.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>OM 18/6/19 OM 9668</td>
<td>2. That Council approve the following amendment to the Draft 2019/20 Annual Business Plan &amp; Budget that the fixed charge be reduced to $390.</td>
<td>D Rattley</td>
<td>Jul 19: Gazette/paper notices, ABP/fees &amp; charges on website, ABP to printer (all complete) Raise rates on system, submit file, proof notices, inserts, send out notices.</td>
</tr>
</tbody>
</table>
| OM 18/6/19 OM 9669        | 1) ADOPTION OF 2019/2020 ANNUAL BUSINESS PLAN  
Pursuant to and in accordance with Section 123 of the Local Government Act 1999 and Regulation 6 of the Local Government (Financial Management) Regulations 2011, the Northern Areas Council, after considering all submissions made in accordance with Section 123(6) of the Local Government Act 1999 adopts the 2019/20 Annual Business Plan dated 18th June 2019 (contained in Attachment A to the Agenda report) and as amended by item 13.1.3 part (2) for the financial year 2019/2020. | D Rattley | Jul 19: Gazette/paper notices, ABP/fees & charges on website, ABP to printer (all complete) Raise rates on system, submit file, proof notices, inserts, send out notices. |
| OM 18/6/19 OM 9670        | (2) ADOPTION OF 2019/2020 BUDGET  
Pursuant to and in accordance with Section 123 of the Local Government Act 1999, and Regulation 7 of the Local Government (Financial Management) Regulations 2011, the Northern Areas Council hereby adopts the 2019/2020 budget as contained in Attachment B to the Agenda report, comprising:-  
- Budgeted Income Statement  
- Budgeted Balance Sheet | D Rattley | Jul 19: Gazette/paper notices, ABP/fees & charges on website, ABP to printer (all complete) Raise rates on system, submit file, proof notices, inserts, send out notices. |
<table>
<thead>
<tr>
<th>Meeting Date and Motion No.</th>
<th>Actions</th>
<th>By Whom</th>
<th>By When</th>
<th>Status</th>
</tr>
</thead>
</table>
| OM 18/6/19 OM 9671         | • Budgeted Statement of Changes in Equity  
• Budgeted Statement of Cash Flows  
• Budgeted Uniform Presentation of Finances  
• Budgeted Statement Financial Indicators, having considered the budget in conjunction with, and determined it to be consistent with, the Annual Business Plan.                                                                 | D Rattley | Jul 19: Gazette/paper notices, ABP/fees & charges on website, ABP to printer (all complete)  
Raise rates on system, submit file, proof notices, inserts, send out notices. |        |
| OM 18/6/19 OM 9672         | (4) ADOPTION OF CAPITAL VALUATIONS  
The Northern Areas Council, in accordance with Section 167(2)(a) of the Local Government Act 1999, adopts for rating purposes for the year ending 30th June 2020 the most recent valuations available to the Council made by the Valuer-General of capital values in relation to all land in the area of the Council with the total of the valuations being $1,572,802,740 comprising $1,538,843,447 in respect of rateable land and $33,959,293 in respect of non-rateable land before alteration. | D Rattley | Jul 19: Gazette/paper notices, ABP/fees & charges on website, ABP to printer (all complete)  
Raise rates on system, submit file, proof notices, inserts, send out notices. |        |
| OM 18/6/19 OM 9672         | (4) DECLARATION OF DIFFERENTIAL GENERAL RATES  
That having taken into account the general principles of rating contained in Section 150 of the Local Government Act 1999, and the requirements of Section 153(2) of the Local Government Act 1999, the Northern Areas Council declares, that in accordance with Sections 152(1)(c), 153(1)(b) and 156(1)(b) of the Local Government Act 1999, general rates for the financial year ending 30 June 2020 will consist of two | D Rattley | Jul 19: Gazette/paper notices, ABP/fees & charges on website, ABP to printer (all complete)  
Raise rates on system, submit file, proof notices, inserts, send out notices. |        |
<table>
<thead>
<tr>
<th>Meeting Date and Motion No.</th>
<th>Actions</th>
<th>By Whom</th>
<th>By When</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>components:</td>
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<td></td>
<td>(1) one being based on the value of the land subject to the rate (varying by reference to the locality of the land); and (2) the other being a fixed charge.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>OM 18/6/19 OM 9673</td>
<td>DECLARATION OF LAND VALUE COMPONENT The Northern Areas Council declares the following general rate component based upon the assessed capital values of all rateable land within the Council area for the financial year ending 30 June 2020, the said general rate component to vary by reference to locality in which the rateable land is situated: (1) 0.3513 cents in the dollar on rateable land in the “Rural” location, being all land zoned as “Primary Production”, “Rural Landscape Protection” and “Forestry” in the Northern Areas Council Development Plan consolidated 12th February 2015; and (2) 0.5595 cents in the dollar on rateable land in the “Urban” location, being all land other than that zoned as “Primary Production”, “Rural Landscape Protection” and “Forestry” in the Northern Areas Council Development Plan consolidated 12th February 2015.</td>
<td>D Rattley</td>
<td>Jul 19: Gazette/paper notices, ABP/fees &amp; charges on website, ABP to printer (all complete) Raise rates on system, submit file, proof notices, inserts, send out notices.</td>
<td></td>
</tr>
<tr>
<td>OM 18/6/19 OM 9674</td>
<td>DECLARATION OF FIXED CHARGE COMPONENT The Northern Areas Council declares a general rate fixed charge component of $390.00 in respect of each</td>
<td>D Rattley</td>
<td>Jul 19: Gazette/paper notices, ABP/fees &amp; charges on website, ABP to printer (all complete)</td>
<td></td>
</tr>
<tr>
<td>Meeting Date and Motion No.</td>
<td>Actions</td>
<td>By Whom</td>
<td>By When</td>
<td>Status</td>
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</tr>
<tr>
<td>OM 18/6/19 OM 9675</td>
<td>separate piece of rateable land for the financial year ending 30 June 2020.</td>
<td></td>
<td></td>
<td>Raise rates on system, submit file, proof notices, inserts, send out notices.</td>
</tr>
</tbody>
</table>
| OM 18/6/19 OM 9675        | **RESIDENTIAL GENERAL RATES CAP**  
Pursuant to and in accordance with Section 153(3) of the Local Government Act 1999, the Council has determined not to fix a maximum increase in the general rate to be charged on the principal place of residence of a principal ratepayer.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | D Rattley |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Jul 19: Gazette/paper notices, ABP/fees & charges on website, ABP to printer (all complete)  
Raise rates on system, submit file, proof notices, inserts, send out notices.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| OM 18/6/19 OM 9676        | **DECLARATION OF ANNUAL SERVICE CHARGES**  
Pursuant to Section 155 of the Local Government Act 1999, the Northern Areas Council declares an Annual Service Charge based on the nature of the service and the level of usage of the service of $180.00 for the financial year ending 30 June 2020 in respect of all land to which it provides or makes available the prescribed service of the collection and disposal of domestic and commercial waste (such land being within the townships of Jamestown, Spalding, Caltowie, Tarcowie, Stone Hut, Laura, Gladstone, Georgetown, Gulnare and Yacka) on the basis that the sliding scale provided for in Regulation 13 of the Local Government (General) Regulations 2013 will be applied to reduce the service charge payable as prescribed.                                                                                                                                                                                                                                                                                                                                 | D Rattley |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Jul 19: Gazette/paper notices, ABP/fees & charges on website, ABP to printer (all complete)  
Raise rates on system, submit file, proof notices, inserts, send out notices.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| OM 18/6/19 OM 9677        | **(6b) Community Wastewater Management Systems Annual Service Charge**  
Pursuant to Section 155 of the Local Government Act 1999, the Northern Areas Council declares an Annual Service Charge based on the nature of the service and the level of usage of the service of $180.00 for the financial year ending 30 June 2020 in respect of all land to which it provides or makes available the prescribed service of the collection and disposal of domestic and commercial waste (such land being within the townships of Jamestown, Spalding, Caltowie, Tarcowie, Stone Hut, Laura, Gladstone, Georgetown, Gulnare and Yacka) on the basis that the sliding scale provided for in Regulation 13 of the Local Government (General) Regulations 2013 will be applied to reduce the service charge payable as prescribed.                                                                                                                                                                                                                                                                                                                                 | D Rattley |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Jul 19: Gazette/paper notices, ABP/fees & charges on website, ABP to printer (all complete)  
Raise rates on system, submit file, proof notices, inserts, send out notices.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
Act 1999, and in accordance with Community Wastewater Management Systems Property Units Code as provided at Regulation 12 of the Local Government (General) Regulations 2013, the Northern Areas Council declare an Annual Service Charge for the financial year ending 30 June 2020 based on the nature of the service and the level of usage of the service and varying according to whether the land is vacant or occupied in respect of all land to which it provides or makes available the prescribed services known as Community Wastewater Management Systems as follows:

- $482.00 per unit in respect of each piece of occupied land to which the Council provides or makes available the Jamestown Community Wastewater Management Systems;
- $391.00 per unit in respect of each piece of vacant land to which the Council provides or makes available the Jamestown Community Wastewater Management Systems;
- $482.00 per unit in respect of each piece of occupied land to which the Council provides or makes available the Laura Community Wastewater Management Systems;
- $391.00 per unit in respect of each piece of vacant land to which the Council provides or makes available the Laura Community Wastewater Management Systems;
- $482.00 per unit in respect of each piece of occupied land to which the Council provides or makes available the Moyletown area of Jamestown

<table>
<thead>
<tr>
<th>Meeting Date and Motion No.</th>
<th>Actions</th>
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<th>By When</th>
<th>Status</th>
</tr>
</thead>
</table>
|                             | Act 1999, and in accordance with Community Wastewater Management Systems Property Units Code as provided at Regulation 12 of the Local Government (General) Regulations 2013, the Northern Areas Council declare an Annual Service Charge for the financial year ending 30 June 2020 based on the nature of the service and the level of usage of the service and varying according to whether the land is vacant or occupied in respect of all land to which it provides or makes available the prescribed services known as Community Wastewater Management Systems as follows:
- $482.00 per unit in respect of each piece of occupied land to which the Council provides or makes available the Jamestown Community Wastewater Management Systems;
- $391.00 per unit in respect of each piece of vacant land to which the Council provides or makes available the Jamestown Community Wastewater Management Systems;
- $482.00 per unit in respect of each piece of occupied land to which the Council provides or makes available the Laura Community Wastewater Management Systems;
- $391.00 per unit in respect of each piece of vacant land to which the Council provides or makes available the Laura Community Wastewater Management Systems;
- $482.00 per unit in respect of each piece of occupied land to which the Council provides or makes available the Moyletown area of Jamestown | | | notices, inserts, send out notices. |
<table>
<thead>
<tr>
<th>Meeting Date and Motion No.</th>
<th>Actions</th>
<th>By Whom</th>
<th>By When</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>OM 18/6/19 OM 9678</td>
<td>Community Wastewater Management Systems; • $391.00 per unit in respect of each piece of vacant land to which the Council provides or makes available the Moyletown area of Jamestown Community Wastewater Management Systems; • $482.00 per unit in respect of each piece of occupied land to which the Council provides or makes available the Gladstone Community Wastewater Management Systems; • $391.00 per unit in respect of each piece of vacant land to which the Council provides or makes available the Gladstone Community Wastewater Management Systems.</td>
<td>D Rattley</td>
<td>Jul 19: Gazette/paper notices, ABP/fees &amp; charges on website, ABP to printer (all complete)</td>
<td>Raise rates on system, submit file, proof notices, inserts, send out notices.</td>
</tr>
<tr>
<td>OM 18/6/19 OM 9679</td>
<td>DECLARATION OF REGIONAL NRM LEVY</td>
<td>D Rattley</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Pursuant to Section 95 of the Natural Resources Management Act 2004 and Section 154 of the Local Government Act 1999, and in order to reimburse the Council for amounts contributed to the Northern Yorke Natural Resources Management Board, being $287,635.00, the Northern Areas Council, for the financial year ending 30 June 2020, declares a separate rate of 0.01882 cents in the dollar, based on the assessed capital value on all rateable land in the area of the Council and of the Northern Yorke Natural Resources Management Board.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>OM 18/6/19 OM 9679</td>
<td>DECLARATION OF DISCRETIONARY REBATE (RATE CAPPING)</td>
<td>D Rattley</td>
<td>Jul 19: Gazette/paper notices, ABP/fees &amp; charges on website, ABP to printer (all complete)</td>
<td></td>
</tr>
<tr>
<td>Meeting Date and Motion No.</td>
<td>Actions</td>
<td>By Whom</td>
<td>By When</td>
<td>Status</td>
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<tr>
<td></td>
<td>In accordance with the powers contained in Section 166(1)(i)(ii) of the Local Government Act 1999 and having taken into account the matters set out in Section 166(1a) of the Local Government Act 1999, to provide relief against what would otherwise amount to a substantial change in rates payable by a ratepayer due to rapid changes or anomalies in valuations, a rebate of general rates for the 2019/2020 financial year will be granted upon application by a principal ratepayer of rateable property (subject to the conditions below) where the amount of increase in the general rates payable in respect of the property for the 2019/2020 financial year is more than 50% of the general rates payable for the 2018/2019 financial year. The amount of the rebate will be the difference between the amount of general rates imposed for the 2019/2020 financial year and the amount of rates that were due to be paid for the 2018/2019 financial year plus 50% of those rates. The conditions applicable to this discretionary rebate are that, 1 the rebate will not apply where: (a) ownership of the property has changed since 1 July 2018; or (b) improvements have been made on the property since 1 July 2018 with a value in excess of $20,000; and applications for this rate capping rebate must be received on or before 31 August 2019.</td>
<td>D Rattley</td>
<td>Jul 19: Gazette/paper notices, ABP/fees &amp; charges on website, ABP to printer (all</td>
<td></td>
</tr>
</tbody>
</table>
Pursuant to Sections 159(3) and 166(1)(j) of the Local Government Act 1999, being of the opinion that the land listed below is being used by an organisation that provides a benefit or service to the local community, and having taken into account the matters set out in Section 166(1a) of the Local Government Act 1999, the Northern Areas Council grants the following organisations a 100% rebate of the rates assessed for the 2019/2020 financial year:

<table>
<thead>
<tr>
<th>Assess No.</th>
<th>Organisation</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1876</td>
<td>Tarcowie Progress Association Inc</td>
</tr>
<tr>
<td>A2586</td>
<td>Gladstone Senior Citizens Club Inc</td>
</tr>
<tr>
<td>A2846</td>
<td>Laura Folk Fair Committee Inc</td>
</tr>
<tr>
<td>A3339</td>
<td>Andrews Tennis Club Association Inc</td>
</tr>
<tr>
<td>A362</td>
<td>Caltowie Memorial Hall &amp; Progress Assoc</td>
</tr>
<tr>
<td>A364</td>
<td>Caltowie Memorial Hall &amp; Progress Assoc</td>
</tr>
<tr>
<td>A4350</td>
<td>Spalding Tennis Club Inc</td>
</tr>
<tr>
<td>A4351</td>
<td>Spalding Tennis Club Inc</td>
</tr>
<tr>
<td>A4610</td>
<td>Bundaleer Progress Association Inc</td>
</tr>
<tr>
<td>A484</td>
<td>Belalie East Memorial Hall Inc</td>
</tr>
<tr>
<td>A902</td>
<td>Mannanarie Public Hall Inc</td>
</tr>
<tr>
<td>A903</td>
<td>Mannanarie Public Hall Inc</td>
</tr>
<tr>
<td>A2481</td>
<td>Gladstone Community Development &amp; To</td>
</tr>
</tbody>
</table>

Status: complete
Raise rates on system, submit file, proof notices, inserts, send out notices.
<table>
<thead>
<tr>
<th>Meeting Date and Motion No.</th>
<th>Assess No.</th>
<th>Organisation</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1234</td>
<td>Jamestown Bowling Club Inc</td>
<td></td>
</tr>
<tr>
<td>A2366</td>
<td>Gladstone Bowling Club Inc</td>
<td></td>
</tr>
<tr>
<td>A2420</td>
<td>Gladstone Bowling Club Inc</td>
<td></td>
</tr>
<tr>
<td>A2825</td>
<td>Laura Bowling Club Inc</td>
<td></td>
</tr>
<tr>
<td>A356</td>
<td>Caltowie Bowling Club Inc</td>
<td></td>
</tr>
<tr>
<td>A4347</td>
<td>Spalding Golf Club Inc</td>
<td></td>
</tr>
<tr>
<td>A4609</td>
<td>Jamestown Golf Club Inc</td>
<td></td>
</tr>
<tr>
<td>A862</td>
<td>Tarcowie Golf Club Inc</td>
<td></td>
</tr>
<tr>
<td>A217</td>
<td>Jamestown Pistol Club Inc</td>
<td></td>
</tr>
<tr>
<td>A115</td>
<td>Jamestown Racing Club Inc</td>
<td></td>
</tr>
<tr>
<td>A1313</td>
<td>RSL &amp; Combined Services Club Inc</td>
<td></td>
</tr>
<tr>
<td>A938</td>
<td>Tarcowie Landcare Services</td>
<td></td>
</tr>
</tbody>
</table>

**DECLARATION OF DISCRETIONARY REBATE (COMMUNITY BENEFIT)**

MOVED Cr. Robinson

Pursuant to Sections 159(3) and 166(1)(j) of the Local Government Act 1999, being of the opinion that the land listed below is being used by an organisation that provides a benefit or service to the local community, and having taken into account the matters set out in Section 166(1a) of the Local Government Act 1999, the Northern Areas Council grants the following organisations a 50% rebate of the rates assessed for the 2019/2020 financial year:

D Rattley

Jul 19: Gazette/paper notices, ABP/fees & charges on website, ABP to printer (all complete)

Raise rates on system, submit file, proof notices, inserts, send out notices.
<table>
<thead>
<tr>
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<th>By When</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>OM 18/6/19 OM 9682</td>
<td>DECLARATION OF PAYMENT OF RATES</td>
<td>D Rattley</td>
<td>Jul 19: Gazette/paper notices, ABP/fees &amp; charges on website, ABP to printer (all complete) Raise rates on system, submit file, proof notices, inserts, send out notices.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Pursuant to Sections 181(1) &amp; (2) of the Local Government Act 1999, the Northern Areas Council declares that all rates be payable by four (4) equal or approximately equal instalments, with the: • first instalment payable on or before 6 September 2019; • second instalment payable on or before 6 December 2019; • third instalment payable on or before 6 March 2020; and • fourth instalment payable on or before 5 June 2020.</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>OM 18/6/19 OM 9683</td>
<td>DECLARATION OF FEES AND CHARGES</td>
<td>D Rattley</td>
<td>Jul 19: Gazette/paper notices, ABP/fees &amp; charges on website, ABP to printer (all complete) Raise rates on system, submit file, proof notices, inserts, send out notices.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Pursuant to Section 188(1) of the Local Government Act 1999, Council adopts and imposes the Fees and Charges list contained in Attachment C to the Agenda report for the 2019/2020 financial year.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## MAJOR PROJECTS 2018/19 - PROGRESS REPORT TO 30/06/2019

### Manager Corporate Services

<table>
<thead>
<tr>
<th>PROJECT</th>
<th>Dept</th>
<th>Cap/Op</th>
<th>2018/19 PROGRAM (MONTHS)</th>
<th>PROGRESS</th>
<th>Status</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Financial Statements</td>
<td>Corp</td>
<td>OP EX</td>
<td>J A S O N D F M A J M J</td>
<td>0% 20% 40% 60% 80% 100%</td>
<td>COMPLETED</td>
<td>Prepared, audited and present to Audit Committee and Council. Current progress - Section 41 books, Journals, Assets, Audit visit, Draft complete, Audit Committee, Council adoption in October.</td>
</tr>
<tr>
<td>Budget Review 1</td>
<td>Corp</td>
<td>OP EX</td>
<td>J A S O N D F M A J M J</td>
<td>0% 20% 40% 60% 80% 100%</td>
<td>COMPLETED</td>
<td>Present to November Meeting. Revised operating position ($728K). Revised Capital $6,516K.</td>
</tr>
<tr>
<td>Budget Review 2</td>
<td>Corp</td>
<td>OP EX</td>
<td>J A S O N D F M A J M J</td>
<td>0% 20% 40% 60% 80% 100%</td>
<td>COMPLETED</td>
<td>Present to February Meeting. Revised operating position ($687K). Revised Capital $7,893K.</td>
</tr>
<tr>
<td>Budget Review 3</td>
<td>Corp</td>
<td>OP EX</td>
<td>J A S O N D F M A J M J</td>
<td>0% 20% 40% 60% 80% 100%</td>
<td>COMPLETED</td>
<td>Present to Special or June Meeting. Revised operating position ($606K). Revised Capital $7,913K.</td>
</tr>
<tr>
<td>Report on Financial Results</td>
<td>Corp</td>
<td>OP EX</td>
<td>J A S O N D F M A J M J</td>
<td>0% 20% 40% 60% 80% 100%</td>
<td>COMPLETED</td>
<td>Legislative requirement to compare original adopted budget to actual audited results, Presented with Annual Financials.</td>
</tr>
<tr>
<td>2019/20 Budget Process</td>
<td>Corp</td>
<td>OP EX</td>
<td>J A S O N D F M A J M J</td>
<td>0% 20% 40% 60% 80% 100%</td>
<td>COMPLETED</td>
<td>Preparation, workshops, ABP consultation until early June, audit comm, adoption June Council meeting.</td>
</tr>
<tr>
<td>2018/19 Rate Raising Process</td>
<td>Corp</td>
<td>OP EX</td>
<td>J A S O N D F M A J M J</td>
<td>0% 20% 40% 60% 80% 100%</td>
<td>COMPLETED</td>
<td>Adoption, raise on system, proof notices, inserts, public notices, send, formsport</td>
</tr>
<tr>
<td>Yearly Investment Review</td>
<td>Corp</td>
<td>OP EX</td>
<td>J A S O N D F M A J M J</td>
<td>0% 20% 40% 60% 80% 100%</td>
<td>COMPLETED</td>
<td>Annual requirement per Councils investment policy</td>
</tr>
<tr>
<td>Roads to Recovery</td>
<td>Corp</td>
<td>OP EX</td>
<td>J A S O N D F M A J M J</td>
<td>0% 20% 40% 60% 80% 100%</td>
<td>COMPLETED</td>
<td>Annual Submission, Quarterly reporting ongoing, Annual report to be audited. No allocation in 18/19. Annual report prepared, signed off by Auditor. New program from 19/20</td>
</tr>
<tr>
<td>Audit Committee</td>
<td>Corp</td>
<td>OP EX</td>
<td>J A S O N D F M A J M J</td>
<td>0% 20% 40% 60% 80% 100%</td>
<td>On Track</td>
<td>3-4 meetings per year, model work program, external audit, internal controls. Last meeting 29 May, 2 new independent members required.</td>
</tr>
<tr>
<td>ESCOSA Annual Reporting</td>
<td>Corp</td>
<td>OP EX</td>
<td>J A S O N D F M A J M J</td>
<td>0% 20% 40% 60% 80% 100%</td>
<td>COMPLETED</td>
<td>Annual Submission due 30 November, submitted.</td>
</tr>
<tr>
<td>Grants Commission Return</td>
<td>Corp</td>
<td>OP EX</td>
<td>J A S O N D F M A J M J</td>
<td>0% 20% 40% 60% 80% 100%</td>
<td>COMPLETED</td>
<td>Annual Submission due 30 November, returns distributed to staff. Various returns submitted.</td>
</tr>
<tr>
<td>Asset Financial Management</td>
<td>Corp</td>
<td>OP EX</td>
<td>J A S O N D F M A J M J</td>
<td>0% 20% 40% 60% 80% 100%</td>
<td>On Track</td>
<td>Synergy tasks- new assets, disposals, depreciation, asset revals uploaded, plant hire &amp; o/head reviews, capital proj mgmt.</td>
</tr>
<tr>
<td>Long Term Plan Review</td>
<td>Corp</td>
<td>OP EX</td>
<td>J A S O N D F M A J M J</td>
<td>0% 20% 40% 60% 80% 100%</td>
<td>COMPLETED</td>
<td>Parameters for 2019/20 Budget process (includes review of Indicator targets)</td>
</tr>
<tr>
<td>Internal Controls</td>
<td>Corp</td>
<td>OP EX</td>
<td>J A S O N D F M A J M J</td>
<td>0% 20% 40% 60% 80% 100%</td>
<td>COMPLETED</td>
<td>Ongoing, Auditor Generic Procedure Manual. Requires annual review, review process part of interim audit visit</td>
</tr>
<tr>
<td>Fringe Benefits Tax Return</td>
<td>Corp</td>
<td>OP EX</td>
<td>J A S O N D F M A J M J</td>
<td>0% 20% 40% 60% 80% 100%</td>
<td>COMPLETED</td>
<td>Annual return due in May (predominately relates to Vehicle usage), refund due</td>
</tr>
<tr>
<td>Councillor Technology Review</td>
<td>Corp</td>
<td>OP EX</td>
<td>J A S O N D F M A J M J</td>
<td>0% 20% 40% 60% 80% 100%</td>
<td>COMPLETED</td>
<td>Review iPads v alternatives, data requirements, etc. Part of Strategic IT report. December council decision to choose iPad Pro. Implementation completed.</td>
</tr>
<tr>
<td>Implement Strategic IT outcomes</td>
<td>Corp</td>
<td>OP EX</td>
<td>J A S O N D F M A J M J</td>
<td>0% 20% 40% 60% 80% 100%</td>
<td>On Track</td>
<td>Implement outcomes from Strategic IT review</td>
</tr>
<tr>
<td>Departmental Annual report submission</td>
<td>Corp</td>
<td>OP EX</td>
<td>J A S O N D F M A J M J</td>
<td>0% 20% 40% 60% 80% 100%</td>
<td>COMPLETED</td>
<td>Contribution to annual report due end of August</td>
</tr>
<tr>
<td>Annual Loan Borrowings</td>
<td>Corp</td>
<td>OP EX</td>
<td>J A S O N D F M A J M J</td>
<td>0% 20% 40% 60% 80% 100%</td>
<td>COMPLETED</td>
<td>Consider budgeted borrowing requirement, report to April Council with options. CAD drawdown if required.</td>
</tr>
<tr>
<td>Departmental staff performance reviews</td>
<td>Corp</td>
<td>OP EX</td>
<td>J A S O N D F M A J M J</td>
<td>0% 20% 40% 60% 80% 100%</td>
<td>COMPLETED</td>
<td>Annual staff reviews</td>
</tr>
</tbody>
</table>
## MAJOR PROJECTS 2018/19 - PROGRESS REPORT TO 30/06/2019

### Manager Corporate Services

<table>
<thead>
<tr>
<th>PROJECT</th>
<th>Dept</th>
<th>Cap/Op</th>
<th>2018/19 PROGRAM (MONTHS)</th>
<th>PROGRESS</th>
<th>Status</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Debt collection review</td>
<td>Corp</td>
<td>OP EX</td>
<td>J A S O N D F M A M J</td>
<td></td>
<td>Behind Schedule</td>
<td>Feedback process, meeting being arranged.</td>
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<tr>
<td>Online Timesheets</td>
<td>Corp</td>
<td>OP EX</td>
<td>J A S O N D F M A M J</td>
<td></td>
<td>On Track</td>
<td>Choose, test and implement an online timesheet system for administration staff, ongoing discussions with other users.</td>
</tr>
<tr>
<td>WHS Related actions</td>
<td>Corp</td>
<td>OP EX</td>
<td>J A S O N D F M A M J</td>
<td></td>
<td>On Track</td>
<td>Ongoing, CAPA's, office inspections, risk reviews</td>
</tr>
<tr>
<td>Solar Monitoring &amp; Maintenance</td>
<td>Corp</td>
<td>OP EX</td>
<td>J A S O N D F M A M J</td>
<td></td>
<td>On Track</td>
<td>investigate and implement solar monitoring of large council systems, undertake solar maintenance checks Solar monitoring identifies issues before loss of revenue</td>
</tr>
<tr>
<td>Office Battery Project</td>
<td>Corp</td>
<td>CAP EX</td>
<td>J A S O N D F M A M J</td>
<td></td>
<td>Behind Schedule</td>
<td>awaiting battery install (SAPN approval, Tesla requirements), consider 2nd battery funding via savings Tesla delay waiting for new model</td>
</tr>
</tbody>
</table>
REPORT ITEM: 13.2.1
REPORT TITLE: HUMMOCKS BARUNGA BRIGHTER FUTURES

Implementation Immediate
Budget Impact Nil – (funding is external to Council)
Risk Assessment N/A
File Reference 190.6.1 – Community Projects Budget

STRATEGIC REFERENCE:

Goal 3
Outcome 3.4
Action 3.4.1 Deliver a high standard of service to our community on an equitable basis
Support regional partnerships
Monitor, participate in, and where appropriate facilitate regional partnerships to achieve Council and Community goals

RECOMMENDATION:
For information

EXECUTIVE SUMMARY:

Hummocks/Barunga Brighter Futures is a trial project of the Department of Human Services, in partnership with Uniting Country SA, District Council of Barunga West, Port Pirie Regional Council, Wakefield Regional Council and Northern Areas Council, KPPM Strategy, Legatus, PIRSA and Regional Development Australia Yorke & Mid North.

The area covered in the Northern Areas Council consisted of the Yackamoorundie Ward, in addition to the township of Yacka with applicants able to apply for up to $2200 in funding. Following the application period, two local groups were successful, those being:

- Gulnare Community Development Board
  $700 toward the upgrade of white goods at the Gulnare Memorial Hall

- Georgetown Memorial Bowling Club
  $1500 toward the upgrade of the ceiling, walls and skirting boards in the Georgetown Bowling Club.

Both groups will be required to take part in the training program which will be conducted by Kristine Peters of KPPM Strategy, commencing mid July. The training will offer a strong emphasis on planning for future projects and ensuring that such projects were at a “shovel ready” stage to enable funding applications to occur.
**REPORT ITEM:** 13.2.2  
**REPORT TITLE:** NORTHERN AREAS COUNCIL COMMUNITY PROJECT GRANTS

<table>
<thead>
<tr>
<th>Implementation</th>
<th>Immediate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget Impact</td>
<td>$20,000 allocated in 2019/20 budget</td>
</tr>
<tr>
<td>Risk Assessment</td>
<td>N/A</td>
</tr>
<tr>
<td>File Reference</td>
<td>190.6.1 – Community Projects Budget</td>
</tr>
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</table>

**STRATEGIC REFERENCE:**

<table>
<thead>
<tr>
<th>Goal</th>
<th>3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outcome</td>
<td>3.4</td>
</tr>
<tr>
<td>Action</td>
<td>3.4.1</td>
</tr>
</tbody>
</table>

Deliver a high standard of service to our community on an equitable basis  
Support regional partnerships  
Monitor, participate in, and where appropriate facilitate regional partnerships to achieve Council and Community goals

**RECOMMENDATION:**  
For information

**EXECUTIVE SUMMARY:**

Council’s Community Projects grants are due to open on Wednesday 26 July with $20,000 in total funding available across a single round.

Applicants are able to make a single application per round under any of the three grant funding streams:

A) Assets - *(applicants can request up to $3000)*  
B) Local Events - *(applicants can request up to $1500)*  
C) Wellbeing Projects - *(applicants can request up to $1500)*

Applications will close at 5pm on Wednesday 24 August, with applications to be presented for decision at the Ordinary meeting of Council on Tuesday 17 September 2019.

The window period for the grant round this financial year is significantly earlier than in comparison to the 2018/19 financial year. The reason being that due to Council elections taking place, Council was in caretaker mode across this time period in 2018 and unable to allocate any grant funds.

Notifications are anticipated to be provided by the end of September 2019.

Please refer to the attached correspondence
1. INTRODUCTION

The Northern Areas Council Community Projects Grant offers financial assistance to non-profit community organisations and associations for asset and wellbeing projects and local events which contribute to the life of residents in the Council area.

The purpose of the Community Projects Grant is to assist in the equitable distribution of limited funding from Council and achieve community development outcomes highlighted in Council’s Strategic Management Plan.
Applications will only be assessed on the standard application form and those who have met all applicable points on the Grant Checklist. Every application will be considered on its merits within the framework of these guidelines and Council Policy.

2. GRANT PRIORITY AREAS

Applications are invited for projects that address one of the following priority areas:

- Facility upgrades or equipment purchases for recreational and cultural community amenities
- Local community celebrations and events
- Support for projects that develop community wellbeing

3. ELIGIBLE ORGANISATIONS

3.1 Applicants

Eligible applicants must first be based or be represented within the Northern Areas Council Region. These groups include:

- Not for profit organisations
- Incorporated organisations with an Australia Business Number (ABN)
- A Committee of the Northern Areas Council (established under Section 41 of Local Government Act 1999)

3.2 Priority

3.2.1 Priority will be given to groups who have a relatively small operating budget with limited sources of funding and high volunteer levels.

3.2.2 Priority may also be given to groups who have not received funding over the past two financial years.

3.2.3 If sporting bodies are applying for funds, priority will be given to those groups who are registered for Starclub, in comparison to those sporting bodies who have not.

3.2.4 One project per applicant per grant round. However Council accepts that some committees serve as sub committees of a larger organisation. The number of grant rounds in a financial year is to be determined by the Community Projects Grant Assessment Panel (minimum of one per category per financial year.)

3.3 Applications

3.3.1 Applications must be in writing on the applicable application form

3.3.2 Applications post marked on or before the closing date will be accepted.

3.3.3 Hand delivered applications must be received at Council’s administration centres by 5:00pm on the closing date.

3.3.4 Late applications will not be considered for funding.
COMMUNITY PROJECTS GRANTS TERMS AND CONDITIONS

4. INELIGIBLE ORGANISATIONS

4.1 Applicants

The following applicants are ineligible to apply for funding:

- Individuals
- Commercial Entities
- Other Councils
- Political parties
- Government departments undertaking activities or programs considered to be the responsibility of the State or Federal Government
- Religious organisations
- Schools

4. ELIGIBLE PROJECTS

4.1 Projects

Applications are particularly encouraged for initiatives, projects, events or activities that

- Demonstrate a positive impact on the residents of the Northern Areas Council area
- Offer a cash or volunteer contribution to the total project cost
- Provide asset development outcomes (asset upgrade category only)
- Facilitate and encourage community involvement and participation in free or low-cost community events and activities (event category only)
- Demonstrate that the project addresses an identified need within the community and as a result of receiving funding, the project will increase involvement, connectedness and opportunity for individuals in our community (wellbeing category only)
- Can be completed within twelve months of funding being received.

5. INELIGIBLE PROJECTS

5.1 Projects

The following items/projects will not be considered for funding. If in doubt applicants should contact the Manager, Community Development to discuss their project.

- Commercial undertakings
- Requests of a recurrent nature
- Assisting individuals to participate in events or activities
- Projects that have commenced/completed by the current round’s closing date
- Ongoing general running expenses, e.g. postage, service charges, stationery, wages
- Ongoing and general maintenance expenses, e.g. mowing, spraying
- Events with the primary aim to raise funds for another project of that applicant.
- Applicants/projects that are eligible and have not attempted to source funds from alternate bodies
- Upgrading of State/Federal Government or privately owned assets
- Requests for Council in-kind support
- Funding requests of a political nature
- Requests for a project to benefit a religious organisation
- Projects which are the principle responsibility of a school
Please note that meeting the above criteria of the Northern Areas Council Community Grants Program does not necessarily guarantee success due to the funding limits. Council is not obligated to allocate all funds in the Community Projects Budget.

5.2 Project Categories

Each applicant may submit a single application per round under one of the three grant programs:

A) Asset - applicants can request up to $3000
B) Local Events - applicants can request up to $1500
C) Wellbeing projects - applicants can request up to $1500

6. GRANT PROCESS

6.1 Accountability

Funds must be used for the purpose for which they are granted. Any variation must be reported to the Manager Community Development in advance and is subject to approval by Council.

Successful applicants must complete and return the evaluation and acquittal.

Unspent funds are to be returned to Council.

6.2 Procedure for Payment of Grants

The following process will be implemented for the payment of grant funding to applicants:

- Successful applicants will be notified in writing of their success and forwarded an options for grant payment form (Cheque or EFT advice) which is to be returned to Council.
- Representatives of the successful applicants will be invited to attend a Community Projects Grant Presentation whereby each group will be presented with a cheque or EFT notification by the Mayor. Local media contacts will also be invited to attend.
- On completion of the project, applicants will
  - Be required to submit the evaluation and acquittal form
  - Recognise the Northern Areas Council’s contribution in any media or publications where the completion of the project is referred to. If the applicant chooses to hold an official opening, Council representatives will be invited to attend.
MEETING: ORDINARY MEETING OF COUNCIL
DATE: 16 July 2019
DEPARTMENT: Corporate and Community
OFFICER: James Lang, Manager Community Development

REPORT ITEM: 13.2.3
REPORT TITLE: MID NORTH STARCLUB MONTHLY UPDATE

Implementation
Immediate

Budget Impact
$13,932 allocated in 2019/20 budget

Risk Assessment
N/A

File Reference
290.3.3 – Star Club

STRATEGIC REFERENCE:

Goal 3
Outcome 3.4
Action 3.4.1
Deliver a high standard of service to our community on an equitable basis
Support regional partnerships
Monitor, participate in, and where appropriate facilitate regional partnerships to achieve Council and Community goals

RECOMMENDATION:
For information

EXECUTIVE SUMMARY:

The Mid North Star Club Field Officer’s role is funded by the following organisations; Port Pirie Regional Council, Northern Areas Council, District Councils of Mount Remarkable, Orroroo/Carrieton, Peterborough and the Office for Recreation and Sport.

The role of the Star Club 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. In addition the Field Officer also assists such groups with seeking funding for such programs aswell as for infrastructure upgrades.

The Office for Recreation and Sport have commenced a series of workshops across the state, with specific sessions for community members, Councils and peak sporting bodies, with regard to future needs for the industry and how future funding models may look. The workshops are due to be completed by the end of August, with further information to be made available in the latter part of 2019.

With regard to recent funding programs, announcements for the following categories of
funding are anticipated to be made this month:

Active Club Program up to $5,000
Facility Upgrades – up to $25,000
Major Facility Developments to $1,000,000

Dates for funding rounds for the 2019/20 financial year are yet to be released.

Attached is the Field Officer’s Report for June, in addition to the discussion paper on the current statewide consultation. Please refer to the attached correspondence
RSA Training (Ops Plan 3.1)
Following high demand from clubs for Responsible Service of Alcohol training, the STARCLUB Management Committee have approved RSA courses to be held in each Council area prior to June 30. Whilst RSA training is now predominantly completed online, some volunteers at sporting clubs are not competent on computers or do not have access to the internet, hence the demand for this training.

Port Football & Community Sporting Club 5th June had 30 people representing 9 clubs
- Risdon Hockey Club
- Port Football Club
- Port Germein Golf Club
- Redhill Bowling Club
- Crystal Brook Bowling Club
- Solomontown Football Club
- Crystal Brook Motorcycle Club
- Port Pirie Motorcycle Club
- Proprietary Risdon Football Club

Crystal Brook Bowling Club 4th June had 22 people representing 5 clubs
- Crystal Brook RSL Club
- Crystal Brook Bowling Club
- Crystal Brook Motorcycle Club
- Georgetown Golf Club
- Georgetown Tennis Club

Volunteer Management Workshop (Ops Plan 3.1)
A Volunteer Management Workshop was held at the Peterborough Golf Club on Wednesday 12th June 2019. The workshop was facilitated by Kat Ingram of Keystone Sporting Solutions, who is highly experienced in the field. The workshop provided a detailed overview as to different types of volunteers & volunteering, the barriers to volunteering at sporting club and overcoming these, creating a volunteering culture at clubs, and an overview of the V-Star volunteer management program.

The course was attended by 14 people from 8 clubs;
- Peterborough Bowling Club
- Peterborough Golf Club
- Peterborough History Group
- Peterborough Rodeo Club
- Peterborough Rotary Club
- Peterborough Tennis Club
- Peterborough Youth Action Committee
- Yunta Tennis Club

ORSR Program Funding Acquittal (Ops Plan 4.1)
The Office for Recreation Sport & Racing required a funding acquittal for their financial contribution to the Mid North STARCLUB program by 30th June 2019. The MNSFO has submitted this acquittal and is awaiting any feedback.

Mid North SASMA Concussion Forum (Ops Plan 3.1)
The SA Sports Medicine Association coordinated a regional concussion forum on Sunday 23rd June 2019 at the Port Pirie Sporting Precinct. Approximately 30 representatives attended the free session, majority of which were volunteer trainers at local sporting clubs.
**Community**

(Ops plan 1.0 - 4.4)

**STARCLUB Promotion**  (Ops Plan 2.4)

The MNSFO promoted various information through the STARCLUB monthly newsletter, and on the STARCLUB Mid North facebook page.

**Forums/Networks**

(Ops plan 2.4)

**Tennis SA**  (Ops Plan 2.3)

The MNSFO approached Tennis SA & Netball SA regarding their knowledge of a new court surface called ‘Float’, which is manufactured partly from old tennis balls. The manufacturers claim this surface to provide a better longevity than traditional court surfaces, however at over double the price. Tennis SA and Netball SA could not provide any recommendations for the surface based on this, and as such local court facilities are likely to still utilise the traditional surfaces.

**Softball SA**  (Ops Plan 2.3)

Softball SA are coordinating a club development day for all softball clubs and associations on Saturday 27th July 2019. The STARCLUB program and ways in which clubs and associations can better utilise the program and regional field officers will be discussed, and it is hoped that engagement with the MNSFO will increase as a result.

**ORSR Public Consultation Forums**  (Ops Plan 2.3)

The ORSR are conducting state-wide Council & community consultation sessions. The Council session for Mid North Councils was held in Clare on 27th June 2019, or they could attend the Port Augusta session on 3rd July. The community session for the Mid North will be held in Port Pirie on 2nd July 2019.

**STARCLUB Club Development & Club Meetings**

(Ops plan 1.1, 1.2, 3.2)

**Clubs/associations worked with this month:**

<table>
<thead>
<tr>
<th>Club/Association</th>
<th>Topics Addressed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Booleroo Centre Bowling Club</td>
<td>RSA accreditation</td>
</tr>
<tr>
<td>Central Risdon Netball Club</td>
<td>Risk management</td>
</tr>
<tr>
<td>Flinders Ranges Campdraft</td>
<td>Club update, STARCLUB program</td>
</tr>
<tr>
<td>Jamestown Futsal Club</td>
<td>Child Safe Environments, volunteer screenings</td>
</tr>
<tr>
<td>Jamestown Golf Club</td>
<td>RSA accreditation, liquor licencing</td>
</tr>
<tr>
<td>Jamestown Peterborough Football Netball Club</td>
<td>Complaint handling, policies</td>
</tr>
<tr>
<td>Jamestown Rifle Club</td>
<td>Club update, STARCLUB program</td>
</tr>
<tr>
<td>Laura Golf Club</td>
<td>Club update, STARCLUB program</td>
</tr>
<tr>
<td>Laura Tennis Club</td>
<td>Grant funding</td>
</tr>
<tr>
<td>Mochard Tennis Club</td>
<td>Grant funding, strategic planning</td>
</tr>
<tr>
<td>Northern Regional Netball Academy</td>
<td>Club update, STARCLUB program</td>
</tr>
<tr>
<td>Orroroo Bowling Club</td>
<td>Club update, STARCLUB program</td>
</tr>
<tr>
<td>Orroroo Cricket Club</td>
<td>Club projects</td>
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<tr>
<td>Orroroo Football Club</td>
<td>Club projects</td>
</tr>
<tr>
<td>Peterborough Basketball Association</td>
<td>Constitution</td>
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<tr>
<td>Peterborough Golf Club</td>
<td>Club update, STARCLUB program</td>
</tr>
<tr>
<td>Peterborough Tennis Club</td>
<td>Volunteer screenings</td>
</tr>
<tr>
<td>Port Germein Golf Club</td>
<td>Club update, STARCLUB program</td>
</tr>
<tr>
<td>Port Pine Bowling Club</td>
<td>Risk management</td>
</tr>
<tr>
<td>Port Pine Croquet Club</td>
<td>Grant funding</td>
</tr>
<tr>
<td>Port Pine Darts Association</td>
<td>RSA accreditation, STARCLUB program</td>
</tr>
<tr>
<td>Port Pine Gun Club</td>
<td>Club update, STARCLUB program</td>
</tr>
<tr>
<td>Port Pine Junior Soccer Association</td>
<td>Volunteer screenings</td>
</tr>
<tr>
<td>Port Pine Netball Association</td>
<td>Facilities</td>
</tr>
<tr>
<td>Port Pine Touch Association</td>
<td>Club update, STARCLUB program</td>
</tr>
<tr>
<td>Royal Yacht Club</td>
<td>RSA accreditation, liquor licencing</td>
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<tr>
<td>Southern Flinders Dressage Club</td>
<td>Child Safe Environments</td>
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<tr>
<td>Southern Flinders Football Club</td>
<td>Policies</td>
</tr>
<tr>
<td>Spencer Gulf Titans Rugby League</td>
<td>Club update, STARCLUB program</td>
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<tr>
<td>Sporting Car Club</td>
<td>Risk management</td>
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<td>Wandearah Tennis Club</td>
<td>Workshops</td>
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<td>Wirrabara Bowling Club</td>
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<td>Yacka Golf Club</td>
<td>Club update, STARCLUB program</td>
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</table>

**Club/association meeting attended:**

<table>
<thead>
<tr>
<th>Club/association</th>
<th>Date</th>
<th>Role</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Peterborough Golf Club</td>
<td>4th June 2019</td>
<td>Secretary &amp; Treasurer</td>
<td>Club update</td>
</tr>
<tr>
<td>Port Pine Basketball Association</td>
<td>17th June 2019</td>
<td>President</td>
<td>Association update</td>
</tr>
<tr>
<td>Orroroo Football Club</td>
<td>19th June 2019</td>
<td>Secretary</td>
<td>Grant funding, project planning</td>
</tr>
<tr>
<td>Orroroo Cricket Club</td>
<td>19th June 2019</td>
<td>Committee Member</td>
<td>Grant funding, project planning</td>
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</table>
### STARCLUB data
( Ops Plan 3.2)

As at 26th June 2019

<table>
<thead>
<tr>
<th>Program Level</th>
<th>May 19</th>
<th>Jun 19</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level 1 (Registered with program)</td>
<td>67</td>
<td>67</td>
</tr>
<tr>
<td>Level 2 (Submitted answers)</td>
<td>54</td>
<td>55</td>
</tr>
<tr>
<td>Level 3 (Provisional status / yes to all required questions)</td>
<td>13</td>
<td>13</td>
</tr>
<tr>
<td>Level 4 (Fully Recognised STARCLUB)</td>
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<td>13</td>
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<tr>
<td>TOTAL</td>
<td>147</td>
<td>148</td>
</tr>
</tbody>
</table>

New registrations:
Crystal Brook North Western Agricultural Society

### Grant Information
( Ops plan 1.1, 3.1)

**Open:**
Hyundai Goals for Grassroots Program *(closes conclusion A-league soccer season)*
Strengthening Rural Communities *(round closes 24th September 2019)*

**Ongoing:**
DHS Community Grants (minor <$5000) – COB every month
Clubs SA Grant
Sport Club One Grants
PPRC Community Assistance Fund
Boots for All Equipment Fund

**Closed:**
Strengthening Rural Communities *(round closed 25th June 2019)*
DPC Multicultural Grants - Advance Together Grants *(closed 14th June)*
Better Futures Grant *(closed 28th June 2019)*

#### Grant Enquiries

<table>
<thead>
<tr>
<th>Initiative</th>
<th>Grant Program Suggested</th>
<th>Approx. Project Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Orroroo Football / Cricket Club</td>
<td>Canteen / Entertaining / Clubroom Facility</td>
<td>CRFSP</td>
</tr>
<tr>
<td>Port Pirie Croquet Club</td>
<td>Toilets</td>
<td>Active Club (F)</td>
</tr>
<tr>
<td>Port Germein Golf Club</td>
<td>Club room upgrade</td>
<td>Active Club (F)</td>
</tr>
<tr>
<td>Morchard Tennis Club</td>
<td>Facility upgrades</td>
<td>Active Club (F)</td>
</tr>
<tr>
<td>Port Pirie Netball Association</td>
<td>Court upgrades</td>
<td>CRFSP</td>
</tr>
<tr>
<td>Port Pirie Darts Association</td>
<td>Bar upgrade</td>
<td>Active Club (F)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$55,000</td>
</tr>
</tbody>
</table>

#### Training Enquiries

<table>
<thead>
<tr>
<th>Initiative</th>
<th>Training Possibilities/ Enquiries</th>
<th>Recommended Course/Provider</th>
</tr>
</thead>
<tbody>
<tr>
<td>Port Pirie Darts Association</td>
<td>RSA Training</td>
<td>Online providers</td>
</tr>
<tr>
<td>Booleroo Centre Bowling Club</td>
<td>RSA Training</td>
<td>Online providers</td>
</tr>
<tr>
<td>Royal Port Pirie Yacht Club</td>
<td>RSA Training</td>
<td>Online providers</td>
</tr>
</tbody>
</table>
Statewide Consultation

Discussion Paper

Game On
Infrastructure Plan
Grants Review

Government of South Australia
Office for Recreation, Sport and Racing
Contents

1. Minister’s message ........................................... Page 3
2. The three projects ........................................... Page 4
3. Why are we undertaking statewide consultation? ............ Page 6
4. Your involvement ........................................... Page 7
5. Providing your input ........................................... Page 8
6. Key stages of the three projects ................................ Page 9
7. Our questions to you ........................................... Page 10
Minister’s Message

South Australia is a very proud sporting state and we know that South Australians love taking advantage of our wonderful environment to get out and get active.

Everyone should have the opportunity to be active – so we want to hear your ideas for increasing participation and for supporting the sport and recreation industry.

To ensure South Australia keeps moving towards our vision of an Active State, the Office for Recreation, Sport and Racing will be travelling across South Australia, listening to communities to understand the challenges and opportunities relating to sport and recreation. The statewide consultation is fundamental to capturing community and stakeholder needs for decision making.

It is the intent of the Government of South Australia to use the information gathered throughout the consultation process to inform three key projects:

- Game On: Getting South Australia Active.
- The South Australian Sport and Recreation Infrastructure Plan.
- The Grants Review.

This Discussion Paper forms the starting point for our engagement. It explains why we are consulting, how you can have input, how we will be using your comments and feedback, and identifies some of the key questions we are asking.

Your input will support the ongoing contribution of sport and active recreation to stronger, healthier, and happier South Australia.

As a community member, I invite you to share your experiences and have your say on the future of sport and active recreation in our state.

Hon Corey Wingard MP
Minister for Recreation, Sport and Racing
The three projects

1) Game On: *Getting South Australia Active*

The Game On: Getting South Australia Active project will be a call to action for industry leaders, government and other interested stakeholders.

Game On will identify the key opportunities and challenges for participants in and providers of sport and recreation through extensive community consultation. Once key opportunities and challenges have been identified, an Expert Panel will prioritise the issues that optimise the benefits for the community. The priority issues will then be investigated further to fully understand each issue from both a community and expert perspective. At this point, the findings will be published in a Game On issues paper.

The Game On issues paper will be a focal point for sport and recreation organisations to maximise their limited resources to effect systemic change - both individually and collectively. Game On will support strategic planning for individual organisations, for the sport and recreation industry at large and will be a tool to foster collaboration amongst traditional and non-traditional partners to address the Game On issues.

2) Sport and Recreation Infrastructure Plan

We want to understand the current gaps in infrastructure provision and what we should consider when making decisions about investment priorities to enable responses that address the big issues.

In March 2019, the Minister for Recreation, Sport and Racing announced the development of the Recreation and Sport Infrastructure Plan to ‘investigate potential upgrades, and improvements for recreational facilities such as trails and parks, community infrastructure like swimming pools, courts and playing fields through to bigger assets such as the Adelaide Super-Drome and the State Sports Park, to major stadia including Adelaide Oval and Coopers Stadium.

The purpose is to deliver a Plan that will detail the current and future sport and recreation facilities needs for the South Australian community. The Plan will ensure that investment is managed in a planned and strategic manner and that the community has access to quality places to play and perform.

This Statewide Consultation will build on the findings of the recent public survey undertaken to identify infrastructure related issues and opportunities which saw over 2,000 South Australians participate.
3) The Grants Review

The Government of South Australia recognises and values the important role that a strong and independent industry plays in supporting sport and active recreation to build community and culture, and deliver the services that improve the lives of South Australian’s.

ORSR administers a number of Grant Programs that allocate grants to sporting associations and clubs, councils, educational institutions, not-for-profit organisations, some for-profit organisations and scholarships for individual athletes.

In 2017-18, $53 million of funding was distributed through the ORSR Grant Programs. Grant Program guidelines, application forms and processes are subject to a retrospective review annually as part of our continuous improvement program. This Review will deliberately be forward looking and will consider the future needs of the industry and the priorities of government.

The Review will provide the Government of South Australia with a series of recommendations about the grant funding provided to the sport and active recreation sector.
Why are we undertaking statewide consultation?

The ORSR is undertaking a comprehensive and coordinated statewide engagement process to gather the views of local communities, sport and recreation providers, councils and anyone else who has a view on sport and active recreation.

The views collected from around the state and will be reviewed for both consistent and local themes and the information will be used to inform the subsequent phases of each of the three priority projects; Game On, The Infrastructure Plan and The Grants Review.
State Wide Consultation Overview

Three Projects

Game On
Infrastructure Plan
Grants Review

Combined Consultation
June to August 2019

19 x regional sessions:
11 locations for councils + community + clubs

16 x metropolitan sessions:
8 locations for community + clubs
8 sessions for peak bodies + state organisations
+ Metro councils + for profit and non-profit providers

7 x additional sessions:
Special interest groups + Zoom video

Findings & Insights:
written report & presentations

Subsequent Activities
September to December 2019

Game On: Get Active
Deep Dives + Surveys + Government Chief Executives + Ministers
- Launch of Game On
- Implementation Plan

Infrastructure Plan
Economic Analysis + Spatial Analysis + Rec and Sport Planning
- Decision framework
- Pipe line of works for State Infrastructure Plan

Grants Review
Internal Data + Internal Analysis
- Grants review recommendations
- Implementation
Your involvement

We want to hear from you to ensure we understand your issues and opportunities and how to deliver the three priority projects in partnership with sport and active recreation stakeholders and the broader the community.

How can you participate?

**Stakeholder and community forums**

In June and July 2019, a series of face-to-face forums across regional and metropolitan South Australia will be held.

Community members and all Sport and Active Recreation stakeholders will be invited to attend these forums and provide feedback.

For forum dates, times and locations and to register your attendance, go to orsr.sa.gov.au/statewideconsultation

**Survey**

Stakeholders that cannot attend a forum can contribute via the following survey link: https://www.surveymonkey.com/r/ORSR2019

Written feedback

Anyone can provide written feedback:

By Email:

The Game On project – GameOn@sa.gov.au

The Sport and Recreation Infrastructure Plan SAREcSportInfrastructurePlan@sa.gov.au

The Grants Review ORSRGrantsReview@sa.gov.au

By post:

Office for Recreation, Sport and Racing PO BOX 219 Brooklyn Park 5032, SA

Please note your submission may be made publicly available unless you indicate you wish for it to remain confidential.

The survey and all written feedback will be accepted until Friday 16th August 2019 5pm.
Providing your input

The Our questions to you section of this Discussion Paper (page 10) asks for your response to key questions to be considered for the Statewide consultation.

We want to hear from anyone and everyone who has a view on sport and active recreation and what we can do to be an Active State.

We want to hear from the broader community as well as individuals, clubs, groups and organisations that are involved with sport and active recreation so that we understand the issues you face and the opportunities to support increased activity and participation.

Visit the ORSR website for more information: ors.sa.gov.au/statewideconsultation

How will your feedback be used?

Feedback gathered by the statewide engagement process will be compiled into a Summary Engagement Report and will be used to inform the next stages of the three priority projects.

The Summary Engagement Report will be prepared by the independent facilitator of the engagement process and made publicly available.
Our questions to you

• What does a healthy, active future look like to you?

• What are the barriers/challenges to being active in your community?
  Things to think about may include:
  o How can the places and spaces where you live better support active lives?
  o Thinking about the people* that deliver active lives, how can they be better supported?
    o *for example coaches, personal trainers, gym owners, sport and club administrators, volunteers
  o Thinking about the people* that influence active lives, how can they have more impact?
    o *for example teachers, care worker, architects, doctors etc
  o How can we ensure everybody has the opportunity to enjoy an active life? And who should we be helping the most?
  o How can we nurture our future world champions? And how can they inspire active lives?
  o What should government invest in to promote active lives?

• How should priorities for investment in sport and recreation be determined?

• What could be your community’s game changer?
  Think about what would most help/support people in your community to be active?
Meeting Date and Motion No. | Actions                                                                                                                                                                                                 | By Whom      | By When | Status  
---|---
OM 22/1/19 OM 9524 | That subject to consultation with Community Development Boards managing or considering managing Council owned Town Halls, that Council becomes responsible for cleaning costs at all Council Owned Town Halls  
That management of hall bookings at each Council owned Town Hall become the responsibility of the local community, subject to consultation with Community Development Boards managing or considering managing Council owned Town Halls  
That Council review power arrangements and solar energy systems at all other Council owned Town Halls and assist with any sourcing of grant funding should it be necessary, with a view to mitigating future power costs | James Lang | Ongoing | In Progress  
James Lang | Ongoing | In Progress  
James Lang | David Rattley | Ongoing | In Progress
## Community Development

### MAJOR PROJECTS 2018/19 - PROGRESS REPORT TO 30/6/19

<table>
<thead>
<tr>
<th>PROJECT</th>
<th>Dept</th>
<th>Cap/Op</th>
<th>2018/19 PROGRAM (MONTHS)</th>
<th>PROGRESS</th>
<th>Status</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spalding Swimming Pool Grant Funding Project Acquittal and case study for ORS</td>
<td>C&amp;C</td>
<td>OPEX</td>
<td></td>
<td></td>
<td>Behind Schedule</td>
<td>Work completed, project acquitted case study underway</td>
</tr>
<tr>
<td>Annual Reporting - Departmental Contribution</td>
<td>C&amp;C</td>
<td>OPEX</td>
<td></td>
<td></td>
<td>COMPLETED</td>
<td>Complete</td>
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<tr>
<td>Establish and undertake Swimming Pools Preventative Maintenance and Service Level Plan for Jamestown, Spalding and Gladstone</td>
<td>C&amp;C</td>
<td>OPEX</td>
<td></td>
<td></td>
<td>COMPLETED</td>
<td>Operational plans have been received and presented to pool operators to follow and to Manager, Operational Services for future budget planning</td>
</tr>
<tr>
<td>Establish and undertake Hydro Pool Preventative Maintenance and Service Level Plan</td>
<td>C&amp;C</td>
<td>OPEX</td>
<td></td>
<td></td>
<td>COMPLETED</td>
<td>Operational plan has been received and presented to pool operator to follow and to Manager, Operational Services for future budget planning</td>
</tr>
<tr>
<td>Establish and undertake Gym Preventative Maintenance and Service Level Plan</td>
<td>C&amp;C</td>
<td>OPEX</td>
<td></td>
<td></td>
<td>COMPLETED</td>
<td>To accommodate all non building related gym items</td>
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<tr>
<td>Council's Community Project Grants</td>
<td>C&amp;C</td>
<td>OPEX</td>
<td></td>
<td></td>
<td>COMPLETED</td>
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<tr>
<td>AGL Hallett Wind Farm Community Fund</td>
<td>C&amp;C</td>
<td>OPEX</td>
<td></td>
<td></td>
<td>COMPLETED</td>
<td>Complete. AGL now prefer to have a post project discussion and morning tea with recipients. Dates are to be confirmed</td>
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<tr>
<td>Task Description</td>
<td>Responsible Parties</td>
<td>Expenditure Category</td>
<td>Status</td>
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</tr>
<tr>
<td>Establish Future Project Plans with CD Boards</td>
<td>C&amp;C</td>
<td>OPEX</td>
<td>COMPLETED</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Establish Community Group Newsletters</td>
<td>C&amp;C</td>
<td>OPEX</td>
<td>COMPLETED</td>
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<tr>
<td>Produce Quarterly Council Newsletters</td>
<td>C&amp;C</td>
<td>OPEX</td>
<td>COMPLETED</td>
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<td>Media Release Distribution</td>
<td>C&amp;C</td>
<td>OPEX</td>
<td>COMPLETED</td>
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<td>WHS Corrective and Preventative Actions (CAPA) rectification, planning and implementation</td>
<td>C&amp;C</td>
<td>OPEX</td>
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<td>Monthly Departmental Budget Review</td>
<td>C&amp;C</td>
<td>OPEX</td>
<td>COMPLETED</td>
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<tr>
<td>Bundaleer Reservoir Recreational Fishing Review Stages 2 and 3</td>
<td>C&amp;C</td>
<td>OPEX</td>
<td>Behind Schedule</td>
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<td></td>
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<td>Review of Flinders Mobile Library - Stage One</td>
<td>C&amp;C</td>
<td>OPEX</td>
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<td>Budget Preparation</td>
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<td>Departmental Staff Reviews</td>
<td>C&amp;C</td>
<td>OPEX</td>
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<td>WHS Plan and Programs Contactors Review - Stage Two</td>
<td>C&amp;C</td>
<td>OPEX</td>
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<td>WHS Plan and Programs Volunteer Management Review - Stage Two</td>
<td>C&amp;C</td>
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<td>COMPLETED</td>
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<td>Volunteer Management Procedure Monitoring</td>
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<td>Volunteer Management Procedure Implementation - Stage Two</td>
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<td>OPEX</td>
<td>COMPLETED</td>
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</table>

Recent work with groups in Guinare and Georgetown and with SA Health via the Brighter Futures Program.

Process has switched to "e-newsletter format".

Autumn Edition to be distributed in May.

Ongoing.

Timeline has been revised by SA Water due to discussions about permitting additional recreational access.

Restructure complete and agreement signed off.

Complete.

Complete.

Complete.

Complete.

Complete.

Complete.
14. CHIEF EXECUTIVE OFFICER’S UNIT

Recommendation:
That the Chief Executive Officer’s Unit Report be taken as read and noted.
MEETING: ORDINARY MEETING OF COUNCIL
DATE: 16 July 2019

DEPARTMENT: Chief Executive Officers Unit
OFFICER: Colin Byles, Chief Executive Officer

REPORT ITEM: 14.1.1
REPORT TITLE: REVIEW OF CONFIDENTIAL MINUTES

<table>
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<td>Budget Impact</td>
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<td>Risk Assessment</td>
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STRATEGIC REFERENCE:

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<th>Goal</th>
<th>3</th>
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<tbody>
<tr>
<td>Outcome</td>
<td>Deliver a high standard of service to our community on an equitable basis</td>
</tr>
<tr>
<td>Action</td>
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</tbody>
</table>

RECOMMENDATION:

For Information

EXECUTIVE SUMMARY:

The confidential minutes register has been checked and there is one confidential minute that needs to be released. All other confidential minutes have been reviewed and are in the confidential agenda for review Item 16.1.1.

In the June 2019 confidential agenda Council considered an item regarding the Staff Culture Survey. The resolution 9702, was to be held in confidence until the contract was signed. This has now occurred and the resolution is released to the public.

That McArthur Management be appointed to conduct the Staff Culture Survey for the Northern Areas Council at a price of $4,250 ex GST plus travel expenses and hard copy costs if required.
RECOMMENDATION:
That Council approve the Deed of Variation as attached in this report presented to the 16 July 2019 Council meeting for the Gladstone Caravan Park that extends the lease for a further 21 years from the existing expiry date, the new expiry date being the 31 January 2040.

EXECUTIVE SUMMARY:
The Gladstone Caravan Park lease has expired and is now going through the renewal process. The lease has a renewal clause of 21 years that the Gladstone Community Development Tourist Association (GCDTA) wishes to take up.

A Deed of Variation has been produced to bring together all the variations that have occurred over the term of the lease and any new issues.

The Gladstone Community Development Tourism Association has agreed to all the variations to the Deed.

Council now need to consider the Deed of Variation and approve the Deed if deemed appropriate.

Please refer to the attached correspondence

Purpose
To renew the Lease for the Gladstone Caravan Park.
Background

The Gladstone Caravan Park is located in Victoria Street Laura on the land known as portion (as defined by the attached map) of Section 428 Hundred of Booyoolie. The Northern Areas Council has care and management of the land. The Gladstone Caravan Park is leased to the Gladstone Community Development Tourism Association Incorporated (GCDTA) and operated by a sub committee of the GCDTA this committee is known as the Gladstone Caravan Park Committee.

The Gladstone Caravan Park has been leased to the GCDTA on a 21 year lease that expired on the 1 February 2019 and has a right of renewal for a further 21 year lease. The GCDTA have indicated they want to take up the right of renewal for a further 21 years.

Discussion

The Gladstone Caravan Park existing lease has had a number of changes to sections of the lease clauses by letter since February 2003 where Council approved an ongoing grant contribution of $3,000 that was to be Consumer Price Indexed each year to enable a smoother “day to day” operational system than what was in place and give greater planning flexibility to the Caravan Park committee.

When staff were looking at the lease agreement to find information on who was responsible for a maintenance or capital item upgrade or who was responsible for painting etc. the person would have to be aware of any other letters that changed arrangements in the lease.

To enable a better way of ensuring all conditions of the lease were in a place that anyone looking for the total picture of the lease could find, I researched the best way of doing this with our lawyers and consideration was given to formulating a new lease even though the GCDTA had existing renewal rights.

The outcome of developing a new lease was that a new lease (even though there was an existing lease with renewal rights) would have required the new lease to go to full community consultation relating to whether the community approved of a Caravan Park on the land. With the amount of infrastructure on the land, opening the issue to public comment was “undesirable” on advice from our lawyers.

The next most practical way to include all the changes to the lease over the years was to develop a Deed of Variation and Extension of Lease and Management Contract of the Gladstone Caravan Park.

The Deed of Variation brings together all the changes made in the term of the lease, updates insurance requirements into one document rather than several documents.

The Deed of Variation encompasses the changes made by letter in 2003 which were:

- Grant Contribution of $3,000 per year increased yearly by the Consumer Price Index.
- Deletion of Clause 6(a) – That Council would subsidise on 1:1 basis the cost of any future capital improvements subject to agreement by the parties of the said improvements.
- Deletion of Clause 6 (e) – That Council shall provide at its cost all paint associated with the maintenance and upgrading of the Caravan Park.
- Deletion of Clause 5 (d) – That the contractor shall report to the Chief Executive Officer in writing whenever necessary detailing any building, fence, structure, facility or device in the Caravan that requires repair, maintenance or upgrade for which the contractor is not responsible.
- Deletion of Clause 5 (e) – Keep and maintain in good repair, order and in working condition by attending to minor repairs, all buildings, fences, structures, facilities and
devices in the Caravan Park, excluding the cost of paint and cost of desludging the common effluent drain that services the Caravan Park.

- Deletion of Clause 5(k) – Negotiate with Council the extent of future capital improvements to the park.
- The requirement by the contractor to submit an Annual Business Plan and Budget by the 1st February each year for the forthcoming twelve month period.
- The requirement by the contractor to submit an Annual Report that includes financial performance by the 31st August each year.

New requirements in the Deed of Variation are;

- That the contractor maintains a public risk insurance policy of $20 million.
- That any request for funding by the Contractor for major capital improvements funding is subject to consideration by Council at its absolute discretion in all things.
- An updated map of the area of the Gladstone Caravan Park in relation to the Section 428 Hundred of Booyoolie that the Gladstone Caravan Park occupies.

In addition to these variations in the Deed of Variation the following is the responsibility of the GCDTA;

- All Power costs. (In Council’s name then re-charged).
- All water costs (excluding the dump point, which is located outside of the Gladstone Caravan Park).
- All telephone costs.
- All insurance costs associated to the Caravan Park (excluding building insurance)
- Rubbish removal costs (Waste charge of 2 services)
- CWMS costs (CWMS charge of 2 services).

Over a number of months I have met firstly with the Gladstone Caravan Park Committee to work through the Deed of Variation and responsibilities and then the Caravan Park committee liaised with GCDTA who are the leaseholder. Both parties have given their approval to the Deed of Variation.

**Conclusion**

The Deed of Variation is brought to Council as the signing of the variation requires the Council Seal.

The Gladstone Caravan Park is an asset of Council and should be managed to a high level and providing a Tourism stopover for the travelling public.

The GCDTA are a well managed organisation that manages the Gladstone Caravan Park via the Gladstone Caravan Park committee. This committee is financially sustainable, progressive and community focussed. Over many years the Gladstone Caravan Park has been recognised as a well maintained and operated park.
DEED OF VARIATION AND EXTENSION OF LEASE AND MANAGEMENT CONTRACT

NORTHERN AREAS COUNCIL

GLADSTONE COMMUNITY DEVELOPMENT AND TOURISM ASSOCIATION INCORPORATED
DATE

PARTIES

NORTHERN AREAS COUNCIL ABN 53 751 793 107 of 94 Ayr Street, Jamestown SA 5491 (Council)

GLADSTONE COMMUNITY DEVELOPMENT AND TOURISM ASSOCIATION INCORPORATED ABN 76 161 316 300 of PO Box 3, Gladstone SA 5473 (GCDTA)

BACKGROUND

A. The Council and GCDTA are parties to the Lease and the Management Contract.

B. The Council and GCDTA have agreed to:

(a) extend the terms of the Lease; and

(b) extend and vary the terms of the Management Contract;

on the terms and set out in this deed.

AGREED TERMS

1. DEFINITIONS AND INTERPRETATION

1.1 Definitions

In this deed:

all defined terms in the Lease and Management Contract have the same meaning in this deed, except those varied by this deed.

Effective Date means the date described in Item 1 of the Schedule.

Lease means the lease agreement between the Council and GCDTA dated 3 January 1998.


Renewed Term means the term described in Item 2 of the Schedule.

1.2 Interpretation

In this deed, unless the context otherwise requires:

1.2.1 headings do not affect interpretation;

1.2.2 singular includes plural and plural includes singular;

1.2.3 words of one gender include any gender;

1.2.4 a reference to a party includes its executors, administrators, successors and permitted assigns;
1.2.5 a reference to a person includes a partnership, corporation, association, government body and any other entity;

1.2.6 a reference to this deed includes any schedules to this deed;

1.2.7 a reference to a document is a reference to that document as varied, novated or replaced from time to time;

1.2.8 an agreement, representation, warranty or indemnity by two or more parties (including where two or more persons are included in the same defined term) binds them jointly and severally;

1.2.9 an agreement, representation, warranty or indemnity in favour of two or more parties (including where two or more persons are included in the same defined term) is for the benefit of them jointly and severally;

1.2.10 a provision is not construed against a party only because that party drafted it;

1.2.11 an unenforceable provision or part of a provision may be severed, and the remainder of this deed continues in force, unless this would materially change the intended effect of this deed;

1.2.12 the meaning of general words is not limited by specific examples introduced by ‘including’, ‘for example’ or similar expressions.

1.3 Background

The Background forms part of this deed and is correct.

2. EXTENSION OF LEASE

Pursuant to clause IV of the Lease, the Council and GCDTA agree that the Lease is to be extended for the Renewed Term upon the same terms and conditions as are expressed or implied in the Lease.

3. EXTENSION OF MANAGEMENT CONTRACT

Subject to clause 4 of this deed and pursuant to clause 10 and Item 8 of the Schedule to the Management Contract, the Council and GCDTA agree that the Management Contract is to be extended for the Renewed Term upon the same terms and conditions as are expressed or implied in the Management Contract.

4. VARIATION OF MANAGEMENT CONTRACT

The terms and conditions of the Management Contract are amended as set out in Item 3 of the Schedule on and from the Effective Date. In all other respects the terms and conditions of the Management Contract remain in full force.

5. MISCELLANEOUS

5.1 Assignment

A party must not assign or otherwise deal with this deed or any right under it without the written consent of the other party (which consent must not be unreasonably withheld or delayed).
5.2 **Further acts**

Each party must do all things necessary to give full effect to this deed and the transactions contemplated by this deed.

5.3 **Governing law**

5.3.1 This deed is governed by the law in South Australia.

5.3.2 The parties irrevocably submit to the exclusive jurisdiction of the courts in South Australia.

6. **COSTS**

The Council will bear the costs to prepare this deed. Each party will pay its own costs of and incidental to the negotiation and execution of this deed.
Schedule

Item 1
Effective Date
1 February 2019

Item 2
Renewed Term
A term of 21 years months commencing on the Effective Date and expiring on 31 January 2040

Item 3
Variations
The Management Contract is varied as and from the Effective Date as follows:

1. All references to ‘term’ in the Management Contract is a reference to the period commencing on 1 February 2019 and expiring on 31 January 2040.

2. Clause 6.1 is deleted and replaced with the following:

   6.1 The Contractor must, during the term, take out and maintain public risk insurance in the joint names of the Contractor and the Council in respect of injury, loss and damage occurring in and about the Caravan Park for the sum of TWENTY MILLION ($20,000,000.00) (or such other greater amount as the Council deems adequate from time to time) per claim.

3. A new clause 15 is inserted into the Management Contract as follows:

   15. Annual Business Plan and Budget

   15.1 The Contractor must, on or before 1 February 2019 (and every anniversary thereafter) submit an annual business plan to the Council in respect of the forthcoming twelve month period which addresses the following issues:

       15.1.1 annual budget;

       15.1.2 Income projections;

       15.1.3 marketing initiatives;

       15.1.4 proposed maintenance and capital improvements and works.

4. A new clause 16 is inserted into the Management Contract as follows:

   16. By the 31 August of each year during the term, the Contractor must provide the Council with an annual report which provides a consolidated report of the
Contractor’s financial performance pursuant to this Contract during the preceding 12 months, including a report on the income received, the quantum and manner in which funds were expended and the funds set aside for future works. The annual report must be in a format approved by the Council and must contain all information and data requested by the Council.

5. A new clause 17 is inserted into the Management Contract as follows:

17. Any request for funding by the Council for major capital improvements funding is subject to consideration by the Council at its absolute discretion in all things.

6. Items 5 (d), (e) and (k) and Items 6 (a) and (e) of the Schedule to the Management Contract are deleted.

7. Item 7 of the Annexure B of the Agreement is deleted and replaced with the following:

The Basic Contract Price as at 1 February 2019 is $3,700 excluding GST.

The Basic Contract Price will be reviewed annually during the term as follows:

\[ R_2 = R_1 \times \frac{\text{Current CPI}}{\text{Previous CPI}} \]

Where:

- **CPI** means the consumer price index published by the Australian Bureau of Statistics for All Groups (Adelaide).
- **Current CPI** means the CPI number for the quarter ending immediately before that Review Date.
- **Previous CPI** means the CPI number for the quarter ending immediately before the last Review Date;
- \( R_2 \) is the Basic Contract Price on and from the Review Date;
- \( R_1 \) is the Basic Contract Price immediately before the Review Date;
- **Review Date** means 1 February of each year during the term.
EXECUTED as a deed

The common seal of Northern Areas Council was affixed in the presence of:

<table>
<thead>
<tr>
<th>Signature of Mayor</th>
<th>Signature of Chief Executive Officer</th>
</tr>
</thead>
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<table>
<thead>
<tr>
<th>Name of Mayor (print)</th>
<th>Name of Chief Executive Officer</th>
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The common seal of Gladstone Community Development and Tourism Association Incorporated was affixed in the presence of:

<table>
<thead>
<tr>
<th>Chairperson/ Vice-Chairperson (Please delete as applicable)</th>
<th>Signature of Committee/Board Member (Please delete as applicable)</th>
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REPORT ITEM: 14.1.3  
REPORT TITLE: REVIEW OF COUNCIL POLICIES

<table>
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**STRATEGIC REFERENCE:**

| Goal 3 | Outcome | Action | Deliver a high standard of service to our community on an equitable basis |

**RECOMMENDATION:**

1. That the policies listed below that have been amended as per the attachment supplied to this report presented to the 16 July 2019 Council meeting be adopted;
   - Budget Framework Policy
   - Prudential Policy

**EXECUTIVE SUMMARY:**

The Northern Areas Council has a requirement to review policies on an Annual basis or when required by legislation.

At the June 2019 Council meeting Council reviewed 29 policies, in this report another 2 policies are submitted for review.

In this report the attachment, lists the reviewed policies and comments about the reason to amend or delete.

Also in this report I have attached the amended policies for members to view the changes.
Purpose

To review Council Policies to ensure the policies are up to date and appropriate to today’s changing environment.

Background

Council on an annual basis reviews all Council policies. The last review carried out in 2018 substantially reduced the number of policies. This year we are again reviewing policies that need review on an Annual basis and also reviewing the need for some policies that maybe now covered by legislation or are now not applicable.

Discussion (including Risk Assessment and Budget Implications)

Currently Council has 48 policies, in the June 2019 Council meeting reviewed 29 policies, a further 2 policies are submitted for review. The explanation to the changes, deletions are in the comments area of the attachment.
<table>
<thead>
<tr>
<th>Policy Name</th>
<th>Review Date</th>
<th>Action</th>
<th>Comment</th>
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</thead>
</table>
6.2 Budget Reviews – Word Section added  
6.3 Reporting of Major Projects and Variations – wording amended as highlighted.  
8. Further Information - amended |
| Prudential Management Policy | October 2019| Amended         | 6.2 Due Diligence report - See section 7 below.  
7. Due Diligence before a decision on whether to proceed – figures in tables updated.  
10. Further Information - amended |
1. **PURPOSE**

This policy provides clear direction to management and staff in relation to formulating, adopting, reviewing and reporting on Council’s budget processes and to maximise its financial performance.

Best practice financial management requires Council’s elected body to focus on adopting budgets and monitoring financial performance, rather than the simple monitoring of individual budget lines. Management is required to monitor the budget at an operational level and report significant issues to Council through various nominated methods.
2. **POLICY STATEMENT**

The intention of the Budget Framework Policy is to provide Council and Management with a clear framework to operate within regarding the following:

- the process, timing and considerations associated with the preparation of budget documents;
- the content, timing and process to be followed for reporting to Council on its performance against budget;
- the scope and conditions associated with the approval of variations to budget allocations;
- the process and general guidelines in relation to the carrying forward of budgeted expenditure for projects into a future budget.

3. **DEFINITIONS**

- **Annual Budget** means the Council’s statement of:
  - its intended expenses, revenue and capital expenditure that give effect to its Annual Business Plan (ABP) for the reporting period;
  - its cash inflows and outflows associated with intended operating, investing and financing activities; and
  - its projected financial position at the end of the reporting period.

- **Annual Business Plan** means the Council’s statement of its intended programs and outcomes for the year.

- **Annual Financial Statements** means the Statement of Comprehensive Income, Statement of Financial Position, Statement of Changes in Equity and Cashflow Statement (the Principal Statements) prepared in accordance with the Australian Accounting Standards, together with the notes and certification statements prescribed in the Model Financial Statements.

- **Financial Indicators** mean the financial measures or ratios used in the management plan, annual reports and other internal and external reports to guide or assess the financial performance and position of the Council. The three principal financial indicators are the Operating Surplus Ratio, Net Financial Liabilities Ratio and the Asset Sustainability Ratio.

- **Financial Sustainability** occurs when expenditure, revenue raising and service level decisions are made such that planned long term service and infrastructure levels and standards can be achieved without unplanned increases in rates or disruptive cuts to services.

- **Model Financial Statements** is a template format for the presentation of the Annual Financial Statements for South Australian Councils, complying with the Australian Accounting Standards and Local Government (Financial Management) Regulations and approved by the Minister.
3. DEFINITIONS (Cont’d)

**Net Lending/Borrowing** as specified in the Uniform Presentation of Finances represents the extent to which operating expenses (less depreciation) and capital expenditure exceed funding provided by operating revenue and amounts received specifically for new/upgraded assets. A net borrowing result increases Council’s accumulated level of net financial liabilities, whereas a net lending result reduces the level of net financial liabilities.

**Uniform Presentation of Finances** means the high level summary of both operating and capital investment activities of the Council prepared on a uniform and consistent basis as required by the Model Financial Statements.

**Project** as per project definition in Councils Prudential Management Policy.

4. INFORMATION

The 2005 Financial Sustainability Inquiry and subsequent changes in legislation have encouraged Council’s elected body to assume a much more strategic function in terms of budget preparation and review. In short, the function of the elected Council is to review financial performance rather than simply monitor budgets.

In particular, this means that Council’s budget management focus should be at higher, aggregate levels. It should be expected that if nominated service levels are maintained for each Council program, it should not be of consequence if a minor activity exceeds the budget and a corresponding saving is made elsewhere within the same program. The Chief Executive Officer and Managers should be fully responsible to ensure that net program budgets meet Council’s overall expectations and that service levels are maintained as intended.

This approach requires a structure whereby Council considers the performance of the budget in terms of high level indicators and targets, by monitoring the overall operating result and the appropriate application of funds to existing and new assets but a lower level of participation in the regular review of the financial progress of specific projects and programs, allowing the Chief Executive Officer and other Managers to monitor the budgets at an operational level.

This policy provides the mechanism for the identification of the processes and responsibilities for budget preparation, monitoring and reporting.

5. ANNUAL BUDGET

An Annual Business Plan and Budget shall be prepared by Council in accordance with Section 122 of the Local Government Act 1999.

The primary elements to be considered to develop the annual budget will be as follows:

**Major components of the draft budget:**

- Operating Expenses – employee costs, contracts, materials, finance costs, depreciation
5. **ANNUAL BUDGET** (Cont’d)

- Operating Income – rates, user charges, grants, investments, reimbursements
- Capital – asset replacement, new assets, capital grants and contributions
- Loan repayments, reserve transactions.

**Planning considerations for preparation of draft budget:**

- Strategic Plan, Asset Management Plan initiatives and objectives
- Capital Works Program and Long Term Financial Plan projections
- Annual Business Plan objectives
- Operating result at the end of the budget period
- Capacity to complete projects within the budget period
- Available resourcing and associated limitations
- Carryovers of uncompleted projects from previous year(s)
- Existing and projected debt levels
- Cash position and availability.

Relationship between Council’s Strategic Management Plans:

**Statutory requirements for the budget financial statements:**

- Statement of Comprehensive Income
- Statement of Financial Position
- Statement of Equity
- Cash Flow Statement
- Uniform Presentation of Finances.
5. **ANNUAL BUDGET** (Cont'd)

**Preparation in consultation with:**

- Ordinary Meetings of Council
- Strategic Workshops of Council
- Audit Committee
- Community input and expectation
  - Customer Service Requests
  - Surveys
  - Community Groups
- Tour and inspections
- Manager and Supervisor input
- Senior Management Team input and recommendations.

**Indicative timeframes for preparation of the draft budget:**

**February:**

- Review of Long Term Financial Plan
- Capital budget formulation from Asset Management Plans (Management)

**March:**

- Preparation of draft operating budget (Management).
- Review of proposed capital projects in Capital Works Program (Management)
- Consideration of draft budget (Management)
- Review of consistency with Long Term Financial Plans and financial indicator targets (Audit Committee)

**April:**

- Consideration of draft Capital & Operating Budget and rating proposal (Council Workshop)
- Preparation of draft Annual Business Plan (Management).

**May:**

- Review of fees and charges (Management)
- Consideration of draft ABP & Budget for public consultation (Council Workshop)
- Review of ABP/Budget (Audit Committee)
- Public consultation from Mid May
- Public meeting late May
5. **ANNUAL BUDGET** (Cont’d)

*June:*
- Public consultation concludes early June
- Review of significant consultation issues (June Council Meeting)
- Adoption of ABP and Budget (June Council Meeting)
- Declaration of Rates (June Council Meeting)

*July:*
- Circulation of ABP Summary and Rate Notices to ratepayers.

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<th>Draft Budget Program Guide</th>
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<th>Jan</th>
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6. **BUDGET REVIEW AND REPORTING**

6.1 **Budget Monitoring**

A monthly report will be prepared for circulation to all Managers responsible for budgets. The report will provide all projects and activities under the officer’s responsibility, and will include Current Budget and YTD Actuals to the end of the previous month. Managers shall check each item and report any concerns and/or anomalies.

A Monthly Financial Report shall be presented to the Ordinary Council Meeting every 3 months for information. The Report shall compare the actual expenditure and income against the Current Budget including detailed analysis of capital projects.
6. BUDGET REVIEW AND REPORTING (Cont’d)

6.2 Budget Reviews

As a guide Quarterly Budget Reviews shall be prepared to reflect the periods ending 30 September, 31 December and 31 March each year (these dates could vary by one month but will always be in accordance with Section 9 of the Local Government (Financial Management) Regulations 2011 as detailed below.

Section 9 — Review of budgets

(1) A council, council subsidiary or regional subsidiary must prepare and consider the following reports:

(a) at least twice, between 30 September and 31 May (both dates inclusive) in the relevant financial year (where at least 1 report must be considered before the consideration of the report under subregulation (1)(b), and at least 1 report must be considered after consideration of the report under subregulation (1)(b)—a report showing a revised forecast of its operating and capital investment activities for the relevant financial year compared with the estimates for those activities set out in the budget presented in a manner consistent with the note in the Model Financial Statements entitled Uniform Presentation of Finances;

(b) between 30 November and 15 March (both dates inclusive) in the relevant financial year—a report showing a revised forecast of each item shown in its budgeted financial statements for the relevant financial year compared with estimates set out in the budget presented in a manner consistent with the Model Financial Statements.

(2) A council must also include in a report under subregulation (1)(b) revised forecasts for the relevant financial year of the council’s operating surplus ratio, net financial liabilities ratio and asset sustainability ratio compared with estimates set out in the budget presented in a manner consistent with the note in the Model Financial Statements entitled Financial Indicators.

The review report to Council shall include

- a written report outlining the Original and Revised Budget totals and financial indicators as well as a table of significant changes to individual budget items and brief reasons;

- a detailed listing of every capital project and operating items at account level, showing the Budget, Actual, Variance ($ & %), Revised Forecast and commentary on major exceptions;
6. **BUDGET REVIEW AND REPORTING** (Cont’d)

- the Uniform Presentation of Finances (for the 1st & 3rd reviews) and the full set of Model financial statements in the case of the 2nd Mid Year Review.

In addition, all Budget Review Reports shall be provided to the next available Audit Committee meeting, with a focus on strategic and financial sustainability issues and performance.

6.3 **Reporting of Major Projects and Variations**

Council should be made aware of the financial success of any significant project, and of any significant over-expenditure or failed grant applications. More specifically, a report shall be prepared and presented to Council on each occasion where:

- the completion of any project has incurred gross expenditure in excess of $500,000;
- the completion of any project which has incurred over-expenditure to that budgeted or approved by Council decision (typically 20% or $20,000, whichever is greater);
- any other project where the circumstances warrant explanation or justification for a major budget variation;
- where it becomes apparent that the actual expenditure of a current project will significantly exceed the approved budget for the project;
- where budgeted grant funds are unavailable and a decision is required on whether to proceed without the expected funding.

Such a report shall be presented to Council at the earliest opportunity and no later than ninety days after the relevant event. Regular reporting on all projects shall be provided via the Budget Review (Year to Date Capital Budget Comparison).

6.4 **Approval of Variations outside the Scope of the Budget**

Council approval must be sought and obtained before commitments are made that would result in major financial activity outside of budget limits or delegated authorities.

In considering a request for a revision to its Budget, Council will consider the impact that an approval would have on the financial indicator targets established in Council's Original Budget. It will also consider the capacity to increase other revenue or reduce other expenditure (either of a corresponding operating or capital nature as appropriate) to offset the variation and the merit of doing so.

Where circumstances so warrant (e.g. for reasons of urgent necessity or emergency), the Chief Executive Officer may authorise variations in activity that are not within the scope of approved limits for budget items, providing that variations made do not:
6. BUDGET REVIEW AND REPORTING (Cont’d)

- in aggregate, materially exceed threshold value limits for that function/activity outlined in the Budget;
- materially impact on the quality, quantity, frequency, range or level of service previously provided for or implicitly intended to the original allocation; and
- impact on any explicit proposals Council has included in its Annual Business Plan or has otherwise publicly committed to and accommodated in its budget.

Whenever such changes are made, the next Budget Review report shall include the variations and an explanation and rationale for the decision.

6.5 Carryover of Uncompleted Projects from the Previous Year

Funding approval for budgeted projects not completed at the end of any financial year is forfeited unless approval to carryover the project and associated budget allocation is granted by Council.

Operating activity budgeted for but not expended in a year shall not be carried forward to the following year. Identifiable operating projects that will not commence or be substantially completed in the year that they have been budgeted, should be re-evaluated and included (if appropriate) in the budget for the following year at the time of its adoption.

Similarly capital projects that have not been substantially commenced in one year should be considered against other competing priorities in determining the content of the budget for the following year.

Where possible and appropriate, Budget Review 3 shall identify any projects unlikely to be completed by 30 June and removed or adjusted for that financial year, to enable consideration for inclusion in the draft Budget for the following year.

6.6 Annual Financial Statement reporting

The Annual Financial Statements shall be presented to an Ordinary Meeting of Council following receipt of the auditors audit opinion and review by the Audit Committee. The audited Annual Financial Statements shall also be included as an appendix to Council’s Annual Report.

The covering report to the financial statements shall include a high level comparative analysis between the presented year and previous year actual results. In addition it should include actual key financial indicators compared to the previous year, long term targets and final budget forecasts.
6.7 Report on Financial Results

The report on financial results as described in Section 10 of the Local Government (Financial Management) Regulations 2011 has replaced the previous 4th quarter budget review.

This report must be considered by Council prior to 31 December each year. The report must detail the audited financial results of each item shown in the statement of comprehensive income and statement of financial position for the previous financial year compared to the estimated financial results set out in the Original adopted budget.

In addition the report must also include a comparison of the operating surplus ratio, net financial liabilities ratio and the asset sustainability ratio.

7. LONG TERM FINANCIAL PLAN

A Long Term Financial Plan will be prepared and maintained by Council in accordance with Section 122 of the Local Government Act 1999.

The Long Term Financial Plan will include ten year projections for operating expenses and income, rates, capital investment and grants, loans and repayments, reserve transactions and other liability transactions.

The following objectives and principles shall be generally recognised in the preparation and review of the Long Term Financial Plan:

Preparation with reference to:
- Strategic Management Plan
- Asset Management Plans (and Capital Works Program)
- Council adopted Rating direction in previous Long Term Financial Plans.
- Treasury Management Policy.

Operating Activities:
- Facilities and services reasonably reflect community demand and expectation.

Existing Assets:
- Fund replacement and renewal primarily from annual operating revenue (ie cost of depreciation)
- Address any identified “backlog” of asset renewal and replacement
- Refer to the Capital Works Program (Asset Management Plan) to determine priorities, costings and timeframes
- Consider rationalisation and upgrading of existing assets.

New Assets:
- Fund new assets and upgrades to existing assets from grants, surplus or rationalised asset sales, developer contributions and operating surpluses. New loans should be used for major, long-lived assets only (including Plant)
- All projects to be assessed to ensure appropriate priorities are assigned
7. LONG TERM FINANCIAL PLAN (Cont’d)

- Refer to the Capital Works Program (Asset Management Plan) to determine priorities, costings and timeframes
- Consider full life cycle costs and replacement implications.

Debt Management:
- Minimise new loans, use only to fund major, long term projects (including Plant)
- Consider future repayment implications – impact on future budgets and rate increases
- Utilise operating surpluses and excess cash held to minimise future borrowings
- Utilise mix of fixed term, variable terms and cash advance debentures.

Financial Reserves:
- Minimise use of specific purpose reserves
- To identify funds received from third parties for specific purposes
- To keep a record of funds received and expended for specific purposes.

Financial Indicators:
- Ensure the required Key Financial Indicators are within Long Term Targets set by Council.

Plan Review:

The Long Term Financial Plan shall be reviewed and presented to Council every year. This will normally occur in February or March prior to significant advancement of the Annual Business Plan and Budget process.

The annual review will focus on significant variations and the inclusion/exclusion of projects following changes in Council direction. A full review of the Long Term Financial Plan will be undertaken following a review of Council’s Strategic Management Plan and its Asset Management Plan, within twelve months of each Council election.

The Audit Committee shall review and provide feedback to Council on its Long Term Financial Plan, financial sustainability and its consistency with other strategic management plans of the Council.

8. FURTHER INFORMATION

This policy will be available for inspection at the Council office, 94 Ayr Street, Jamestown (Ph. 8664 1139) during ordinary business hours and available to be downloaded, free of charge, from Council’s internet site: www.nacouncil.sa.gov.au

Copies will be provided to interested parties upon request.
Email: admin@nacouncil.sa.gov.au
1. PURPOSE

To provide guidance and direction in the preparation and implementation of prudential reports in relation to proposed projects considered by Council.

2. INTRODUCTION

This document sets out the policy of the Northern Areas Council (hereinafter “Council”) for prudential management of all its projects. This policy applies to all projects (as defined below) regardless of size.

3. PROJECT DEFINITION

A project may be defined as

“a new and discrete undertaking or activity that would involve the expenditure of money, deployment of resources, incurring or assuming a liability, or accepting an asset”
3. **PROJECT DEFINITION** (Cont'd)

This should not be interpreted to mean that all Council activities are “projects”. Regular, ongoing deliveries of Council services are not “new and discrete” activities so therefore are not included within this definition. A project is a temporary endeavour with a defined beginning and end. The temporary nature of projects stands in contrast to business as usual (or operations) which are repetitive, ongoing functional activities to provide or services.

Simply purchasing an item of plant or equipment, (e.g. a single vehicle) or a parcel of land will constitute a “project” if the purchase is not part of a wider project or part of ongoing operations. Any purchase must comply with Council’s Procurement Policy. However, a “project” will typically involve more than merely purchasing. It will always involve Council staff time, often in undertaking activities in association with other organisations. On the other hand, a project need not entail any expenditure. It may include, for example, receiving land or other assets for free, or granting permission for a private activity on Council land.

All projects should be considered in the context of not only this policy, but also Council’s Risk Management Plan.

4. **POLICY OBJECTIVES**

This policy has two Objectives.

- **a.** to ensure that a Council project is undertaken only after an appropriate level of “due diligence”\(^1\) is applied to the proposed project; and

- **b.** to ensure that each Council project is:
  - managed during the project and
  - evaluated after the project, to achieve identified public benefits or needs; and to minimise financial risks.

The Objectives of this Policy shall be considered in a report on any potential project, regardless of the financial impact or the size of the project.

5. **LEGISLATION**

This Policy is made pursuant to section 48(aa1) of the *Local Government Act 1999* ("the Act") which provides:

A Council must develop and maintain prudential management policies practices and procedures for the assessment of projects to ensure that the Council:

- (a) acts with due care diligence and foresight; and
- (b) identifies and manages risks associated with a project; and
- (c) makes informed decisions; and
- (d) is accountable for the use of Council and other public resources.

---

5. **LEGISLATION** (Cont’d)

As such, this Policy applies to all Council projects, no matter how large or small, to ensure compliance with this provision, and that decision-making in respect of any project is made with reliable, accurate and timely information.

6. **DECIDING UPON AN APPROPRIATE LEVEL OF DUE DILIGENCE**

Any proposed project must first be assessed as to the level of due diligence that is required.

A Manager or the Chief Executive has delegated authority\(^2\) to exercise some (depending upon budgetary allocations and other Council policies) of the Council’s powers to approve projects. Therefore, for a particular project, the decision-maker may be a Manager, the Chief Executive, or the Council.

When approval is being sought or considered for a specific project, information must be provided to the decision-maker to indicate approximately, at first instance:

- the specific benefits or needs to be addressed;
- the extent to which it may be substantially similar to other past projects;
- the expected whole-of-life costs of the project; and
- what, if anything, is known about the levels of financial risk that may be involved.\(^3\)

6.1 **Two threshold questions**

The decision-maker accordingly should make an evaluation as to the extent of due diligence that must be embarked upon before any subsequent decision is made whether or not to proceed with the proposed project.

As a first step, the decision-maker must ascertain:

- whether funding of the whole-of-life costs of the proposed project will (or might) require additional allocations beyond those already accommodated in Council’s long-term financial plan; and

- whether the proposed project will (or might) generate any additional financial risk for the Council.

Seeking the answers to these two questions is a threshold ‘due diligence’ test. If the decision-maker is sure that whole-of-life costs and financial risks are already accounted for, then no further action is necessary. However, in many cases, the decision-maker will not be sure of these answers, and will require a second step.

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\(^2\) Many Council powers may be delegated to the Chief Executive or other Officers under section 44 of the *Local Government Act 1999*.

6.2 Due diligence report

To resolve any doubt, the decision-maker must request preparation of a due diligence report (DDR). See section 7 below.

For large commercial or non-commercial projects, section 48(1) of the Act requires that a full prudential report be prepared for Council. A report under section 48 will be regarded as the highest-level, most thorough type of DDR for the purposes of this Policy.4

A full prudential report may also be commissioned under section 48, for “any other project for which the Council considers that it is necessary or appropriate”.5

If a full prudential report is not sought, the Council will record its reasons for not obtaining such a report. This might be satisfied simply by noting (if appropriate) that the proposed project has been assessed under 6.1 of this policy, or under a DDR as being of low or negligible financial risk.

7. DUE DILIGENCE BEFORE A DECISION ON WHETHER TO PROCEED

Depending upon the extent of due diligence required by the decision-maker, a DDR of greater or lesser detail will be prepared. This DDR will include, in relation to the proposed project:

- an analysis of the need or demand;
- identification and quantification of the expected financial and other benefits;
- identification and quantification of the likely whole-of-life financial and other costs, including staffing and project management costs;
- assessment of the associated financial risks, (including the financial risks of not proceeding or delaying the project) and consideration of ways they can be managed and/or mitigated;
- an evaluation that weighs up all of the factors above.

For the smallest projects with least financial risk, this DDR may comprise only a single page and may be prepared by a single staff member. Larger, more complicated and/or financially riskier projects will require a DDR containing correspondingly more information and assessment, as required by the decision-maker, with input from two or more officers.

For example, the decision-maker may request a DDR from a working party of Council officers, or an external consultant, or a combination of both. Consideration will be given to whether those preparing a DDR require special skills such as engineering, finance, banking, town planning etc.

In requesting and preparing a DDR, the decision-maker and Council officers must consider where the proposed project should be placed within each of the following two tables.

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4 Information about the legal requirements and restrictions that apply to a full prudential report under section 48 of the Act are outlined in the LGA’s Financial Sustainability Information Paper No. 27: Prudential Management at http://www.lga.sa.gov.au/goto/fsi

5 Local Government Act 1999 Section 48(1)(b)(iii)
7. DUE DILIGENCE BEFORE A DECISION ON WHETHER TO PROCEED (Cont’d)

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<td>Whole of life (WoL) costs</td>
<td>Insignificant (i.e. WoL costs less than $100,000)</td>
<td>Minor i.e. WoL costs between $100,000 and $500,000</td>
<td>Moderate i.e. WoL costs between $500,000 and $1,000,000</td>
<td>Major i.e. WoL costs between $1,000,000 and $5,000,000</td>
<td>Serious i.e. WoL costs greater than $5,000,000</td>
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For any project that falls into the shaded area of either table, a DDR must also include a project feasibility study, to provide a high level consideration of the expected costs and revenues over the life of the project, using discounted cashflow analysis. One important aspect that will be considered in such a study is the reliability of these costs and revenues within these calculations, particularly if revenues are dependent on future market conditions.

8. DUE DILIGENCE DURING A PROJECT

After a decision has been made to commence a project, it will be managed according to the principles of due diligence.

The Council will take action to manage the project so that:

- the project remains focussed upon the expected public benefits or needs that have been identified in the DDR; and
- financial risks identified in the DDR are managed appropriately.

9. DUE DILIGENCE AFTER A PROJECT

After a project has been completed, it will be evaluated, according to the principles of due diligence, to determine the extent to which the project:

- has achieved the public benefits or needs identified in the DDR that it was intended to achieve or satisfy; and
- has avoided or mitigated the financial risks identified in the DDR.
10. FURTHER INFORMATION

This policy will be available for inspection at the Council office, 94 Ayr Street, Jamestown (Ph. 8664 1139) during ordinary business hours and available to be downloaded, free of charge, from Council’s internet site: www.nacouncil.sa.gov.au

Copies will be provided to interested parties upon request.
Email: ceo@nacouncil.sa.gov.au
REPORT ITEM: 14.1.4
REPORT TITLE: CHIEF EXECUTIVE OFFICER ACTION LIST – JUNE 2019

<table>
<thead>
<tr>
<th>Meeting Date and Motion No.</th>
<th>Actions</th>
<th>By Whom</th>
<th>By When</th>
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</thead>
<tbody>
<tr>
<td>OM 21/03/2017 OM8816</td>
<td>LAURA CARAVAN PARK – ADDITIONAL LAND</td>
<td>C Byles</td>
<td>May 2017</td>
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<td></td>
<td>1. That Council approve an extension of land for the Laura Caravan Park</td>
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<td>as designated in the site plan attached to this report for the purpose of extending the Laura Caravan Park to construct en-suite caravan sites.</td>
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<td>2. The Laura Caravan Park current lease be amended to incorporate the approved land as stated above.</td>
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<td></td>
<td>Preparing lease amendment. Letter sent to LCDTA approving the extension to the caravan park. Lease still to be amended. Lease document is being drafted. Ongoing discussion with lawyers. Jan 18: Committee requesting trees be allowed to be planted. Mar 18: CEO to approve tree planting. Jun 18: New lease being prepared for the whole of the Caravan Park. Oct 18: Lawyers have requested further information. Dec 18: Lawyers are drafting the lease. Jan 19: Lease received from Lawyers. Reviewing wording. Feb 19: Minor corrections to be made Apr 19: Meeting held with Chairman and Secretary 1/4/19. CEO to present at committee 9/4/19.</td>
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<td>May 19: CEO to meet with LCDTA 24th May to discuss lease. Lease approved by Council at June 2019 meeting – extra land approved COMPLETE</td>
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<tr>
<td>OM 20/3/18 OM9173</td>
<td>Review of Gladstone and Spalding Offices That Council enter into a Public Consultation phase with the community to ascertain community comments on reducing the hours of the Gladstone and Spalding Council offices. That the Chief Executive Officer prepare an information sheet on what a proposal could consist of and make this available as part of the Public Consultation phase.</td>
<td></td>
<td></td>
<td>Mar: CEO Working on information sheet and Public consultation. Apr: Ongoing</td>
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<tr>
<td>OM 21/8/18 OM 9322</td>
<td>Booborowie Road Boundary That Council write to the Regional Council of Goyder to request that both Councils enter into discussions to discuss a minor Council Boundary adjustment that would move the current Regional Council of Goyder boundary to include the land parcels CT 5886/198 and CT 5772/353 on Booborowie Road.</td>
<td>C Byles</td>
<td>Sept 18: Preparing information required for discussions before a letter is sent. Brief discussion with Regional Council of Goyder CEO regarding the boundary adjustment. Cannot be discussed further until after Caretaker period. Mar 19: Further discussions occurring with Goyder CEO.</td>
<td></td>
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<tr>
<td>OM 22/1/19 OM 9530</td>
<td>Audit Committee Review – Terms of Reference and Independent Members 1. That Council add a second independent member to the Northern Areas Council Audit Committee. 2. That Council alter the Terms of Reference of</td>
<td>C Byles</td>
<td>COMPLETE</td>
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<td>the Northern Areas Council Audit Committee to have two (2) Independent members on the Audit Committee. 3. That Council advertise for two (2) Independent members to be on the Northern Areas Council Audit Committee.</td>
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<td></td>
<td>Mar 19: Advertising to commence soon May 19: Advertised in May Applications received – Audit Committee appointed as interview panel – awaiting date to be set.</td>
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<td>OM 19/2/19 OM 9564</td>
<td>Community Forums  That Council hold Community Forums on the last Tuesday of the month, commencing at 7pm in the following locations;  • Yackamoorundie Ward 26th March 2019 (Gulnare Town Hall)  • Belalie Ward 30th April 2019 (Jamestown Council Chambers)  • Rocky River Ward 28th May 2019 (Laura Civic Centre)  • Broughton Ward 25th June 2019 (Spalding Town Hall)  • Rocky River Ward 30th July 2019 (Gladstone Town Hall)</td>
<td>C Byles</td>
<td></td>
<td>Mar 19: Venues booked. Posters being distributed. Advertising on Website and Facebook.</td>
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<td>OM 19/2/19 OM 9566</td>
<td>Spalding Playground Shade Structure  That Council offers the Spalding Districts Incorporated a short term (3 – 5 years) no interest loan of $13,490 to fund the Spalding Playground Shade Structure, with the option to pay off the loan early or pay a significant amount ($10,000 from the next grant application if successful) off the loan</td>
<td>C Byles</td>
<td></td>
<td>Mar 19: Spalding Districts Inc advised of Council decision. Awaiting response.</td>
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<td>with no early payment penalty attached and if practical in kind support.</td>
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<td>OM 21/5/19 OM 9644</td>
<td>Northern and Yorke NRM – Business Plan Levy That the Chief Executive Officer write to Natural Resource Management for an explanation on how the Natural Resource Management Levy is calculated.</td>
<td>C Byles</td>
<td>Ongoing</td>
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<td>OM 18/6/19 OM 9686</td>
<td>Chief Executive Officer – Leave 1. That Annual Leave is approved for the Chief Executive Officer from the 1 August 2019 to the 16 August 2019. 2. That Long Service Leave is approved for the Chief Executive Officer from the 21 October 2019 to the 15 November 2019.</td>
<td>C Byles</td>
<td>COMPLETE</td>
<td></td>
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<td>OM 18/6/19 OM 9687</td>
<td>Chief Executive Office Leave 1. That Peter Porch, Manager Operational Services, be appointed Acting Chief Executive Officer for the period commencing 1 August 2019 to 16 August 2019 (Chief Executive Officer Annual Leave) and from the 21 October 2019 to the 15 November 2019 (Chief Executive Officer Long Service Leave).</td>
<td>C Byles</td>
<td>COMPLETE</td>
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<td>OM 18/6/19 OM 9688</td>
<td>Review of Council Policies 1. That the policies listed below be deleted;  • Annual Allocation for the Management of Council Owned Caravan Parks  • Australia Day Participation</td>
<td>C Byles</td>
<td>Jul 19: Policies updated. COMPLETE</td>
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<td>OM 18/6/19 OM 9689</td>
<td>Audit Committee – Independent Members</td>
<td>C Byles</td>
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<td>1. That an Independent member be the Chairperson of the Northern Areas Council Audit Committee.</td>
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<td>OM 18/6/19 OM 9690</td>
<td>2. That the sitting fee for the Chairperson be negotiated.</td>
<td>C Byles</td>
<td></td>
<td>Ongoing</td>
</tr>
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<td>OM 18/6/19 OM 9691</td>
<td>3. That the sitting fee for an Independent member of the Audit Committee be $350 per meeting plus mileage.</td>
<td>C Byles</td>
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<td>COMPLETE</td>
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<td>OM 18/6/19 OM 9692</td>
<td>4. That the interview panel for the Independent members of the Northern Areas Council Audit Committee be; Mayor Denis Clark, Councillors Ben Browne and Leon Pollard and Manager Corporate</td>
<td>C Byles</td>
<td></td>
<td>Awaiting interviews to be set up.</td>
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<td>OM 18/6/19 OM 9693</td>
<td>Laura Caravan Park Lease Renewal That the motion be put.</td>
<td>C Byles</td>
<td></td>
<td>COMPLETE</td>
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<tr>
<td>OM 18/6/19 OM 9694</td>
<td>Laura Caravan Park Lease Renewal That Council approve the Deed of Variation as attached in this report presented to the 18 June 2019 Council meeting for the Laura Caravan Park, that extends the lease for a further 21 years from the existing expiry date, the new expiry date being the 31 March 2039.</td>
<td>C Byles</td>
<td></td>
<td>Signing executed COMPLETE</td>
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</tbody>
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