



**Adelaide  
Plains  
Council**

**Attachment Under Separate Cover**

**14.2 – Adoption of Annual Report 2018-2019**

**28 October 2019**

Attachment 1 – Draft Annual Report 2018-2019



**Adelaide  
Plains**  
Council

# Annual Report

2018 - 2019



DRAFT

## **About this Report**

Adopted by Council on 28 October 2019

Adelaide Plains Council  
2a Wasleys Road  
Mallala SA 5502

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*Cover image:* Northern  
Adelaide Irrigation  
Scheme Pipeline

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# Message from the Mayor



*We are your local government and rely on you to interact with us...*

I commend this report to you which details our services, projects and financial performance for the financial year ending 30 June 2019.

A great deal of information about the Council's operations, our performance and statutory requirements under the Local Government Act is contained within.

The Local Government elections in November 2018 revealed that not only our region but across the state, communities were wanting to be more involved in what happens locally. Many new mayors were elected and many councils had a large turnover of elected members.

Council was no exception and the community voted for change. We presently have a representation of nine (9) Elected Members plus myself as Mayor and I am happy to say that your current Elected Body is working strongly together for the benefit of our community.

The community pays for Council operations through rates. We, the Elected Body, are acutely aware of achieving efficiencies and value for money for our ratepayers. Most of our expenditure and activity throughout the 18/19 year was on delivering the services the community expects such as waste collection, parks and gardens, roads and footpaths, stormwater, street lighting, street sweeping, library, planning, health services, building approvals, compliance and community assistance.

Flood mitigation and planning, residential and business growth, waste water treatment and coastal adaptation strategies remain high priorities for Council. It is pleasing to report that no serious emergency events, such as fires or floods, occurred this past year.

The Northern Adelaide Irrigation Scheme (NAIS) is nearing completion at Lower Light, a large Catholic school will soon be built at Two Wells (within the new Liberty housing area) and further housing development at Mallala is being explored. These things, and many others, that are happening in our region are showing there is confidence, from the business sector, both government and, non-government agencies and families are all realising what the Adelaide Plains has to offer.

Council continues to source grants from the Federal and State Governments and to date, has been successful in a number of areas that will improve roads, services to the community and assist community clubs and groups. We are your local government and rely on you to interact with us, to comment on our plans and projects and communicate with ideas and solutions. The Council, i.e., the Elected Members and staff, will continue to engage with the community –the recent initiative to hold community engagement forums across the region has been successful and worthwhile in this regard.

Our Chief Executive Officer, with his enthusiasm, leadership and professionalism, has the support and confidence of the Elected Members. We shall all work together to make Adelaide Plains a great place to work, live and play.

I take this opportunity to thank all the staff, at all levels, who provide the services and assistance to our community throughout the year, for a job well done.

**Mark Wasley**  
Mayor

# Message from the Chief Executive Officer



*The 2018/2019 financial year was both prosperous and rewarding.*

Council delivered on its Annual Business Plan targets with the most notable achievements being:

- \$1,012,000 million injected into the re-sheeting of 23.5 kilometres of road network;
- \$455,024 injected into the sealed road network through the re-sealing of 5 kilometres of road network;
- stage 1 Shannon Road delivered with the assistance of \$364,000 through the Special Local Roads Fund;
- commencement of community engagement forums across the region; and
- crucial policy positions being adopted by the Gawler River Floodplain Management Authority which call for the \$27 million Northern Floodway project to be fully funded by the State and Federal Government;

In addition to our successful capital and maintenance program achievements, the reporting period also comprised a periodical election with record voter turn-out across our region. The November 2018 elections saw the swearing in of five (5) new Council Members and the accelerated education, awareness and training program for all Council Members since that time has been intense, yet extremely rewarding.

As part of a continual improvement mandate that we have set in place, the reporting period saw a comprehensive review into the administrative functions of the organisation. With nine (9) separate audits underpinning

the review process, we were able to determine gaps, current and projected workload demands, system failures, culture and structure. The Elected Body subsequently endorsed the thrust and direction of the organisation review and restructure which, as at 30 June 2019, was on the cusp of being implemented.

Of course being a growth council, much of the reporting period was taken up with private sector, local business sector and state government interaction. Advancements have been made with significant progress at Liberty and Eden, as well as the positive announcement surrounding Gracewood residential land releases. The NAIS pipeline is now completed and with Council's rezoning of land for high-tech irrigated horticulture in place, investment and employment opportunities abound.

To underpin a region experiencing unprecedented growth, Council has steadfastly progressed the establishment of an independent Business Council on the Adelaide Plains. As at 30 June 2019, the establishment of this body was nearing completion and the success of the Business Breakfasts held throughout the reporting period cannot be understated in growing the concept organically.

All in all, another year of positive progress at Council.

Finally, it would be remiss of me not to acknowledge the support of those Council Members who either retired or were not re-elected at the November 2018 periodical elections. Their contributions have been profound. And for those new Council Members and those who were re-elected, I look forward with optimism at what we will achieve collectively over the forthcoming period ahead.

**James Miller**

Chief Executive Officer

# Our Vision and Priorities

## Our Vision

“ *A proud, prosperous, resilient and cohesive community supported by quality townships, rural places and services.* ”

## Our Priorities



Advocating for **new retail, commercial** and **allied industrial development**



Delivering the **Northern Food Bowl Protection Areas Development Plan Amendment**



Increasing collaboration and funding through **public private partnerships**



Increasing **South Australian and Australian Government funding and collaboration**



**Sound management of community assets**  
*(Community Wastewater Management Systems, Built Infrastructure, Roads, Open Space, Stormwater and Flood Management)*



Increasing **community partnerships** and **volunteering** as a means of delivering services to our region

# Our Core Values



**Leadership and Diplomacy** – by acting strategically and effectively managing our relationships

**Teamwork** – through unity, cooperation and support

**Honesty and Integrity** – building trust and loyalty with the community and within Council

**Innovative and Open-Minded** – being proactive in continually improving our services

**Professionalism** – through commitment, quality and timeliness of work delivered

**Respect** – for others, acting with humility and empathy

# Council Profile

Adelaide Plains Council is a vibrant community located in the western part of the Barossa Region, about 60 kilometres north of the Adelaide CBD. Although predominately a rural area, Council has a large tidal coastal region facing the Gulf of St Vincent, and borders the City of Playford, Wakefield Regional Council and Light Regional Council.

## Our Council at a Glance

Adelaide Plains Council has 10 Elected Members, including the Mayor

**Area:** 935 sq km

**Population:** 9,059

**No. of Electors:** 5,975

**Rateable Assessments:** 5051

**No. of Wards:** 3

**Coastline:** 47 km

Both the Light River and the Gawler River pass through the district and the rich fertile plains are ideal for vegetable production, the majority of which is sent to the nearby Adelaide markets.

Covering an area of 935 square kilometres, Council currently has a population of 9,059 people living in the region.

With a growing residential population and growing economy, Council provides a diverse economic base with vibrant townships and a strong community focus. We are a place where people can choose to live and work locally, with quality services, facilities and open space that support community wellbeing and resilience. Council promotes the growth of tourism and encourages a place that provides local opportunities.



### **Our Principal Office**

2a Wasleys Road,  
Mallala SA 5502,  
PO Box 18, Mallala SA 5502

Monday to Friday – 9am to 5pm  
(excluding public holidays)

Ph: 08 8527 0200  
Fax: 08 8527 2242

Website: [www.apc.sa.gov.au](http://www.apc.sa.gov.au)  
Email: [info@apc.sa.gov.au](mailto:info@apc.sa.gov.au)

### **Two Wells Service Centre**

69 Old Port Wakefield Road,  
Two Wells SA 5501

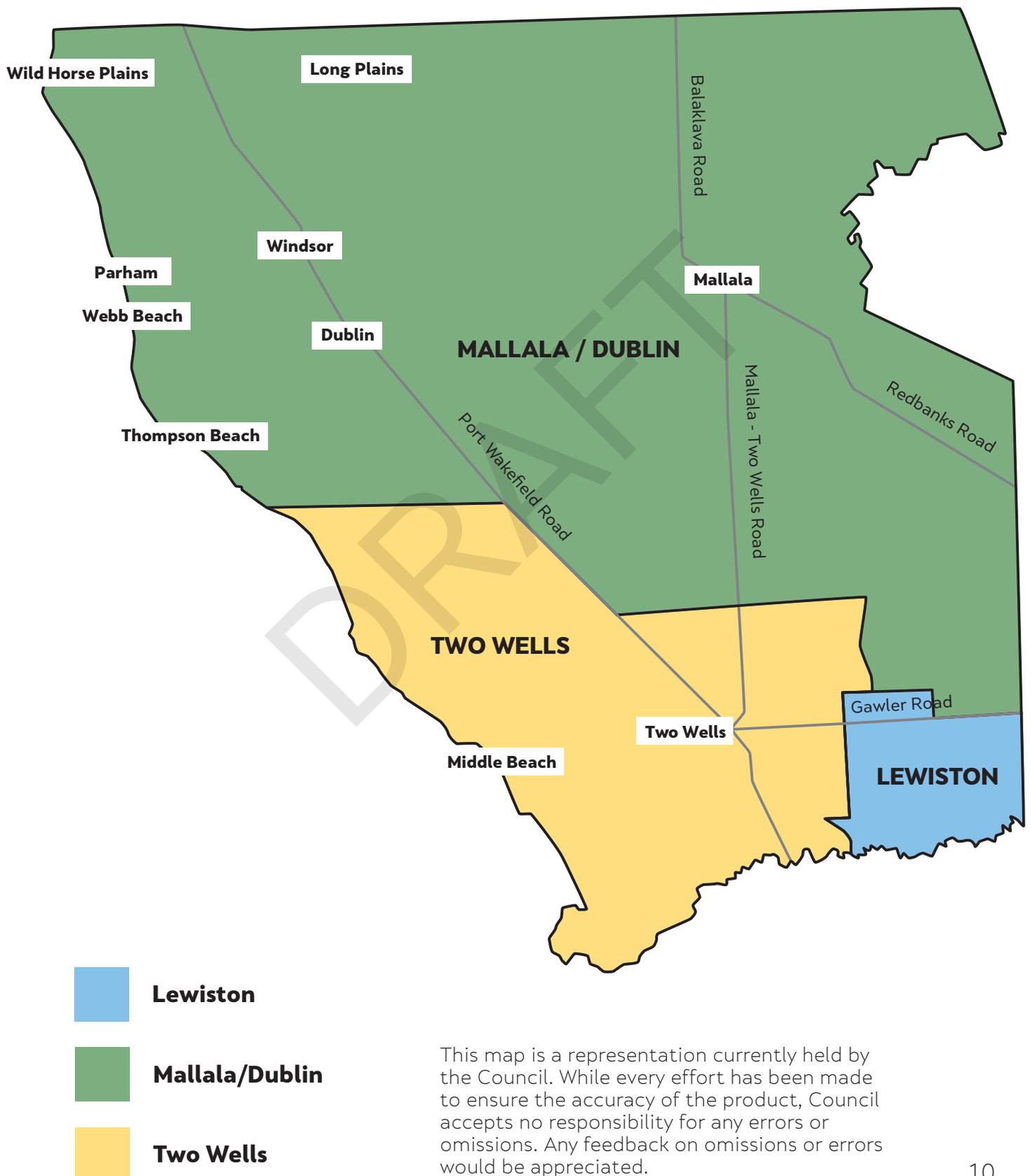
Monday to Friday – 9am to 5pm  
(excluding public holidays)

### **Mallala Depot**

21 Aerodrome Road,  
Mallala SA 5502

Monday to Friday – 7.30am to 4pm  
(excluding public holidays)

# Council Map and Ward Boundaries



This map is a representation currently held by the Council. While every effort has been made to ensure the accuracy of the product, Council accepts no responsibility for any errors or omissions. Any feedback on omissions or errors would be appreciated.

# Representation Quota

The representation quota refers to the number of people able to vote in a Council election ('electors') divided by the number of members who constitute the Council ('Council Members' or 'Elected Members').

Council is divided into three (3) wards and is represented by the Mayor and nine (9) Councillors. The area currently has 5,975 electors (As of 28 February 2019) which equates to one (1) Council Member per 597 electors.

A comparison of Council's representation quota with that of other councils suggests that Council's representation per Elected Member is comparable to that of other similar sized and type of councils (refer table below).

A Representation Review pursuant to Chapter 3 Part 1 Division 2 of the Local Government Act 1999 is scheduled for April 2020, with completion expected in April 2021.

The Local Government Act also allows 'eligible electors' to make their own submissions on altering the boundaries of the Council or on the composition of the Council. These provisions are found in Section 28 of the Local Government Act.

<b>Council Name</b>	<b>Representation Quota</b>
Clare and Gilbert Valleys	1:668
Coorong	1:417
Grant	1:545
Adelaide Plains	1:597
Mid Murray	1:644
Naracoorte Lucindale	1:530
Northern Areas	1:375
Renmark Paringa	1:718
Tatiara	1:451
Wakefield Regional	1:476

# Year In Review



Completion of Shannon Road Stage 1 (Carslake Road to Old Dublin Road) Funded through Special Local Roads Program



Intersection upgrade improving safety at Old Port Wakefield Road and Gawler River Road



Township expansion residential land releases (Eden, liberty and Gracewood)



Enhancing green and open spaces at Two Wells Playground and Mallala Hub

Funding secured for Parham foreshore restoration and The Two Wells Community Nursery



NAIS pipeline completion & waste transfer stations review

GRFMA policy position confirmed for \$27m Northern Floodway (to be funded entirely by Federal and State Government)

Organisation Review

Community Engagement Forums

2018 General Election



Local business sector engagement leading to establishment of an independent Business Advisory Group

Hardware upgrades for Council Members and Staff



Diligent financial planning to mitigate drastic rate increases resulting from substantial valuation increases across the region

New Council Member Induction/ Training

# 2018 Local Government Elections

Scrutiny and count for the 2018 Local Government Elections occurred at the Mallala Council Chamber on Saturday 10 November 2018.

Representatives from the Electoral Commission of South Australia (ECSA) counted votes for approximately 8 hours, while eager scrutineers observed the process. The results saw 5 new Elected Members including a new Mayor.

ECSA confirmed results on Friday 16 November 2018, and the successful candidates were sworn in as Council Members at the Ordinary Council Meeting on Wednesday 21 November 2018.

**Mayor** – Mark Wasley

**Mallala/Dublin Ward**

John Lush  
Marcus Strudwicke  
Terry-Anne Keen

**Two Wells Ward**

Kay Boon  
Joe Daniele  
Frank Maiolo

**Lewiston Ward**

Margherita Panella  
Brian Parker  
Carmine Di Troia



Council, at the 21 November 2018 meeting, chose to appoint a Deputy Mayor, and in doing so appointed Councillor Strudwicke as Council's Deputy Mayor for a twelve (12) month term ending 21 November 2019.

We were delighted to see the Adelaide Plains community show active interest, and participate in the election process. The State Average for voting as reported by ECSA was 32.66%. The voting participation for each ward of Council was as follows:

**Mallala/Dublin Ward**  
40.35%

**Two Wells Ward**  
37.35%

**Lewiston Ward**  
25.56%

## Council Members

The Council is composed of nine (9) Elected Members plus a Mayor, forming part of an incorporated body which has the responsibility for carrying out the duties and exercising the powers conferred on the Council by the Local Government Act and other State and supporting legislation.

# Current Council Members

from 16  
November 2018



**Mayor**  
Mark Wasley

LEWISTON WARD



**Councillor**  
Margherita Panella



**Councillor**  
Carmine Di Troia



**Councillor**  
Brian Parker

TWO WELLS WARD



**Councillor**  
Kay Boon



**Councillor**  
Joe Daniele



**Councillor**  
Frank Maiolo

MALLALA/DUBLIN WARD



**Councillor**  
John Lush



**Councillor**  
Marcus Strudwicke  
*Deputy Mayor from 21  
November 2018*



**Councillor**  
Terry-Anne Keen

# Previous Council Members

*until 16  
November 2018*

<b>Name</b>	<b>Office Held</b>
Tony Flaherty	Mayor
Melville Lawrence	Councillor (Two Wells Ward), Deputy Mayor
Karen McColl	Councillor (Lewiston Ward)
Eddie Stubing	Councillor (Two Wells Ward)
Stephen Jones	Councillor (Mallala/Dublin Ward)

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# Corporate Governance

## What is Governance?

Governance can be defined as the framework of rules, relationships, systems and processes within and by which decisions are made and controlled within Council.

Good governance occurs when Council's actions are underpinned by accountability, integrity, openness and transparency.

Council and staff are committed to acting responsibly, ethically and with the highest standards of integrity to ensure that services are continually structured and delivered in a manner that meets the needs of the community.

To achieve good governance, Council has structured its decision making to ensure that 'on the ground' governance is practical, value adding and transparent.

## Decision Making Structure

Decisions of Council are made through various Council meetings and Committee meetings, or by the Chief Executive Officer through delegated authority, pursuant to section 44 of the Local Government Act. The Council's principal power to make decisions is delegated through the Local Government Act. A number of other Commonwealth and State Acts also provide Council with the power to make decisions.

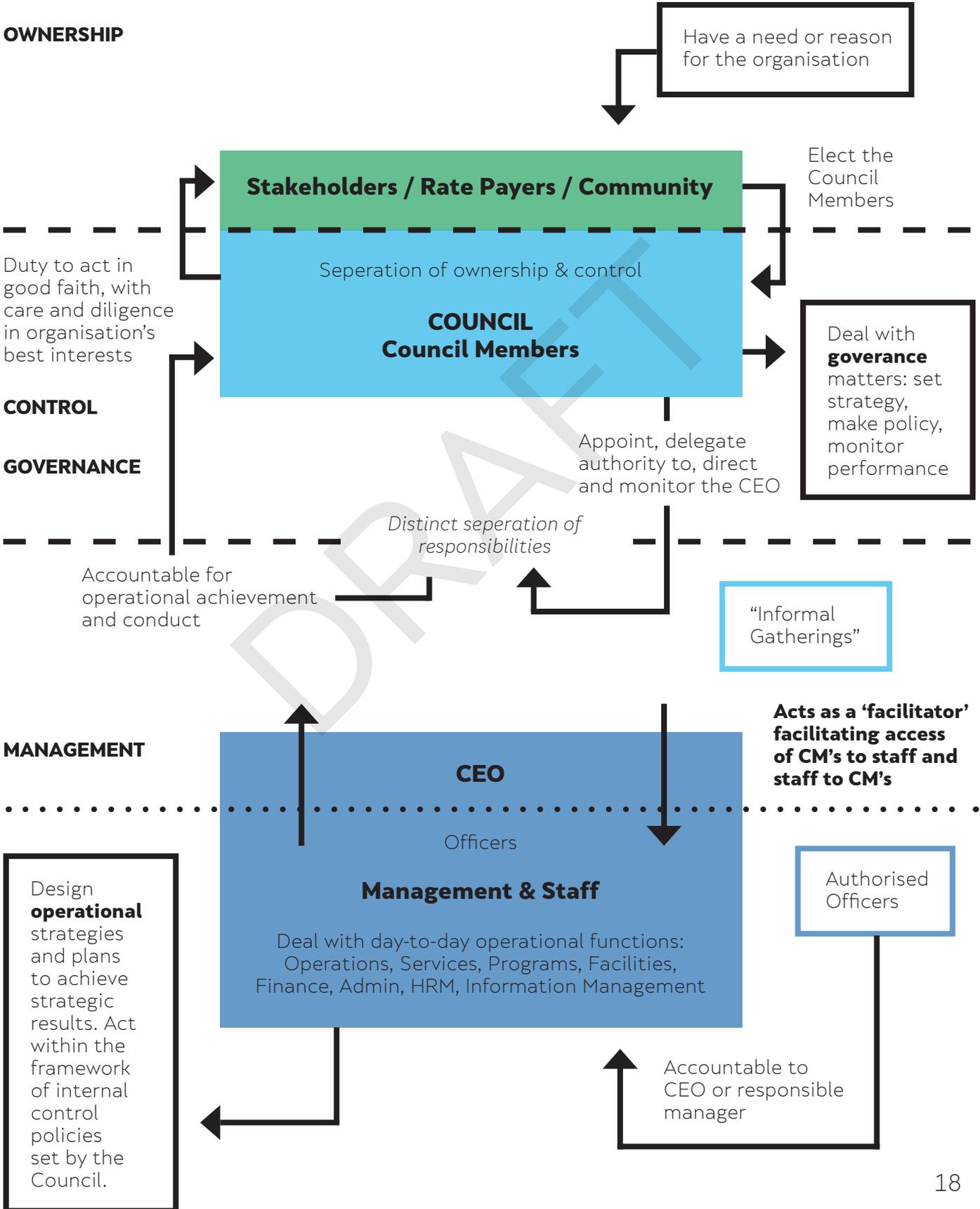
The Council Members are the policy arm of the Council and are responsible for setting the strategic direction, goals and objectives supported by documented policy for the wellbeing of the community as a whole.

Council Members have a legislative requirement and responsibility to:

- Determine policies to be applied by the Council in exercising its discretionary powers;
- Determine the type, range and scope of projects to be undertaken by the Council; and
- Develop comprehensive management plans, budgets, financial controls and performance objectives and indicators for the operations of Council.



**OWNERSHIP**



## Council Meetings

As an Elected Body and in accordance with the Local Government Act, the Council must convene a meeting at least once per month.

Currently, Council conducts its monthly (Ordinary) meetings on the fourth Monday of each calendar month – with the exclusion of meeting dates that fall on a public holiday which are held the following working day.

Council meetings provide a public forum where the decisions on questions before Council are debated prior to resolution. The establishment of policy and procedure is also debated at these formal meetings of Council.

## Informal Gatherings

In accordance with Section 90(8) of the Local Government Act, Council also holds 'informal gatherings' throughout the year. An 'informal gathering' is a gathering or discussion to which all Elected Members are invited, outside of the formally constituted Council Meetings. Examples of informal gatherings include: planning sessions associated with the development of policies or strategies, briefing or training sessions, workshops, social gatherings.

Open and transparent Council meetings underpin representative democracy and ensure public confidence in Council's decision-making processes. Informal gatherings, where appropriate, provide a valuable opportunity to enhance the decision-making processes by providing opportunities for Council Members to become better informed on issues and seek further clarification. While no decisions can be made at informal gatherings, they provide Council Members with an opportunity to share ideas and partake in informal discussions.

## Committee Meetings

Pursuant to Section 41 of the Local Government Act, Council may establish committees to assist Council in the performance of its functions. It is however mandatory for Council to establish an Audit Committee under the Local Government Act (Section 126).

Adelaide Plans Council has the following special purpose Committees established under Section 41 of the Local Government Act:-

- Adelaide Plains Council Historical Committee
- Audit Committee
- Governance Advisory Panel
- Infrastructure and Environment Committee

Council Committees are established in an effort to streamline its business and assist with specific functions and programs within Council.

In addition to the Committees established pursuant to the Local Government Act, Council also has the following Committees that are mandatory under the Development Act 1993 and its Regulations. These include:-

- Building Fire Safety Committee
- Council Assessment Panel
- Strategic Planning and Economic Development Committee

Each of Council's Committees has its own Terms of Reference, the role principally being to provide an advisory function to the Council by making recommendations for Council to consider.

The Committees not only include the Elected Members of Council amongst their membership, but in some cases include members of the public who are able to take part in and vote on subject matter before the Committee. Council believes that the interaction with the community members at the Committee level provides a valuable resource and involves the community members in the decision making process, thereby providing true ownership over actions resulting from the Committee process.

Meetings of Council and Council's Committees are open to the public and anyone may attend as an observer if they wish. The agendas and minutes of both Council and Committee meetings are available at Council's Principal Office in Mallala, the Two Wells Service Centre and on Council's website.

# Council Members Meeting Attendance

During 2018/2019 Council held fifteen (15) Ordinary Council meetings and twelve (12) Special Council meetings.

<b>Council Member</b>	<b>Ordinary Council Meeting</b>	<b>Special Council Meeting</b>	<b>No. of meetings 'Leave of Absence' was granted</b>	<b>No. of meetings as an apology</b>	<b>No. of meetings absent (no apology received)</b>
Mayor Mark Wasley**	10/11	3/4	2	0	0
Cr Marcus Strudwicke	15/15	8/12	0	4	0
Cr John Lush**	11/11	4/4	0	0	0
Cr Terry-Anne Keen	14/15	11/12	0	2	0
Cr Joe Daniele	15/15	11/12	0	1	0
Cr Brian Parker**	11/11	4/4	0	0	0
Cr Kay Boon**	11/11	4/4	0	0	0
Cr Margherita Panella	14/15	9/12	0	3	0
Cr Frank Maiolo	11/11	2/4	0	0	2
Cr Carmine Di Troia	13/15	5/12	0	6	3
Mayor Tony Flaherty*	3/4	6/8	0	3	0
Cr Melville Lawrence*	4/4	8/8	0	0	0
Cr Stephen Jones*	4/4	8/8	0	0	0
Cr Eddie Stubing*	4/4	7/8	0	1	0
Cr Karen McColl*	3/4	4/8	0	5	0

\*Members in office for 4 Ordinary Meetings and 8 Special Meetings (until 16 November 2018 – previous term)

\*\* Members in office for 11 Ordinary Meetings and 4 Special Meetings (from 16 November 2018 – current term)

# Confidentiality

Council is committed to open and transparent decision-making through minimising the number of occasions that the provisions of Section 90 (excluding the public during debate) and Section 91 (documents to be kept confidential for a period of time) of the Local Government Act are relied on. The below table is a summary of all items considered and/or retained in confidence during the 2018/2019 financial year.

<b>Date</b>	<b>Meeting</b>	<b>Item</b>	<b>Subject</b>	<b>S 90(3)</b>	<b>S 90(2)</b>	<b>S 91(7)</b>
16-7-18	Ordinary	21.1	Governance Advisory Panel – Independent Membership	90(3)(a)	✓	✓
16-7-18	Ordinary	21.2	Verbal Update – Asbestos Clean-Up	90(3)(h)	✓	✓
20-8-18	Ordinary	21.1	By Law Review	90(3)(d)	✓	✓
20-8-18	Ordinary	21.2	Asbestos Contamination – Stony Point	90(3)(b)(i)	✓	✓
29-8-18	Governance Advisory Panel	13.1	Review of Council Procedures – 2017 Discovery of Asbestos – Two Wells Transfer Station	90(3)(a)	✓	✓
17-9-18	Ordinary	21.1	Rubble Ripping and Raising	90(3)(k)	✓	✓
26-9-18	Special	4.2	Gawler River Floodplain Management Authority – Dispute Resolution	90(3)(h)	✓	✓
15-10-18	Ordinary	21.1	Stony Point – Historical Asbestos Finding and Site Remediation	90(3)(b)(i)	✓	✓
8-11-18	Special	5.1	Stony Point – Historical Asbestos Finding and Site Remediation	90(3)(b)(i)	✓	✓
21-11-18	Ordinary	22.1	Audit Committee – Terms of Reference and Appointment of Members	90(3)(a)	✓	✓
20-12-18	Ordinary (Adjourned)	21.1	Australia Day Awards 2019	90(3)(a)	✓	✓

<b>Date</b>	<b>Meeting</b>	<b>Item</b>	<b>Subject</b>	<b>S 90(3)</b>	<b>S 90(2)</b>	<b>S 91(7)</b>
20-12-18	Ordinary (Adjourned)	21.2	105 Limerock Road, Lower Light Update	90(3)(b)	✓	✓
29-1-19	Ordinary	21.1	By-Law Review Update	90(3)(h)	✓	✓
4-2-19	Ordinary (Adjourned)	21.2	Sale of Land for Non-Payment of Rates	90(3)(a)	✓	✓
25-2-19	Ordinary	21.1	Barossa Regional Procurement Group – Tender – Provision of New Surfacing Works and Resurfacing of Sealed Roads – BRPG 006-2018	90(3)(k)	✓	✓
25-2-19	Ordinary	21.2	104 Limerock Road, Lower Light Update	90(3)(b)	✓	✓
25-2-19	Ordinary	21.4	Feltwell Cemetery, Mallala	90(3)(a)	✓	-
4-3-19	Ordinary (Adjourned)	2.1	Adjourned Item 21.3 – Income Revenue Streams	90(3)(b)	✓	✓
13-3-19	I&E* Committee	11.1	Waste Collection	90(3)(d)	✓	✓
13-3-19	I&E Committee	11.2	Resource Recovery Centres	90(3)(d)	✓	✓
13-3-19	I&E Committee	11.3	Quarry Management	90(3)(d)	✓	✓
13-3-19	I&E Committee	11.4	Financial Impact of Residential Growth in Two Wells	90(3)(b)	✓	✓
25-3-19	Ordinary	21.1	Two Wells Educational Hub Value Adding Horticulture Initiative	90(3)(d)	✓	✓
25-3-19	Ordinary	21.2	Feltwell Cemetery, Mallala	90(3)(a)	✓	-
25-3-19	Ordinary	21.3	Organisational Review – March 2019	90(3)(a)	✓	✓
23-4-19	Ordinary	21.1	Two Wells Educational Hub Value Adding Horticulture Initiative	90(3)(d)	✓	✓
23-4-19	Ordinary	21.2	Feltwell Cemetery, Mallala	90(3)(a)	✓	-

<b>Date</b>	<b>Meeting</b>	<b>Item</b>	<b>Subject</b>	<b>S 90(3)</b>	<b>S 90(2)</b>	<b>S 91(7)</b>
23-4-19	Ordinary	21.3	Financial Impact of Organisational Review	90(3)(a)	✓	✓
20-5-19	Special	4.1	Provision of Crushing Services – 2019 to 2021	90(3)(k)	✓	✓
20-5-19	Special	4.2	Organisational Review and Proposed Restructure 2019 – Allocation of Funds in the Draft 2019/2020 Annual Business Plan and Budget	90(3)(a)	✓	-
27-5-19	Ordinary	21.1	Aged Living Review	90(3)(d)(i)	✓	✓
27-5-19	Ordinary	21.2	Proposed Lease of Council Land – NBN Radio Network Base Station Update	90(3)(b)	✓	✓
27-5-19	Ordinary	21.3	Proposed Lease – Konzag Grains	90(3)(b)	✓	✓
27-5-19	Ordinary	21.4	Peregrine Corporation	90(3)(d)(i)	✓	✓
27-5-19	Ordinary	21.5	Feltwell Cemetery, Mallala	90(3)(a)	✓	-
27-5-19	Ordinary	21.6	Mallala Township Growth – Community Wastewater Management System	90(3)(b)	✓	-
24-6-19	Ordinary	21.1	Legal Services Fee Proposals 2019/2020	90(3)(d)	✓	✓
24-6-19	Ordinary	21.2	Proposed Lease of Council Land – NBN Radio Network Base Station Update – June 2019	90(3)(b)	✓	✓
24-6-19	Ordinary	21.3	Economic Evaluation Report – Mallala Campground	90(3)(b)	✓	-

The public were excluded from debate (Section 90) at either a Council or Committee meeting on thirty-two (32) occasions and thirty-seven (37) confidentiality orders were made to keep documents confidential (Section 91) during the 2018/2019 financial year.

During this period, there were nine (9) confidentiality orders that expired, ceased to apply or were revoked. As at 30 June 2019, 56 confidentiality orders were still operative. Remaining orders will be reviewed each year in accordance with the Local Government Act.

## Council Members Training and Development

**Training**

**Budget - \$11,000**

**Actual - \$12,066**

Council Member	Training Description
Mayor Mark Wasley	Mandatory Training Module 1 – Introduction to Local Government Mandatory Training Module 2 – Legal Responsibilities Mandatory Training Module 3 – Council and Committee Meetings Mandatory Training Module 4 – Financial Management and Reporting Mayoral Training – Meeting Procedures Adelaide Plains Council Elected Member Induction Program** LGA Elected Members Leadership Program Media and Interview Skills Workshop 2019 LGA Council Best Practice Showcase 2019 National General Assembly of Local Government ICAC Elected Members Forum Public Interest Disclosure Act, Policy and Regulations Risk Management Training

<b>Council Member</b>	<b>Training Description</b>
Cr Marcus Strudwicke	Mandatory Training Module 1 – Introduction to Local Government Mandatory Training Module 2 – Legal Responsibilities Mandatory Training Module 3 – Council and Committee Meetings Mandatory Training Module 4 – Financial Management and Reporting Adelaide Plains Council Elected Member Induction Program* Media and Interview Skills Workshop 2019 Council Best Practice Showcase Public Interest Disclosure Act, Policy and Regulations Risk Management Training Boundary Reform Forum Caretaker Training for Council Members
Cr Marcus Strudwicke	Mandatory Training Module 1 – Introduction to Local Government Mandatory Training Module 2 – Legal Responsibilities Mandatory Training Module 3 – Council and Committee Meetings Mandatory Training Module 4 – Financial Management and Reporting Adelaide Plains Council Elected Member Induction Program* Media and Interview Skills Workshop 2019 Council Best Practice Showcase Public Interest Disclosure Act, Policy and Regulations Risk Management Training Boundary Reform Forum Caretaker Training for Council Members
Cr John Lush	Mandatory Training Module 1 – Introduction to Local Government Mandatory Training Module 2 – Legal Responsibilities Mandatory Training Module 3 – Council and Committee Meetings Mandatory Training Module 4 – Financial Management and Reporting Adelaide Plains Council Elected Member Induction Program* Floodplain Management Australia National Conference 2019 Public Interest Disclosure Act, Policy and Regulations Risk Management Training

<b>Council Member</b>	<b>Training Description</b>
Cr Terry-Anne Keen	Mandatory Training Module 1 – Introduction to Local Government Mandatory Training Module 2 – Legal Responsibilities Mandatory Training Module 3 – Council and Committee Meetings Mandatory Training Module 4 – Financial Management and Reporting Adelaide Plains Council Elected Member Induction Program* Floodplain Management Australia National Conference 2019 Public Interest Disclosure Act, Policy and Regulations Caretaker Training for Council Members
Cr Joe Daniele	Mandatory Training Module 1 – Introduction to Local Government Mandatory Training Module 2 – Legal Responsibilities Mandatory Training Module 3 – Council and Committee Meetings Mandatory Training Module 4 – Financial Management and Reporting Adelaide Plains Council Elected Member Induction Program* Public Interest Disclosure Act, Policy and Regulations Caretaker Training for Council Members
Cr Brian Parker	Mandatory Training Module 1 – Introduction to Local Government Mandatory Training Module 2 – Legal Responsibilities Mandatory Training Module 3 – Council and Committee Meetings Mandatory Training Module 4 – Financial Management and Reporting Adelaide Plains Council Elected Member Induction Program* Public Interest Disclosure Act, Policy and Regulations
Cr Kay Boon	Mandatory Training Module 1 – Introduction to Local Government Mandatory Training Module 2 – Legal Responsibilities Mandatory Training Module 3 – Council and Committee Meetings Mandatory Training Module 4 – Financial Management and Reporting Adelaide Plains Council Elected Member Induction Program* Public Interest Disclosure Act, Policy and Regulations Waste Essentials Training Session

<b>Council Member</b>	<b>Training Description</b>
Cr Margherita Panella	Mandatory Training Module 1 – Introduction to Local Government Mandatory Training Module 2 – Legal Responsibilities Mandatory Training Module 3 – Council and Committee Meetings Mandatory Training Module 4 – Financial Management and Reporting Adelaide Plains Council Elected Member Induction Program* Caretaker Training for Council Members
Cr Frank Maiolo	Mandatory Training Module 1 – Introduction to Local Government Mandatory Training Module 2 – Legal Responsibilities Mandatory Training Module 3 – Council and Committee Meetings Mandatory Training Module 4 – Financial Management and Reporting Adelaide Plains Council Elected Member Induction Program* Public Interest Disclosure Act, Policy and Regulations
Cr Carmine Di Troia	Mandatory Training Module 1 – Introduction to Local Government Mandatory Training Module 2 – Legal Responsibilities Mandatory Training Module 3 – Council and Committee Meetings Mandatory Training Module 4 – Financial Management and Reporting Adelaide Plains Council Elected Member Induction Program* Public Interest Disclosure Act, Policy and Regulations Caretaker Training for Council Members
Mayor Tony Flaherty**	2019 LGA Conference Caretaker Training for Council Members
Cr Melville Lawrence**	2019 LGA Conference Caretaker Training for Council Members
Cr Karen McColl**	
Cr Stephen Jones**	Caretaker Training for Council Members
Cr Eddie Stubing**	Caretaker Training for Council Members

*\*Following the November 2018 Election, all Council Members participated in an ongoing Elected Member Induction Program, facilitated by the Chief Executive Officer with various presentations by Council Management, staff and external consultants. Topics included – strategic planning, governance (conduct, meeting procedures, policies/processes), financial management, infrastructure and asset management, information technology, records management, work health and safety, risk management, internal system and processes.*

*\*\*Members in office until 16 November 2018 (previous term)*

# Council Members Expenses and Allowances

Section 76 of the Local Government Act, and Regulation 4, provides that all Council Members are entitled to receive an allowance. Council, within the limits imposed by the Regulations, provides this allowance annually. The allowance is to help Council Members cover the cost of performing and discharging their official functions and duties. Council Member allowances are set by an Independent Remuneration Tribunal.

Council adopted its *Council Member Allowances and Benefits Policy* in February 2019. Under this policy, all Council Members are provided with a tablet, and may also seek reimbursement for travel, expenses and childcare when undertaking Council business. The Mayor is additionally provided with a mobile phone for Council business.

<b>Council Member</b>	<b>Allowances</b>	<b>Reimbursed Expenses</b>	<b>Total for 2018/2019</b>
Mayor M Wasley**	24,729.63	571.20	25,300.83
Cr Marcus Strudwicke	11,245.70	-	11,245.70
Cr John Lush**	6,182.41	-	6,182.41
Cr Terry-Anne Keen	9,735.18	-	9,735.18
Cr Joe Daniele	9,735.18	1,356.18	11,091.36
Cr Brian Parker**	6,182.41	442.00	6,624.41
Cr Kay Boon**	6,182.41	-	6,182.41
Cr Margherita Panella	9,735.18	81.60	9,816.78
Cr Carmine Di Troia	9,735.18	-	9,735.18
Cr Frank Maiolo**	6,182.41	339.30	6,521.71
Mayor Tony Flaherty*	14,211.01	-	14,211.01
Cr Melville Lawrence*	4,440.93	951.70	5,392.63
Cr Stephen Jones*	3,552.77	520.26	4,073.03
Cr Eddie Stubing*	3,552.77	359.28	3,912.05
Cr Karen McColl*	3,552.77	405.00	3,957.77
<b>TOTAL</b>	<b>128,955.94</b>	<b>5,026.52</b>	<b>133,982.46</b>

\* Member in office until 16 November 2018 (previous term)

\*\* Member in office from 16 November 2018 (current term)

## Committee Members Allowances

Members of Council's Audit Committee, Council's Development Assessment Panel and Council's Governance Advisory Panel are entitled to an allowance within the limits imposed by legislation. This allowance is to help cover the cost of performing and discharging their official functions and duties. The following allowances were paid by Council for the 2018/2019 period (including GST):

<b>Audit Committee</b>	
- John Comrie	\$ 3,300.00
- Peter Fairlie-Jones	\$ 2,000.00
- Alan Rushbrook	\$ 2,200.00
<b>Council Assessment Panel</b>	
- Chris Carrey	\$ 2,100.00
- Cherry Getsom	\$ 1,800.00
- Ian O'Loan	\$ 2,200.00
- Nathan Cunningham	\$ 2,450.00
- Paul Mickan	\$ 300.00
<b>Governance Advisory Panel</b>	
- Isobel Redman	\$ 2,000.00
- Lachlan Miller	\$ 1,600.00
- Cimon Burke	\$ 1,200.00
<b>Infrastructure &amp; Environment Committee</b>	
- John Comrie	\$ 550.00
- Richard Dodson	\$ 400.00
<b>TOTAL:</b>	<b>\$ 22,100</b>

## Executive Allowances

The Executive Management Team comprises of the Chief Executive Officer and four (4) General Managers. Salary packages for these five (5) positions are comprised of:-

- A negotiated annual salary;
- Fully maintained Council vehicle or equivalent;
- Mobile phone, laptop and iPad;
- Option to salary sacrifice; and
- Statutory superannuation.

No bonuses are available as part of the salary package.

# Internal Review of Council Decisions

In accordance with Section 270 of the Local Government Act, Council has an established Internal Review of Council Decisions Policy and Procedure. The Policy is one aspect of Council's customer focused approach to service delivery. It provides a further opportunity to review the way Council provides services to the community and to identify areas for improvement.

Council is committed to transparent decision-making processes; and to providing access to a fair and objective procedure for the internal review of decisions. Grievances may arise as a result of dissatisfaction with a decision about a policy, procedure, service or fee. All attempts will be made to resolve grievances quickly and efficiently, without the need for formal applications for review to be lodged. Sometimes this cannot be achieved. The Policy and Procedure provide guidance for dealing with formal requests for internal review of decisions of Council, its employees, and other people acting on behalf of the Council.

Council received one (1) request for Internal Review of a Council Decision during the 2018/2019 period. The request was subsequently withdrawn.

## Public Consultation and Community Engagement

Council holds regular consultation and information sessions relevant to specific projects from time to time and members of the public are encouraged and invited to attend. Members of the public have a number of opportunities and avenues to express their views on particular issues before Council including:-

**Community Engagement Forums** – Council, at its Ordinary Meeting on 25 March 2019, adopted its Community Engagement Strategy (Forums across Council). The Community Engagement Strategy provides that three (3) forums will be held across the Council region each year. The forums will provide an opportunity for accurate information dissemination to the community, and for residents and ratepayers to provide feedback on Council-related issues, trends and concerns affecting the community. The first forum was held on Monday 15 April 2019 at the Dublin Institute.

**Public Open Forum** – At the conclusion of accepting Minutes and considering any Business Arising on each agenda of an Ordinary Council Meeting, Council provides an opportunity for members of the public to raise issues for Council's consideration via 'Public Open Forum'. Council suspends its meeting procedures for a period of up to 30 minutes to facilitate the holding of Public Open Forum, whereby a maximum of five (5) minutes per representative applies.

**Deputations** – A member of the public wishing to appear before Council or a Section 41 Committee must seek permission of the Mayor or Committee Presiding Member. A request must include a statement of the reason why the member wishes to appear. The Chief Executive Officer (CEO) will notify the Mayor and the Mayor must advise the CEO, in writing, of the date and hour of the meeting and also informing them that they have up to ten (10) minutes to discuss the item. Council recorded 14 deputations during the 2018/2019 period.

**Council Members** – Members of the public may contact, verbally or in writing (including email) an Elected Member to discuss any issue relevant to Council.

Council acknowledges that the community has a right to be informed and involved in decisions affecting the district and is committed to effective consultation and communication with its residents and other stakeholders. Effective consultation involves seeking and receiving feedback, as well as providing information to the community.

Council's Public Consultation Policy outlines the procedures Council will follow when engaging and seeking feedback from the community in its decision making process, ensuring accountability and transparency. The topic for consultation, the number of residents who have the potential to be affected and the community interest in the topic will determine the level and requirements of consultation to be undertaken by Council. Consultation methods may include:-

- Regular Newsletters – The Communicator;
- Direct Mail Publications;
- Local, Regional and State Media Publications and Releases;
- Community Forums and Stakeholder Meetings;
- Market Research and Surveys;
- Council's Website – [www.apc.sa.gov.au](http://www.apc.sa.gov.au);
- General Fixed Displays/Noticeboards/Library Displays.

# External Bodies

Council is a member of, or participates in, a number of external Associations, Boards and Committees throughout the region. Council's membership and participation involves its Elected Members, employees and members of the community. These external bodies include, but are not limited to:

- Adelaide and Mount Lofty Natural Resources Management (NRM) Board;
- Adelaide International Bird Sanctuary Collective;
- Local Government Association;
- Local Government Finance Authority;
- Local Government Risk Services;
- Regional Development Australia Barossa.

# Subsidiaries

Council is a member of two (2) Regional Subsidiaries under Section 43 of the Local Government Act: the Legatus Group and the Gawler River Floodplain Management Authority (GRFMA), in accordance with Section 28(3) Schedule 2 of the Local Government Act. The Annual Reports of Legatus and GRFMA are provided as Appendix 2 and 3 respectively.

Council does not have any Subsidiaries established in accordance with Part 1 Schedule 2 of the Local Government Act.

# Access to Council Documents

Council has an established 'Code of Practice – Access to Council Meetings and Documents'. The Code has been adhered to by Council as provided in the policy statement: 'Council is committed to the principle of transparent government, whilst recognising it may be necessary in the broader community interest to restrict public access to discussion and documentation in accordance with the Act.'

The following documents are available to the public:

- Annual Business, Budget & Long Term Financial Plan;
- Annual Report;
- Council and Committee Agendas & Minutes;
- Council By-laws;
- Development Plan;
- Strategic Plan.

Members of the public may purchase copies of these documents in accordance with Council's Schedule of Fees and Charges.

## Registers

A list of registers that are required to be kept under the Local Government Act or the Local Government (Elections) Act 1999 is provided as follows:-

- Register of Interest (Members) – Section 68
- Register of Allowances and Benefits (Members) – Section 79
- Register of Remuneration, Salaries and Benefits – Section 105
- Register of Interest (Officers) – Section 116
- Register of Community Management Plans – Section 196
- Register of Community Land – Section 207
- Register of Public Roads – Section 231
- Register of By-Laws – Section 252

Council has a number of other special function Registers that it uses to keep records, for example, Policy Register.

## Codes

The following is a list of Codes of Conduct or Practice required under the Local Government Act.

- Code of Conduct for Council Members
- Code of Conduct for Council Employees – sector wide Code abolished in April 2018 with the introduction of Local Government (General) (Employee Code of Conduct) Variation Regulations 2018
- Code of Practice – Meeting Proceedings
- Code of Practice – Access to Council Meetings and Documents

# National Competition Policy

## *Clause 7 Statement Reporting*

In accordance with the reporting requirements of the Clause 7 Statement on the application of Competition Principles to Local Government under the Competition Principles Agreement, the Council has no significant business activities to report. Subject to the Competition Principles Agreement, the Council wherever possible will incorporate the following preferences into Council's decision making in regard to purchasing processes:

- Competitive goods, services and construction works that are environmentally sustainable.
- In any procurement process, where all other factors are equal, the Council may favour the engagement of local suppliers that are operating within the Council area boundaries, to the extent permitted by law for goods, service and construction works.

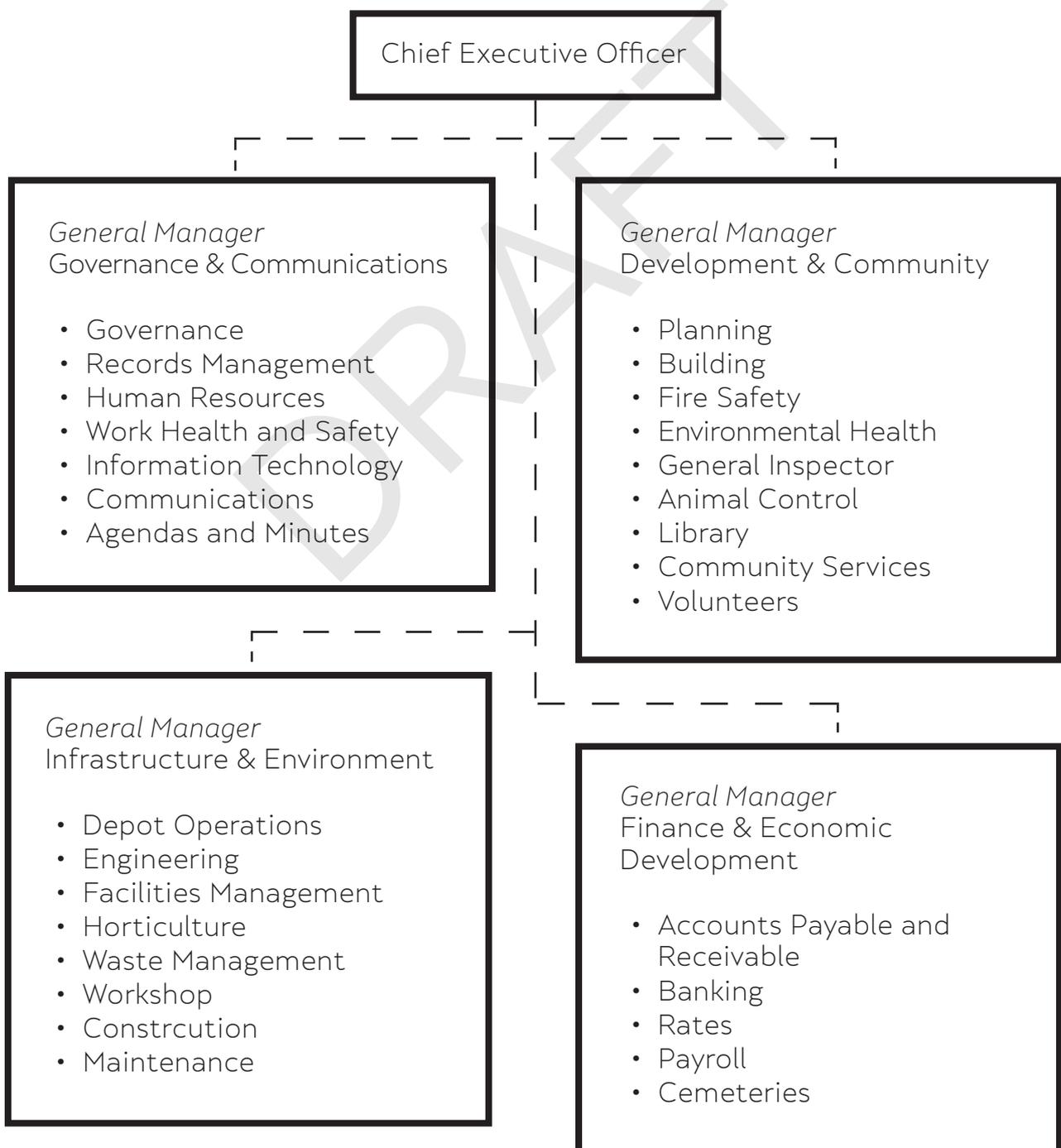
# Organisational Structure

The organisation is comprised of four (4) key platforms, each department led by a General Manager: Governance and Communications, Finance and Economic Development, Development and Community and Infrastructure and Environment.

## Chief Executive Officer

**James Miller**

The Chief Executive Officer reports to the elected body and is responsible for the overall management of the administration of Council business.



## Governance and Communications

### **Sheree Schenk**

*General Manager*

The General Manager – Governance and Communications ensures the provision of sound corporate governance for Council with a focus on Information Management, Information Technology, Customer Service, Communications, Human Resources and Work, Health and Safety. The position also provides governance support to the elected body and assists other Council service departments in adhering to legislative obligations, policies and procedures.

## Development and Community

### **Robert Veitch**

*General Manager*

The General Manager – Development and Community is primarily responsible for ensuring Council's statutory obligations in a development and regulatory sense are adhered to. This position presides over the Development Services function, General Inspectorate, Environmental Health, Compliance, Community Services and Development, Community Event Management and Libraries.

## Finance and Economic Development

### **Rajith Udugampola**

*General Manager*

The General Manager – Finance and Economic Development is primarily responsible for the management of Council's financial services division. The position presides over Strategic Finance, Budgeting, Management Accounting and Reporting, Business Plan Support and Performance Reporting, Treasury, Grants and Subsidy Administration as well as Rating and Property Database Maintenance. An integral aspect to the position is in the economic development realm; seizing on economic investment opportunities, leveraging for State and Federal funding and working with the private sector to attract new investment to the region.

## Infrastructure and Environment

### **Kenneth Stratton**

*Acting General Manager 1/7/18 - 16/7/18*  
*General Manager 16/7/18 - 5/9/18*

### **Thomas Jones**

*Acting General Manager 7/9/18 - 26/3/19*  
*General Manager 27/3/19 - current*

The General Manager – Infrastructure & Environment is responsible for the provision of capital projects and maintenance services to the region for all of Council's assets including Roads, Land and Buildings, Parks and Gardens and Waste Management. The Infrastructure & Environment Department is responsible for supporting the community by maintaining and improving the public realm and providing a pleasant amenity for residents and visitors alike.

# Governance and Communications

## Customer Service

Council operates across multiple sites. We have four (4) Customer Services Officers who work across two (2) of our Council Offices. The Customer Service Team operate from The Mallala Principle Office, 2a Wasleys Rd, Mallala and the Two Wells Service Centre located at 69 Old Port Wakefield Rd, Two Wells, rotating regularly across the two sites to keep themselves up to date with relevant information and Customer requirements from varied departments. Both of our offices are open during business hours 9am – 5 pm Monday to Friday, with switchboards opening 8.30am and closing at 5pm Monday to Friday. We are closed on public holidays.

This year Council's administration offices were closed from 4pm Friday 21 December 2018 and re-opened at 9am on Wednesday 2 January 2019. During this time, ratepayers and residents were able to access Council's website make payments, download documents or access emergency contact information, and residents were still able to call the switchboard to obtain emergency contact information.

Our Customer Service Team provides a wide range of services including but not limited to receiving payments for Council charges such as rates, debtor

invoices, expiations, development lodgement fees and animal registrations both in person and over the phone.

Our Customer Service Team is trained in many aspects of Council and answer a wide range of questions daily including animal enquires, development within the area, Council rates, local services available within the district and much more. Most enquiries are dealt with in person or over the phone at the time of enquiry, however if the customer requires a more detailed and informative response, the Customer Service Officers will seek assistance from the appropriate department. If the relevant staff member is not available, the Customer Service Officer will record the customer's details and lodge a 'Customer Service Request' (CRM) within Council's CRM system. The staff member will then be able to follow up and contact the customer to assist with the enquiry/request. Once our friendly staff have dealt with the enquiry, the request will be finalised within the CRM system.

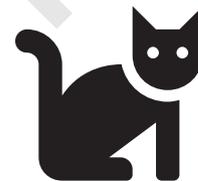
“ 4,328 Customer Requests Received ”

# Animal Registrations

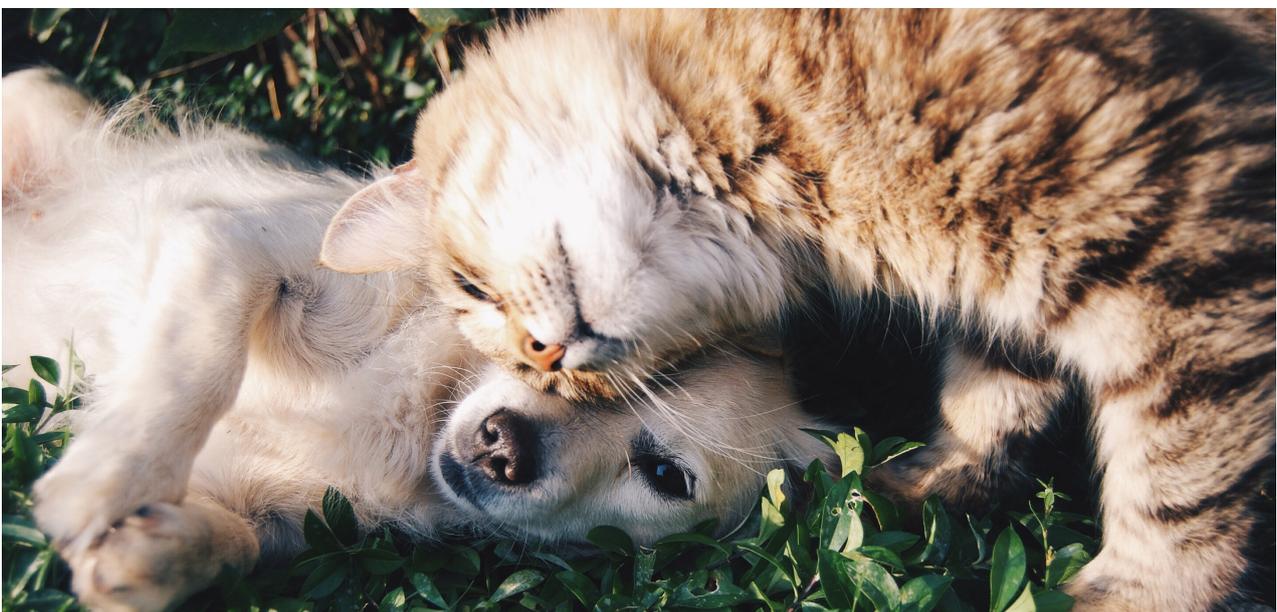
In 2018 there was change in the way animals are registered in South Australia. On 1 July 2018, Dogs and Cats Online (DACO) became the central database for microchipped and registered dogs and cats and registration payments. Through the DACO system, animal owners can mark an animal as lost, upload images of the animal and update records. Council has also made laptops available at both front counters for residents to pay renewals and enter/update animal details with the assistance of the Customer Service Team. Residents may also use the laptops to pay other Council bills such as rates or debtor invoices. Making laptops available has been a great success and we have seen a positive impact on the community to better understand the new DACO system with the support of the Customer Service Team. We will continue to work with our customers in this regard.



*5212 Dogs  
Registered*



*210 Cats  
Registered*



## Freedom of Information

The Freedom of Information Act 1991 (FOI Act) serves to promote openness and transparency in governance and accountability of government agencies, including councils. The FOI Act sets out the legislative requirements for how applications for access to information held by Council are to be dealt with. Some documents may be exempt from public release under the provisions of the Act.

A person may request personal information held by Council to be released to them and may request amendments to documents if they are incomplete, incorrect, misleading or out of date.

Freedom of Information applications should be submitted using the Freedom of Information Application Form. To assist Council locate documents in a timely manner, applicants are encouraged to be as specific as possible when making a request.

An application fee must accompany a Freedom of Information Application Form (this fee is set, and reviewed, by the state government on 1 July every year).

Applications under the FOI Act will be dealt with as soon as practicable (and in any case, within 30 days) after receipt.

Further information regarding Freedom of Information can be obtained by contacting Council's Records Management Officer.

Freedom of Information Application Forms, as well as details of the relevant prescribed fees and conditions, can be obtained from Council's website.

### **Information Requests**

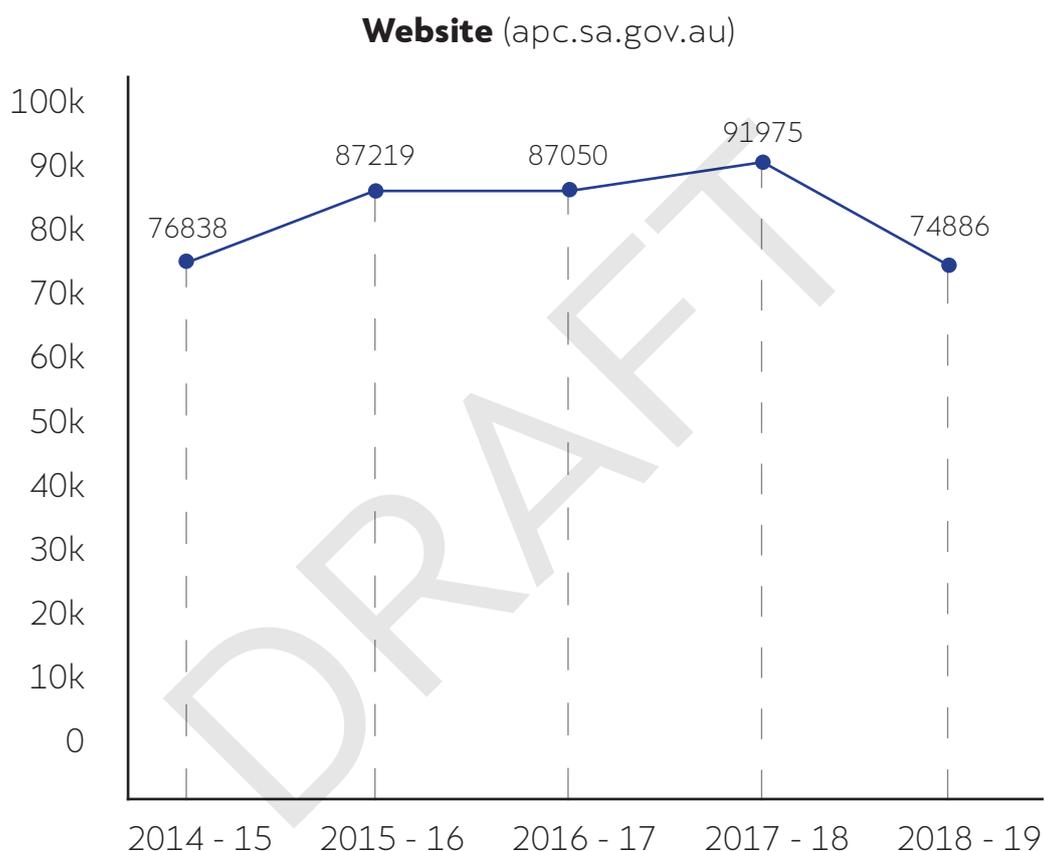
During the 2018/2019 financial year Council received two (2) requests for information under the FOI Act. Both applications were general applications.

## IT & Communications

The Information Technology (IT) and Communications portfolio of Council maintains and improves the stability and quality of Council's telephone and computer systems, provides support to staff and Council Members to perform their duties efficiently and assists with the production of Council's documentation and public presence, including Council's website and Communicator Newsletter.

Over the past four (4) years Council’s website has continued to be a popular resource for ratepayers, however statistics show a decline in visits during the 2018/2019 period as shown in figure 1 below due to capturing external visits only since 2018/2019 financial year whereas in previous years both internal and external visits to the Council website were captured.

The Council website offers access to Council’s Strategic, Financial and Management Plans, Agendas, Minutes, Reports, Policies, Application Forms and other documents produced by Council. In addition, our community is able to access online services such as make secure electronic payments of rates, debtor and dog renewals.



**Key Strategic Projects 2018/2019:**

- Review existing arrangements with vendors to establish long term arrangements.
- Upgrade of desktop/laptop infrastructure for staff and Council Members.
- Migration to new Internet Service Provider (ISP) and unified network for all Council offices constructed
- Upgrade of existing software to reduce security vulnerabilities

**Key Operational Projects 2018/2019:**

- Ongoing development and production of Communicator newsletter for Community
- Optimisation of Mobile Phone and Data Services to reduce costs
- Review of Printer infrastructure
- Development of unified templates for Council documentation
- Destruction/Erasure of Old Hardware

## Organisational Structure

Back in 2016/17, Council undertook an organisation restructure that sought to unify complementary services in order to improve overall efficiencies, whilst providing stability within the Executive Management Team.

The stability of our Executive Management Team has allowed Council to undertake a concerted investment in a review and analysis of its functions and services through various mediums including a community survey, external independent audits and culture studies. As a result, in 2018/2019 Council has been able to consider how it can continue to improve its strategic focus and business partnering while working more cost effectively and enhancing the overall service outputs, recognising this can be achieved through a redefined and realigned organisation structure.

Moving into 2019/2020, Council will continue with reviewing its organisation structure with the aim to retain a highly skilled and competent workforce. The focus will be on identifying and delivering service improvements and partnering opportunities, both internally and externally, to support regional growth and the needs of our community.

## Equal Opportunity

Council continues to focus on its organisational effectiveness to be able to deliver responsive council services through the support and development of its people in a positive working environment.

Council has a longstanding commitment to equal opportunity and advancement opportunities for qualified individuals without regard to race, colour, gender, marital status, religion, age, national origin or citizenship status, disability, sexual orientation or any other protected characteristic as established by law.

This commitment to fair employment practices applies to every aspect of the employment process, providing for a varied workforce that permits the undertaking and deliverance of a range of core functions and services more effectively, along with additional tasks to achieve requirements set out in Council's Strategic Plan and Annual Business Plan.

# Regional Youth Traineeship Program

Council's participation in the Regional Youth Traineeship Program (that was a government initiative to address regional youth unemployment, endorsed by Minister Brock), concluded in May 2019.

Throughout this program, Council was fortunate enough to have two (2) trainees come on board, with both trainees being given the opportunity to obtain professional development through training opportunities, while participating in the workforce, gaining valuable real life experience.

## Enterprise Bargaining

Council's Enterprise Bargaining Agreements are formal documents that outline the working conditions for both Outdoor and Administrative employees, whilst providing employment security for staff and industrial stability for Council.

By providing staff with flexibility and stability, these agreements actively support Council's work towards having an adaptable and productive workforce that actively seeks to provide an increased standard of customer service, while engaging in alternative forms of service delivery to better support the community.



# Workforce Demographics

Council’s annual employee turnover for the year was 17.6%, which is down 7% from the previous year, reflecting the stabilisation of the current workforce. Total employees engaged at the end of the 2018/2019 year were 55, comprising of both full time and part time engagements.

When required, Council engages the use of labour hire personnel and specific contractors to accommodate for periods of extended leave or turnover within the workforce, ensuring the continuity of practices and the provision of services to a high standard.

<b>Employee Categories</b>	<b>Male</b>	<b>Female</b>
CEO	1	0
General Managers	3	1
Coordinators	2	1
Team Leaders	2	1
Employees	24	20
Total Employees	32	23
Total FTE	51.52	

<b>Employees by Portfolio</b>	<b>Male</b>	<b>Female</b>
Executive Office	1	1
Development and Community	8	8
Governance and Communications	2	9
Finance and Economic Development	2	2
Infrastructure and Environment	19	3
Total Employees	55	

# Register of Salaries and Benefits

Pursuant to Section 105 of the Local Government Act, Council maintains a Register of Salaries, which is available for inspection at the Principle Office, with extracts available for a fixed fee.

The Chief Executive Officer and General Managers receive a remuneration, superannuation and leave entitlements in accordance with their contracts of employment, access to appropriate portable computer technology, provision of a mobile phone and a motor vehicle for private use (in lieu of overtime).

<b>Directorate</b>	<b>Employees</b>	<b>Male</b>	<b>Female</b>
<b>Office of the Chief Executive</b>			
Chief Executive Officer	1	1	
Executive Assistant	1		1
<b>Governance and Communications</b>			
General Manager	1		1
Governance	1		1
Human Resources	1		1
WHS and Risk	1		1
Records Management	2	2	
IT and Communications	4		4
Customer Service			
<b>Finance and Economic Development</b>			
General Manager	1	1	
Finance	3	1	2
<b>Development and Community</b>			
General Manager	1	1	
Administration Support	1		1
Planning Services	6	5	1
Compliance/Inspectoral	3	1	2
Community Services	1		1
Development	1	1	
Library Services	3		3
<b>Infrastructure</b>			
General Manager	1	1	
Administration Support	1		1
Civil Construction	13	13	
Horticulture	3	3	
Asset Management and Procurement	3	1	2
Coastal - NRM	1	1	
<b>Total Employees</b>	<b>55</b>	<b>32</b>	<b>23</b>
<b>Trainees - External Agency - Contracted</b>	<b>1</b>	<b>1</b>	

# Work Health Safety

Council continues to be self-insured via the Local Government Association (LGA) Workers Compensation Scheme and is required to comply with the Performance Standards for Self Insurers as well as the Work, Health Safety (WHS) and Return to Work (RTW) legislative requirements.

Council was formally evaluated by the LGA Workers Compensation Scheme (LGAWCS) Risk Services Team in November 2018 on our WHS and Risk Management Systems. Upon completion, a Risk Evaluation Action Plan was developed and is monitored monthly.

Within the previous 12 months, Council has been committed to the development and implementation of its WHS and RTW Systems. The hard work invested by all Council staff over this period has resulted in some excellent outcomes in many areas of our WHS and RTW System.

Supported by the Executive Management Team and Council's Health and Safety Committee, our achievements during the 2018/2019 period are outlined below:-

- 100% completion of Task Risk Assessments.
- 78% completion of the 2018-2020 WHS and RTW Plan. Focus areas including Planning and Continuous Improvement, Hazard Management, Asbestos Management and Hazard Chemicals.
- The outcome of the Risk

Evaluation completed in October/November 2018 resulted in nine (9) Observations (conformances with improvements), one (1) Conformance and two (2) Non Conformances for WHS and 11 Conformances and one (1) Observation (conformance with improvement) for RTW Management Systems. A Risk Evaluation Action Plan was subsequently developed to address key areas for improvement and this is monitored by the LGAWCS on a monthly basis.

- Allocation of mobile phones and email accounts for outdoor staff in order to improve communication, productivity and to support Council's IT platforms and electronic systems.
- Electronic system ('Skytrust') implementation for hazard and incident reporting, workplace inspections, approved contractor register, corrective action register and training plan and register.
- 85% implementation of the Corporate Health Program, with positive feedback from staff.
- Continued collaboration with the Northern Regional Training Group and WHS Practitioners Group.
- Completion of hazardous chemical and plant risk assessments, in accordance with schedules.

- Maintenance of the approved contractor register and regional procurement processes.
- Implementation of the pre-operational checklist using 'Plant Assessor'.
- Continued allocation and maintenance of budget for the WHS and RTW Management System.
- Completion of inspections and testing, in accordance with schedules.
- Asbestos Management Plan implemented for soil contaminated sites.
- Improved Safety culture across all facets of Council.
- Purchase of an additional 10 Sit/Stand desks to improve health and wellbeing and to assist with injury prevention.
- Three (3) workers compensation claims in the 2018/2019 financial year.
- Four (4) inductions completed in 2018/2019.
- Purchase of shoring equipment.
- Review of policies and procedures, in accordance with document review schedule.
- Development of a Council Drug and Alcohol Policy and Procedure As well as staff training.
- Maintenance of the WHS staff Intranet page, improving accessibility to WHS information by all staff.

## Risk Management

Council continues to be self-insured via the LGA Mutual Liability Scheme and is required to comply with the Local Government Act and other relevant legislation.

During 2018/2019, Council continued to develop its organisational risk management system (framework) and integration with Council's Strategic Plan and Governance systems.

Council was formally evaluated by the LGA Mutual Liability Scheme in November 2018 on Risk Management and the Local Government Act. The outcome of the Risk Evaluation completed in October/November 2018 resulted in one (1) of eight (8) areas being met for Risk, four (4) of eight (8) areas being met for Infrastructure and one (1) of three (3) areas being met for Development. Upon completion, a Risk Evaluation Action Plan was developed to address key areas for improvement and this is monitored monthly by the LGAMLS.

Council commenced the implementation of its Risk Management Framework in early 2019. A presentation to the Elected Members occurred on 10 April 2019.

## **Business Continuity and Emergency Management**

Council tested its Business Continuity Plan in early 2019, particularly in relation to payroll processing. The procedure was followed and positive outcomes were achieved.

Council participated in Stage 1 – Health Check for Emergency Management facilitated by the LGA. A Project Officer was assigned to Council to assist with Stage 2 of the project.

Council has also continued to collaborate with the Zone Emergency Management Committee, and a presentation was provided to Elected Members on Emergency Management ( roles and responsibilities) in early 2019.

## **Volunteers**

Council has continued to focus on volunteer management, with induction and training sessions occurring throughout the year. We continue to engage with our volunteers and encourage volunteering across the Council area.

## **Event Management**

The annual Mallala Christmas Parade, Two Wells Christmas Street Party, Mallala Carols by Candlelight, Motorcycle trail and Equestrian Club events were all successful again in 2018/2019. Event Management documents are available on the Council website for ease of access to the community.



# Development and Community

## Development Services

### Planning Assessment

The total number of development applications lodged with Council for the period was 409, a significant increase from 350 recorded for the previous year. Fifteen (15) applications were withdrawn by the applicant for various reasons throughout the period, four applications were lapsed and six applications refused by Council's Assessment Panel. The value of development increased from the previous year to a value of approximately \$36.3 million.

<b>Development Applications Lodged &amp; Cost of Development</b>					
	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
<b>Numbers</b>	324	335	317	350	409
<b>Cost (millions)</b>	\$31.9	\$25.3	\$33.9	\$31.2	\$36.3

The majority of applications lodged with Council were for traditional type developments approved by staff under delegated authority. These included dwellings, dwelling additions, sheds/garages, swimming pools, verandahs, carports, pergolas, and other types of minor outbuildings.

Development applications for building work in the townships of Mallala and Two Wells were commonly received throughout the year. Applications for development in the coastal settlements of Parham and Thompson Beach were also received, with some referred to the Coast Protection Board for advice on required site and finished floor levels. A number of applications for development in the district's farming/horticultural areas were also considered by Council staff. Of significance was an application associated with power infrastructure requirements for a large glasshouse development on Germantown Road at Korunye.

As in previous years, rural living properties in Lewiston and Two Wells were the subject of many applications. These included applications for horse keeping and dog kenneling, and building applications involving a high level of complexity due to potential flooding issues.

Significantly, the reporting period saw the increased assessment (and construction) of dwellings in the 'Eden' housing development at Two Wells. Applications for ancillary sheds, garages, verandahs and swimming pools in this development also increased.

The creation of additional allotments within the district also continued, with 57 land division applications received, compared to 10 the previous year. The high number of applications was due largely to the 1 April 2019 deadline to lodge applications for residential land division within Environment Food Production Areas (EFPA's) introduced under the Planning, Development and Infrastructure Act 2016. Land division applications creating allotments for residential purposes in the EFPA are no longer permitted.

Together, the increased number of land division applications proposed 358 allotments, a significant increase from the 39 allotments proposed in the previous reporting period.

During the year 14 development applications were publicly notified, as required by the Development Act 1993. In total, 377 applications were issued Development Plan Consent.



*New dwellings in the 'Eden' development at Two Wells*



*New road in the 'Liberty' development at Two Wells*

## Council Assessment Panel (CAP)

Under the Planning, Development and Infrastructure Act 2016, Council is required to have a Council Assessment Panel (CAP). The CAP consists of five members, including one Council Member. Eight meetings of the CAP took place during the period.

The Panel met when required on the first Wednesday of each month to consider public notification development applications where there had been representations, applications that were being recommended for refusal, and any other applications that staff considered warranted the deliberation of the Panel.

*The following developments were approved by the Panel during the period:*

- Change of use of existing shed to kenneling and the keeping of up to 15 dogs in Lewiston;
- Increase in dog keeping numbers from 9 to 29, with dogs to be kept in existing kennels in Lewiston;
- Filling of land within a Flood Hazard Risk Area in Two Wells;
- Fixed wireless telecommunications facility comprising a 30 metre high monopole, antennas and associated infrastructure at Thompson Beach;
- Construction of telecommunications facility comprising 41.3 metre tall monopole, triangular head frame, antennae, twin mounted amplifiers, equipment shelter and a 2.4 metre tall mesh security fence with access gate at Parham.

*Applications refused by the Panel during the period included:*

- Keeping of 2 horses, change of use of existing shed to stable, and the construction of a day yard and training arena in Dublin;
- Construction of a garage on boundary and verandah attached to dwelling in Two Wells;
- Two applications for the construction of domestic outbuildings and associated earthworks in a flood hazard risk area in Two Wells;
- Division of one allotment into two allotments each less than one hectare in area and wholly within the Gawler River Flood Plain in Lewiston;
- Community Centre and Place of Worship near Two Wells.

The Panel also decided to proceed with an assessment of two non-complying applications, for the division of one allotment into two at Two Wells, and one allotment into three in Fischer.

# Non-Complying Development

A total of 12 non-complying development applications were lodged during the period, and 10 approvals were issued. The concurrence of the State Commission Assessment Panel was required before Council could issue any approvals in relation to these applications. One non-complying application did not proceed to an assessment due to significant variance from Council's Development Plan.

## Building Assessment

A total of 293 applications were granted Building Rules Consent during the reporting period, and 62 inspections undertaken. Sixteen (16) pool safety compliance inspections were undertaken with 9 additional defect follow up inspections required. Thirteen (13) inspections were required for structural defect rectification and 17 inspections were undertaken of unsafe or dilapidated structures, resulting in the demolition of some structures. Inspections were also undertaken for Building Rules assessment purposes.

During the period there has also been a significant increase in post approval variations being sought, requiring significant resourcing and which do not impact on approval statistics.



*Building showing structural defects / safety issues*



*Horticultural development with associated Essential Safety Provisions requirements.*

# National Regulatory Reform

The National Building Ministers Forum was convened to further discuss and action concerns regarding the state of the building and regulatory industry in Australia. Concerns related to the integrity of private certification, licensing and accreditation, inspection regimes, roles responsibility and the accountability of different parties. In particular, uncertainty over the validity and ability to practice of Private Building Certifiers due to the withdrawal/restriction of Professional Indemnity Insurance is a major concern.

Measures to address concerns regarding inconsistencies between state building control platforms have been introduced, for example via incorporation of State Ministers Building Specifications into the National Building Code. Of note in this regard is the former Ministers Specification SA H3.2 (Concessions for Farm Buildings).

Advice has also been circulated during the reporting period of intent, via new reforms under the Planning, Development and Infrastructure Act 2016, for the introduction of increased mandatory building inspections and the re-introduction of required Certificates of Occupancy for Class 1 buildings (dwellings and dwelling additions).

## Building Fire Safety Committee

Council's Building Fire Safety Committee is established pursuant to Section 71 of the Development Act 1993. Committee members include Council's Development Services Coordinator, Building Officer, building surveyor Peter Harmer and CFS representative Julian Aggiss. Meetings are held on a six monthly basis.

The Committee is established as the 'appropriate authority' under the Act to take action, when required, to have a property owner upgrade the fire safety of a building to the appropriate level.

The Committee is required to inspect any public building that is brought to the attention of Council for the purpose of determining whether the fire safety of the building is adequate. It is the responsibility of the Committee to ensure any unsafe building defects relating to fire safety are addressed and resolved so that the building suitably complies with safety standards.

An inspection register is maintained by the Committee and accurately records the inspection and re-inspection of all commercial and public buildings over a period of time.

During the reporting period the Committee held two meetings and undertook 21 building fire safety inspections. Follow up inspections by Council's Building Officer were also undertaken. Fire safety upgrade completion was achieved for two buildings with other required upgrades currently being addressed.

## Planning and Building Compliance

As in previous years, illegal land use and building work has been reported and observed by Council staff. Approximately 53 new investigations were commenced during the reporting period. Some of these matters impacted negatively on adjoining land owners and most required detailed examination and research.

The table below provides development compliance figures for the 12 month reporting period.

	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
<b>New Investigations</b>	75	54	52	53
<b>Section 84 Notices Issued</b>	8	4	8	4
<b>Expiation Notices Issued</b>	0	1	0	0
<b>Warning Letters</b>	66	27	27	28
<b>Resolved No ERD Court</b>	43	11	12	13
<b>ERD Court</b>	3	1	1	1
<b>No Action Required</b>	9	21	25	25

Since 1 July 2018 approximately 10 development applications have been submitted to Council as a result of compliance investigations. This reduces the administrative burden/costs associated with pursuing matters in court.

Compliance issues that were followed up by Council staff included:

- Various land uses without development approval, e.g. truck parking, animal keeping (predominantly breeding dogs and non-domestic

animals), use of land for horticulture, filling of land in flood hazard risk areas and changes of land use;

- Illegal structures such as the construction of sheds, placement of shipping containers, fencing in flood hazard risk areas, dwelling additions, dependent accommodation, verandahs and carports, and plastic covered greenhouses and dams;
- Non-compliance with existing conditions of development approval;
- Illegal disposal of stormwater (onto adjoining properties).

Council has issued enforcement notices to landowners in respect of some of these forms of unauthorised development and some matters have progressed to the Environment, Resources and Development Court in Adelaide. Other matters from previous reporting periods have now been finalised and court outcomes obtained.

Some residents and property owners are not aware that certain activities on their properties require development approval under the Development Act 1993 (transitioning to the Planning, Development & Infrastructure Act 2016), including change in the use of land and development activity within the flood hazard risk area, e.g. filling and excavation. Opportunities to educate the community in relation to these requirements are utilised wherever possible, particularly in person and during telephone discussion with residents.

This is the second full reporting period since commencement of the Local Nuisance and Litter Control Act 2016. Council has received various reports of activities that may be a nuisance under this legislation, for example fixed machine noise and noise from construction sites. Investigations have been undertaken and enforcement notices or expiation notices issued where appropriate.



*Dilapidated/Unightly building*



*Filling of land in a flood hazard risk area*

# Business Improvements

Development services staff undertook work on several business improvements during the period, which included:

- Investigation into electronic assessment and stamping of documents in preparation for electronic application lodgement in 2020;
- Introduction of new procedures to assist development services staff meet legislated assessment timeframes, in particular ensuring all documents and any relevant fees are paid before the assessment timeframe begins;
- Commitment to attending workshops and/or webinars to assist with an up to date understanding of development assessment implementation requirements under the Planning Development and Infrastructure Act 2016;
- Commitment to responding to phone enquiries within acceptable timeframes. The number of phone enquiries received by the department relating to planning/building matters was again high. During the reporting period 1,444 enquiries were received, many of which required further detailed research and investigation.

## Planning Policy

Council undertakes strategic policy planning to manage the development and use of land within its boundaries. In doing so, Council can plan for the needs of the community, while safeguarding natural resources.

Council planning policy is currently set through the State Government's Planning Strategy via The 30 Year Plan for Greater Adelaide though it will gradually be replaced by a new planning system over the next year under the Planning, Development and Infrastructure Act 2016 (PDI Act).

## Development Plan

Council's Development Plan is a statutory policy document which guides the type of development that can occur within the Council area. The Development Plan separates land within the Council area into a number of different zones, including commercial, residential, primary production and industrial zones amongst a range of others. The Development Plan outlines land uses that are envisaged in a zone and those which are considered incompatible. Council's planning staff use the Development Plan to assess development applications.

In South Australia, changes to Development Plans are made through a process called a Development Plan Amendment (DPA). Between April and December 2017, Council prepared the Northern Food Bowl Protection Areas DPA to assist in implementing the State Government's strategic and economic priority of enabling major primary production and horticulture growth on the Northern Adelaide Plains. Whilst this DPA was formally approved by the Minister for Planning on 20 February 2018, at the Minister's request, an amendment was made to the policy provisions of Precinct 5 Horticulture, removing the allowance for a caretaker's residence on new horticultural allotments. Following the change of government in March 2018, Council was able to appeal the DPA amendment to the Environment, Resources and Development (ERD) Committee. In December 2018, the new Minister for Planning agreed to overturn the restriction on caretaker dwellings resulting in a new consolidated version of Council's Development Plan dated 13 December 2018.

## South Australian Planning Reforms

South Australia is currently in the process of transitioning to a new planning and development system through the succession of the Development Act 1993 to the PDI Act.

The PDI Act came into operation on 1 April 2017 and its provisions are gradually being introduced in stages to provide for a smooth transition from the current planning system.

Once the PDI Act is totally in effect, every Council Development Plan across the state will be replaced with an overarching 'Planning and Design Code' (the Code). There will also be a new set of Development Assessment Regulations (replacing the Development Regulations 2008) and a suite of Practice Directions.

### ***Planning and Design Code***

The Planning and Design Code is the cornerstone of South Australia's new planning system. It will provide a single set of planning 'rules' for assessing development applications across the state. It is intended that the new Code will make the planning process quicker, simpler and more equitable, providing better access to planning information that will help the community to navigate the planning system when building a house, developing a business, or progressing large commercial developments.

Due to the scale of the changes determined, the Department of Planning, Transport and Infrastructure (DPTI) will introduce the Code in three phases. This staggered approach will allow DPTI to test the Code in less populated areas and refine it with real world exposure and feedback prior to it being implemented in regional areas and ultimately across all of South Australia.

Below are the indicative timeframes for implementation of the Code phases:

- Phase One (July 2019): Land Not Within a Council Area ('Outback areas')
- Phase Two (April 2020): Regional Councils
- Phase Three (July 2020): Greater Adelaide Councils, which includes Council.

The new Code will be structured as follows:-

### **1 ZONES**

Principle organising layer. Applied consistently across the state. Zone policy will relate to spatial attributes e.g. identifying suitable land uses, land use intensity and built form characteristics.

### **2 SUBZONES**

Enables variation to policy within a zone. For example, a subzone may incorporate a local variation, to reflect a clearly special unique attribute or characteristic, provided it does not conflict with the Desired Outcome(s) of the parent zone.

### **3 OVERLAYS**

Overlays will be utilised to address specific issues pertinent to a particular zone or subzone and will identify areas where sensitivities exist e.g. heritage, flooding or bushfire risk. They can be applied to span multiple zones. Certain overlays (e.g. those relating to state interests) may trigger referrals to other agencies/ government departments.

### **4 GENERAL DEVELOPMENT POLICIES**

General development policies will largely relate to how development should occur by guiding functional requirements e.g. car parking, open space, etc.

### **5 LAND USE DEFINITIONS AND LAND USE CLASSES**

DPTI are aiming to create a suite of land use definitions and classes that are clear and easy to understand. This includes grouping land uses with similar environmental impacts and spatial requirements and reducing the number of change of land use applications.

### **6 ASSESSMENT TABLE**

The assessment table will be a new feature of the online code. Assessment tables will be contained in zones and will comprise a matrix which identifies assessment criteria for development types.

Zones, Subzones, Overlays and General Development Policies will all share a common structure, based around the following components:

### **Desired Outcomes**

- Similar to the Desired Character Statements currently applied in Development Plans

### **Assessment Criteria**

- These will be broken down into 'performance outcomes' for assessing development proposals

### **Procedural Matters**

- Relates to referral and notification requirements prescribed under the PDI Act

### **Assessment Table**

- Matrixes identifying assessment criteria for specific types of development

There will be three main assessment categories which will guide the assessment pathway that development applications will follow:

#### **1. Accepted**

No planning consent required.

#### **2. Code Assessed**

Development that is either classified by the Code as 'Deemed-to-Satisfy' or 'Performance Assessed' if it does not fall within the category of 'Accepted' or 'Impact Assessed'. This assessment category covers development proposals that would previously have been assessed under the current 'Complying' or 'Merit' development categories.

#### **3. Impact Assessed**

Development that is classified by the Code as restricted development; classified by the regulations as impact assessed development; or, declared by the Minister as being impact assessed development. The current non-complying category will be removed.

*A comparison of the current and new assessment pathways can be found in Figure 1 over the page.*

**Figure 1: Comparison of Current and New Assessment Pathways**

DEVELOPMENT ACT 1993						
COMPLYING	MERIT			NON-COMPLYING		MAJOR DEVELOPMENT
Category 1	Category 1	Category 2	Category 3	Category 1	Category 3	N/A
No public notification	No public notification	Notify adjacent land owners/ occupiers	- Notify adjacent land owners/ occupiers - Any others significantly affected - Advert placed in a newspaper circulating in the area	No public notification	- Notify adjacent land owners/ occupiers - Any others significantly affected - Advert placed in a newspaper circulating in the area	EIS consulted by the Minister
No third party appeal rights	No third party appeal rights	No third party appeal rights	Third party appeal rights	No third party appeal rights	Third party appeal rights	No third party appeal rights

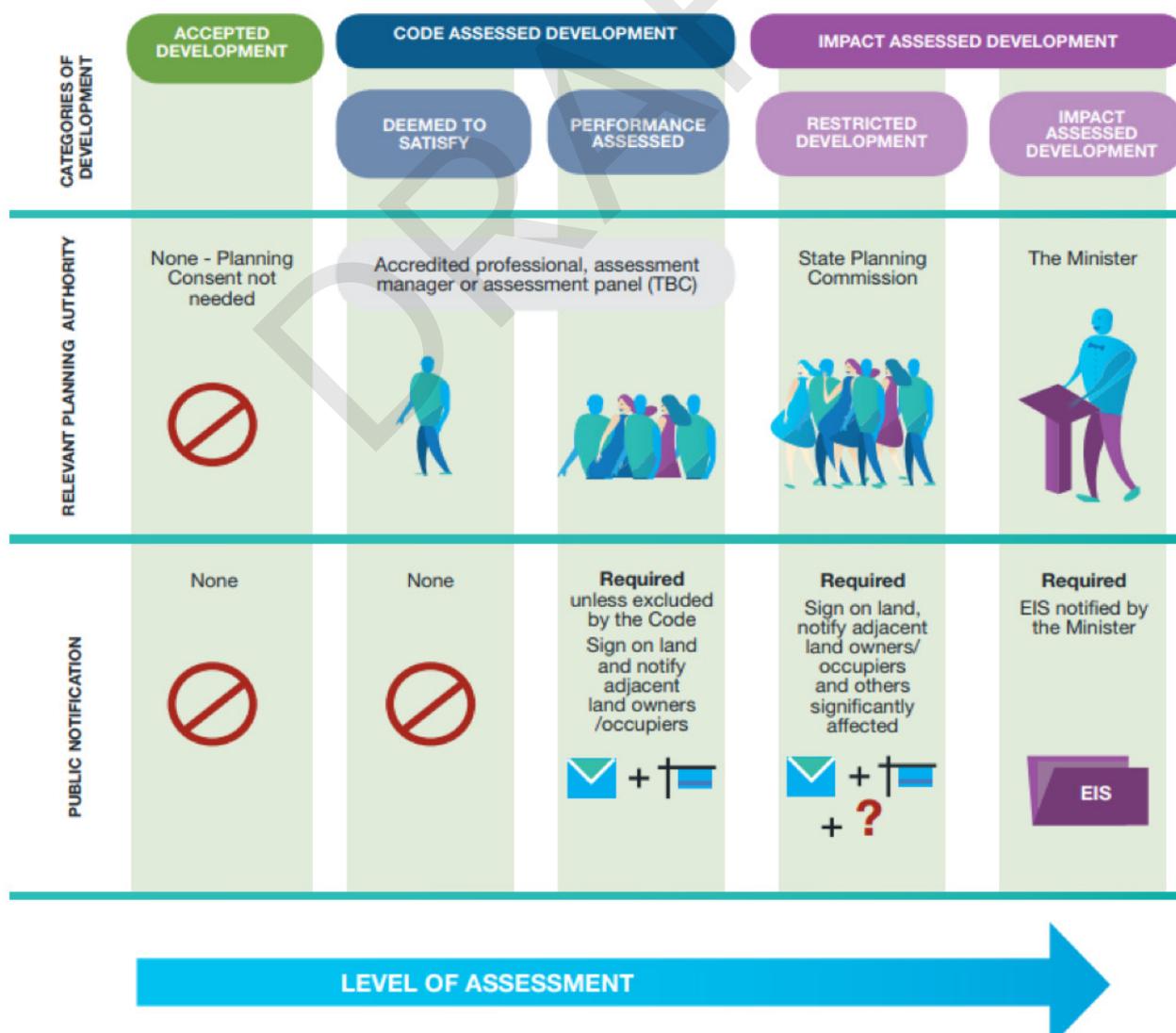
PLANNING, DEVELOPMENT AND INFRASTRUCTURE ACT 2016				
CODE ASSESSED			IMPACT ASSESSED	
Deemed-to-satisfy	Performance assessed – no notification	Performance assessed – notification required	Restricted	Impact assessed by Minister
	No Public notification	- Notify adjacent land owners/ occupiers - Notice placed on the subject land	- Notify adjacent land owners/ occupiers - Any others significantly affected - Notice placed on the subject land	EIS consulted by the Minister
No third party appeal rights	No third party appeal rights	No third party appeal rights	Third party appeal rights	No third party appeal rights

The new Development Assessment Regulations will prescribe the relevant authority for undertaking each class of development. Relevant planning authorities include:-

1. the Minister for Planning
2. the State Planning Commission by delegation to the State Commission Assessment Panel (SCAP)
3. an Assessment Panel - including Joint Planning Board (JPB) Assessment Panel, Council Assessment Panel (CAP), Combined Assessment Panel, Regional Assessment Panel and Local Assessment Panel
4. an assessment manager
5. an accredited professional
6. a council (in relation to building rules consent and/or development approval only).

Figure 2 below summarises the key roles and responsibilities of the relevant authorities in assessing development under the new planning system.

**Figure 2: Relevant Authorities**



## E-Planning

The PDI Act supports a digital approach to assessment, with all information associated with a new development filed and stored in “ePlanning”, an online assessment system accessed via the SA Planning Portal platform hosted by DPTI. Assessment of all development applications will be undertaken solely within the new ePlanning portal. Both planning and building consents will be undertaken within ePlanning, enabling end-to-end processing of a development application in one location. The purpose of the new system is to assist in faster approvals through the streamlining and digitisation of development assessment processes.

### Accreditation

Under the new planning system, the Minister for Planning is establishing an Accredited Professionals Scheme for planners, building certifiers, land surveyors and other industry professionals involved in making development decisions (the Scheme). The objective of the Scheme is to improve confidence in these decisions, as well as the professionalism of decision-making more generally.

Under the Scheme, there will be a range of accredited professionals who can make decisions based on the nature and complexity of a proposed development. The Scheme will establish and maintain the minimum standards against which professionals are assessed to determine their level of accreditation.

The different levels are based on the professional’s qualifications, skills and experience. There will also be a requirement for all accredited professionals to hold the necessary insurance, comply with a code of conduct, participate in annual compliance checks for continuing professional development and participate in periodic auditing.

The following practitioners will require accreditation:

- **Building professionals** who are involved in assessing building consent applications, including private certifiers, inspectors and building surveyors
- **Planning professionals** who are involved in assessing development applications, including assessment managers and panel members within councils, as well as private sector planning professionals who determine applications for planning consent
- **Surveyors** who are acting as relevant authorities for planning consent
- **Allied professionals** who are members of assessment panels, including architects, lawyers, urban designers and landscape architects.

The following groups will not require accreditation:

- **Elected members** who sit on a Council Assessment Panel
- **Planning professionals** who are assessing development applications

under delegation for an Assessment Manager or Assessment Panel at a council.

### **Further Information**

DPTI's SA Planning Portal includes a wide range of fact sheets, discussion papers and guides to the new planning system [www.saplanningportal.sa.gov.au](http://www.saplanningportal.sa.gov.au). Consultation on the new Code for Greater Adelaide is scheduled to occur in October 2019.

The Code is legislated to come into effect (replacing Council's Development Plan) across the entire state of South Australia by 1 July 2020.

## **Strategic Projects**

The following Council projects helping to facilitate the planning, growth and development of the district have been progressed during the 2018/2019 period:-

### **Two Wells Main Street Redevelopment**

The redevelopment of the Two Wells main street is a key long term strategic project for Council in relation to the development of retail opportunities, the attraction of new business and tourism, growing the local economy and creating jobs.

The most recent design guidelines for the main street date from 2010 and in late 2018, planning consultant Jensen Plus reviewed the Two Wells Main Street Design Guidelines (2010) to take into account the now commenced Eden and Liberty developments as well as several site specific redevelopments in the main street since 2010.

The review recommended five proposed actions which will enable Council to pursue practical opportunities arising from new urban growth which will help attract future investment and activity to Two Wells. These actions can be summarised as follows:-

#### **1. Provide Certainty for Expansion**

Negotiate the use/lease of Crown land on the south side of the main street to enable future development, including a possible supermarket site.

#### **2. Renew the Public Realm**

Undertake projects which will help refresh the public realm. This could include

having specific sites for more outdoor seating/eating, bike parks, planting and shelter; and, supporting a location for a regular produce market/events area.

### 3. Define Safe and Accessible Movement Routes

Provide appropriate street crossings, disabled parking access, RV parking areas and cycling facilities.

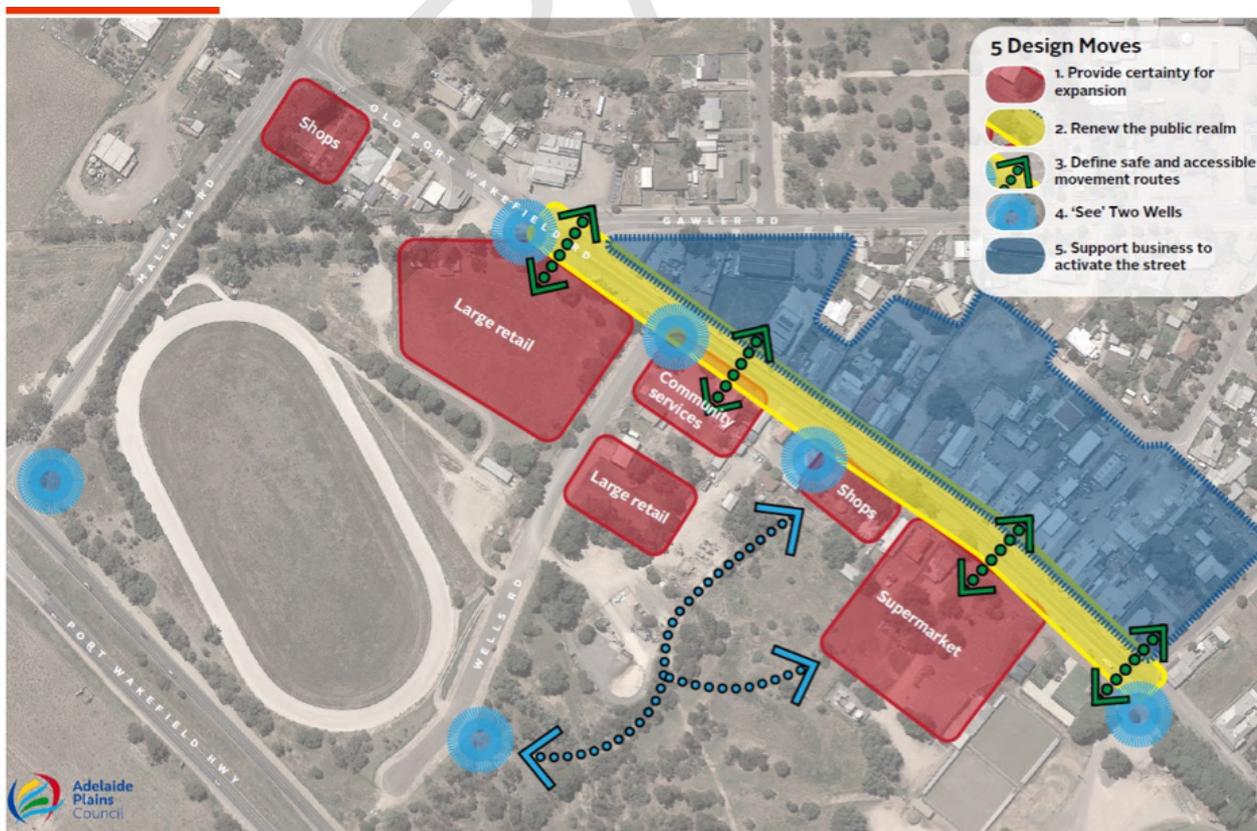
### 4. 'See' Two Wells

Make the town more attractive and interesting for visitors by upgrading the 'wells' area and associated walking trails; promoting State listed buildings as part of a heritage trail; and, upgrading wayfinding and information signage, including areas viewed from Port Wakefield Road.

### 5. Support Business to Activate the Street

Initiate a range of small initiatives such as a business support program; a regular street events program led by local businesses; a 'façade refreshing' program for main street buildings; preparing an investment attraction strategy and prospectus; and, promoting the development of any vacant land on the north side of the street for small businesses.

Whilst some of the initiatives suggested will not be feasible until further growth at Eden and Liberty has occurred, Council intends to progress key projects which will ensure that the main street is in a position to respond to this growth as required and accommodate larger scale developments, such as a supermarket, in the future.



Council has already begun negotiations with the State government in relation to the transfer of Crown land ownership to Council and it is anticipated that as Two Wells continues to grow, further progress on the redevelopment of the main street will occur.

## Webb Beach Community Emergency Management Plan

In January 2018, Council received grant funding from the South Australian Fire and Emergency Services Commission via the Natural Disaster Resilience Fund (NDRF) to develop a Community Emergency Management Plan (CEMP) for the settlement of Webb Beach in collaboration with the local community.

The preparation of the Webb Beach CEMP was a recommended outcome from the 2014 Coastal Settlements Adaptation Study (CSAS), which considered flood protection measures for Council's coastal settlements from the impacts of current storm surge events and potential future rises in sea levels. A CEMP for Middle Beach was undertaken during 2016 as a result of a previous grant funding application and it is anticipated that CEMPS will also be prepared for Parham and Thompson Beach in the future.

The project involved working with the Webb Beach community via a number of public workshops to develop and implement the CEMP. Members of the SES, CFS and Coast Protection Board provided advice and guidance throughout the project and attended the community workshops.

A template for a Household Emergency Management Plan (HEMP) was developed to provide residents and landowners with a checklist to get their homes flood ready, prepare an emergency kit and provide advice on evacuating in the event of a flood and what to remember during a post-flood clear up. Both the CEMP and HEMP documents are available to view on Council's website [www.apc.sa.gov.au](http://www.apc.sa.gov.au)

It is hoped that the project and its ensuing initiatives will help ensure that residents and visitors at Webb Beach are better able to 'Prevent, Prepare, Respond and Recover' in future flood events.



# Public Health and Food Administration

## Food

Food premises throughout the district are inspected on a regular basis as required by the Food Act 2001, with frequency of inspections dependent on a risk classification.

Of the 76 food premises in the district, 48 are risk classified at P1 and P2 higher risk category, while 30 are classified as low risk. A total of 36 inspections were undertaken.

During the period there were five (5) food complaints received. Reported issues included reports of unsuitable/unsafe food due to foreign matter, food unsuitable/unsafe due to microbial contamination, poor personal hygiene and poor food handling practices. Of these complaints, only two (2) were deemed justified and corrective action was taken.

A total of 27 food recall notices were received, some requiring follow up with local businesses. The food recall notices are also shared on the Council website for public viewing/awareness.

The Council continues to promote the use of the “I’m Alert” on-line food safety training program.

## Public Health

The South Australian Public Health Act 2011 (the Public Health Act) came into operation in June 2013 and recognises Local Government’s role as:

- public health authorities for their areas;
- preserving, protecting and promoting public health within its area;
- cooperating with other authorities involved in the administration of the Public Health Act;
- ensuring that adequate sanitation measures are in place in its area;
- ensuring that activities do not adversely affect public health;
- identifying risks to public health within its area; and
- providing or supporting activities within its area to preserve, protect or promote public health.

During the reporting period a total of 247 inspections were undertaken concerning various public health issues and requirements. 53 inspections were undertaken for a variety of public health issues including vermin complaints,

animal keeping issues, mosquitoes, inadequate wastewater or stormwater disposal, inadequate disposal of animal carcasses, odour complaints etc. Whilst the remaining accounted for wastewater inspections.

## Wastewater Approvals

Due to the district being mainly a non-sewered area, on-site wastewater systems continue to require approval under the Public Health Act. A total of 140 approvals for both on site and Community Wastewater Management System (CWMS) installation or alteration of wastewater systems were processed during the period. 194 inspections were undertaken within the 2018/2019 financial year ranging from preliminary advice, underfloor inspections, drains inspections, tank installation and irrigation area installations.



*Drains Inspection – Eden Estate*



*Wisconsin Mound Inspection*

## Pests

This financial year Council received two (2) mosquito related complaints and one (1) complaint regarding bees. Inspections were subsequently undertaken and advice was given to relevant parties. Complaints and requests for advice regarding Pigeons were also received for private residences.

# Legionella

High risk manufactured water systems (cooling tower and warm water supply) are independently audited annually and samples submitted for microbiological testing under the South Australian (Legionella) Regulations 2013 to ensure proper maintenance of the systems and to help control the incidence of Legionellosis.

## Disease Surveillance

Council liaises with the Communicable Disease Control Branch of SA Health, and maintains Communicable Disease surveillance within the district to help prevent the transmission of infectious diseases. There were two disease notifications which required further investigation within the Council area during the reporting period.

## Regional Public Health Plan

The Council, along with the Councils of Barossa, Light and Gawler, share a Public Health and Wellbeing Plan for the Barossa, Light and Lower Northern Region. The document was adopted by Council in 2014.

The Plan adopts a holistic approach to promoting health through supportive social, natural, built and economic environments, and promotes a 'sustainable region for a healthy community'.

A working group made up of representatives of the four Councils meets regularly and monitors progress against the Plan's commitments and actions. A key action of the Plan was the preparation of a Regional Disability Access and Inclusion Plan (DAIP). The DAIP includes both regional and council specific actions, and a separate working group meets regularly to discuss implementation progress.

The South Australian Public Health Act 2011 requires Councils to report every two years to the Chief Public Health Officer on the implementation of Regional Public Health Plans. Staff from the four participating Councils worked collaboratively on the preparation of a shared progress report for submission to SA Health in October 2018.

# Animal Management

Council is responsible for the management of dogs and cats within the district pursuant to the Dog and Cat Management Act 1995 (the Act). The Act encourages responsible pet ownership, and promotes effective management with the aim of reducing the public and environmental impact from dogs and cats.

## Dogs and Cats Online (DACO)

The new Dogs and Cats Online (DACO) online database system was introduced at the commencement of the period and has been very well received by the community.

Advantages of the DACO system include:

- The Dog and Cat Management Board is now the responsible Authority to receive registrations and micro chipping details for dogs and cats from all 68 Councils across the state;
- The ability to include microchip numbers, desexing details, dog control orders, dog incident records, assistance dog records, register of dog and cat breeders, etc;
- Council is no longer required to send renewal and reminder letters or issue dog registration discs;
- Customers can register dogs and cats online rather than attending a Council office. They can also update their contact and animal details, upload animal photos and transfer registration between councils – all from various IT devices;
- 24/7 availability with remote access for Council inspectorial staff, including access to information for all dogs and cats registered across the state, increasing the ability to reunite animals with their owners in a timely manner.

## Registrations

Under the Act there are both Standard and Non-Standard dog registration fee categories. A Standard dog is one that is both desexed and microchipped. Council has complete discretion in setting dog registration fees and increased the registration fee for Non-Standard dogs from \$60 to \$70, and the fee for Standard dogs from \$30 to \$35 for 2018/2019.

During the reporting year, Council received 4,295 individual dog registrations and 110 business registrations. With the introduction of DACO, Council now has a more reliable method of determining the exact number of dogs housed within the district.

Council has not yet resolved to introduce cat management registration and controls at this point, however this remains a future option. It is noted however, that with the introduction of mandatory microchipping, over 300 cat microchip details have been entered into the DACO system.

<b>Dog Control Statistics 2018/2019</b>	
Expiations Issued	238
Wandering at Large	87
Impounded	105
Returned to Owner from Pound	84
Returned to Owner Direct	2
Surrendered To Council	0
Rehomed – New Owner	8
Barking Complaints	4
Attack - Person	0
Attack - Animal	3
Harass - Person	0
Harass – Animal	0
Delivered to Animal Welfare League	15



*Dog impounded at Two Wells*

## Fire Prevention

The Fire and Emergency Services Act 2005, stipulates that each rural Council must appoint a Fire Prevention Officer (FPO) for its area. The role of Council’s FPO includes the monitoring of residential areas to ensure landowners take reasonable steps to maintain their property from fire, as required under the Act. Inspections of residential areas leading up to and during the fire danger season are carried out to assess compliance.

Section 105F notices are issued for failure to maintain the land as required and pursuant to the Act, requiring landowners to attend to maintenance of land to reduce the risk of fire. Council also has the responsibility to ensure that reserves and road reserves which come under its care and control are maintained to good bushfire prevention standards.

<b>Fire Prevention Statistics 2018/2019</b>	
Section 105F Notices issued	362
Council action required	0
Expiations Issued	0

Council's FPO is also responsible for the issuing of permits and monitoring compliance, pursuant to the Act, for the common agricultural purpose of burning off stubble to lessen weed and pest infestation, and attends burn offs to ensure compliance with the conditions under which the permits are issued.

<b>Fire Permit Statistics 2018/2019</b>	
Fire Permits issued	6
Number of burn offs with Fire Permit	6
Expiation Notices issued for non-compliance	7

Council's FPO has issued four expiations for burning prohibitive substances under the *Environment Protection Act*.

Historically, residents and market gardeners have undertaken burning activities without consideration being given to the effect on the environment. With education through advertising and media coverage the wider public are now reporting to Council if they are concerned with smoke interfering with their quality of life.

## General Inspections

### Parking

Car parking in the parking regulated areas within the Council area has been generally compliant within the reporting period. However forty expiations were issued for parking on the yellow line near the Two Wells Bakery.

## Livestock

The majority of wandering livestock complaints made to Council related to livestock wandering between private properties. These complaints were in most cases resolved by talking with property owners. Issues with livestock on roads or roadsides are commonly dealt with by issuing expiation notices. Council also works closely with local police as wandering livestock are a road safety hazard.

One expiation was issued to stock owners for allowing stock to wander onto a roadway pursuant to *Council By-law No 3 Roads Part 2.3.2 Cause or allow any animal to stray onto, move over, graze or be left unattended on any Road.*

## Local Nuisance and Litter Control

During the period, five \$1000 expiations were issued for the illegal dumping of rubbish. These matters required detailed investigation and evidence collection.

Three \$500 expiations for breach of abatement notices relating to nuisance associated with wandering animals were also issued.



## Abandoned vehicles

Abandoned vehicles have generally been stolen and burnt. Most are recovered by insurance companies or the owner after Council officers make enquiries. Council was required to recover six abandoned vehicles during the 2018/2019 year.

# Library Services and Programs

The Adelaide Plains Library operates three (3) sites. The main library is located in Two Wells, housed in the State Heritage listed Institute Building, at 61 Old Port Wakefield Road. There is a small branch outlet at the Principal Council Office in Mallala and a depot at the Windsor Institute, which is run by a local volunteer.

Council employs 2.7 FTE library staff (including a qualified librarian) and through a Memorandum of Understanding with the Town of Gawler (2018-2020), their casual library officers back up the Two Wells Library on occasions to cover staff absences.

Our library patrons have continued to enjoy the benefits of the One Library Management System (1LMS), as they are able to borrow and return items using just one library card from any South Australian public library. Moreover, library borrowers can access and reserve items from the whole state's library resources, through the Adelaide Plains Library catalogue, which can be accessed via both the Council website and the Libraries SA app. When their reserved items are available for collection, patrons have the option to pick up the items at their preferred library branch.

Library borrowers (by entering their unique borrower and pin numbers) also have the opportunity to download a large collection of e-books, audio books and magazines (which can be accessed through the library's catalogue). Access to databases including My Health and Well Being, Lynda Library (offers training courses) and Ancestry Online (library version) are also available to registered library patrons. This financial year 9,933 people in total visited our library buildings, which is an increase of just over 4% when compared with the previous year's statistic of 9,497.

## South Australian Living Artists (SALA) 2018

During the month of August over forty pieces of artwork were displayed at the Two Wells Library ranging from large quilts which were hung on the walls to paintings. This year's theme was Exploring our unique coastline – which some of the artists incorporated into their artwork. An official SALA launch was held on Wednesday 8 August 2018 at the Two Wells Library, where Mayor Flaherty OAM presented artists in attendance with their certificate, before afternoon tea was served. Staff received many positive comments about the quality and variety of artwork from members of the public and it was pleasing to see that eight (8) of the contributing eleven (11) artists reside in the Council area.



*Mayor Flaherty OAM and artist Judy Frost at the SALA launch*

# Adelaide Plains Library Facebook Page

At Council’s 20 August 2018 meeting it was resolved by Members “that Council endorses the establishment of a pilot facebook page for Council’s Library for a six month period” and on Tuesday 28 August 2018 the Adelaide Plains Library’s facebook page went ‘live’. The first post promoted the Library’s SALA exhibition. Since this time, Library staff have added a new post each day the Two Wells Library is open and Council’s many Library and Community Services have been promoted, from new items available for borrowing to school holiday programs and Outdoor Cinema events.



In June 2019 the library facebook page reached a milestone with 200 regular followers. Feedback from our facebook fans continues to be very positive and the evolution of regular themed posts including ‘throw back Thursday’ which highlights the District’s local history, generate much discussion.

A ‘snapshot’ of APCHC facebook posts:



Council at its February 2019 Ordinary Council meeting “endorsed the ongoing operation of the dedicated Adelaide Plains Library facebook page beyond the six (6) month pilot period.” The Library Facebook page continues to be well received by the community and, as the below statistics show, there is an increasing number of people viewing it and keeping up to date with local library and community services and events on offer.

<b>Library Facebook Activity</b>	<b>Sept 2018</b>	<b>Oct-Dec 2018</b>	<b>Jan-March 2019</b>	<b>April-June 2019</b>
Total number of posts	29	82 (27.3)	103 (34.3)	106 (35)
Total post views	1,340	6,213 (2,071)	15,335 (5,111)	21,410 (7,137)

(monthly average in brackets)

## Tech Savvy Seniors Classes

The Adelaide Plains Library Service commenced Tech Savvy Seniors Classes in November 2018, holding classes at both the Two Wells and the Mallala Libraries. This program is a joint partnership between the South Australian Government and Telstra with funding also provided by the Office of the Ageing – this funding (approximately \$5,000) is solely to cover wages to engage staff to run these classes (or to cover Library staff whilst they are absent from their regular duties). The initial classes covered Online Safety, Applications and Online Shopping.

More classes ran in February / March 2019, and then in May / June 2019, with sessions continuing at both the Two Wells and Mallala Libraries. Classes offered a range of diverse programs including the use of social media, mySA GOV, Android and Apple devices and eBooks and eMagazines – the latter can be accessed by registered patrons for free through the Library’s online catalogue. These classes have proven to be well attended with 85 seniors attending across 30 sessions.



*LEFT:  
Carolyn Billing,  
Ann Stoddart,  
Joy Stewart,  
Maxine Bell  
and Margaret  
Geekie at the  
Two Wells  
Library*

*ABOVE: Christine Young, Library Officer Rose Cavanagh and Rosemary Jenkin at the Mallala Library*

# Library Events

## Author Events

Adult events continue to be well attended by the community. South Australian author Tricia Stringer made a return visit to Two Wells having visited four (4) years ago, and she was our special guest speaker at the Two Wells Bowling Club on Tuesday 27 November 2018, when 40 people heard about her interesting and diverse career, as well as the 'behind the scenes research' associated with her latest novel *Table for Eight* set on a glamorous cruise ship.

Expert horticulturist Alex Wilson was the guest speaker at the Two Wells Bowling Club on Thursday 9 May 2019 where he shared useful tips with the audience of 40 gardeners to ensure their soil was in optimum condition prior to introducing new shrubs during the favourable planting months of autumn.

On Tuesday 11 June 2019 the Library service hosted Annie Seaton,

a former school principal and academic research librarian, who proved to be an inspiring speaker. Now a full time writer, her books are 'born' from her extensive travels in remote Australia, and her passion and wish to increase the awareness of her readers about the need to preserve Australia's unique landscape is reflected in her eco-adventure themes. The audience of 38 people had the opportunity to purchase Annie's books on the day, before enjoying afternoon tea prepared by the Two Wells Bowling Club ladies.

These events not only kept our guests entertained and increased their knowledge in the speakers' various fields of expertise, but they also provided valuable social and networking opportunities. In addition, Tricia and Annie both had their books for sale and signing, which was very popular with the attendees.



*Tricia Stringer at the Two Wells Bowling Club*



*Alex Wilson at the Two Wells Bowling Club*



*Fran Taplin (left) with author Annie Seaton*

## School Holiday Programs

Primary school aged children had a variety of school holiday programs on offer and enjoy over the course of the 2018/2019 financial year, ranging from painting with acrylics to learning digital stop-start animation using Lego pieces.

During the July 2018 school holidays, the Library Service offered three programs suitable for primary school aged children. Circus Elements taught children a number of useful tips when learning how to juggle balls, flower sticks and plate spinning on Tuesday 10 July 2018. On Thursday 19 July 2018 families were entertained and entranced by magician George Stas of *Adelaide Magic*.

Library staff were successful in receiving funds (totalling \$1,200) from the National Aboriginal and Islander Day Observance Committee (NAIDOC) Week Grant. On Thursday afternoon 12 July 2019, children and their parents, carers and grandparents learnt traditional aboriginal craft skills from Marra Dreaming indigenous artists. Basket weaving, dot painting on placemats and, on a larger scale, painting on canvases were the activities enjoyed by all.



*Chloe Hanstock and Cohen Jones at Circus Elements and Madalyn Wandel at NAIDOC Week*

On Thursday 4 October Animals Anonymous proved to be well enjoyed by those who attended this session at the Two Wells Uniting Church. The presenter brought an array of interesting animals including a tawny frogmouth and a fresh water crocodile. The following week on Tuesday 9 October 2018, local artist Tony Lear, who is a regular contributor to our South Australian Living Artists (SALA) exhibition, as well as a volunteer Justice of the Peace on a Saturday morning at the Two Wells Library, facilitated a painting workshop at the Two Wells Council Chambers.



*Artist Tony Lear with the budding artists*

During the last week in December before the Two Wells Library closed its doors for the calendar year on Friday 24 December 2018, the Two Wells Reading Room was turned into a craft room where a number of children took advantage of making their own Christmas decorations from a selection of materials. These craft activities proved to be popular and self-directed craft activities including paper plane modelling were also offered during the January school holiday period, as staff encouraged children to explore their creative sides.



*Kypton Price and Madalyn Wandel at Animals Anonymous*

Due to the timing of the Easter and ANZAC Day holidays, only one activity was offered during the April 2019 school holiday period. This was a Lego Animation workshop on Tuesday 16 April 2019, where children used Lego pieces and a mobile phone animation app to create their own amateur movies which were then uploaded onto YouTube.



*Christmas decorations crafted during December 2018*

A total of 183 children (plus their parents/grandparents and siblings) attended our school holiday programs this financial year, which is an increase from the previous financial year number of 168.



*RIGHT: Caitlyn Toholke at Lego Animation*

## National Science Week – Children’s Program

Library service staff were successful in applying for a grant (\$650) to run a children’s program during National Science Week, which is a yearly celebration to promote science awareness in Australia (11 – 19 August 2018). On Wednesday 15 August 2018 at the Two Wells Library, 24 children participated in an after school Guided Virtual Reality (VR) Solar Expedition. Through the use of VR goggles the children learnt about the planets, the history of space exploration and the solar system.



*Science Week event held in the Two Wells Library*

## Summer Reading Program

Devised and supported by the *State Library of Queensland*, the **Summer Reading Club** is a national free program created for children and young people from pre-school to 17 years of age that aims to inspire the imagination and instil a love of libraries and reading.



*Deputy Mayor Strudwicke with Councillor Boon and children*

This year we had a record number of 79 children register for the program. 46 children completed the challenge of reading at least ten (10) books over the December 2018 / January 2019 school holidays, which is on par with last year’s number of 43.

On Wednesday 20 February 2019 Deputy Mayor Strudwicke hosted the library’s annual Summer Reading Club party. The Two Wells Library was certainly bursting at its seams with the 28 children attending

the party (along with their parents/guardians and siblings). Councillor Kay Boon was also in attendance. Deputy Mayor Strudwicke presented each child with a Summer Reading Club certificate and their book prize. Following the formalities the children enjoyed their afternoon tea with an array of cakes and healthy fruit platters, as an alternative option.

### **Two Wells Book Group**

The Book Group continues to meet on the first Wednesday of the month from 5.30 pm to 6.30 pm at the Two Wells Reading Room. Currently there are ten (10) members.

### **Justice of the Peace Service**

A Justice of the Peace is available at the Two Wells Public Library every Saturday morning from 9 am to 11 am. Five (5) volunteer Justices of the Peace are rostered to work at the Library Service.

### **Two Wells Toddler Read & Rhyme**

Sessions are held at the Two Wells Library, on the first Wednesday of the month from 9.30 am to 10.30 am, excluding school holidays. The children, accompanied by their parents, enjoy listening to stories and participating in craft-themed activities, followed by a healthy snack of fresh fruit.

From the commencement of this financial year the Library has partnered with Two Wells Stepping Stone Childcare Centre to enable children at the childcare centre to attend this session, accompanied by their childcare workers. Additionally, since February 2019, the Library has partnered with the Two Wells Community Children's Centre to offer a second 'private' session from 11.00 am to 11.50 am on the first Wednesday of the month, to cater specifically to children attending this childcare centre.

## **Community Services**

### **Celebrations and Events**

#### **Australia Day 2019**

A successful Australia Day breakfast was held at the Two Wells Community Centre, with a cooked breakfast provided by the Two Wells Lions Club. A good crowd of over 240 people turned out to celebrate the event with Australia Day Ambassador, Superintendent Anthony Fioravanti sharing his stories of the various roles he has undertaken in SA Police.

This year's **Citizen of the Year Award** was presented to *Glenys Middleton*, in recognition of her exemplary services to the community of Two Wells, and beyond. Glenys moved to Two Wells in 1979 and her love for the area has prompted an ongoing commitment to serve and enhance her community. An

accomplished pianist and organist, Glenys has played the piano for the Two Wells Melodrama for more than 20 years, a task that not only involves many hours of practice and playing but transposing music to suit each performance. Glenys has been a member of the Two Wells Probus Group for a number of years, and she currently serves as their President. She is a quiet achiever, nonetheless an outstanding member of the community who has made a difference using her skills to preserve history, share her love of music and promote friendship amongst others.

*Phoebe Eckermann* was presented with the **Young Citizen of the Year Award** after being recognised for her exceptional contributions to the community, as well as the Beef Cattle Industry, where she has ‘literally’ put the Adelaide Plains region on the map.

Operating her own Limousin Cattle Stud on her family’s 55 acre property at Korunye, Phoebe completed a ‘clean sweep’ at the 2018 Royal Adelaide Show exhibiting eight (8) animals that were all placed first in their respective classes including the Reserve Champion Interbreed Bull. She became the youngest ever winner of the Most Successful exhibitor in the Beef Section at the Show. Phoebe then successfully exhibited at the Royal Melbourne Show, winning the Senior Champion Cow and the Junior Reserve Champion Bull broad ribbons. Completing Year 12 at Xavier College in 2017, she was awarded Dux in both Agriculture and Visual Art Design and received the Australian Defence Force ‘Long Tan Award’ recognising her teamwork and leadership. Phoebe plays Netball for Mallala, Tennis for Two Wells and helps out in the Mallala Uniting Church, volunteering her time at the Church Coffee House and Op-shop, as well as leading the Kids’ Club and Youth Group.



*Glenys Middleton with  
Mayor Wasley*



*Phoebe Eckermann with  
Mayor Wasley*

The story of Christmas has been brought alive again thanks to *Alison Madigan* and the community of the Adelaide Plains who were awarded **Community Event of the Year Award** for the annual Christmas in Song held at the Uniting Church in Mallala.

Several years ago, after attending an annual Christmas church service in Mallala, Alison left feeling somewhat uninspired and felt there had to be a better way to stir up the excitement and joy of Christmas. Taking matters in her own hands, Alison decided to organise the story of Christmas depicted in song, with a narration and readings from the scriptures. She rallied people who love to sing to form a choir residing in the District and further afield, including some of the Vanuatu people who live in Mallala whilst working at Perfection Fresh. Aply assisted by pianist Marjorie Lush, the aim is to sing as many carols as they could in one hour – last Christmas they managed to sing 24 carols. Not surprisingly the word has spread and crowds of up to 100 attend and join in the singing and the sharing of the true meaning of Christmas.



*Alison Madigan with Mayor Wasley*

The *Dublin Community Projects Group (DCPG)* was selected as the winner of the **Community Group of the Year Award** for their hard work raising funds to undertake small projects in the Dublin region. Formed in 2011 to raise and match funds for a grant to restore the old gate and install a new fence at the Dublin Cemetery, the group had sufficient funds left over to purchase two (2) new seats. The DCPG then decided to continue to support other small community projects.

The DCPG is currently fundraising to purchase and erect historical information boards at the Dublin and Shannon Cemeteries, which will include a picture of the former Shannon Church. In total, the DCPG has raised and donated over \$6,000 to the local community, through the propagation and sale of plants, jams and pickles, raffles and more. Dublin is truly fortunate to have such a passionate and dedicated band of residents who give so generously of their time to their community.

The morning ended with a Citizenship Ceremony where four (4) new conferees made the pledge of commitment, in their final step to become an Australian Citizen.



*Dublin Community Projects Group – Ian Telfer, Pat Thompson, Anthea Ailmore with Mayor Wasley*

## **Anzac Day and Remembrance Day**

Formal ANZAC and Remembrance Day services held at the Two Wells and Mallala War Memorials were provided with wreaths, which were laid on behalf of Council. Smaller community memorial services were also held around the District, including at Parham and Thompson Beach. Both events were organised by the community with Council playing a small role, ensuring the memorials are well kept and presented.

## **Citizenship Ceremonies**

Fourteen residents made the pledge of commitment as an Australian Citizen in the 2018/2019 financial year.

## **National Volunteer Week - 21 May 2019**

A total of 61 volunteers enjoyed watching either Swimming with Men at the morning session or Poms at the evening session at the Gawler Cinema. As Mayor Wasley was on leave, Councillor Boon thanked the continuing work of our volunteers in the morning and Deputy Mayor Strudwicke addressed the audience at night. Feedback from our volunteers is that they thoroughly enjoy this 'informal' way of Council acknowledging their services to the community. There were representatives from a number of our volunteer groups including the Adelaide Plains Council Historical Committee, Dublin History Group, Thompson Beach Progress Association and the Two Wells Lions Club.

## **Outdoor Cinemas**

This year the film Showdogs was the drawcard for the Mallala Outdoor Cinema held on Friday 15 February 2019, Incredibles 2 was shown on Friday 1 March 2019 at the Two Wells Oval, and Antman and the Wasp was featured at the unique Long Plains Oval on Friday 15 March. A combined total of just over 300 people turned out to watch the cinemas. The aim of the free screenings is to bring together generations of family members to enjoy these films, as well as providing local community groups/ organisations an opportunity to raise some funds through the selling of food and drinks.



*Mallala Oval – Outdoor Cinema*



*RIGHT: Mrs J Strudwicke, Deputy Mayor Strudwicke, Councillor J Daniele and Mrs J Daniele*

# Grant Funding

## **Community Partnerships - Individual Sports and Cultural Fund**

Council has continued to recognise the outstanding talents of individuals within the District who have excelled in their chosen field of sports, recreation and cultural activity. In the 2018/2019 financial year, 13 residents received funding to enable them to attend and compete at a state level in karate, netball, ten pin bowling, rugby, cricket, Irish dancing, baseball and artistic skating. Two (2) represented Australia in the World Adolescent Robot Contest held in China.

# Community Transport

## **Community Bus**

A total of 157 passengers, including seven (7) children utilised the monthly community bus travelling to the Elizabeth City Centre in the 2018/2019 financial year. New bus stop signs were erected in Two Wells, Mallala and Parham, in a bid to raise awareness of this service. Usage of the monthly community bus service has increased significantly this financial year, when compared to the 2017/2018 statistics of 110 passengers.

## **Community Passenger Network**

Council continues its alliance with the Mid North Community Passenger Network, in collaboration with the Wakefield Regional Council, Regional Council of Goyder Council and auspice body, Clare and Gilbert Valleys Council. The Network provides transport for members of the community to attend medical and health appointments, locally or in the metropolitan areas. In order to be considered eligible for this service, the resident needs to have no or very limited travel options. There is a vehicle based at Mallala and a total of seven (7) volunteer drivers based in the Council region. In 2018/2019 the service was used for a total of 215 trips, whilst in the previous financial year residents used the service a total of 140 times.

# Tourism

Council continues to promote tourism opportunities through the Visitor Information Outlet located in the Two Wells Service Centre. There is an identified need for new and updated brochures showcasing the region, in particular each township.

## **Support for Local Community Events**

Council continues to support the Two Wells and Mallala Christmas Street Parades/Parties by providing insurance for these events.

## **Ageing in Style Expo**

Organised by the Council through the Seniors Collaborative Action Project and made up of Community Service representatives from the Gawler, Light, Barossa and Adelaide Plains Councils these events aim to provide information to enhance independence and enrich quality of life for people as they get older. Although Council did not hold an Ageing in Style Expo in 2018/2019, Staff still provided support to the Gawler, Barossa and Light Councils for their respective expos.

# Council & Community

## **Council Units – Dunstan Court**

Council has continued to manage the seven (7) single bedroom units and one (1) two bedroom unit owned by Council, which are located in Mallala.

Several units have had work undertaken after vacancies with Council providing support to residents and their families during their time in their homes.

## **Regional Public Health and Wellbeing Plan - Disability Access and Inclusion Plan**

Council continues to play a part in the monitoring and rollout of these Plans, with both being endorsed by Council in June 2018.

## **Community Group Relocations**

Council continues to work closely with the community to determine future sites for the organisations which will be affected by the Two Wells Town Centre redevelopment.

The Adelaide Plains Equestrian Club has entered into a formal lease for a portion of Clara Harniman Reserve in Lewiston, which has gone ahead in leaps and bounds with establishing a suitable facility. Significant work has also been undertaken to consult the community and determine a suitable new location for the Two Wells First Scout Group. Work will now commence on preparations to lease the site selected at the rear of the Two Wells Bowling Club, which has good connections to the sport and recreation area of the town.

Council continues to work with the Two Wells Trotting Owners and Trainers Association and the Adelaide Plains Kennel & Obedience Club to establish new permanent locations. While there is still much work to be done, staff are committed to ensuring that the community groups have a voice and suitable and mutually agreed sites are selected, to enable these groups to build a long term future at new sites.

Council has also been instrumental in assisting the Two Wells Branch of Meals on Wheels (MoW) to find a permanent location after their home of over 30

years (Two Wells Uniting Church Hall) was deemed unsuitable. This search will be ongoing until a new home is found to ensure MoW continues to provide valuable support to residents in the District.

### **Adelaide Plains Council Historical Committee (APCHC)**

A Section 41 Committee of Council, there are a total of eight (8) Committee Members, as well as the Chairperson, Deputy Mayor Strudwicke. The Committee's purpose, as per its Terms of Reference, is to:

- make recommendations to Council on historical and heritage matters;
- respond to local and family history inquiries relating to Council;
- collect, preserve and exhibit collection items;
- co-ordinate the management of the Mallala Museum facility.

In the last 12 months, Committee members have been working on a number of projects including the Transport Gallery Refit (grant money received from the History Trust of South Australia) and during May's History month, a display based on the Museum's theme 'Gateway to the North' was mounted.



### **Council Volunteers**

Council is very fortunate that approximately 50 people volunteer their time as 'official' Council volunteers, including Justices of the Peace who are available at the Two Wells Library on a Saturday morning and local history enthusiasts at the Mallala Museum. This financial year, Council's volunteers had the chance to attend basic First Aid training, safe chain saw work procedures and manual handling. Council recognises the valuable contribution of our volunteers, which is reflected in the Volunteer Management Policy and Code of Conduct for Volunteers.

## **Two Wells Community Fund (TWCF) Committee**

The Two Wells Community Fund was established as part of the Two Wells Residential Development Deed between Council and the Hickinbotham Group. The purpose of the Two Wells Community Fund is to finance or subsidise Community Funds Infrastructure (recreation and other community facilities and services) located within the Hickinbotham Development site or within the Two Wells township. The Two Wells Community Fund aims to encourage and support locally based community projects or services.

The Two Wells Community Fund Committee (TWCF) is responsible for overseeing and allocating funds. The TWCF comprises three (3) members; Hon John Dawkins (the Independent Chairperson), Council's General Manager – Development and Community and Ruth Vagnarelli as a representative of Hickinbotham, and two (2) alternate members being Council's Library & Community Services Coordinator and David Luu, a representative of Hickinbotham.

Applications for the TWCF's first round opened on Monday 8 April 2019 and closed on Monday 6 May 2019. The TWCF met on Wednesday 19 June 2019 and the Committee allocated \$13,000 for three (3) local community group projects. The Two Wells Regional Action Team's Skate Park Committee received a grant of \$5,000 to assist them install a temporary pump track in the future. The Two Wells Community Fund Committee also supported the installation of dual flush toilets, which will conserve water at the Two Wells Community Centre. The Community Centre was allocated half the cost of this project, which totalled \$3,100. The Two Wells Lions Club wished to install a shadesail over the tables they have provided at the Two Wells Playground – they were awarded \$5,000. The TWCF at its meeting held on 19 June 2019 agreed to allocate up to \$5,000 (matching Council's contribution) towards a Hart Reserve Master Plan.

# Infrastructure and Environment Services

- Community Infrastructure
- Capital Works & Maintenance
- Operational Works
- Waste Management
- Horticulture Service
- Coastal Management

The Infrastructure and Environment Department manages and maintains Council's civil assets including roads, footpaths, bridges, above ground and underground drainage, parks and gardens, reserves, depots and quarry operations. The department also provides support emergency services in the preparation, response and recovery phases of emergency management.

## Community Infrastructure

Development within Council is rapidly advancing with the Hickinbotham Developments in the Two Wells Township rapidly taking form. The Eden Development Stage 2, 3, 4 and 5 Civil Construction was recently handed over to Council. This infrastructure consists of sealed roads, kerbing, footpaths, stormwater catchment reserves, street trees and lighting.

## Capital Works & Maintenance

### Seal Rehabilitation

- Hayman Road from Old Port Wakefield Road to Kathleen Road
- Dublin Road from Long Plains Road to Powerline Road

RIGHT: *Dublin Road Reseal from Powerline Road completed in November 2018*



## Unsealed Road Resheeting

- Calomba Road from Balaklava Road to Broster Road
- Shellgrit Road from Port Gawler Road to Applebee Road
- Wild Horse Plains Road from Pt. Wakefield Road to Sandy Brae Road
- Buckland Park Road from Port Wakefield Road to Bailey Road West
- Brownes Road from Port Gawler Road to North end
- Pederick Road from Gawler Road to Sharpe Road
- Williams Road from Gawler Road to Kenner Road
- Germantown Road from Kenner Road to Simpkin Road

## Construct and Seal

- Shannon Road Carslake Road to Old Dublin Road (Stage 1)



*Brownes Road Resheet completed in November 2018*



*Shannon Road Stage 1 Upgrade Completed in December 2018*

## Major maintenance programs and works included:



### **Pram Ramp renewals**

*Two of the Seven Pram ramps upgraded on Seventh Street Dublin*



### **Seal Renewal Intersection Upgrade**

*Old Port Wakefield Gawler River Road Intersection*

## Two Wells Cemetery

A new water line was installed at the Two Wells Cemetery to install additional taps towards the back of the Cemetery for aid in beautification of the Cemetery and ease of gaining water for floral displays on memorials.



## Storm Water Renewal

*Aerodrome Road Mallala culvert renewal*



*Two Wells Cemetery waterline installation*

# Operational Works

The Operational Works Programme provides for the construction, maintenance and management of the following key services:

- Transport facilities (roads, bridges, storm water systems, and footpaths);
- Quarry operations;
- Parks, ovals, gardens, reserves, street scapes and roadside vegetation;
- Flood mitigation (coastal and flood plain locations);
- Cemetery operations;
- Waste and recycling collection/transfer stations/illegal dumping;
- Public conveniences & barbecue facilities;
- Engineering assessment of development applications; and
- Plant and depot operations.

These services are provided by the following work groups:

- Construction/Maintenance;
- Waste Services;
- Horticulture Services;
- Workshop/General Maintenance; and
- Selected Contractors

## Quarry Operations



*Quarry Rubble Raising Operations through contracted services*



*Quarry Crushing Operations through contracted services*

# Waste Management

## Kerbside Collection

SOLO Resource Recovery have continued with their contract to provide Council residents with kerbside waste collection service. This service continues to provide residents in the townships of Two Wells, Dublin and Mallala a fortnightly Garbage, Recycle and Green Organics service. Residents in the remaining areas receive a fortnightly Garbage and Recycle collection service.

If you are unsure or if you have any questions relating to Council's Kerbside Collection Service please contact our service provider, Solo Resource Recovery on 1300 46 76 56.

Being able to offer residents a cost effective and efficient kerbside collection service remains a focus of Council. Council is steadfast in its commitment to reducing costs borne by the residents for this user pays system.

## Illegal Dumping

During 2018/2019 Council's accounting program shows that \$126,765 was spent to address illegally dump waste from land and roads under councils care and control. The illegal and unsightly problem of dumped rubbish continues to persist throughout the Council district. No locality seems to be immune from this practice but Lewiston and the coastal settlements have been the most frequently afflicted areas.

Council officers continually find evidence in this rubbish that points to the majority of identifiable offenders are from neighbouring council areas. Dumped matter included tyres, organics, furniture and asbestos, varying in size from boot loads through utility loads up to and including trucks

## Transfer Stations

Council owns and operates transfer stations at:

- Two Wells Transfer Station, Wells Rd, Two Wells
- Mallala Resource Recovery Centre, Limerock Rd, Lower Light

Both facilities are licensed to receive various materials including but not limited to:

- Organics
- Building material (not asbestos)
- House hold garbage
- Used motor oil (domestic quantities)
- E-Waste

As a result of Council's raised awareness regarding the risk of receiving asbestos contaminated materials at our Transfer Station, Council procedure for the handling and disposing of hard waste has been modified. All hard waste accepted at Transfer Stations is loaded directly into landfill skip bins provided by Veolia and disposed of by Council's license disposal contractor Veolia.

To reduce the risk of inadvertently receiving asbestos contaminated materials in loads of domestic hard waste, Transfer Station staff carryout a thorough inspection of hard waste to ensure no contaminated material is present, if any suspected contaminated material is identified in a customer's load the staff member has been directed to photograph the load with the vehicles registration number and direct the customer to the nearest site licensed to receive contaminated waste.



*Two Wells Transfer Station*

## Horticulture Services

Horticulture Services employs five staff that undertake many activities throughout the year, including;

- Parks and Gardens maintenance – lawn mowing, pruning, fertilising, irrigation, insect control, weed control, mulching, rubbish and graffiti removal

- Maintenance to all ovals under its care – Dublin, Mallala and Two Wells ovals. This includes; mowing, insect control, irrigation, weed control, fertilising and various other turf maintenance requirements
- General weed control throughout the district keeping all townships, cemeteries, Council sealed road edges and other Council land free of weeds
- Declared weed control in conjunction with the Natural Resources Management Board
- Care of our natural areas – Heritage Dublin Parklands, Barabba Scrub, Baker Wetland,
- Lewiston Wetland, The Rockies and all 103 RMS (Roadside Marker Scheme) sites where the majority of our remnant vegetation presides
- Slashing of roadsides and rural intersections and reserves, that consist mostly throughout Lewiston of approximately 64Ha
- Pruning of trees for the re-sheeting program, safety related road clearance and line of site. This also includes rapid response during times of high winds during storm events.

During the 2018/2019 financial year the Horticulture Department were able to deliver a range of projects, enhancing our green and open spaces for members of the community.

To provide a more enjoyable play space the Two Wells playground had new turf installed around the playground and a new irrigation system installed throughout to ensure the area will be looking green and healthy year round.

The Mallala Hub, adjacent the IGA, is a highly utilised area with many residents using the shaded seating. Council removed all of the old and tired vegetation, replacing it with a mix of purple and pink flowering plants and extra trees for shade.



*Two Wells Playground new turf*



*Mallala Hub upgrade*

Across the road from the Hub, the Mallala Chamber also received a mini makeover to formalise the area and to provide seating for the school kids who catch the morning bus.

To continue the theme in Mallala the office was palnted in conjunction wih the Hub, showing a display of Pelargoniums and Lavender.



*Mallala Chamber*



*Mallala Office*

Other completed projects included;

- Installation of an irrigation system at the Mallala cricket nets which will be sure to have the area surrounded with nice, green grass for the local cricketers.
- Planting of Lilly Lane walking path. Lilly Lane is a lane way utilised to link Tangari Estate with the newly developed Eden Estate
- Mallala cricket nets irrigation install

## Coastal Management

Council is home to over 55 square kilometres of coastal land. The Adelaide International Bird Sanctuary National Park – Winaitiyaitiyi Pangkara covers the majority of the coastal area and has high biodiversity.

In partnership with the Adelaide and Mount Lofty Ranges Natural Resources Management (AMLR NRM) Board the externally funded Council hosted Coastal Conservation Officer position provides mutual benefits for both parties through cross boundary management and protection of the districts most important environmental asset, the coast. The position covers three council areas Salisbury, Playford and Adelaide Plains Council. Within Council, targeted works are undertaken at Parham, Webb Beach, Thompson Beach, Port Prime, Light Beach, Light River Estuary, Middle Beach, Port Gawler and Buckland Park and encompasses community land, crown land and National Park.

**Within Adelaide Plains Council  
the Coastal Conservation Officer  
contributed to**

- 7500 seedlings planted
- 25.87ha of revegetation
- 460.18ha of pest plant control
- 870.77 ha of Pest animal control

**Across the three Council areas  
the Coastal Conservation Officer  
contributed to**

- 14,500 seedlings planted
- 28 ha of revegetation
- 480 ha of pest plant control
- 897.77 ha of pest animal control

**Highlights over the past 12 months include**

- Just under \$60,000 of external grants received with project partners to assist with Foreshore restoration at Parham, and The Two Wells Community Nursery
- Yellowish Sedge Skipper Butterfly reintroduction. Activities included recruitment of Volunteers, Field trip to Yorke Peninsular and release of 25 caterpillars
- Total of 14,500 seedlings planted across the Northern Coastal area total of 105ha.
- 897 ha of Pest animal Control
- 480 ha of Weed control

**The future for the Coast**

Council will continue to monitor and remediate natural coastal areas within the region in collaboration with the Adelaide and Mount Lofty Ranges Natural Resources Management (AMLR NRM) Board and other relevant stakeholders providing benefits to both residents and the environment.



# Finance & Economic Development

Council's Finance and Economic Development department is primarily responsible for the management of Council's financial services and the advancement of local economy. The department is responsible for strategic finance, budgeting, financial and management accounting, payroll, statutory reporting and compliance, Annual Business Plan, performance reporting, treasury management, grants and subsidy administration as well as rating and property database administration and the administration of Council Cemeteries. An integral aspect to the position is in the economic development realm; seizing on economic investment opportunities, leveraging for State and Federal funding and working with the private sector to attract new investment to the region.

## Long Term Financial Plan

Long Term Financial Objective of Council is to be "a Council which delivers on its strategic Objectives by managing its financial resources in a sustainable and equitable manner by incremental growth and service cost containment to reduce the operating deficit over time; as opposed to burdening the ratepayers of the Council with short term excessive increases to their annual council rate bill".

Financial sustainability means having a financial position capable of meeting long-term service and infrastructure levels and standards, acceptable to the community, without substantial increases in rates or cuts to services. The Long Term Financial Plan has been developed based on following budget principles. They are;

### **Principle 1: Breakeven budget**

Cost of annual Council's services and programs, including depreciation of assets, are fully funded by the current ratepayers being the consumers of those Council services, programs and assets.

### **Principle 2: Rate Stability**

Annual rate collections are fair and equitable for the ratepayers with the aim to keep rate revenue increases stable over the medium term.

### **Principle 3: Infrastructure and Asset Management**

Maintain Infrastructure and Assets in line with the Council's Infrastructure Asset Management Plans.

## Principle 4: Prudent Debt Management

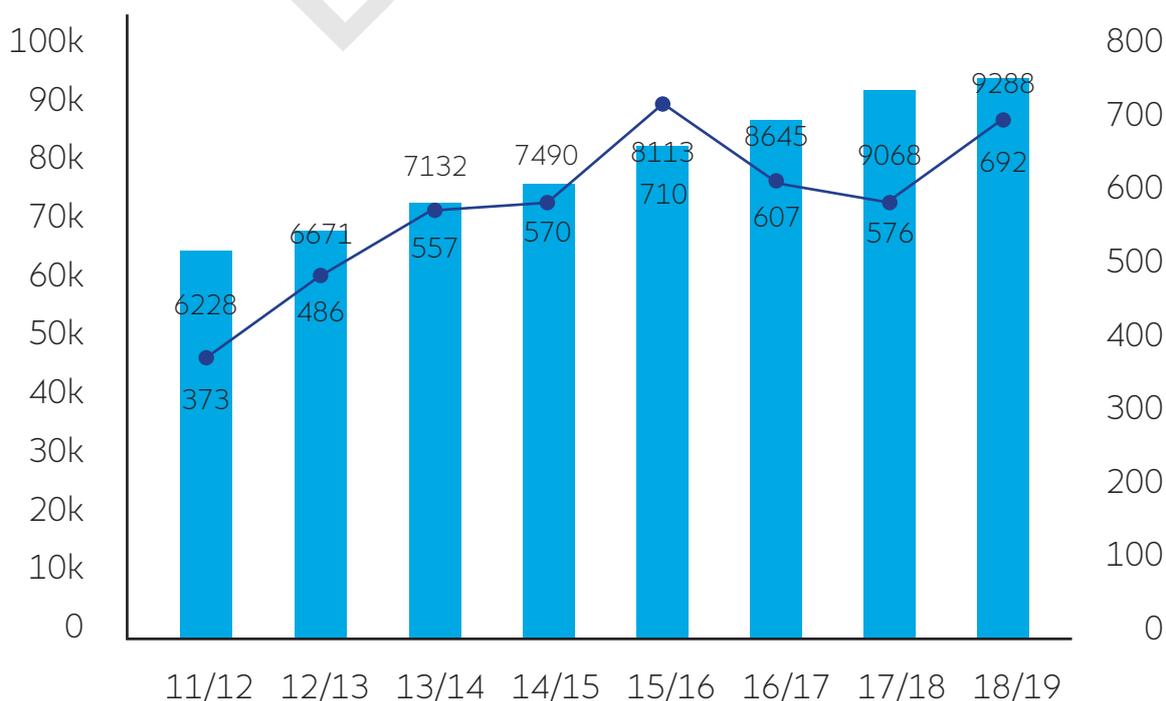
Prudent use of debt to invest in new long term assets to ensure intergenerational equity between current and future users.

The updated Long Term Financial Plan for the period 2020-2029 was adopted by the Council on 27 June 2019. It shows that the Council is expected to make operating deficits for the next three (3) financial years with a 3.50% increase in average rate and 1.00% growth from developments. Although the LTFP forecasts an operating surplus from year 4 (2022/2023) onwards, Council should make it priority to return to budget breakeven earlier if possible, without putting more financial burden on the Adelaide Plains community

## Overdue Council Rates

Council's main source of revenue is rates income as rates income as a percentage of total income is 75% in 2018/2019 Financial Year. Therefore, any overdue rates would add pressure on rate payers who pay their rates on time, by way of extra interest expenses on short-term borrowings Council's has to make to bridge funding shortfall.

The following graph shows Council's overdue rates at 30 June of each financial year compared to the total rates income (General Rates, CWMS charges, Refuse Levy & NRM Levy) of the financial year. While the rate income has gone up by 49%, from \$6.228m in 2011/2012 financial year to \$9.288m in 2018/2019 financial year, overdue rates have gone up by 86%, from \$0.373m to \$0.692m during the same period. However, as result of changes in internal processes to recover overdue Council rates on time, Council had been able to reduce its overdue rates over the last three (3) financial years.



# Outstanding Council Borrowings

The fixed rate borrowings on 30 June 2019 were \$3.474m (Refer to Table 1). This is a reduction of \$0.650m when compared with the outstanding fixed rate borrowings of \$4.124m at 30 June 2018 as a result of repayment of loans instalments when they fall due.

The outstanding variable rate cash advance (CAD) facility drawn out from the LGFA at 30 June 2018 was \$0.770m. However, by the end of 2018/2019 Financial Year, CAD loan has been paid in full (Refer Table 2) mainly due to early payment of:-

- 50% (\$0.751m) of the 2019/2020 Financial Assistance Grant on 19 June 2019; and
- Supplementary Local Road Funding allocation of \$0.260m for 2019/2020 and 2020/2021 Financial Years.

The fixed interest loans have been provided by LGFA. The terms for LGFA loans range from ten (10) to twenty (20) years, with the interest rates varying between 4.45% and 7.05% per annum. To minimise the future financing costs, the current funding strategy is to utilise surplus funds in the first instance, with short-term funding needs being met via the utilisation of the CAD facility. A listing of all active loans are contained in Table 1 and Table 2.

All of Council existing fixed rate loans will be repaid by 30 June 2022 except for the Mallala CWMS loan which was obtained for 20 year period on 15 June 2016.

Table 1: Outstanding Fixed Rate Debenture Loans at 30 June 2019

<b>Purpose of the Loan</b>	<b>Loan Term (Yrs.)</b>	<b>Principal Amount (\$)</b>	<b>Date of Borrowing</b>	<b>Date of Maturity</b>	<b>Interest Rate (%)</b>	<b>Balance (\$)</b>
Gawler River Scheme - Flood Plain Management	15	116,000	15/03/2006	15/03/2021	6.20	22,231
Gawler River Scheme - Flood Plain Management	15	430,000	15/01/2007	15/01/2022	6.80	123,429
Community Land - Mallala	15	180,000	15/05/2007	15/05/2022	7.02	52,198
Resource Recovery shed & Ruskin Shannon Rd Development	15	368,000	15/06/2007	15/06/2022	7.05	106,864
Funding Capital Program FY2010	10	1,700,000	17/05/2010	17/05/2020	6.85	225,934
Funding Depot and Plant purchases	10	3,000,000	16/04/2012	16/04/2022	5.90	1,089,122
Mallala CWMS Scheme (Repaid by the Mallala CWMS)	20	1,910,000	15/06/2016	15/06/2036	4.45	1,854,012
<b>Total</b>		<b>7,704,000</b>				<b>3,473,790</b>

Table 2: Outstanding Variable Rate Cash Advance at 30 June 2019

<b>Loan Number</b>	<b>Purpose of the Loan</b>	<b>CAD Limit (\$)</b>	<b>CAD Facility Expiry Date</b>	<b>Interest Rate (%)</b>	<b>Balance</b>
CAD 123	General Council operations	5,000,000	5/07/2028	3.35	-
CAD 124	General Council operations	1,500,000	15/05/2030	3.35	-
<b>Total</b>		<b>6,500,000</b>			-

# Financial Statements for the year ending 30 June 2019

Financial Statements Subject to Adopted

DRAFT

# ANNUAL REPORT

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## 2018-2019

**Gawler River Floodplain  
Management Authority**

Constituent Councils:

*Adelaide Hills Council*

*Adelaide Plains Council*

*The Barossa Council*

*Town of Gawler*

*Light Regional Council*

*City of Playford*

# GRFMA

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## **Chairman's Foreword**

The Gawler River Floodplain Management Authority is unique in its structure and role in floodplain management in Australia. Representing six councils (i.e., Adelaide Hills, Adelaide Plains, Barossa, Gawler, Light and Playford), the Authority established in 2005 as a Regional Subsidiary pursuant to Section 43 of the Local Government Act, 1999 was primarily purposed with responsibility for flood mitigation protection within the Gawler River catchment.

During 2019 the Authority met on nine occasions (i.e., six Ordinary and three Special meetings) progressing activities outlined within its Business Plan 2018 – 2021 and attending to other matters received by the Board for consideration and appropriate action.

The following provides a brief outline of important actions pursued by the Authority during the report period: -

### **Northern Floodway Project and Associated Public Relations Strategy**

The Authority has pursued endeavors to obtain State and Federal government funding for the project having an estimated \$27 million cost, on the basis of securing commitment from Federal and State Governments to fund in totality all capital costs, including the further design and development cost associated with the project

An application submitted to the Federal government seeking \$2 million from the Building Better Regions Infrastructure Scheme to undertake the first stage of the project incorporating ground-truthing investigations, preliminary design and documentation, further impacted landowner consultation, environmental and heritage surveys was unsuccessful.

With recent changes to State and Federal Government representation following respective election outcomes, it has been necessary to review strategies to engage with and seek political support for project funding. The Authority has initiated work in developing such advocacy strategies which hopefully will soon prove successful.

A recent alternative approach seeking matched contributions from State and Federal Government for \$1.8 million (i.e., \$900,000 each) has been supported by Minister David Spiers MP, and Senator Simon Birmingham in his letter to governmental colleague Minister David Littleproud MP.

### **Charter and Governance Review**

A periodic review of the Authority's Charter and associated governance review was initiated with a Working Group formed to progress in two stages, initially to pursue a short review of the Charter to identify any immediate amendments necessary for continuing operation and immediately following, undertake a further process to scope and consider other contemporary governance arrangements to be undertaken.

The Charter Review has progressed with proposed amendments supported by the Board, referred for legal review and circulated to the constituent councils for support pending adoption and subsequent Gazettal.

The Authority acknowledges the Working Group representation provided by each of the constituent councils and in particular, assistance provided by the Playford Council with legal service review.

### **Policy Review**

A review of the following Authority operating policies was undertaken and subsequently reindorsed:

- Internal Review Decisions
- Procurement and Operations
- Dam Valuation and Treasury Management, and
- Public Consultation

### **Gawler River Unharmful Mitigation Project (GRUMP)**

The Authority has agreed to enter into partnership with Bushfire and Natural Hazards CRC and the University of Adelaide to further develop an existing decision support tool (UNHaRMED) to explore how to manage flood risk into the future applying an integrated and dynamic approach. The project will consider specific pilot studies and develop a methodology for integrated flood mitigation planning by this Authority. The model once developed will also be available to other councils and floodplain managers responsible for flood-associated social, environmental and economic risk modelling and subsequent management.

The project has been supported by \$98,980 in funding the National Disaster Resilience Program. A joint University of Adelaide, Government and GRFMA constituent council representative Project Steering Group has been formed to progress the project which is due to be completed in March 2020.

### **Reforming Natural Resource Management in South Australia**

Submission was forwarded to the Hon David Spiers MP, Minister for Environment and Water regarding the State Governments proposal to establish new SA Landscapes Boards. The Authority is seeking clarification on the placement of constituent councils in the proposed regional reform and assurance that strategic flood management objectives and relevant landscape levy funding mechanisms are maintained.

### **Dam Break and Consequence Assessment Report**

Hydrology and Risk Consulting Pty Ltd was engaged to undertake a risk assessment of the Bruce Eastick North Para Flood Mitigation Dam. The report has been received and is currently undergoing review by Board members prior to initiating any actions resulting from the recommendations contained therein.

### **Dam Deflection Survey**

Recommendations contained within a survey report prepared by John Bested & Associates were received and identified for implementation.

Work required for the replacement of a Deep Bench Mark adjacent the dam structure was deferred for consideration within the 20/21 Budget.

### **Other Dam Maintenance Works Undertaken**

The following works were undertaken within budgetary allocations:

- Dewatering of stilling pond and inspection of low-level outlet to remove flow restrictions
- Reinstatement of the down-stream access track (acknowledging services provided by Light Regional Council)
- Earthworks to downstream right abutment scouring

### **New and Outgoing Board Members**

Following the outcome of the Local Government elections held in November 2018 the following constituent council elected member representations were appointed:

- Cr Stephen Coppins (Playford)
- Cr Terry-Anne Keen (Adelaide Plains)
- Cr Paul Koch (Gawler)
- Mayor Bim Lange (Barossa)

Outgoing members were acknowledged for services provided to the Board:

- Cr Denis Davey (Playford)
- Cr Mel Lawrence (Adelaide Plains)
- Cr Adrian Shackley (Gawler)
- Mayor Bob Sloane (Barossa)
- Mr. Mal Hemmerling (Playford)

The Authority maintains a short-term priority for the delivery of the Northern Floodway Project to provide increased flood protection for the lower reaches of the Gawler River.

Ultimately, resources will be aligned in providing 1:100 Average Recurrence Interval flood protection to the Gawler River catchment.

**Ian J. Baldwin**

Chairman and Independent Member  
Gawler River Floodplain Management Authority

## Gawler River Floodplain Management Authority (GRFMA)

### The Gawler River

The Gawler River is formed by the confluence of the North Para and South Para in the town of Gawler and is located in the Adelaide Plains district of South Australia. The district surrounding the river produces cereal crops and sheep for both meat and wool, as well as market gardens, almond orchards and vineyards. The farm gate output of the Gawler River Floodplain horticultural areas is estimated to be at least \$225 million.

### Purpose of the GRFMA

The Gawler River Floodplain Management Authority (GRFMA) was formed as a Regional Subsidiary under Section 43 and Schedule 2 of the Local Government Act 1999 on 22 August 2002. The Constituent Councils are the Adelaide Hills Council, The Adelaide Plains Council, The Barossa Council, The Town of Gawler, Light Regional Council, and the City of Playford.

The Charter provides for one independent person, who is not an officer, employee or elected member of a Constituent Council, to be appointed as the Chairperson of the Board of Management of the GRFMA for a term of two years.

The Charter sets down the powers, functions, safeguards, accountabilities and an operational framework and the Business Plan sets down the operational plan and financial plan to achieve agreed objectives.



The Authority has been established for the following purposes:

- to co-ordinate the construction, operation and maintenance of flood mitigation infrastructure for the Gawler River. This purpose is the core business of the Authority;
- to raise finance for the purpose of developing, managing and operating and maintaining works approved by the Board;
- to provide a forum for the discussion and consideration of topics relating to the Constituent Council's obligations and responsibilities in relation to management of flood mitigation for the Gawler River;
- upon application of one or more Constituent Councils pursuant to clause 12.4:
  - to coordinate the construction, maintenance and promotion and enhancement of the Gawler River and areas adjacent to the Gawler River as recreational open space for the adjacent communities; and
  - to enter into agreements with one or more of the Constituent Councils for the purpose of managing and developing the Gawler River.

### **The Board**

The Members of the Board are:

<b>Council</b>	<b>Board Members</b>	<b>Deputy Board Members</b>
<b>Chairperson and Independent Member</b>	Mr. Ian Baldwin	
<b>Adelaide Hills Council</b>	Cr Malcolm Herrmann Mr. Marc Salver	Cr Pauline Gill
<b>Adelaide Plains Council</b>	Cr Terry-Anne Keen Mr James Miller	Cr John Lush Mr Robert Veitch
<b>The Barossa Council</b>	Mayor Bim Lange Mr. Gary Mavrinac	Cr Russell Johnstone
<b>Town of Gawler</b>	Cr Paul Koch Mr. Sam Dilena	Cr Kelvin Goldstone Mr. Ben DeGilio
<b>Light Regional Council</b>	Cr William Close Mr. Brian Carr	Mr. Andrew Philpott
<b>City of Playford</b>	Cr Stephen Coppins Mr. Greg Pattinson	

Meetings of the Board are held at such time and such place as the Board decides subject only to the requirement that there will be at least one meeting in every two calendar months. A special meeting of the Board may be held at any time and may be called at the request of the Chairperson or at the written request of six members of the Board representing all of the Constituent Councils.

Ordinary meetings of the Board are generally held bi-monthly on the third Thursday of the even months commencing at 9.45 am: excepting December which is held on the second Thursday,

Meetings are hosted by the Constituent Councils on a rotational roster with six Board meetings and three Special Meetings were held during the year as follows:

- Thursday 5 July 2018                      Gawler (Special Meeting)
- Thursday 16 August 2018                Gawler
- Thursday 18 October 2018                Mallala (Adelaide Plains)
- Monday 12 November 2018                Gawler (Special Meeting)
- Thursday 13 December 2018                Playford
- Thursday 7 February 2019                Kapunda (Light)
- Thursday 21 March 2019                Playford (Special meeting)
- Thursday 18 April 2019                Gumeracha (Adelaide Hills)
- Thursday 17 May 2018                    Playford (Special Meeting)
- Thursday 13 June 2019                    Barossa

### **Technical Assessment Panel**

A Technical Assessment Panel has been appointed to support the decision-making processes of the Board with delegated powers to provide advice and manage the technical aspects of the design, assessment and construction of the various parts of the Scheme.

The Members of the Panel are:

- Mr Ian Baldwin, Independent Chair
- Ms Ingrid Franssen, Manager Flood Management, DEWNR
- Dr Moji Kan, Principal Engineer Dams, SA Water
- Mr Matt Elding, Barossa Council
- Mr Braden Austin, Playford Council
- Mr David Hitchcock Executive Officer
- Mr Dino Musolino, Observer, Lower Gawler River representative

No meetings of the Panel were held during the year, however email out of session consideration was undertaken to consider the Bruce Eastick Dam Break Consequence Report.

### **Audit Committee**

An Audit Committee has been appointed to review:

- the annual financial statements to ensure that they present fairly the state of affairs of the Board, and
- the adequacy of the accounting, internal control, reporting and other financial management systems and practices of the Board on a regular basis.

The Committee held four meetings during the year:

- 13 August 2018
- 10 December 2018
- 15 March 2019
- 3 June 2019

The members of the Committee are:

- Mr Peter Brass, Independent Member
- Mr Greg Pattinson, City of Playford
- Cr Malcolm Herrmann, Adelaide Hills Council

### **Charter and Governance Review Working Group**

A periodic review of the Authority's Charter and associated governance review was initiated with a Working Group formed to progress in two stages, initially to pursue a short review of the Charter to identify any immediate amendments necessary for continuing operation and immediately following, undertake a further process to scope and consider other contemporary governance arrangements to be undertaken.

The first stage of the Charter Review is expected to be completed by December 2019 with the governance and financial contributions review to be then initiated.

### GRFMA Policies

The following Policies have been adopted to provide management guidelines for the day-to-day business of the GRFMA:

- Procurement and Operations Policy
- Grant Policy
- Internal Review of Decisions Policy
- Public Consultation Policy
- Access to Meetings and Documents Policy
- Dam Valuation Policy
- Treasury Management Policy

The purpose of policies is to provide prudent management guidelines for the day-to-day management of the affairs of the Authority.

All meetings of the GRFMA and its committees are open to the public, with the exception of those matters to be considered under Section 90 of the Local Government Act 1999.

No Freedom of Information requests were received during the year.

Forum	Total Resolutions for the year	Resolutions to exclude the Public - Sec 90(3)	Purpose	Order for docs to remain confidential - Sec 91(7)	%
Board	99	7	Possible commercial advantage of a person	0	0
Technical Assessment Panel		0		0	0
Audit Committee	18	1		0	0

Mr David Hitchcock has been engaged to provide Executive Officer services under a services agreement until 31 December 2019. Mr Hitchcock has extensive experience in the administration of Councils and regional subsidiaries under the Local Government Act 1999.

The GRFMA has no employees and all services are engaged on a contract basis.

## Evaluation of Performance against the Business Plan

### Part A: Funding

Performance Targets:	Timings:	To be measured By:	Actual Achievements
Secure Additional Project Funding	June 2016	All Councils, stakeholders and Governments agree to contribute to the project in accordance with the Plan	<input checked="" type="checkbox"/> <b>Scheme total funding achieved to date \$21,913,859 and which includes grants of \$17,016,420</b>
Grant Claims	At all times	Lodge claims monthly for the payment of Commonwealth and State Government Grants.	<input checked="" type="checkbox"/> <b>Claims lodged at the end of the month</b>
Maintain positive Cash Flow	At all times	Positive bank account balances at all times.	<input checked="" type="checkbox"/> <b>Positive cash flow maintained</b>

### Part B: Proposed Flood Mitigation Scheme Works

South Para Works			
<p>The South Para Reservoir is under the control and management of SA Water Corporation who have agreed to undertake the required modifications to the South Para Reservoir to provide the required level of flood mitigation capacity as a cost to the Scheme.</p> <p>Dam safety review and design proposal to modify the dam wall and spillway completed September 2005</p> <p>Detailed hydrology study of the catchment using the very latest methodologies let to Department of Transport, Energy and Infrastructure completed March 2007.</p>			
Performance Targets:	Timings:	To be measured By:	Actual Achievements
Detailed design of works	December 2010	Completion of detailed design and tender documents	<input checked="" type="checkbox"/> <b>July 2011 Final approvals granted</b>
Construction of the works	June 2012	Completion of construction	<input checked="" type="checkbox"/> <b>Practical completion achieved June 2012</b>

### Gawler River Flood Mitigation Scheme

- One What will the Mark Two Scheme Include? (Note these steps may occur concurrently and not necessarily in the following order)
- Two Reconfirm with the Constituent Councils that a 1 in 100-year level of protection is the protection standard that is to be pursued in the development of the Gawler River Flood Mitigation Scheme - Mark Two Strategy. N.B. The protection standard does not guarantee full protection for all flood events. ***The Findings Report 2016 advises the 1 in 100 ARI event is considered to be the minimum desirable level of flood protection for new development as well as for much of the existing floodplain development.***
- Determine if a second dam on the North Para River or modification to the Bruce Eastick North Para Flood Mitigation Dam is an option. The GRFMA Board has recently accepted a tender for a Findings Report to undertake an assessment to determine if a second dam is required and feasible. ***The Findings Report 2016 advises enlarging the existing Bruce Eastick North Para Flood Mitigation Dam on the North Para offers the greatest level of protection with least impacts and is rated as the most favoured structural mitigation option. This option deferred pending completion of the Northern Floodway Project proposal. Noting feasibility of raising the height of the Bruce Eastick Dam is still a strategic consideration;***
- Three The Gawler River Floodplain Mapping Model should be maintained as the reference tool to demonstrate the level of flood protection and validity of design of land proposed for development as part of the approval process. To achieve this, the model should be upgraded to include recent works such as the Northern Expressway works and the additional floodplain mapping completed as part of the Light River Templers Creek Salt Creek Mapping Study by the Adelaide Plains Council . ***Completed.***
- Four To further develop the preliminary assessment of possible local area levees prepared in the 2008 Gawler River Floodplain Mapping Study at Gawler, Angle Vale and Two Wells and develop a levee strategy for Virginia to a robust design standard with a staging plan. Undertake a cost benefit study for each stage of the plan. ***Currently being considered in association with the Northern Floodway Project proposal.***
- Five Establish a protocol with the Floodplain Councils that where development of land in areas identified as ‘at risk of flooding’ is planned to proceed by the implementation of a local area levee that mapping of the proposed levees on the Gawler River Floodplain Mapping Study Model will be required. ***It is anticipated the Gawler River Unharmed Mitigation Project, currently underway, will contribute to understanding of this issue and relevant strategies.***
- Six Maintain a working relationship with the Australian Rail Track Corporation to ensure that any changes to Railtrack infrastructure of culverts and rail heights are mapped on the Gawler River Floodplain Mapping Study Model to identify any changes to flooding impacts. ***Ongoing***
- Seven Develop a funding strategy for flood protection that is delivered by local area levees on the questions of who should own and maintain the levees and whether local area levees are regional works that the GRFMA should fund or are they local works that are the responsibility of the local Council. ***Currently being considered in association with the Northern Floodway Project proposal.***
- Eight Investigate opportunities for funding partners and grants to undertake the necessary assessments and designs. ***Ongoing.***
- Nine The Scheme will also seek to clarify, through the Local Government Association, the policy and legal framework around maintenance of rivers and creeks where those rivers and creeks are part of the regional flood management plan. Under current legislation a landowner is responsible for the condition of a creek or waterway on private land. ***Currently under review by Department Environment and Water. GRFMA submission provided.***

**Part B: Maintenance of the Scheme**

<b>Performance Targets:</b>	<b>Timings:</b>	<b>To be measured By:</b>	<b>Actual Achievements</b>
Six monthly inspection	June and December	Completion of Inspection Report	<input checked="" type="checkbox"/> <b>Comprehensive Dam inspection (Newman Engineering) carried out Jan 2018</b> <input checked="" type="checkbox"/> <b>Dam Break Consequence study due for completion June 2019.</b> <input checked="" type="checkbox"/> <b>Road Access Repairs completed February 2019.</b> <input checked="" type="checkbox"/> <b>Dam Survey Monument (5 year) Survey completed April 2019.</b> <input checked="" type="checkbox"/> <b>Lower Level Outlet Pipe and stilling basin dewatered and inspections undertaken March 2019.</b>

**Part C: Operation of the Regional Subsidiary**

<b>Performance Targets:</b>	<b>Timings:</b>	<b>To be measured By:</b>	<b>Actual Achievements</b>
Reports to Stakeholders	Twice yearly	The publication and distribution of a Fact Sheet to all stakeholders and affected landowners.	<input checked="" type="checkbox"/> <b>Newsletters were forwarded to all stakeholders following completion of Findings Report. Now not required due to no Dam construction work being undertaken.</b>
	Bi-Monthly	Key Outcomes Summary to be published following each Board Meeting to include a summary of the progress of the development of the Scheme.	<input checked="" type="checkbox"/> <b>Key Outcomes Summary prepared following GRFMA meetings</b>
Maintain effective Regional Subsidiary	December	The performance of the Executive Officer be reviewed annually Charter Review	<input checked="" type="checkbox"/> <b>Next review to be conducted in December 2019.</b> <input checked="" type="checkbox"/> <b>GRFMA Charter Review (1<sup>st</sup> stage) completed June 2019</b>
	August	The appointment of Auditor, Bank Operators, levels of insurance, appropriate registrations, delegations and policies be reviewed annually.	<input checked="" type="checkbox"/> <b>Auditor reappointed up to 30 June 2019</b> <input checked="" type="checkbox"/> <b>EOI invited in May 2019 for Auditor services 2019-2024</b> <input checked="" type="checkbox"/> <b>Appropriate levels of insurance reviewed in July 2018</b>
Review of the Business Plan	By 31 <sup>st</sup> March	Review the Business Plan prior to preparing the Budget Forward to the Councils	<input checked="" type="checkbox"/> <b>June 2018 – Business Plan 2018-2021 adopted</b> <input checked="" type="checkbox"/> <b>June 2019 – Achievements against the Business Plan 2018-2019 presented</b>

Annual Budget	By 31 <sup>st</sup> March, June, October, December	Adopt for consultation forward to Councils- Adopt Budget – copy to Councils in 5 days- Conduct Budget Reviews	<input checked="" type="checkbox"/> <b>March 2019 –Council consultation</b> <input checked="" type="checkbox"/> <b>Budget 2019–2020 adopted at June 2019 Board meeting</b>
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Subscriptions	June December	Send half year subscriptions to Council	<input checked="" type="checkbox"/> <b>All first half subscriptions paid</b> <input checked="" type="checkbox"/> <b>All Second half subscriptions paid</b>
Report to Constituent Councils	Following each Board meeting By 30 <sup>th</sup> September	The receipt of the following reports by Councils, Board Meeting Key Outcome Summary Annual Report including Annual Financial Statements	<input checked="" type="checkbox"/> <b>Key Outcomes Summary prepared following meetings</b> <input checked="" type="checkbox"/> <b>Annual Report forwarded electronically to Councils.</b>

**Financial Statements 2018-2019**

1. Certification of Financial Statements
2. Financial Statements and Notes
3. Related Parties Disclosures
4. Statement of Auditors Independence
5. Certification of Auditor Independence
6. Management Letter

**GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY**  
**ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2019**  
**CERTIFICATION OF FINANCIAL STATEMENTS**

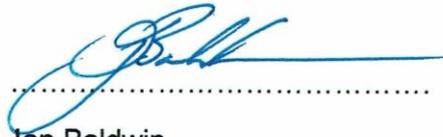
We have been authorised by the Gawler River Floodplain Management Authority Council to certify the financial statements in their final form.

In our opinion:

- the accompanying financial statements comply with the Local Government Act 1999, Local Government (Financial Management) Regulations 2011 and Australian Accounting Standards.
- the financial statements present a true and fair view of the Authority's financial position at 30 June 2019 and the results of its operations and cash flows for the financial year.
- internal controls implemented by the Authority provide a reasonable assurance that the Authority's financial records are complete, accurate and reliable and were effective throughout the financial year.
- the financial statements accurately reflect the Authority's accounting and other records.



David Hitchcock  
EXECUTIVE OFFICER  
15/8/19



Ian Baldwin  
CHAIRMAN  
15/8/19

**GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY**

**STATEMENT OF COMPREHENSIVE INCOME**  
for the year ended 30 June 2019

	Notes	2019 \$	2018 \$
<b>INCOME</b>			
Subscriptions	3	231,577	79,600
Investment income	1(d)	1,718	2,428
State Government Grants	2	-	-
Other Income		<u>5,024</u>	<u>20,000</u>
<b>Total Income</b>		<u><b>238,319</b></u>	<u><b>102,028</b></u>
<b>EXPENSES</b>			
Contractual Services	4	129,856	85,445
Depreciation	1(i), 9	233,081	231,213
Other		<u>16,746</u>	<u>15,106</u>
<b>Total Expenses</b>		<u><b>379,684</b></u>	<u><b>331,764</b></u>
<b>OPERATING SURPLUS / (DEFICIT)</b>		<b>(141,365)</b>	<b>(229,736)</b>
<b>NET SURPLUS / (DEFICIT)</b>		<u><b>(141,365)</b></u>	<u><b>(229,736)</b></u>
transferred to Equity Statement			<b>(229,736)</b>
<b>Other Comprehensive Income</b>			
<i>Amounts which will not be reclassified subsequently to operating result</i>			
Changes in revaluation surplus - infrastructure, property, plant & equipment		<u>5,830,163</u>	-
<b>Total Other Comprehensive Income</b>		<u><b>5,830,163</b></u>	-
<b>TOTAL COMPREHENSIVE INCOME</b>		<u><b>5,688,798</b></u>	<u><b>(229,736)</b></u>

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

**GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY**

**STATEMENT OF FINANCIAL POSITION**  
as at 30 June 2019

<b>ASSETS</b>	Notes	2019 \$	2018 \$
<b>Current Assets</b>			
Cash and cash equivalents		3,034	2,124
Investments	1(d)	63,868	57,288
Debtors		-	-
Debtors - GST		1,891	1,663
Accrued Interest		67	149
<b>Total Current Assets</b>		<u>68,860</u>	<u>61,225</u>
<b>Non-current Assets</b>			
Infrastructure	9	25,329,000	18,497,000
Accumulated Depreciation Infrastructure	1(i), 9	(3,474,000)	(2,311,850)
Land	9	477,000	465,687
<b>Total Non-current Assets</b>		<u>22,332,000</u>	<u>16,650,837</u>
<b>Total Assets</b>		<u>22,400,860</u>	<u>16,712,062</u>
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Trade & other payables		-	-
Borrowings		-	-
<b>Total Liabilities</b>		-	-
<b>NET ASSETS</b>		<u>22,400,860</u>	<u>16,712,062</u>
<b>EQUITY</b>			
Accumulated Surplus		13,718,887	13,860,252
Asset Revaluation Reserves	1(h)	8,681,973	2,851,810
<b>TOTAL EQUITY</b>		<u>22,400,860</u>	<u>16,712,062</u>

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

**GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY**

**STATEMENT OF CHANGES IN EQUITY  
for the year ended 30 June 2019**

	Notes	Accumulated Surplus \$	Asset Revaluation Reserve \$	TOTAL EQUITY \$
<b>2019</b>				
Balance at end of previous reporting period		<b>13,860,252</b>	<b>2,851,810</b>	<b>16,712,062</b>
Restated opening balance		<b>13,860,252</b>	<b>2,851,810</b>	<b>16,712,062</b>
<b>Net Surplus / (Deficit) for Year</b>		<b>(141,365)</b>		<b>(141,365)</b>
<b>Other Comprehensive Income</b>				
Gain on revaluation of infrastructure, property, plant & equipment			<b>5,830,163</b>	<b>5,830,163</b>
<b>Balance at end of period</b>		<b>13,718,887</b>	<b>8,681,973</b>	<b>22,400,860</b>
<b>2018</b>				
Balance at end of previous reporting period		14,089,988	2,851,810	16,941,798
Restated opening balance		14,089,988	2,851,810	16,941,798
<b>Net Surplus / (Deficit) for Year</b>		<b>(229,736)</b>		<b>(229,736)</b>
<b>Other Comprehensive Income</b>				
<b>Balance at end of period</b>		<b>13,860,252</b>	<b>2,851,810</b>	<b>16,712,062</b>

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

**GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY**

**STATEMENT OF CASHFLOWS**  
for the year ended 30 June 2019

	Notes	2019 \$	2018 \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Receipts		236,374	149,732
Interest Receipts		1,800	2,774
Payments		<u>(146,602)</u>	<u>(100,552)</u>
<b>Net Cash provided by (or used in) Operating Activities</b>		<b>91,572</b>	<b>51,954</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
<u>Payments</u>			
Expenditure on new/upgraded assets		<u>(84,081)</u>	<u>(139,323)</u>
<b>Net Cash provided by (or used in) Investing Activities</b>		<b>(84,081)</b>	<b>(139,323)</b>
<b>Net Increase (Decrease) in cash held</b>	7.1	<u><b>7,491</b></u>	<u>(87,369)</u>
Cash & cash equivalents at beginning of period		<u><b>59,412</b></u>	<u>146,781</u>
<b>Cash &amp; cash equivalents at end of period</b>	7.2	<u><b>66,902</b></u>	<u><b>59,412</b></u>

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

**GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY**

**UNIFORM PRESENTATION OF FINANCIAL STATEMENTS**

**for the year ended 30 June 2019**

	Notes	2019 \$	2018 \$
Operating Revenues		238,319	102,028
Less: Operating Expenses		<u>(379,684)</u>	<u>(331,764)</u>
<b>Operating Surplus/(Deficit) before Capital Amounts</b>		<b>(141,365)</b>	<b>(229,736)</b>
<b>Less Net Outlays in Existing Assets</b>			
Capital Expenditure on renewal and replacement of Existing Assets		-	-
Less Depreciation Amortisation and Impairment		<b>(233,081)</b>	<b>(231,213)</b>
Less Proceeds from Sale of Replaced Assets		<u>-</u>	<u>-</u>
		<b>(233,081)</b>	<b>(231,213)</b>
<b>Less Net Outlays on New and Upgraded Assets</b>			
Capital Expenditure on New and Upgraded Assets		<b>84,081</b>	139,323
Less Amounts received specifically for New and Upgraded Assets		-	-
Less Proceeds from Sale of Surplus Assets		<u>-</u>	<u>-</u>
		<b>84,081</b>	<b>139,323</b>
<b>Net Lending / (Borrowing) for Financial Year</b>		<b><u>7,635</u></b>	<b><u>(137,846)</u></b>

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

## GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY

Schedule of Constituent Council's Interest in Net Assets as at 30<sup>th</sup> June 2019

**Prepared to meet the requirements of Clause 15.5 of the Charter**

"The 'Schedule of Constituent Councils' Interests in Net Assets' will reflect the proportionate contribution each Constituent Council has made to the growth of the net assets of the Authority having regard to the proportionate contribution to subscriptions. The Schedule when updated by the Board at the end of each financial year will reflect the proportionate contribution of each Constituent Council since the commencement of the Authority and once accepted by each Constituent Council will be evidence of the agreed proportion of a Constituent Council's interests in the net assets as at 30 June in that year."

For the purposes of this Clause all subscriptions by Constituent Councils have been included.

This Schedule has been prepared on the basis that the Authority was 'wound up' on 30 June 2019. The value of infrastructure and land as stated in the Audited Financial Statements at 30<sup>th</sup> June have been included. Grants and contributions from the Commonwealth Government, State Government and the former Northern Adelaide Barossa Catchment Water Management Board that have contributed to these costs have not been deducted.

### Calculation of Net Equity

#### Assets

Investments / Debtors	\$ 68,860
Infrastructure	\$ 21,855,000
Land	<u>\$ 477,000</u>
	<b>\$ 22,400,860</b>

#### Less Liabilities

Accounts Payable / Creditors	<u>\$ 0</u>
<b>NET EQUITY</b>	<b>\$ 22,400,860</b>

### Allocation of Councils Interest in Net Assets

Constituent Councils	Accumulated Subscriptions for Operations to 30 June 2019	Accumulated Subscriptions for Maintenance to 30 June 2019	Accumulated Subscriptions for Scheme Works to 30 June 2019	All Subscriptions to 30 June 2019	Percentage of Contributions to the Total	Council's Interests in Net Assets
Adelaide Hills Council	\$123,594	\$4,005	\$70,988	\$198,587	3.92%	<b>\$878,114</b>
Adelaide Plains Council	\$123,594	\$66,878	\$1,183,146	\$1,373,618	27.11%	<b>\$6,072,873</b>
The Barossa Council	\$123,594	\$20,056	\$354,951	\$498,601	9.84%	<b>\$2,204,245</b>
Town of Gawler	\$123,594	\$40,073	\$709,892	\$873,559	17.24%	<b>\$3,861,908</b>
Light Regional Council	\$123,594	\$20,056	\$354,951	\$498,601	9.84%	<b>\$2,204,245</b>
City of Playford	\$123,594	\$80,229	\$1,419,763	\$1,623,586	32.05%	<b>\$7,179,475</b>
	<b>\$741,564</b>	<b>\$231,297</b>	<b>\$4,093,691</b>	<b>\$5,066,552</b>	<b>100%</b>	<b>\$22,400,860</b>

Schedule of Constituent Councils' Interests in Net Assets' as at the 30<sup>th</sup> June 2019 adopted by the Board in accordance with Clause 15.5 of the Charter on 15/8/19

**Gawler River Floodplain Management Authority**  
**Notes to the Financial Statements for the year ended 30<sup>th</sup> June 2019**

**1 Statement of Significant Accounting Policies**

**a) The Local Government Reporting Entity**

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

The Gawler River Floodplain Management Authority is a Regional Subsidiary under Section 43 and Schedule 2 of the Local Government Act 1999. The Constituent Councils are the Adelaide Hills Council, The Barossa Council, Town of Gawler, Light Regional Council, Adelaide Plains Council and The City of Playford.

All funds received and expended by the Authority have been included in the financial statements forming part of this financial report.

**b) Basis of Accounting**

This financial report has been prepared on an accrual basis and is based on historical costs and does not take into account changing money values, or except where specifically stated, current valuation of non-current assets.

**c) Employees**

The Association has no employees.

**d) Investments**

Investments are valued at cost. Interest revenues are recognised as they accrue.

**e) Cash**

For purposes of the statement of cash flows, cash includes cash deposits which are readily convertible to cash on hand and which are used in the cash management function on a day to day basis, net of outstanding bank overdraft.

**f) Infrastructure**

The Bruce Eastick North Para Flood Mitigation Dam was constructed in 2007. The valuation includes all materials, contractor's costs plus costs incidental to the acquisition, including engineering design and supervision fees and all other costs incurred.

**g) Land**

The dam land includes the land on which the dam is constructed, rights of way access to the land and 'right to flood' easements over the land upstream from the dam that will be inundated by dam waters for short periods of time during a flood event. The Board valuation was undertaken at 30<sup>th</sup> June 2011. Additional Land surrounding the dam was purchased in 2017/18.

**h) Revaluation**

The Board sought an independent valuation to be applied as at 30<sup>th</sup> June 2019, of the Bruce Eastick North Para Flood Mitigation Dam. The Board recognises that the dam is a unique infrastructure. The Board sought the advice of Entura (Hydro Tasmania), who provided a replacement cost valuation based on the actual construction contract costs, including some 'owner's costs' which would be incurred in the event of a replacement being necessary. The estimate of the replacement cost was \$25.245 million at June 2019. In accordance with Accounting Standard (AASB)13 Fair Value Measurement, it is to be noted that valuation has been under level 3 valuation.

*Fair value level 3 valuations of buildings, infrastructure and other assets* – There is no known market for these assets and they are valued at depreciated current replacement cost. The method involves:

The determination of the cost to construct the asset (or its modern engineering equivalent) using current prices for materials and labour, the quantities of each being estimated based on recent experience of this or similar Councils, or on industry construction guides where these are more appropriate.

The calculation of the depreciation that would have accumulated since original construction using current estimates of residual value and useful life under the prime cost depreciation method adopted by Council.

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

#### **i) Depreciation**

The depreciation period for the Bruce Eastick North Para Flood Mitigation Dam is based on an expected life of 80 years.

The depreciation period for the Access Road is based on an expected life of 15 years

#### **j) Revenue**

Revenue from the Subscriptions is recognised upon the delivery of the service to customers.

Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets.

Revenue is stated net of the amount of goods and services tax (GST).

## **2 Functions / Activities of the Association**

a) Revenues and expenses have been attributed to the following functions / activities, descriptions of which are set out in Note b.

b) The activities of the Authority are categorised into the following function / activities:

Administration: The operations of the Authority and its Board

Other Environment: Flood Mitigation

c) Functions of the Gawler River Floodplain Management Authority (excluding depreciation)

	Revenue			Expenses		Surplus (deficit)
	Year	Grants	Other	Total Revenue	Expenses Total	
Administration	2019		\$148,842	\$148,842	\$75,351	\$73,491
	2018		\$ 63,028	\$ 63,028	\$75,431	(\$12,403)
Other	2019		\$ 89,477	\$ 89,477	\$71,251	\$32,251
Environment:						
Flood Mitigation	2018		\$ 39,000	\$ 39,000	\$25,120	\$13,880
Total	2019		\$238,319	\$238,319	\$146,602	\$91,717
	2018		\$102,028	\$102,028	\$100,551	\$1,477

### 3 Subscriptions

The following subscriptions were levied on the Constituent Councils in accordance with Clause 10.2 of the Charter for the year:

Constituent Council	Scheme Works		Maintenance		Operations		TOTALS	
	2019	2018	2019	2018	2019	2018	2019	2018
Adelaide Hills Council			\$ 1,548	\$ 329	\$23,683	\$10,100	\$25,231	\$10,429
The Barossa Council			\$ 7,758	\$1,647	\$23,683	\$10,100	\$31,441	\$11,747
Town of Gawler			\$15,515	\$3,295	\$23,683	\$10,100	\$39,198	\$13,395
Light Regional Council			\$ 7,758	\$1,647	\$23,683	\$10,100	\$31,441	\$11,747
Adelaide Plains Council			\$25,868	\$5,492	\$23,683	\$10,100	\$49,551	\$15,592
City of Playford			\$31,030	\$6,590	\$23,683	\$10,100	\$54,713	\$16,690
<b>TOTAL</b>	-	-	\$89,477	\$19,000	\$142,098	\$60,600	\$231,575	\$79,600

### 4 Contractual Services

Contractual Services involve payments or liabilities for the external provision of services and include (net of GST):

Consultants	2019	2018
I Baldwin	\$770	\$0
David Hitchcock	\$49,253	\$50,471
Ball PR	\$5,000	\$0
Water Technology	\$1,080	\$0
Entura	\$8,100	\$0
REMO Contractors	\$14,540	\$0
Tonkin Consulting	\$0	\$12,800
HARC	\$38,360	\$0
Tanom Legal	\$0	\$800
Business Risk A S Solutions	\$2,600	\$2,600
Steed Surveyors	\$4,050	\$0
Enviro Group Pty Ltd	\$0	\$1,765
Newman Engineering	\$0	\$6,667
Australian Water Environments	\$0	\$3,770
HLB Mann Judd	\$6,103	\$6,572
<b>TOTALS</b>	\$129,856	\$85,445

## 5 Comparison of Budget and Actual Results (excluding depreciation)

	2019		2018	
	Budget	Actual	Budget	Actual
Revenue				
Administration	\$148,536	\$148,842	\$63,600	\$63,028
Other Environment: Flood Mitigation	\$0	\$0	\$28,574	\$20,000
State Grant	\$0	\$0	\$0	\$0
Maintenance	\$89,476	\$89,477	\$19,000	\$19,000
Other Environment: Flood Mitigation Capital	\$0	\$0	\$0	\$0
<b>Total Revenue</b>	<b>\$238,012</b>	<b>\$238,319</b>	<b>\$111,174</b>	<b>\$102,028</b>
Expenditure				
Administration	\$78,622	\$75,351	\$96,254	\$92,000
Other Environment: Flood Mitigation	\$0	\$0	\$0	\$0
Maintenance	\$157,400	\$71,251	\$8,650	\$8,551
Other Environment: Flood Mitigation Capital				
<b>Total Expenditure</b>	<b>\$236,022</b>	<b>\$146,602</b>	<b>\$104,904</b>	<b>\$100,551</b>
<b>Surplus (deficit)</b>	<b>\$1,990</b>	<b>\$91,717</b>	<b>\$6,270</b>	<b>\$1,477</b>

## 6 Expenditure Commitment

- i. An agreement has been entered into with David Hitchcock to provide Executive Officer and Supervision of Consultants services to 31 December 2019.

## 7 Reconciliation Statement of Cash Flows

### Cash Flows from Operating Activities

Net deficit from operations	(\$141,365)
Adjust for non-cash items	
Depreciation	\$233,082
Decrease in Debtors	(\$ 146)

### Cash Flows from Investing Activities

Works on Access Road	(\$ 84,081)
<b>Net Cash Increase from operating activities</b>	<b>\$ 7,491</b>

### 8.2 Cash and cash equivalents

Balance at bank	\$ 3,034
Balance at LGFA	\$ 63,868
<b>Total cash and cash equivalents</b>	<b>\$ 66,902</b>

## 8 Economic Dependence

The Gawler River Floodplain Management Authority (GRFMA) was formed as a Regional Subsidiary under Section 43 and Schedule 2 of the Local Government Act 1999 in August 2002, by a Charter that was amended and published in The South Australian Government Gazette on 4th June 2015 at pages 2501 to 2506.

The Gawler River Floodplain Management Authority (GRFMA) is dependent upon subscriptions levied on the Constituent Councils in accordance with Clause 10.2 of the Charter for its continued existence and ability to co-ordinate the construction, operation and maintenance of flood mitigation infrastructure for the Gawler River.

**9 Non-Current Assets Summary**

Fair Value Level	2019			2018				
	At Fair Value	At Cost	Accum Dep'n	Carrying Amount	At Fair Value	At Cost	Accum Dep'n	Carrying Amount
Land and easements	\$477,000			\$477,000	\$326,364	139,323		\$465,687
North Para Dam Access Roads	\$84,000		\$3,000	\$81,000				
North Para Dam	\$25,245,000		(\$3,471,000)	\$21,774,000	\$18,497,000		(\$2,311,850)	\$16,185,150
Total Infrastructure and Land	\$25,806,000	\$0	(\$3,474,000)	\$22,332,000	\$18,823,364	139,323	(\$2,311,850)	\$16,650,837
Comparatives	\$18,823,364	\$139,323	(\$2,311,850)	\$16,650,837	\$18,823,364		(\$2,080,638)	\$16,742,726

	2018		Carrying Amount Movements During the Year						2019	
	Carrying Amount		Disposals	Depreciation	Impairment	Transfers	Net Valuation	Carrying Amount		Carrying Amount
Land and easements	\$465,687		\$0	\$0	\$0	\$0	\$11,313	\$477,000		\$477,000
Access Roads	\$0		\$0	(\$1,868)	\$0	\$0	(\$1,213)	\$81,000		\$81,000
Infrastructure - North Para Dam	\$16,185,150		\$0	(\$231,213)	\$0	\$0	\$5,820,063	\$21,774,000		\$21,774,000
<b>Total Infrastructure, Property, Plant &amp; Equipment</b>	<b>\$16,650,837</b>		<b>\$0</b>	<b>(\$233,081)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,830,163</b>	<b>\$22,332,000</b>		<b>\$22,332,000</b>
Comparatives	\$16,742,726		\$0	(\$231,213)	\$0	\$0	\$0	\$16,650,837		\$16,650,837

**Gawler River Floodplain Management Authority**  
**Related Parties Disclosures as at 30 June 2019**

The Key Management Personnel of the Gawler River Floodplain Management Authority include the Chairman, Board members, Deputy Board Members and Executive Officer.

The Authority does not have any employees.

Services of the Executive Officer are provided by contractual agreement. Payment was made to I Baldwin in lieu of Executive Officer on leave. See Note 4.

See note 5 of the Financial Statements for itemized contractual services payments.

The Chairman received an Honorarium of \$7,850 as established by the Board.

Amounts paid as direct reimbursement of expenses incurred on behalf of the GRFMA have not been included above.

No other payments have been made to Key Management Personnel of the Gawler River Floodplain Management Authority.

The Board  
C/- David Hitchcock  
Executive Officer  
Gawler River Floodplain Management Authority

via email: [davidehitchcock@bigpond.com](mailto:davidehitchcock@bigpond.com)

**TO THE BOARD MEMBERS OF GAWLER RIVER FLOODPLAIN MANAGEMENT  
AUTHORITY**

**STATEMENT OF AUDITORS INDEPENDENCE  
ANNUAL FINANCIAL STATEMENT FOR THE YEAR ENDED 30 June 2019**

I confirm that, for the audit of the financial statements of Gawler River Floodplain Management Authority for the year ended 30 June 2019, I have maintained my independence in accordance with the requirements of APES 110 – Code of Ethics for Professional Accountants, Section 290, published by the Accounting Professional and Ethical Standards Board, in accordance with the Local Government Act 1999 and the Local Government (Financial Management) Regulations 2011 made under that Act.

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

*HLB Mann Judd*

**HLB Mann Judd Audit (SA) Pty Ltd  
Chartered Accountants**

*c.m.g.*

**Corey McGowan  
Director**

**Adelaide, South Australia  
9 August 2019**

[hlb.com.au](http://hlb.com.au)

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**GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY  
ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2019**

**CERTIFICATION OF AUDITOR INDEPENDENCE**

To the best of our knowledge and belief, we confirm that, for the purpose of the audit of the Gawler River Floodplain Management Authority for the year ended 30 June 2019, the Authority's Auditor HLB Mann Judd has maintained its independence in accordance with the requirements of the Local Government Act 1999 and the Local Government (Financial Management) Regulations 2011 made under that Act.

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



David Hitchcock

EXECUTIVE OFFICER



Peter Brass

PRESIDING MEMBER AUDIT COMMITTEE



Ian Baldwin  
CHAIRMAN GRFMA

Gawler River Floodplain Management Authority  
 266 Seacombe Road, Seacliff Park, SA 5049  
 Telephone: 0407717368 Email: [davidehitchcock@bigpond.com](mailto:davidehitchcock@bigpond.com)  
 Website: [www.gawler.sa.gov.au/grfma](http://www.gawler.sa.gov.au/grfma)

Mr Corey McGowan  
 HLB Mann Judd  
 169 Fullarton Road  
 DULWICH SA 5065

Dear Corey,

This representation letter is provided in connection with your audit of the financial report of Gawler River Floodplain Management Authority, for the year ended 30 June 2019, for the purpose of you expressing an opinion as to whether the financial report is, in all material respects, in accordance with Australian Accounting Standards and other mandatory professional reporting requirements in Australia.

We confirm that, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

***Financial Statements***

1. We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated 31 August 2016, for the preparation of the financial report in accordance with Australian Accounting Standards and other mandatory professional reporting requirements in Australia, and confirm that the financial report is fairly presented in accordance therewith, and is free from, material misstatement, including omissions.
2. The financial records of the entity have been kept so as to be sufficient to enable a financial report to be prepared and audited, and other records and registers required by the entity's constitution have been properly kept and are up-to-date.
3. We acknowledge our responsibility for the design, implementation and maintenance of internal control to prevent and detect fraud and error. We have designed, implemented and maintained adequate internal control to facilitate the preparation of a reliable financial report, and adequate financial records have been maintained.
4. All transactions have been recorded in the accounting records and are reflected in the financial report.
5. The following have been properly recorded and/or disclosed in the financial report, or there are no such items requiring recording or disclosure:
  - (a) Related party transactions and related amounts receivable or payable, including sales, purchases, loans, transfers, leasing arrangements and guarantees (written or oral);
  - (b) Arrangements involving restrictions on cash balances, compensating balances and line-of-credit or similar arrangements;
  - (c) Agreements to repurchase assets previously sold;
  - (d) Material liabilities, contingent liabilities and assets including those arising under derivative financial instruments;
  - (e) Losses arising from the fulfilment of, or an inability to fulfil, any sale commitments or as a result of purchase commitments for inventory quantities in excess of normal requirements or at prices in excess of prevailing market prices.
6. We have no plans or intentions that may materially affect the carrying values, or classification, of assets and liabilities.
7. The entity has satisfactory title to all assets, and there are no liens or encumbrances on such assets, nor has any asset been pledged as collateral. Allowances for depreciation have been adjusted for all important items of property, plant and equipment that have been abandoned or are otherwise unusable.
8. Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable. In particular:

- (a) We consider that the measurement processes, including related assumptions and models, used by management in determining accounting estimates in the context of the applicable financial reporting framework are appropriate, and the measurement processes have been applied consistently.
  - (b) The assumptions appropriately reflect managements intent and ability to carry out specific courses of action on behalf of the entity, where relevant to the accounting estimates and disclosures.
  - (c) Disclosures related to accounting estimates are complete and appropriate under the applicable financial reporting framework.
  - (d) No subsequent event requires adjustment to the accounting estimates and disclosures included in the financial report.
9. We have assessed at the end of the reporting period whether there is any indication that an asset may be impaired, having considered, as a minimum, the impairment indicators noted in AASB 136. If any such indication exists, we have estimated the recoverable amount of the asset.
  10. We have considered the requirements of AASB 136 "Impairment of Assets" when assessing the impairment of assets and in ensuring that no assets are stated in excess of its recoverable amount.
  11. We have assessed the recoverability of all receivables, and confirm that adequate allowance has been made for any receivables which may not be collected.
  12. The entity has complied with all aspects of contractual agreements that would have a material effect on the financial report in the event of non-compliance.
  13. There were no material commitments for construction or acquisition of property, plant and equipment or to acquire other non-current assets, such as investments or intangibles, other than those disclosed in the financial report.
  14. There are no known actual or possible litigation and claims whose effects should be considered when preparing the financial reporting framework.
  15. Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of Australian Accounting Standards.
  16. You have not advised us of any financial report misstatements requiring correction, or uncorrected misstatements, that you detected during the audit
  17. All events occurring subsequent to the date of the financial report and for which the applicable financial reporting framework requires adjustment or disclosure have been adjusted or disclosed.
  18. If any matter which may materially affect the financial report arises during the period from the date of the auditor's report to the date the financial report is issued, we will inform you.

### ***Information Provided***

19. We have provided you with:
  - (a) Access to all information of which we are aware that is relevant to the preparation of the financial report, such as records, documentation and other matters;
  - (b) All financial records and related data and other information, explanations and assistance necessary for the conduct of the audit;
  - (c) Minutes of all meetings of members, Board, and committees of Board.
  - (d) Additional information, explanations and assistance that you have requested from us for the purposes of the audit; and
  - (e) Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
20. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
21. There has been no fraud, or suspected fraud that affects the entity and involves:
  - (a) Management;
  - (b) Employees who have significant roles in internal control; or

(c) Others where the fraud could have a material effect on the financial report.

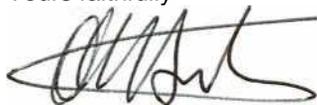
22. There have been no allegations of fraud, or suspected fraud, affecting the entity's financial report communicated by employees, former employees, regulators or others.
23. There have been no instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial report.
24. There have been no communications from regulatory agencies concerning non-compliance with, or deficiencies in, financial reporting practices that whose effects should be considered when preparing the financial report.
25. We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware.

**Other Matters**

26. We have assessed the ability of the entity to continue as a going concern and are satisfied that it will so continue. We have no knowledge of events or conditions and related business risks beyond the period of this assessment that may cast significant doubt on the entity's ability to continue as a going concern.
27. There have been no non-audit services performed by HLB Mann Judd.

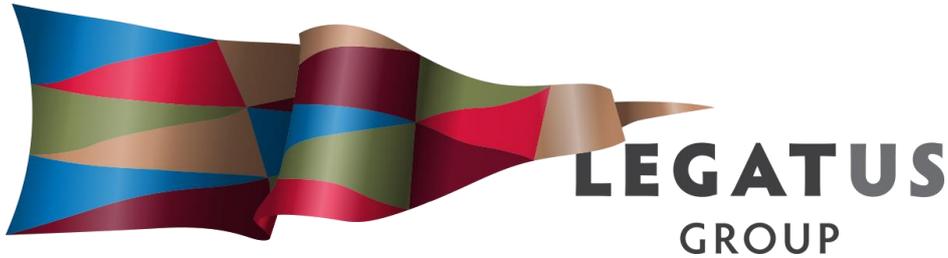
We understand that your examination was made in accordance with Australian Auditing Standards and was, therefore, designed primarily for the purpose of expressing an opinion on the financial report taken as a whole, and that your tests of the financial records and other auditing procedures were limited to those which you considered necessary for that purpose.

Yours faithfully



David E Hitchcock Executive Officer

Date 15/8/19



## 2018/2019 ANNUAL REPORT

The Legatus Group Charter requires that the AGM receive the Legatus Group's Annual Report which may incorporate reports from committees and any representatives reports from other organisations.

The Legatus Group AGM was held on Friday 30 August 2019 and adopted the report.

### 2018/2019 ANNUAL REPORT

The Legatus Group Charter clause 6.3 Annual Report

6.3.1 The Legatus Group must each year, produce an Annual Report summarising the activities, achievements and financial performance of the Legatus Group for the preceding Financial Year.

6.3.2 The Annual Report must incorporate the audited financial statements of the Legatus Group for the relevant Financial Year.

6.3.3 The Annual Report must be provided to the Constituent Councils by 30 September each year.

**The Legatus Group is a regional subsidiary of:**

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

The Central Local Government Region was established in 1998 under Section 200 of the Local Government Act 1934 as a controlling authority. It now continues in existence as a regional subsidiary of its member Councils under Part 2 of Schedule 2 of the Local Government Act 1999 by the provisions of Section 25 of the Local Government (Implementation) Act 1999. In 2016 the Central Local Government Region of South Australia adopted the trading name of Legatus Group to which it is referred. The Legatus Group is established to:

- undertake co-ordinating, advocacy and representational roles on behalf of its Constituent Councils at a regional level
- facilitate and co-ordinate activities of local government at a regional level related to community and economic development with the object of achieving improvement for the benefit of the communities of its Constituent Councils

- develop, encourage, promote, foster and maintain consultation and co-operation and to strengthen the representation and status of local government when dealing with other governments, private enterprise and the community
- develop further co-operation between its Constituent Councils for the benefit of the communities of the region
- develop and manage policies which guide the conduct of programs and projects in the region with the objective of securing the best outcomes for the communities of the region
- undertake projects and activities that benefit the region and its communities
- associate collaborate and work in conjunction with other regional local government bodies for the advancement of matters of common interest.

The Legatus Group is a body corporate and is governed by a Board of Management which has the responsibility to manage all activities of the group and ensure that they act in accordance with its Charter.

**Contact Details:** Address: 155 Main North Road CLARE SA 5453 PO Box 419 CLARE SA 5453 Telephone: 08 88421385 Email: [ceo@legatus.sa.gov.au](mailto:ceo@legatus.sa.gov.au) Website: [www.legatus.sa.gov.au](http://www.legatus.sa.gov.au)

**Legatus Group Board of Management:** The Board consists of all principal members (Mayor / Chairman) of the Constituent Councils which for 2018/2019 were:

<b>Council</b>	<b>Delegate</b>
<b>Adelaide Plains Council</b>	<b>Mayor Tony Flaherty until 9 November 2018</b> <b>Mayor Mark Wasley from 9 November 2018</b>
<b>Barunga West Council</b>	<b>Mayor Cynthia Axford until 9 November 2018</b> <b>Mayor Leonie Kerley from 9 November 2018</b>
<b>Clare &amp; Gilbert Valleys Council</b>	<b>Mayor Allan Aughey OAM until 9 November 2018</b> <b>Mayor Wayne Thomas from November 2018</b>
<b>Copper Coast Council</b>	<b>Mayor Paul Thomas AM until 9 November 2018</b> <b>Mayor Roslyn Talbot from 9 November 2018</b>
<b>District Council of Mount Remarkable</b>	<b>Mayor Colin Nottle until 9 November 2018</b> <b>Mayor Phillip Heaslip from 9 November 2018</b>
<b>District Council of Orroroo Carrieton</b>	<b>Chairman Kathie Bowman</b>
<b>District Council of Peterborough</b>	<b>Mayor Ruth Whittle OAM</b>
<b>Light Regional Council</b>	<b>Mayor Bill O'Brien</b>
<b>Northern Areas Council</b>	<b>Mayor Denis Clark</b>
<b>Port Pirie Regional Council</b>	<b>Mayor John Rohde until 9 November 2018</b> <b>Mayor Leon Stephens from 9 November 2018</b>
<b>Regional Council of Goyder</b>	<b>Mayor Peter Matthey OAM</b>
<b>The Barossa Council</b>	<b>Mayor Bob Sloane until 9 November 2018</b> <b>Mayor Bim Lange from 9 November 2018</b>
<b>The Flinders Ranges Council</b>	<b>Mayor Peter Slattery</b>

<b>Wakefield Regional Council</b>	<b>Mayor Rodney Reid</b>
<b>Yorke Peninsula Council</b>	<b>Mayor Ray Agnew OAM until 9 November 2018</b> <b>Mayor Darren Braund from 9 November 2018</b>

**Office Bearers for 2017/18**

<b>Chairman:</b>	<b>Mayor Peter Matthey OAM</b>
<b>Deputy Chairs:</b>	<b>Chairman Kathie Bowman</b> <b>Mayor Bob Sloane until 9 November 2018</b> <b>Mayor Bill O'Brien from 9 November 2018</b>
<b>South Australian Regional Organisation of Councils</b>	<b>Mayor Peter Matthey</b> <b>Mayor Bill O'Brien</b>
<b>Chief Executive Officer:</b>	<b>Mr Simon Millcock</b>
<b>Auditor:</b>	<b>Dean Newberry and Associates</b>

**Meetings of the Legatus Group**

The following meetings of the Board of Management were held during the 2018/19 year:

- Annual General Meeting 17 August 2018
- Ordinary Meeting 17 August 2018
- Ordinary Meeting 12 December 2018
- Ordinary Meeting 15 February 2019
- Ordinary Meeting 31 May 201

**There were four committees in 2018/2019 and all agendas and minutes are published on the Legatus Group Website and minutes were provided to the Legatus Group meetings.**

Committee	Members	Meeting Dates
Audit Committee	<ul style="list-style-type: none"> <li>• Mayor Ray Agnew (Chair) until 9/11/18</li> <li>• Chair Kathie Bowman</li> <li>• Mayor Colin Nottle until 9/11/18</li> <li>• Mr Colin Davies until 1/12/18</li> <li>• Mr Peter Ackland</li> <li>• Mayor Denis Clark from 30/1/19</li> <li>• Mr Ian McDonald from 30/4/19</li> </ul>	<p>3 August 2018  30 November 2018  30 January 2019  30 April 2019</p>
Management Group (Council CEOs)	<ul style="list-style-type: none"> <li>• Mr Colin Byles (Northern Areas) (Chair)</li> <li>• Mr James Miller (Adelaide Plains)</li> <li>• Mr Martin McCarthy (Barossa)</li> <li>• Mr Andrew Cole (Barunga West)</li> <li>• Dr Helen Macdonald (Clare &amp; Gilbert Valleys)</li> <li>• Mr Peter Harder (Copper Coast) replaced by Mr Russell Peate</li> <li>• Mr Colin Davies (Flinders Ranges)</li> <li>• Mr David Stevenson (Goyder)</li> <li>• Mr Brian Carr (Light)</li> <li>• Mr Wayne Hart (Mt Remarkable)</li> <li>• Mr Kristen Clark (Orroroo/Carrieton) replaced by Mr Dylan Strong</li> <li>• Mr Peter McGuinness (Peterborough)</li> <li>• Mr Peter Ackland (Pirie Regional)</li> <li>• Mr Jason Kuchel (Wakefield) replaced by Mark McShane and Andrew MacDonald</li> <li>• Mr Andrew Cameron (Yorke Peninsula)</li> </ul>	<p>3 August 2018  30 November 2018  1 February 2019  10 May 2019</p>
Road & Transport Infrastructure Advisory Committee:	<ul style="list-style-type: none"> <li>• Lee Wallis (Goyder)</li> <li>• Peter Porch (Northern Areas)</li> <li>• Colin Davies (CEO Flinders Ranges) until 30/11/18</li> <li>• Jo-Anne Buchanan (RDA Yorke Mid North)</li> <li>• Steve Kaesler (Barossa)</li> <li>• Trevor Graham (Yorke Peninsula)</li> <li>• Martin Waddington replaced by Tom Jones (Adelaide Plains)</li> <li>• Steve Watson (Clare &amp; Gilbert Valleys)</li> <li>• Mike Wilde (Department of Planning, Transport and Infrastructure)</li> <li>• Dr Helen Macdonald (CEO Clare &amp; Gilbert Valleys Council) from 10/4/19</li> <li>• Wayne Hart (CEO Mt Remarkable) from 10/4/19</li> </ul>	<p>2 August 2018  30 November 2018  5 February 2019  10 April 2019</p>
Community Wastewater Management Advisory Committee	<ul style="list-style-type: none"> <li>• Wayne Hart (CEO Mt Remarkable)</li> <li>• Andrew Cole (CEO Barunga West)</li> <li>• Lee Wallis (Goyder)</li> <li>• Gary Easthope (Clare and Gilbert Valleys)</li> <li>• Chris Parish (Wakefield)</li> <li>• Adam Broadbent (Light)</li> </ul>	<p>17 October 2018  15 March 2019  23 May 2019</p>

## **Chairman's Report**

I would like to firstly acknowledge both the outgoing and incoming Mayors following the November 2018 Local Government elections and this has seen eight new Mayors join the Legatus Group Board. In particular I take the opportunity to thank those long serving Mayors who provided a valuable service to their communities and the region.

It has been my pleasure to serve as Chairman in 2018/19 and I would like to take this opportunity to report on some of the highlights of the year.

Following on from the key regional state-wide issues that the Legatus Group undertook reports for in the previous year we were extremely pleased to see that the State Government removed the impost to councils for rubble royalties. The formation of the SA Coastal Council Alliance was an outcome of the previous year's work.

The Legatus Group continues to play the lead role on issues around rating equity and impacts of the NDIS on local government. Whilst this year we have also taken a lead role in state-wide approaches to Community Wastewater Management and the Drought. These have all been progressed to the South Australian Regional Organisation of Councils (SAROC) and we continue to provide a strong partnership approach with our other regional local government associations.

We delivered a significant report on the Digital Maturity of Local Government and whilst the report sought to have a whole of SA approach the Legatus Group constituent councils took a lead and I will be interested to see how these findings progress.

This year has seen us actively involved in the issues around the new LGA constitutional changes and the formation of the new look LGA Board along with the new SAROC business plan and budget. It should be noted that Legatus has been active in representing members; as we raised our concerns to both SAROC and to the LGA Board. Given the amount of time and expense for regional councils to attend meetings in Adelaide; I was satisfied with the outcome in relation to the constitutional changes and gratified to see increased levels of consultation afforded to the regions.

The drought has seen a significant impact to regional SA and whilst it was pleasing to see support from the Australian Government through the Drought Communities Program there were levels of inconsistencies which the Legatus Group raised with the Prime Minister. I note our region gained extra support with a further 6 of our councils being added onto the program following the initial 7. This program is providing up to \$13 million to our region for local infrastructure and other projects for communities and businesses who have been impacted by drought. Whilst we need to show that local government is able to deliver stimulus packages such as these in a timely manner and I note the role of the Legatus Group CEO who is currently working on a report for the Legatus Group and SAROC which will include issues of equity and clarity on the decision-making process.

The Legatus Group was active in its lobbying for road funding for a number of our major highways and I wrote to the State Minister on these matters. I was pleased to see the announcements by the Australian and South Australian Governments of funding for both the Horrocks and Barrier Highways. The Road and Transport Infrastructure Advisory Committee have been active this year in overseeing the delivery of stage 2 of the Legatus Group Regional Transport Plan which resulted in the Deficiency Action Plan and a robust assessment of this year's Special Local Roads Program funding applications. The Legatus Group 2019 Road and Transport Forum held on 12 July 2019 was a further successful outcome by the committee.

The region has been proactive in supporting the challenges and changing environment through the management of the Sector Agreement for the Climate Change Adaptation Plan and the subsequent release of the report on a Regional Sustainability Hub. This resulted in the Legatus Group being successful in their bid to project manage the Yorke Mid North Coastal Management Action Plan which is due for release later in 2019.

Our effort to encourage and foster closer working relationships with the three Regional Development Australia (RDA) organisations and Natural Resource Management Boards in our region; resulted in the successful Yorke Regional Planning Forum, workshops on the Creative Industries and the role of local

government in supporting businesses and the South Australian Regional Development Conference. The Legatus Group Visitor Information Services report was undertaken and will soon be presented to the board for consideration.

The Audit and Risk Management Group Committee have ensured that the work plan has assisted us in improving our governance. There has been valuable feedback gained from the Legatus Group Management Group meetings that have included a series of workshops and information sharing opportunities by and for the CEOs and I note with interest their discussions on Local Government Risk.

This year saw the formation of the Legatus Group Community Wastewater Management Advisory Committee who have been overseeing the 2-year Joint CWMS program, staging of a successful SA conference and overseeing the development of a regional sludge viability report which will soon be presented to the board for consideration.

It has been pleasing to see the continued dialogue with the six State Government Members of Parliament, and many of them making time to attend our board meetings. During the year the Legatus Group commenced greater interaction with Universities on research projects and this opportunity provided tangible project work for Interns whilst delivering cost effective research for the region.

In closing I would like to thank everyone who has taken a proactive role in progressing the region and thank both Mayor Bill O'Brien and Chairman Kathie Bowman for your roles as Deputy Chairs.

Mayor Peter Matthey

Chairman Legatus Group

## **CEO Report**

In 2018-2019 the Legatus Group consolidated the sub-regional approach to operations and support across the constituent councils whilst strengthening the partnerships with other regional bodies by expanding this to include research projects with Universities.

Following the November 2018 Local Government elections, a series of meetings were arranged with each constituent council and these took the form of either presentations at council meetings or workshops with councils.

Along with over 30 Legatus Group Board and committee, Yorke Mid North Alliance and SAROC meetings the Legatus Group CEO was actively involved in partnering with fellow regional local government association executive officers. This has seen the Legatus Group CEO take a leadership role and manage several state-wide and regional topics which include:

- I. Regional LGAs:
  - a. SA Coastal Council Alliance – committee member
  - b. Rating Equity for Commercial and/or Industrial Land Uses Outside Towns in South Australia – LGA R&D grant  
<https://legatus.sa.gov.au/wp-content/uploads/2018/11/Final-Report-Rating-Equity-for-Commercial-Industrial-Land-Uses-Outside-Towns-in-SA-1.pdf>
  - c. Socio-Economic impacts from the NDIS on regional local governments – LGA R&D grant  
<https://legatus.sa.gov.au/wp-content/uploads/2018/11/KPPM-Legatus-NDIS-Report-FINAL-20-5-18-002.pdf>
  - d. Community Wastewater Management – State Conference and the regional Sludge Viability report (to be released following August 2018 Legatus Group meeting) – APRIntern grant
  - e. Digital Maturity – funding LGA R&D grant  
<https://legatus.sa.gov.au/wp-content/uploads/2019/05/Legatus-Digital-Maturity-Index-Final-Report.pdf>
  - f. Regional representative on the working party for the LGA's Council Ready program

2. Regional Development South Australia
  - a. RDSA Conference – Taillem Bend
3. Yorke Mid North Alliance:
  - a. Yorke Mid North Regional Forum – Kadina
  - b. Climate Change – Sector Agreement and Sustainability Hub report – APRIntern grant  
<https://legatus.sa.gov.au/wp-content/uploads/2019/07/Final-report-May-2019.pdf>

Other regional projects that the Legatus Group CEO has been managing / supporting are:

- 2030 Legatus Group Regional Transport Plan Deficiency Action Plan I completed  
<https://legatus.sa.gov.au/wp-content/uploads/2019/07/Regional-Transport-Plan-Road-Deficiency-Action-Plans-Feb-19.pdf>
- Visitor Information Services review, which was completed, and this will be presented to the Legatus Group meeting on 30 August 2019 and published following their approval.
- Hummocks/Barunga Ranges Brighter Futures project commenced – funding from SA Government
- Yorke Mid North Coastal Management Action Plan commenced – funding NY NRM and APRIntern grants
- Youth into Volunteering – Building Better Futures grant
- Regional and sub/regional forums on the Music and Creative Industries
- Workshop on the role of local government in supporting local businesses

Support has been provided to constituent councils for the delivery of a regional / sub-regional approach for the Councils Disability Access Inclusion Action Plans which are due in 2020. There was an expression of interest submitted to the LGA for funding a regional wellbeing officer for the Legatus Group constituent councils which was not successful.

There continues to be work regarding the drought which includes collating the responses from all regional councils for a report to be developed for SAROC.

Support has been provided to the Legatus Management Group in their efforts to progress issues raised around Local Government Risk Management.

Through coordination by the Legatus Group, training was delivered by TafeSA for Certificate III in Water Industry Treatment (Wastewater) through the Small Regional Community funding with significant training costs being reduced and uptake by a total of 19 participants registering.

The Legatus Group continues to be in a healthy financial position with the balance from the year being \$166,358 and with an accumulated surplus and reserves at 30 June 2019 of \$1,000,821. There will be an assessment of the long-term financial coverage of the Legatus Group undertaken in the coming year and noting that the Rubble Royalties Funding ceases from 30 June 2020.

All grants were acquitted and reporting requirements for ongoing grants.

**Benefits to constituent councils:**

- Identify training needs for the Legatus Region Constituent Councils.
- Regional collaboration and priority setting and sharing of knowledge and resources in the areas outlined above.
- Delivery of regional strategic and business plans and annual work plans.
- Operate Legatus Group in accordance with legislative requirements and board policies and procedures.
- Well regarded by members and stakeholders as valid and relevant through regional collaboration and undertaking or supporting actions on identified priorities.
- Identify regional priorities through collaboration with members and stakeholders and develop agreed actions and/or support.
- Advocate with a single and united voice and in partnership with other Regional LGA's.

- Fostering of economic, environmental and social sustainability through pro-active, innovative, efficient and collaborative approaches to priority issues.

**Benefits across the local government sector:**

- Assistance with coordinating workshops and consultation sessions and improved regional delivery of LGA services.
- Identified and aided with regional and longer-term outcomes for Constituent Councils.
- Facilitates stronger regional collaboration on projects and areas for sharing of knowledge and services.
- Being able to undertake research projects on the needs specific to regional councils.

**Observation:**

Due to the November 2018 Local Government elections there was a slight slowdown in progressing regional projects and awareness of the Legatus Group given that there were 8 new board members. Since the election there has been stronger interest by constituent councils to bring issues forward and the formation of the committees has resulted in a more active interaction to address issues.

A focus has been on securing data to assist in decision making and to assist with raising policy issues through the board and SAROC. This year has seen the constructive dialogue with Constituent Councils, Members of Parliament, Ministers, the Local Government Association SA, public servants and other regional stakeholders. This is a result of the Legatus Group CEO position having been settled and by gaining greater clarity on the actions and projects.

Simon Millcock  
CEO Legatus Group

**The Legatus Group Audit and Risk Committee** summary of activities undertaken, and recommendations made during 2018-2019. The committee met on 4 occasions during 2018-2019 with the following attendance:

Date	No of Members Attending
3Aug 2018	4
30 Nov 2018	3
30 Jan 2019	3
30 Apr 2019	4

Committee Member	No of Meetings Attended
Mayor Ray Agnew	1
Chairman Kathie Bowman	4
Mayor Colin Nottle	1
Mayor Denis Clark	2
Colin Davies	2
Ian McDonald	1

The following table sets out the principal issues addressed by the Committee for 2018-19 year:

<b>Principal Issues Examined</b>	<b>Recommendations to Board</b>
Financial Report 2018-2019	No issues, unqualified audit, adopt
Review of budget against actuals	Noted the need for Legatus Group to endorse 2017-2018 adopted budget against actuals for annual financial report
Review of work plan, internal controls	Work planned developed
Charter	Variations to charter noted and recommended and adopted including the need for new auditor and Dean Newberry appointed
Business, Budget and Strategic Plan	Noted the development of the 2018-2019 business plan and budget
Membership	Recommendations to Board re membership
Equity / reserves	Recommendations to Board on levels to be held
Exemption for having committee	Supported the approach for exemption of committee

Chairman Kathy Bowman  
Chairman Legatus Group Audit and Risk Management Committee

Financial Statement year ending 30 June 2019 which was adopted at the 30 August 2019 Legatus Group AGM. The Legatus Group Charter requires that the AGM receive the audited financial statement for the preceding financial year.

The 2018/2019 Legatus Group audited annual financial report was undertaken by Dean Newberry and Partners. This report was prepared by Mr Sean Cheriton The Flinders Ranges Council Acting Finance and Administration Manager and was an agenda item at the Legatus Group Audit and Risk Committee meeting held on 22 August 2019. This meeting endorsed the Legatus Group annual financial statement for the year ending 30 June 2018 as presenting a fair view of the state of the financial affairs of the Legatus Group and that the board adopt the annual financial statement. The meeting also recommended that the Legatus Group retain Dean Newberry and Partners as Auditors for the year end 30 June 2020.

The reports and statements form part of the Legatus Group Annual Report which will be distributed to Constituent Councils for inclusion with their own annual reporting requirements.

The regulations also require that on an annual basis, the Chief Executive Officer of each Constituent Council, the Legatus Group Chair and the Chair of the Audit Committee provide a statement of certification that the auditor is independent of the subsidiary. This has been completed.



2019 Audit  
Completion Report of Auditors Indepen



2019 Certification



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Legatus AFS  
2018-2019 (v2).pdf