



**ATTACHMENT UNDER SEPARATE COVER**

**Monday 15 October 2018**

**14.3 Adoption of Annual Report 2017-2018**

Attachment 1 – Draft Annual Report 2017-2018



**Adelaide Plains  
Council**

# **ANNUAL REPORT 2017-2018**



### **About this Report**

Adopted by Council on 15 October 2018

Adelaide Plains Council  
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Mallala SA 5502

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# Message from the Chief Executive Officer

***“Council is in a  
decidedly stronger  
position across so many  
platforms...”***



**JAMES MILLER**  
CHIEF EXECUTIVE OFFICER

Adelaide Plains Council is excited to deliver its 2017/18 Annual Report and it is with pleasure that I am able to present the Foreword as Chief Executive Officer (CEO) during this, the Local Government Caretaker Period.

The 2017/18 financial year marks what is effectively the final year of a four year term for Council's Elected Body. As CEO, I commend all of our Council Members for their commitment and enthusiasm over their term in office. From my perspective, Council is in a decidedly stronger position across so many platforms by comparison to where it was at the beginning of the term.

There has been some significant progress in a number of key areas for Council during the reporting period, namely:-

- securing in excess of \$1 million from the Local Government Association (LGA) Community Wastewater Management System Board to upgrade the Mallala township sewer scheme. The wonderful support from the LGA means our Mallala ratepayer base will not need to outlay more money to remedy what was a failed scheme;
- delivery of 40 kilometres of re-sheeted road at a value of \$1.149m;
- delivery of 9 kilometres of sealed / re-sealed road at a value of \$494,000;
- overall capital and maintenance program valued at \$5.1m (\$3.1m capital expenditure and \$2.0m maintenance expenditure) which included Road assets (footpaths, kerbing, sheeted roads, sealed roads, and bridges) Stormwater assets, Buildings assets, Community wastewater system assets, and Open space assets;

- roll out of our new kerbside waste collection service through the engagement of Solo Resource Recovery; a regional initiative across four councils that has driven our Council's annual collection service charge down by \$54.00 per year;
- ongoing progress of the Northern Adelaide Irrigation Scheme and the associated Council-initiated land rezoning that will secure an estimated 3,700 jobs for our region and drive investment by around \$1.1 billion;
- steady progress on Two Wells residential growth with Eden well advanced, and Liberty having received engineering approval for the 50-lot Stage One release;
- land division application now lodged to excise the proposed birth-to-year 12 private school at Liberty allotment from the parent title;
- engagement of a part time Economic Development Officer to drive investment and business engagement within the area. Across the region, there is an estimated \$701 million worth of investment on foot, which needs a Council conduit to help drive.
- development of a Business Council for the Adelaide Plains, with successful Business Breakfasts being held with our region's local business sector, connecting business leaders with regional and state networks; and
- ongoing progress and negotiations on the establishment of the Camp Ground facility at Mallala.

While the above overview is indeed encouraging, the financial year did come with its challenges.

The Gawler River Floodplain Management Authority (GRFMA) continues to occupy significant time and Executive Office resourcing. While the Minister refused Council's request to withdraw from the GRFMA, Council has managed to secure a commitment from all six councils that comprise the Authority, that the proposed \$27 million Northern Floodway be entirely funded by the State and Federal Government. We still await a decision in this respect. The other pleasing element to this is that all member councils have also supported our position that the Authority must look strategically and region-wide where flood mitigation is concerned. This is much more to be done in this space.

Finally, as CEO I continue to look inwardly at organisation efficiencies to drive costs down. I appreciate that we are a small Council with tight budgets, however we also have the pressures of growth and it is a delicate balance to manage growth while placing downward pressure on our operational statement.

In closing, I trust you enjoy the 2017/18 Annual Report and I commend it to you, the reader.

**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, Adelaide Plains 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: 8 994

No. of Electors: 5 898

Rateable Assessments: 4 967

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, Adelaide Plains Council currently has a population of 8,994 people living in the region.

With a growing residential population and growing economy, Adelaide Plains 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. Adelaide Plains Council promotes the growth of tourism and encourages is 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)

Ph: 08 8520 3360

Fax: 08 8520 2375

## Mallala Depot

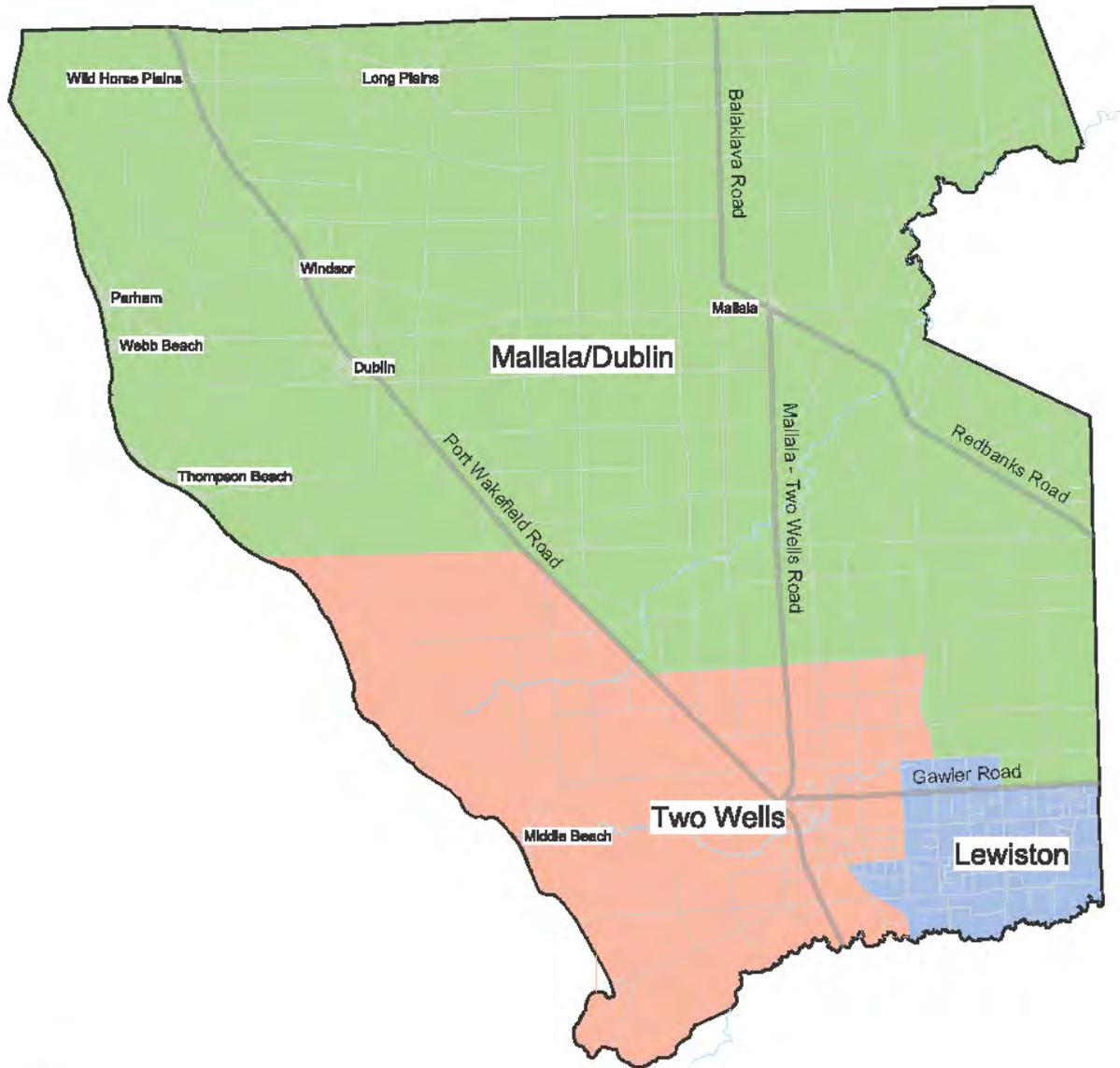
21 Aerodrome Road,  
Mallala SA 5502

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

Ph: 08 8527 0200

Fax: 08 8527 2490

# Council Map and Ward Boundaries



- Wards
- Lewiston
  - Mallala/Dublin
  - Two Wells
- DPTI Roads
  - River
  - APC Roads



**Adelaide Plains Council**

Ward Boundaries

This map is a representation of the information currently held by Adelaide Plains 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).

Adelaide Plains Council is divided into three (3) wards and is represented by the Mayor and nine (9) Councillors. The area currently has 5,898 electors which equates to one (1) Council Member per 589 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 (SA) (the Local Government Act) 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.

| Council Name              | Representation Quota |
|---------------------------|----------------------|
| Clare and Gilbert Valleys | 1:673                |
| Coorong                   | 1:421                |
| Grant                     | 1:549                |
| Adelaide Plains           | 1:589                |
| Mid Murray                | 1:641                |
| Naracoorte Lucindale      | 1:525                |
| Northern Areas            | 1:380                |
| Renmark Paringa           | 1:713                |
| Tatiara                   | 1:452                |
| Wakefield Regional        | 1:481                |

# Year in Review

\$1.1m secured through LGA CWMS Fund to upgrade Mallala CWMS

Facilitation of the Adelaide Plains Business Council

Establishment of a community led Suicide Prevention Network

Two Wells Library hosted exhibition of 12 artists during SALA Festival

CWMS - 141 properties connected as at 30 June 2018

New kerbside waste collection service through SOLO Resource Recovery

Two Wells Council Chamber used for filming of *Wanted* - a TV series starring Rebecca Gibney

Economic Development Officer appointed - 18 months 0.4 FTE basis

Dublin Institute Refurbishment

7,050 seedlings planted - 30% planted by volunteer community members

Shannon Road Grant Funding through Special Local Roads Program

350 development applications lodged with an approximate value of \$31.2m

Library facilitating small group / one on one IT training to residents

Silver Sponsor - Northern Plains Food Festival

Minister for Health & Wellbeing - 2018 Excellence in Public Health Award

Community Survey to collect resident and ratepayer's views on current and future services and facilities

*One Library* Management System - Notices and PayPal Implementation

Progress - Two Wells Main Street Redevelopment

Lewiston Playground landscaping

3,588 individual dog registrations

Adelaide International Bird Sanctuary - land proclamation by State Government

# Community Survey

During April and May 2018, Council undertook its first community survey for six (6) years to collect resident and ratepayer's views on current and future services and facilities provided by Council.

Independent market research consultant McGregor Tan conducted the survey on behalf of Council through a mix of telephone interviews and online surveys. An agreed quota of 300 surveys was completed, with a representative spread of surveys completed by age, gender, household type and ward.

The results of the survey will be used as a benchmark for measuring Council's performance going forward as well as to guide future spending priorities. The results will also provide Council with the opportunity to consider appropriate actions and outcomes to address any issues that are identified in relation to Council's current performance and service delivery.

Following presentation of the survey results from McGregor Tan to Council, it is anticipated that the Community Survey will be endorsed in the first half of 2018/19. The results of the survey will then be made available to view on Council's website.



# 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.

## Mayor

### Mayor Anthony (Tony) Flaherty OAM JP

☎ 0456 939 376

✉ tonyf@apc.sa.gov.au

## Lewiston Ward

### Councillor Karen McColl

☎ 0433 222 874

✉ karenm@apc.sa.gov.au

### Councillor Carmine Di Troia

☎ 0421 808 362

✉ carmined@apc.sa.gov.au

### Councillor Margherita Panella (from 16 October 2017)

☎ 0416 020 777

✉ margheritap@apc.sa.gov.au

## Two Wells Ward

### Councillor Eddie Stubing

☎ 0428 824 712

✉ eddies@apc.sa.gov.au

### Councillor Melville Lawrence Deputy Mayor

☎ 0432 939 446

✉ melville@apc.sa.gov.au

### Councillor P M N (Joe) Daniele

☎ 08 8520 2233

✉ joed@apc.sa.gov.au

## Mallala and Dublin Ward

### Councillor S M (Marcus) Strudwicke

☎ 0407 392 191

✉ marcuss@apc.sa.gov.au

### Councillor Terry-Anne Keen

☎ 0407 971 022

✉ terry-annek@apc.sa.gov.au

### Councillor Stephen (Steve) Jones

☎ 0447 947 577

✉ stevej@apc.sa.gov.au

## **Supplementary Election of Council Member – Lewiston Ward**

As a result of the resignation of Councillor Anne Picard in June 2017, a supplementary election to fill the vacancy was conducted by the Electoral Commission of South Australia (ECSA). Four (4) nominations for the position were received being those of Brian Parker, Margherita Panella, Mark Wasley and David Parsons. Ballot packs were posted to electors from 20 – 26 September 2016. Voting closed at 12 noon on Monday 9 October 2017, and the scrutiny and count commenced at 1:30pm at the Mallala Council Chambers.

At the conclusion of voting, 512 formal ballot papers were received in total, with three (3) informal ballot papers received. This represented 23.60% of eligible electors who voted. Following the count of first preference votes, Brian Parker received 207 1<sup>st</sup> preference ballot papers, Margherita Panella received 192 1<sup>st</sup> preference ballot papers, Mark Wasley received 61 1<sup>st</sup> preference ballot papers and David Parsons received 52 1<sup>st</sup> preference ballot papers.

With no candidate reaching the quota (being 257), candidates were excluded through the 'proportional representation' vote counting system. This involved calculating new totals by excluding the candidates with the lowest number of votes and distributing all of their ballot papers to the continuing candidates according to the next available preference marked on their ballot papers. This resulted in both David Parsons (eliminated at count 2 on 52 votes) and Mark Wasley (eliminated at count 3 on 68 votes) being excluded from the count. Following the fourth and final count, Margherita Panella received 230 votes and Brian Parker received 228 votes.

On 13 October 2017 the official results were received from ECSA, declaring Ms Margherita Panella as the Elected Member for the Lewiston Ward of Adelaide Plains Council. Councillor Panella signed her declaration of office and officially commenced duties at the Ordinary Council Meeting held on 16 October 2017.

# 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.



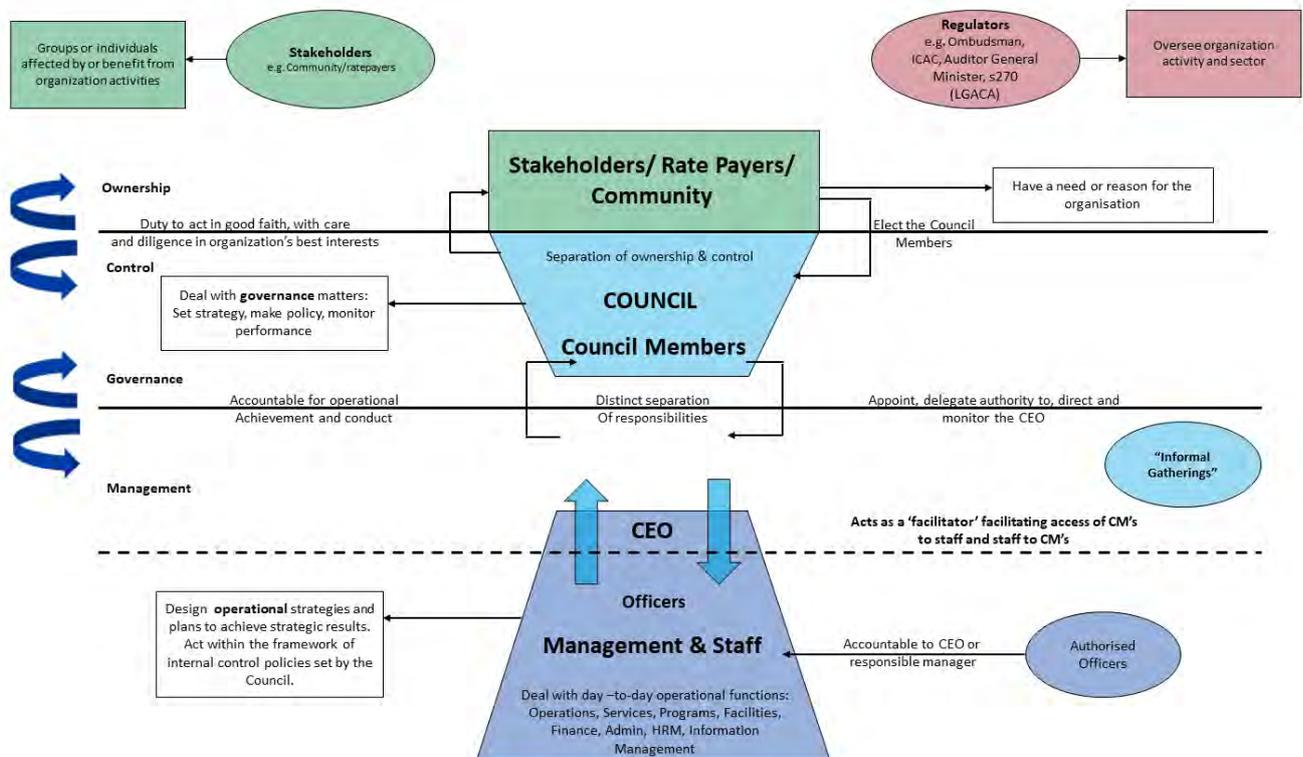
Good governance occurs when Council's actions are underpinned by accountability, integrity, openness and transparency.

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 the Council are made through various Council meetings and Committee meetings or sometimes by the Chief Executive Officer through delegated authority, primarily 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 as such are responsible for setting 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.

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

Meetings of Council 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 Council 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 Plains 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 (SA) (the Development Act) 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 Council Members 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.

## Completion of Committee Review

In light of Council's organisational restructure and rebranding initiative in mid-late 2016, Council commenced the process of reviewing its committee structure in January 2017. The review involved a number of workshops with Elected Members and updates provided by way of Council reports throughout the process. The review was completed in November 2018, at which time Council reduced the number of Committees from 12 to seven (7).

The following Committees were therefore dissolved by Council as a result of its review:-

- Animal Management Plan Advisory Committee
- Chief Executive Officer Review Committee
- Community Development and Advisory Committee
- Economic Infrastructure Advisory Committee
- Mallala and Districts Homes Committee

## Council Members Meeting Attendance

During 2017/2018 Council held thirteen (13) Ordinary Council meetings and eighteen (18) Special Council meetings.

| Council Member            | Ordinary Council Meeting | Special Council Meeting | No. of meetings 'Leave of Absence' was granted | No. of meetings as an apology | No. of meetings absent (no apology received) |
|---------------------------|--------------------------|-------------------------|--|-------------------------------|--|
| Mayor A (Tony) Flaherty   | 11/13                    | 17/18                   | 0  | 3                             | 0  |
| Cr Terry-Anne Keen        | 12/13                    | 17/18                   | 2  | 2                             | 0  |
| Cr P M (Joe) Daniele      | 13/13                    | 17/18                   | 0  | 1                             | 0  |
| Cr Carmine Di Troia       | 9/13                     | 10/18                   | 0  | 12                            | 0  |
| Cr Stephen (Steve) Jones  | 12/13                    | 17/18                   | 0  | 1                             | 1  |
| Cr SM (Marcus) Strudwicke | 9/13                     | 16/18                   | 0  | 6                             | 0  |
| Cr Eddie Stubing          | 12/13                    | 16/18                   | 0  | 3                             | 1  |
| Cr Melville Lawrence      | 11/13                    | 16/18                   | 0  | 4                             | 0  |
| Cr Karen McColl           | 10/13                    | 15/18                   | 0  | 6                             | 2  |
| Cr Margherita Panella*    | 11/11                    | 14/15                   | 0  | 1                             | 0  |

\*Councillor Panella in office for 11 Ordinary Council Meetings and 15 Special Council Meetings

# Confidentiality

Adelaide Plains 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 2017/18 financial year.

| Date       | Meeting  | Item | Subject  | S 90(3)               | S 90(2) | S 91(7) |
|------------|----------|------|--|-----------------------|---------|---------|
| 17-Jul-17  | Ordinary | 21.1 | Rubble Raising and Crushing  | 90(3)(d)              | ✓       | ✓       |
| 21-Aug-17  | Ordinary | 12.2 | Chief Executive Officer Review Committee Meeting – held 14 August 2017                                 | 90(3)(a)              | ✓       | ✓       |
| 18-Sept-17 | Ordinary | 4.1  | Sale of Land for Non-Payment of Rates  | 90(3)(a)              | ✓       | ✓       |
| 3-Oct-17   | Special  | 3.1  | Two Wells Transfer Station – Waste Matters   | 90(3)(e)              | ✓       | ✓       |
| 20-Nov-17  | Ordinary | 21.1 | Kerbside Waste Services  | 90(3)(k)              | ✓       | ✓       |
| 21-Nov-17  | Ordinary | 21.2 | Metcash Food and Grocery – Commercial in Confidence  | 90(3)(d)              | ✓       | ✓       |
| 21-Nov-17  | Ordinary | 21.3 | General Managers – Contractual Agreements  | 90(3)(a)              | ✓       | ✓       |
| 18-Dec-17  | Ordinary | 16.2 | Resignation of Staff   | 90(3)(a)              | ✓       | ✓       |
| 22-Jan-18  | Special  | 2.1  | Waste Management Practices   | 90(3)(a)              | ✓       | ✓       |
| 6-Feb-18   | Special  | 3.1  | Waste Management Procedures  | 90(3)(a)              | ✓       | ✓       |
| 26-Feb-18  | Special  | 3.1  | Crown Land – Old Port Wakefield Road, Two Wells  | 90(3)(h)              | ✓       | ✓       |
| 26-Feb-18  | Special  | 3.2  | Junction Australia Ltd – Lease Agreement   | 90(3)(a),<br>90(3)(d) | ✓       | ✓       |
| 26-Mar-18  | Special  | 9.1  | Waste Management Practices   | 90(3)(a)              | ✓       | ✓       |
| 14-Apr-18  | Special  | 7.1  | Gawler River Floodplain Management Authority – Charter Review and Economic Footprint Impact Assessment | 90(3)(b)              | ✓       | ✓       |
| 30-Apr-18  | Special  | 3.1  | Gawler River Floodplain Management Authority – Outcomes of 19 April 2018 Meeting                       | 90(3)(b)              | ✓       | ✓       |
| 14-May-18  | Special  | 4.1  | Chief Executive Officer – Performance Review   | 90(3)(d)              | ✓       | ✓       |
| 28-May-18  | Ordinary | 21.2 | 105 Limerock Road Lower Light – Review of Lease Arrangements   | 90(3)(d)              | ✓       | ✓       |
| 28-May-18  | Ordinary | 21.3 | Follow up on Asbestos  | 90(3)(d)              | ✓       | ✓       |

|            |          |      |  |          |   |   |
|------------|----------|------|--|----------|---|---|
|            |          |      | Contamination Found at Other Council Sites                               |          |   |   |
| 18-June-18 | Ordinary | 21.3 | Proposed Lease of Council Land – NBN Radio Network Base Station – Update | 90(3)(h) | ✓ | ✓ |
| 26-June-18 | Special  | 4.1  | Chief Executive Officer – Performance Review                             | 90(3)(a) | ✓ | ✓ |

The public were excluded from debate (Section 90) at either a Council or Committee meeting on thirty-two (32) occasions and sixteen (16) confidentiality orders were made to keep documents confidential (Section 91) during the 2017/18 financial year.

During this period, there were eleven (11) confidentiality orders that expired, ceased to apply or were revoked. As at 30 June 2018, twenty-three (23) 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 - \$6,000**

**Actual - \$6,058**

| Council Member                               | Training Description   |
|--|--|
| Mayor Flaherty                               | Local Government Association – Council Next Practice Showcase<br>Mandatory Training – Module 2 – Legal Responsibilities<br>Mandatory Training – Module 4 – Financial Management and Reporting  |
| Cr S M (Marcus) Strudwicke                   | Mandatory Training – Module 2 – Legal Responsibilities<br>Mandatory Training – Module 4 – Financial Management and Reporting   |
| Cr Karen McColl                              | Mandatory Training – Module 2 – Legal Responsibilities<br>Mandatory Training – Module 4 – Financial Management and Reporting   |
| Cr Terry-Anne Keen                           | Mandatory Training – Module 2 – Legal Responsibilities<br>Mandatory Training – Module 4 – Financial Management and Reporting   |
| Cr Eddie Stubing                             | Mandatory Training – Module 2 – Legal Responsibilities<br>Mandatory Training – Module 4 – Financial Management and Reporting   |
| Cr P M (Joe) Daniele                         | Mandatory Training – Module 2 – Legal Responsibilities<br>Mandatory Training – Module 4 – Financial Management and Reporting   |
| Cr Stephen (Steve) Jones                     | Mandatory Training – Module 2 – Legal Responsibilities<br>Mandatory Training – Module 4 – Financial Management and Reporting   |
| Cr Melville Lawrence                         | Local Government Association – Council Next Practice Showcase<br>Mandatory Training – Module 2 – Legal Responsibilities<br>Mandatory Training – Module 4 – Financial Management and Reporting  |
| Cr Carmine Di Troia                          | Mandatory Training – Module 2 – Legal Responsibilities<br>Mandatory Training – Module 4 – Financial Management and Reporting   |
| Cr Margherita Panella (from 16 October 2017) | Mandatory Training – Module 1 – Introduction to Local Government<br>Mandatory Training – Module 2 – Legal Responsibilities<br>Mandatory Training – Module 3 – Council and Committee Meetings<br>Mandatory Training – Module 4 – Financial Management and Reporting |

## Council Members Expenses and Allowances

Section 76 of the Local Government Act, and Regulation 4 prescribe that all Council Members are entitled to receive an allowance. The 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 reviewed its *Council Member Allowances and Benefits Policy* during the reporting period. 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.

| Council Member             | Allowances          | Reimbursed Expenses | Total for 2017/2018 |
|----------------------------|---------------------|---------------------|---------------------|
| Mayor A (Tony) Flaherty    | \$34,613.70         | \$0.00              | <b>\$34,613.70</b>  |
| Cr Terry-Anne Keen         | \$8,653.45          | \$0.00              | <b>\$8,653.45</b>   |
| Cr P M (Joe) Daniele       | \$8,653.45          | \$0.00              | <b>\$8,653.45</b>   |
| Cr Carmine Di Troia        | \$8,653.45          | \$445.50            | <b>\$9,098.95</b>   |
| Cr Stephen (Steve) Jones   | \$8,653.45          | \$1,300.18          | <b>\$9,953.63</b>   |
| Cr S M (Marcus) Strudwicke | \$9,894.45          | \$0.00              | <b>\$9,894.45</b>   |
| Cr Margherita Panella      | \$6,712.90          | \$0.00              | <b>\$6,712.90</b>   |
| Cr Eddie Stubing           | \$8,653.45          | \$1,132.56          | <b>\$9,786.01</b>   |
| Cr Melville Lawrence       | \$10,816.78         | \$1,266.10          | <b>\$12,082.88</b>  |
| Cr Karen McColl            | \$7,648.93          | \$1,202.80          | <b>\$8,851.73</b>   |
| <b>TOTAL</b>               | <b>\$112,954.01</b> | <b>\$5,347.14</b>   | <b>\$118,301.15</b> |

## Committee Members Allowances

Members of Council's Audit Committee, Council's 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 2017/2018 period (Including GST):

### **Audit Committee**

|                       |          |
|-----------------------|----------|
| - John Comrie         | \$ 5,500 |
| - Peter Fairlie-Jones | \$ 2,000 |

### **Council Assessment Panel**

|                     |          |
|---------------------|----------|
| - Chris Carrey      | \$ 1,500 |
| - Cherry Getsom     | \$ 1,500 |
| - Ian O'Loan        | \$ 1,200 |
| - Nathan Cunningham | \$ 1,750 |

### **Governance Advisory Panel**

|                             |          |
|-----------------------------|----------|
| - Edward (Ted) Byrt         | \$ 800   |
| - Graham Gunn               | \$ 800   |
| - Judith Jones              | \$ 400   |
| - Norman Waterhouse Lawyers | \$ 5,380 |

**Total: \$20,830**

## National Competition Policy

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 Adelaide Plains Council has no significant business activities to report. Subject to the Competition Principles Agreement, the Adelaide Plains 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; and
- In any procurement process, where all other factors are equal, the Adelaide Plains Council may favour the engagement of local suppliers that is those operating within the Council area boundaries, to the extent permitted by law for goods, service and construction works.

## 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 did not receive any formal requests for Internal Review of a Council Decision during the 2017/2018 period.

## Public Consultation and Community Engagement

Council holds 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:-

**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 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 eleven (11) deputations during the 2017/18 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*, reviewed in August 2017 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; and
- 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 inspect these documents free of charge on Council's website or at Council's Principal Office, or 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 (reviewed in August 2017)
- Code of Practice – Access to Council Meetings and Documents

# Organisational Structure

The administration structure of the organisation is organised into four (4) departments, each 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.

## General Manager – Governance and Communications

**Sheree Schenk**

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.

## General Manager – Development and Community

**Robert Veitch**

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.

## General Manager – Finance and Economic Development

**Rajith Udugampola**

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.

## General Manager – Infrastructure and Environment

Martin Waddington – 1 July 2017 – 31 May 2018

Kenneth Stratton (Acting) – 28 May 2018 to 30 June 2018

The General Manager – Infrastructure and 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 and 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.

In May 2018 the Chief Executive Officer determined that the Infrastructure Department would be renamed to *Infrastructure and Environment* to better reflect that department’s daily operations.



## 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.

# Governance and Communications

## Customer Service

Adelaide Plains Council operates across multiple sites. We have four (4) Customer Service Officers who work across two (2) offices, with two officers at each site who rotate regularly to ensure they are up to date with relevant information relating to different departments. The Principal Office is located at 2a Wasleys Rd, Mallala and we have a Service Centre located at 69 Old Port Wakefield Rd, Two Wells. Both sites are open business hours, 9am – 5pm Monday to Friday, with switchboards open 8:30am – 5pm Monday to Friday and we are closed on public holidays.



This year Council's administration was closed from 5pm, Friday 22 December 2017 and reopened at 9am, Tuesday 2 January 2018. During this time, ratepayers and residents were able to access Council's website to make payments, download documents or to access emergency contact information, and residents were still able to call the switchboard to obtain emergency contact information if they did not have access to Council's website/internet.

In November 2017, we released an updated Customer Service Charter which highlights our commitment to our customers and outlines Council's Vision, Mission and Core Values. We welcome our customers and community to view the Charter on Council's website (under the Customer Service heading via the Council Services tab).

Our Customer Services Team provide a wide range of services which include, but are not limited to, accepting and receiving payment of Council bills such as Council rates, debtor invoices, development lodgement fees and animal renewals with supporting documentation/reference numbers over the phone or in person at one of Council's offices. Our Customer Service Officers answer a wide range of phone calls daily, for example, responding to enquiries regarding missing animals, updating personal details and dealing with enquiries about local services available within the district, local history and much more.



Most enquiries made over the phone or in person will be dealt with by the Customer Service Officers at the time the enquiry is made, 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

caller's details and lodge a 'Customer Service Request' within Council's Customer Service Request Management (CRM) System. The staff member will then be able to follow-up and

contact the caller to assist with the enquiry/request. Once our friendly staff have dealt with the enquiry, the request will be finalised within the CRM System.

In 2018, the Dog and Cat Management Board changed the way animals are registered in South Australia. Our Customer Service Officers and General Inspector attended training sessions to ensure they are able to assist our residents with the significant change. We will continue to support our residents by assisting with updating animal records within the 'Dogs and Cats Online' (DACO) System and accepting payments at our offices and/or over the phone.

With a growing diverse community we are excited to see the continuous changes across our region and working in collaboration with our community towards continued improvements in services provided to our community.

## Information Management

### 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 FOI 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 specific and accurate documents, applicants are encouraged to provide as much information and detail possible when making a request.

An application fee must accompany a Freedom of Information Application Form (this fee changes 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).

For further information regarding Freedom of Information, please contact Council's Freedom of Information 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

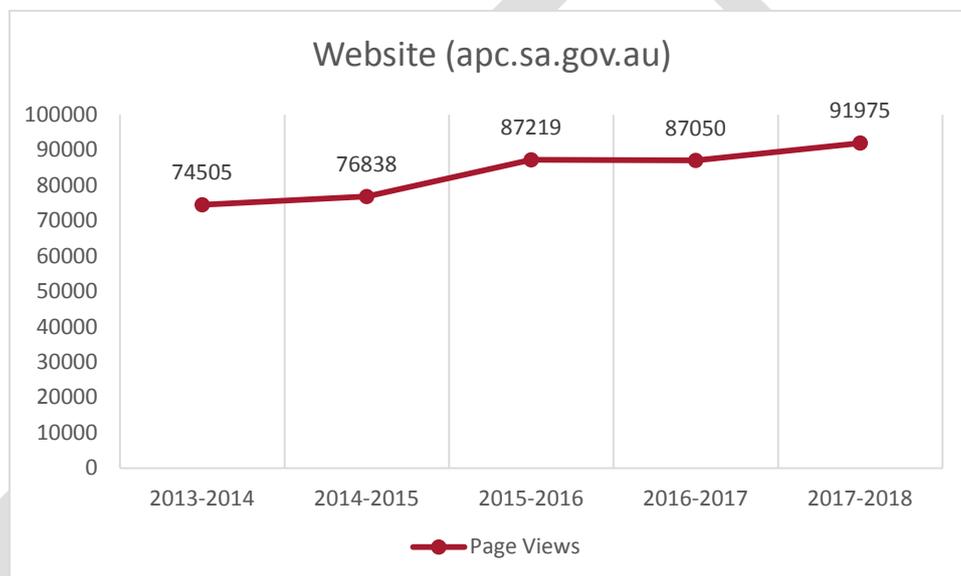
During the 2017/18 financial year Council received six (6) requests for information under the provisions of the FOI Act. There were five (5) general applications and one (1) invalid application.

# Information Technology and Communications

The Information Technology (IT) and Communications portfolio of Adelaide Plains 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, residents and visitors with a total of 91,975 visits recorded during the 2017/18 year. This equates to a five (5) percent increase from the previous year (2016/17).

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 secure electronic payments of rates, debtor and dog renewals.



Council anticipates the introduction of the unified *Dogs and Cats Online Portal* in the next year. This portal will assist Council and the community with the registration, location and updating of dog and cat information.

Key Strategic Projects 2017/18:-

- Review delivery method of Communicator Newsletter; and
- Stabilise systems and inform Council of IT improvements required.

Key Operational Projects:

- Continue development and understanding of existing systems;
- Network system upgrade research and recommendations;
- Develop internal 'Intranet' for Council staff; and
- Reducing unnecessary support costs to external vendors.

# Human Resources

Council delivers a wide range of programs, products and services to the community. The Council Members and Management Team on behalf of Adelaide Plains Council acknowledge the commitment and hard work of its workforce.

## **Organisational Structure**

In 2016/17, Council undertook an organisational restructure that established four (4) specialised portfolios creating the unification of complementary services, allowing for improvement to the overall efficiencies of Council. These portfolios consist of Governance and Communications, Finance and Economic Development, Development and Community and Infrastructure and Environment.

In 2017/18 Council continues its journey to review its organisational structure, now within these specialised portfolios with the aim to further identify opportunities for improvements and efficiencies that can enhance the overall service deliveries of Council.

## **Regional Youth Traineeship Program**

Adelaide Plains Council continues to participate in the Regional Youth Traineeship Program that was endorsed by Minister Brock, supporting government initiatives to address regional youth unemployment by providing an opportunity for professional development through formal and informal training whilst gaining valuable experience within the workforce.

## **Shared Services Agreement**

Council has had a Shared Services Agreement with Barossa Council since 2014 which has allowed Council to enhance its Human Resource (HR) practices, ensuring a consistent and transparent approach to HR with the aim to mitigate any adverse risk to Council and its employees, whilst improving Council's overall effectiveness to manage a diverse workforce.

In 2017/18, having now established sound HR practices through this arrangement, Council has been able to redirect these services towards an organisational cultural review that will provide Council the opportunity to evaluate its workforce expectations and behaviours, then develop and direct outcomes that provide for job satisfaction and improved services Council wide.

## **Enterprise Bargaining**

During 2017/18, both the Adelaide Plains Council Administrative Employee Relations Agreement 2017 and Adelaide Plains Council Outdoor Employee Relations Agreement 2017 were reviewed and endorsed until 2020.

These agreements outline the working conditions for both Outdoor and Administrative employees, whilst providing security for staff and industrial stability for Council.

We aim to be a productive workforce that actively seeks to provide a high standard of customer service through flexibility, adaptability and stability.

## 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.

We have a longstanding commitment to a policy of 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.

## 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 Principal Office, with extracts available for a fixed fee.

## Workforce Demographics

Adelaide Plains Council's annual employee turnover for the year was 25.35%. Total employees engaged at the end of the 2017/18 year were 54, comprising of both full time and part time engagements.

When required, Council does engage 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.

| Employees by Portfolio           | Male | Female    |
|----------------------------------|------|-----------|
| Executive                        | 1    | 1         |
| Development and Community        | 8    | 7         |
| Governance and Communications    | 2    | 8         |
| Finance and Economic Development | 2    | 2         |
| Infrastructure and Environment   | 20   | 3         |
| <b>Total Employees</b>           |      | <b>54</b> |

| Employee Categories    | Male      | Female    |
|------------------------|-----------|-----------|
| CEO                    | 1         | 0         |
| General Managers       | 3         | 1         |
| Coordinators           | 2         | 1         |
| Team Leaders           | 2         | 2         |
| Employees              | 25        | 17        |
| <b>Total Employees</b> | <b>33</b> | <b>21</b> |
| Total FTE              | 52.26     |           |

# Work Health Safety

Council continues to be self-insured via the Local Government Association Workers Compensation Scheme (LGAWCS) 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 LGAWCS Internal Audit Team in November 2017 on our Hazardous Chemical Procedure. Upon completion, a Risk Evaluation Action Plan was developed and is monitored monthly.

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

Supported by the Executive Management Team and Council's Health and Safety Committee, our achievements during the 2017/18 period are outlined below:

- 92% completion of reviewed and development of new Task Risk Assessments;
- Development and implementation of Safe Work Method Statements (SWMS) for High Risk Construction activities;
- Annual System Review resulting in the endorsement of the 2018-2020 WHS & RTW Plan. Focus areas being: Planning and Continuous Improvement, Hazard Management, Asbestos Management and Hazard Chemical systems;
- Work Health Safety & Injury Management Plan for 2017-2018. 52% of actions were achieved between July 2017 and May 2018;
- The annual Key Performance Indicator Audit and Risk Review process has changed. Council participated in the Validation Procedure Review process in November 2017, achieving 13 Non Conformances, 4 Observations and 4 Conformances;
- 100% implementation of the Corporate Health Program. Positive feedback received from the 'Movement Project' and 'Live Longer, Live Stronger' forums;
- Continued collaboration with the Northern Regional Training Group;
- Completion of hazardous chemical and plant risk assessments as per schedule;
- Review of the Approved Contractor Register and regional procurement processes;
- Review and implementation of the pre-operational checklist;
- Implementation of the training needs analysis, training plan and register;
- An increase in Hazard Reporting across the organisation;
- Nomination of another Health and Safety Representation for Infrastructure Services – Construction Team;
- Continued allocation of budget for the WHS & RTW Management System;
- Completion of inspections and testing as per schedule;
- Improved Safety culture across Council;
- Continued transitioning to Sit/Stand desks to improve health and wellbeing and injury prevention;
- Review of evacuation plans and emergency management procedures;

- Two (2) workers compensation claims in the 2017/2018 financial year;
- Purchase of two (2) iPads and dedicated Depot based computer to improve communication and efficiencies with outdoor staff;
- Review of the training application process and forms;
- 10 inductions completed in 2017/18;
- Implementation plan for introducing Skytrust and electronic management system for hazard and incident reporting, contractor management register and workplace inspections and audits;
- Introduction of a dog / cat transportation device (pictured) incorporating many safety features to minimise manual handling risks.
- Establishment of the WHS Intranet improving accessibility to WHS information by internal staff.



Dog / Cat transportation device

## 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 2017/18, Council has continued to develop its organisational risk management system and integrate with Council's Strategic and Corporate Governance processes. We have introduced 'Control Track' which is a simple, user-friendly application which enables Council to facilitate an integrated risk and control assessment process in the one place.

Council's Business Continuity Emergency Management Plan has been reviewed and adopted by the Executive Management Team. A Local Emergency Risk Management Implementation Plan and a Community Emergency Risk Management Plan has been adopted. These documents are available on Council's website.

Council has reviewed its Volunteers Policy (including the introduction of a Code of Conduct) and Volunteers Register and continues to encourage volunteering across the Council District.

Council has improved our event management process encouraging more community events across the Council District. The annual Mallala Christmas Parade, Two Wells Christmas Street Party and Devine Ripe Work Show were all successful events during 2017/18. All Event Management documents are now available on our website for ease of access to the community.

# Development and Community

## Development Services

### Development Assessment

#### Planning Assessment



The total number of development applications lodged with Council for the period was 350, an increase from the 317 recorded for the previous year. Thirteen (13) applications were withdrawn by the applicant for various reasons throughout the period. The value of development decreased from the previous year to a value of approximately \$31.2 million.

| Development Applications Lodged and Cost of Development |         |         |         |         |           |
|---|---------|---------|---------|---------|-----------|
|   | 2013-14 | 2014-15 | 2015-16 | 2016-17 | 2017-2018 |
| Numbers   | 344     | 324     | 335     | 317     | 350       |
| Cost (millions)   | \$23.63 | \$31.9  | \$25.3  | \$33.9  | \$31.2    |

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

Proposals for development 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 farming and horticultural areas of the district were also processed.

Consistent with previous years, the majority of development applications received by Council related to rural living properties in Lewiston and Two Wells. Applications for horse keeping and dog kenneling development in these areas were noted, and many building development applications involved a high level of complexity due to issues of potential flooding from the Gawler River.

The reporting period also saw the increased assessment (and construction) of dwellings in the 'Eden' housing development at Two Wells. It is expected that the number of ancillary applications for sheds, garages, verandahs, swimming pools, etc, will increase as this residential development is further established.



Display Homes in the 'Eden' development at Two Wells



Road under construction in the 'Eden' development

The creation of additional allotments within the district also continued, with 10 land division applications received. Together these proposed an increase of 39 mostly rural living and residential allotments, and one boundary realignment. Significantly, interest in the division of existing allotments within the Mallala township resulting from greater flexibility in allotment sizes due to the Mallala CWMS project was also noted.

During the reporting period 25 development applications were publicly notified, as required by the Development Act 1993. In total, 263 applications were issued Development Plan Consent.

The number of phone enquiries received by the department relating to planning/building matters was again high. During the reporting period 1471 enquiries were received, many of which required further detailed research and investigation.

### **Non-Complying Development**

A total of 17 non-complying development applications were lodged during the period. The concurrence of the State Commission Assessment Panel was required before Council could issue any approvals in relation to these applications. Some applications did not proceed to an assessment due to their variance from Council's Development Plan.



Illegal dwelling structure

### **Council Development Assessment Panel (CDAP) and Council Assessment Panel (CAP)**

Under the new Planning, Development and Infrastructure Act 2016 (SA), from 1 October 2017 Council was required to have a Council Assessment Panel (CAP). This Panel replaced the former Council Development Assessment Panel (CDAP), although the functions of the new Panel remained much the same. Significantly, membership reduced from seven members to five. Only one member of the new Panel could be a Council Member, compared to the three formerly allowed under the Development Act.

One meeting of CDAP and four meetings of the CAP took place during the period, three less than the previous year. 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 CAP during the 2017/18 period:-

- Keeping of 30 dogs and associated construction of kennels at Two Wells;
- Construction of telecommunications facilities in Lewiston and Windsor;
- Keeping of 50 dogs and associated construction of kennels at Two Wells; and
- Expansion of existing organic waste processing facility at Lower Light.

Applications refused by the CAP during the period included:

- Demolition of an existing carport/ pergola structure and associated construction of a new outbuilding/garage at Middle Beach; and
- Horse keeping and construction of an associated stable in Lewiston.

The Panel also resolved to refuse to proceed with an assessment of a non-complying proposal for a double garage with carport at Thompson Beach, and the keeping of 9 dogs for breeding purposes in the Lewiston Rural Living Zone.

In addition, the Panel authorised the submission of a report on the proposed Alinta Energy Reeves Plains Power Station to the State Commission Assessment Panel.

**Building Assessment**

A total of 293 applications were granted Building Rules Consent during the reporting period, and 96 inspections undertaken. Seventeen (17) pool safety compliance inspections were undertaken with eight additional defect follow up inspections required. In addition, 22 inspections were required for structural defect rectification and 15 inspections undertaken of unsafe or dilapidated structures. This resulted in the demolition of some structures including a large scale poultry building. Inspections were also undertaken for Building Rules assessment purposes.

There was also a noticeable increase in post approval variations being sought, with associated resourcing impacts. An increase in residential development and large scale commercial development within the Council area was also observed.



Section 69 Emergency Order issued for 2.5m deep trench within 6m of public footpath

**National Regulatory Reform**

During the reporting period a national Building Ministers Forum was convened to discuss and action concerns regarding the state of the building and regulatory industry in Australia. Matters discussed included the integrity of private certification, licensing and accreditation, inspection regimes, roles responsibility and accountability of different parties.

The forum resulted in the commissioning of a report referred to as the Shergold Weir report, which has highlighted deficiencies throughout the building and regulatory industry and recommends measures to remedy this. Such measures include more stringent accreditation requirements and increased mandatory inspection requirements.

## Building Fire Safety Committee

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

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

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

## Planning and Building Compliance

Illegal land use and building work has been observed by Council staff during the reporting period. Approximately 52 new investigations were commenced during the period, with some matters impacting negatively on adjoining land owners and most requiring detailed further investigation and action.

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

|                           | 2015-16 | 2016-17 | 2017-18 |
|---------------------------|---------|---------|---------|
| New Investigations        | 75      | 54      | 52      |
| Section 84 Notices Issued | 8       | 4       | 8       |
| Expiation Notices Issued  | 0       | 1       | 0       |
| Warning Letters           | 66      | 27      | 27      |
| Resolved No ERD Court     | 43      | 11      | 12      |
| ERD Court                 | 3       | 1       | 1       |
| No Action Required        | 9       | 21      | 25      |

Since 1 July 2017 five development applications have been lodged with Council as a result of compliance investigations. Lodged applications, if approved, reduce the administrative burden/costs associated with pursuing matters in court.

Compliance issues investigated during the period included:

- Various unapproved land uses, e.g. truck parking, vehicle storage, animal keeping (including dogs, sheep, horses and goats) and use of land for horticulture;
- Illegal structures such as sheds, shipping containers, dwelling additions, verandahs/carports, and plastic covered greenhouses and dams;
- Solid fencing and filling in the Gawler River Flood Plain;
- Non-compliance with existing conditions of development approval; and
- Illegal disposal of stormwater (onto adjoining properties).

Enforcement notices have been issued to some landowners for undertaking unauthorised development, with matters progressing to the Environment, Resources and Development Court in Adelaide, if required.



Often, residents and property owners are not aware that certain activities on their properties require approval under the Development Act. Common examples include a change in the use of land and development activity within the Gawler River Flood Plain, e.g. fencing, filling and excavation. Opportunities to educate the community are utilized wherever possible, including through the Communicator newsletter.

Unapproved dam under construction in the Gawler River Flood Plain

The Local Nuisance and Litter Control Act 2016 (SA) commenced full operation during this reporting period. To date, Council has received various reports of activities that may be a nuisance under this legislation, and investigations into possible breaches are ongoing.

## Planning Policy

### Strategic Plan

A Strategic Plan is the framework that provides Council with the strategic direction to guide its operations and service delivery. Section 122 of the Local Government Act requires Council to develop and adopt a strategic plan for the management of its area.

Between March and August 2017, Council carried out a review of its Strategic Plan (2013 to 2016) and prepared a new Strategic Plan to outline the aspirations and priorities for the Council area and the projects and services Council will deliver from 2017 to 2020.

In preparing its draft Strategic Plan (2017-2020), Council held a series of community drop-in sessions to gauge the main priorities for the Plan from local residents as well as workshops for external stakeholder groups, Council Members and staff. The draft Strategic Plan was released for public and agency consultation between 26 June and 17 July 2017.

The draft Plan is structured around the following five (5) key themes:-

- Vibrant Community
- Growing Economy
- Great Places & Infrastructure
- Resilient Environment & Community
- Accountable & Sustainable Governance

Following consideration of all public and agency submissions made during the consultation phase, the Strategic Plan 2017-2020 was endorsed by Council on 21 August 2017. The new Strategic Plan will provide Council with the framework to guide its operations and service delivery as well as defining the outcomes Council intends to achieve over the next three years to meet the community's aspirations and vision for the future.

### **Strategic Policy Planning**

Adelaide Plains 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 3 years under the Planning, Development and Infrastructure 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.

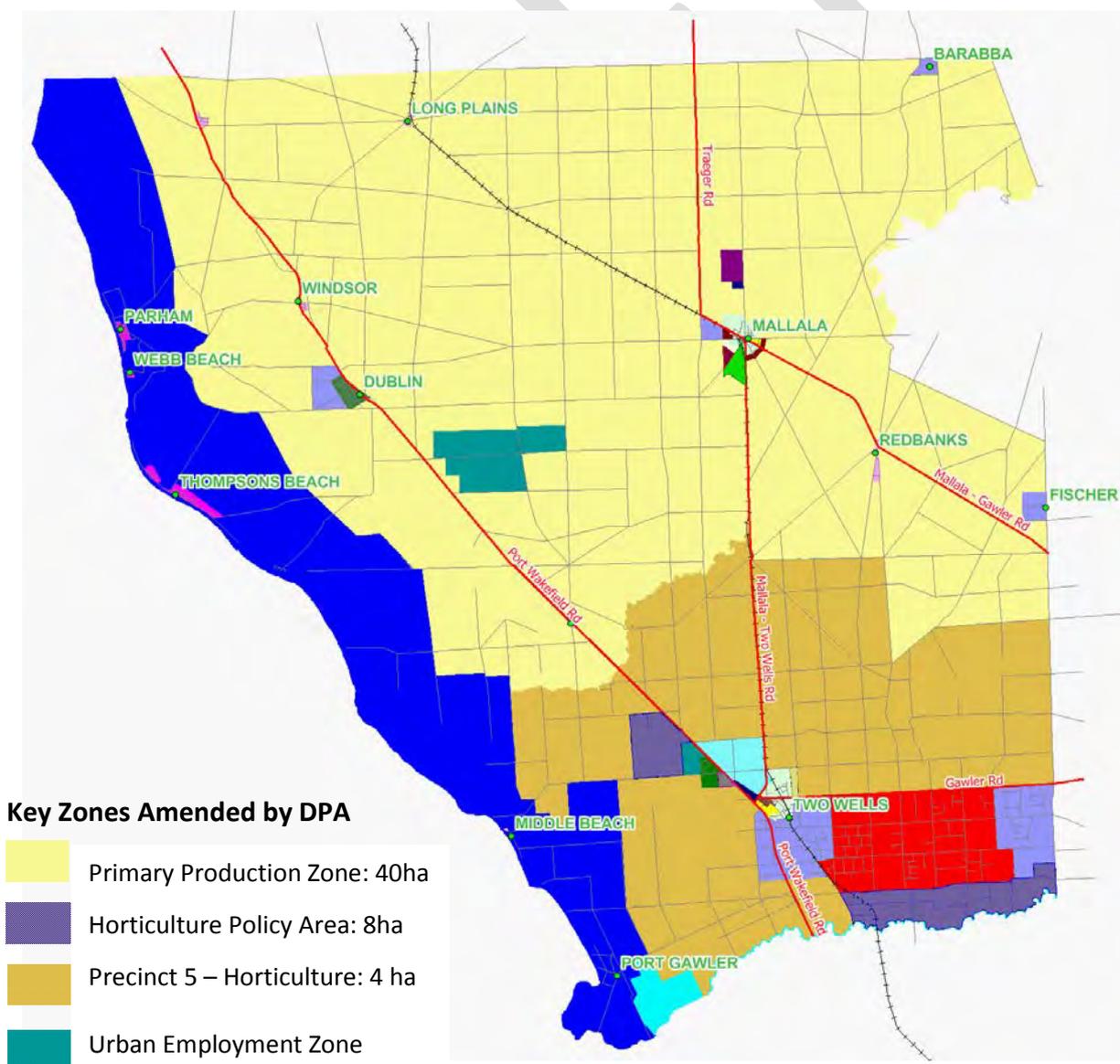
The Development Plan needs to be amended to introduce changes in zoning or to reflect changes in local and state government policy. In South Australia, changes to Development Plans are made through a process called a Development Plan Amendment (DPA). This process is set out in the Development Act and Development Regulations 2008 (SA). It can take eight to 18 months to complete, depending on the complexity of the amendment. DPA's can be initiated by a local council or, under certain circumstances, the minister responsible for planning.

## Northern Food Bowl Protection Areas Development Plan Amendment

Between April and December 2017, APC prepared the Northern Food Bowl Protection Areas Development Plan Amendment (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 and protecting South Australia’s primary food production region from urban encroachment.

The Food Bowl DPA included the expansion of Council’s existing Horticultural Policy area and the creation of ‘Precinct 5 Horticulture’ which sets a reduced minimum block size of 4 hectares in two new areas, one north of the Gawler River, to the east of Old Port Wakefield Road, and the other at Port Wakefield Road/Middle Beach Road, Two Wells (see **Figure 1**). The designation of two new Urban Employment Zones on Carslake Road, Dublin and Port Wakefield Road/Middle Beach Road, Two Wells provides for a mix of business and employment activities that have a focus on food processing, packing and manufacturing. The DPA also included updated mapping of both the Gawler River and Light River.

**Figure 1: Food Bowl DPA Development Plan Zones**



For a full list of the Development Plan Zones, please go to Council’s website

A statutory 8-week consultation process on the draft DPA took place between August and October 2017 and in line with the DPA Statement of Intent timetable, the final DPA was submitted to the Minister for Planning on 1 December 2017, following Council endorsement.

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 to ensure that the DPA remains in accordance with the Planning, Development and Infrastructure Act 2016 (SA) (the PDI Act). Following the amendment, the Minister approved the DPA and the new policies were consolidated into Council's Development Plan on 20 February 2018.

It is anticipated that the new policy framework will enable farmers and growers to take up opportunities presented by the Northern Adelaide Irrigation Scheme (NAIS) for the expansion of irrigated agriculture and horticulture through the use of recycled water from the Bolivar Waste Water Treatment Plant.

### **South Australian Planning Reforms**

The biggest overhaul to South Australia's planning system in over 20 years commenced on 1 April 2017 when the PDI Act came into operation. The PDI Act represents the blueprint for South Australia's new planning system and its provisions will be gradually introduced in stages over the next 3 years to provide for a smooth transition from the current Development Act to the new PDI Act.

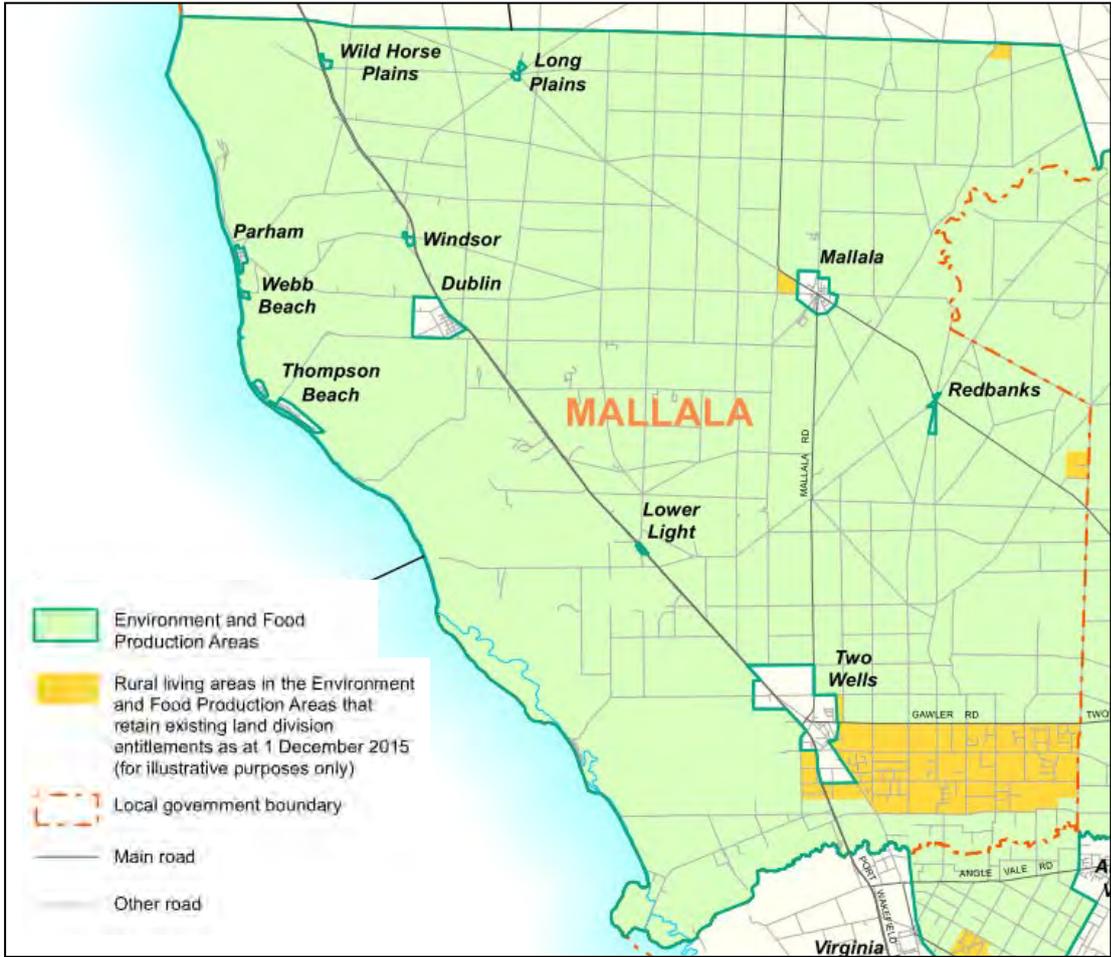
The replacement of the state's planning system will result in a new Planning and Design Code, which will replace Council's existing Development Plan. Council is contributing to the preparation of the new Planning and Design Code in collaboration with State Government to ensure that local planning policy issues in the district are considered under the new planning system.

### **Environment Food Production Areas**

The new PDI Act has introduced Environmental Food Production Areas (EFPAs) across South Australia to help protect food and agricultural lands and contain the threat of urban sprawl by reducing the ability to subdivide land for housing development.

A large part of the Adelaide Plains Council area is located within an EFPA (see **Figure 2**).

**Figure 2: Adelaide Plains Council EFPA**



The EFPA only affects landowners who wish to apply to divide their land for residential purposes. Land owners within Council’s Rural Living and Animal Husbandry Zones who wish to subdivide their land for residential purposes, have until 1 April 2019 to lodge an application for land division. After this date, land division creating additional allotments for residential purposes will not be permitted.

It should be noted that only those land owners who were allowed to divide land for residential purposes as of 1 December 2015 (the date when the legislation was drafted) are eligible to lodge applications before the 1 April 2019 deadline. EFPAs only affect land division for residential purposes and do not affect development proposals for new buildings, structures or land division for other purposes.

## **Strategic Projects**

The following Council projects helping to facilitate the planning, growth and development of the district have been progressed during the 2017/18 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 whilst providing a reasonable design framework for the township, the guidelines are now 8 years old and do not take into account the most recent masterplan for the Eden and Liberty developments as well as several site specific redevelopments in the main street.

In order to progress to the next stage of the Two Wells main street redevelopment, Council commenced a review of the 2010 Two Wells Main Street Design Guidelines in May 2018 and it is anticipated that this will form the basis of a more detailed action plan to progress the Two Wells Main Street redevelopment during 2018/19.

### **Webb Beach Community Emergency Management Plan**

In January 2017, Council received grant funding from the South Australian Fire and Emergency Services Commission via the Natural Disaster Resilience Fund 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 CSAS recognised that current access and egress from the Webb Beach settlement during times of flood is extremely difficult, and at times, impossible for emergency service vehicles. The study recommended that Council assist the community to prepare for the risks and hazards that may occur as a result of a storm surge on the settlement of Webb Beach through the preparation of a CEMP, especially for those visiting the settlement during an extreme weather event.

A topographical survey of Webb Beach was undertaken on 25 June 2018. It is proposed to hold a number of community workshops for the project and the Webb Beach CEMP is due to be completed in the latter half of 2018/19.

## **Adelaide International Bird Sanctuary National Park - Winaityinaityi Pangkara**

The Adelaide International Bird Sanctuary (AIBS) was proclaimed within the Adelaide Plains Council area in October 2016. The AIBS occupies a 60 kilometre stretch of coastline from St Kilda to Parham, 85% of which is located within the APC area. The bird sanctuary also includes a designated area of National Park that is set to expand in the future.

In March 2018, APC prepared a response to the AIBS Draft Management Plan, which seeks to provide an overview of management arrangements and outline key priorities for long term and sustainable use for park management. Council's feedback on the draft Plan sought to summarise the key management issues for the Adelaide Plains coast as well as to identify potential opportunities for achieving an appropriate level of development, access and use of the coast that is compatible with the retention of the region's high value coastal environment.

The establishment of the AIBS National Park required the State Government to undertake a revocation process of some parcels of land held under the care, control and management of Adelaide Plains Council. A number of land proclamations were undertaken during the 2017/18 period as the Department of Environment and Water continues to expand the National Park area and it is anticipated that APC will enter into further discussions with the State Government over the revocation of additional land parcels along the coast during 2018/19.

## **Public Health and Food Administration**

### **Food**

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

Of the 72 food premises in the district, 42 are risk classified at P1 and P2 higher risk category, while 30 are classified as low risk. A total of 37 inspections were undertaken. As part of a proactive initiative Council focused on catering and temporary food premises at events and held a food handling session with the Thompson Beach Progress Association.

During the period there were six food complaints received. Reported issues included unclean premises, poor hygiene and foreign matter in food. Of the six complaints received, five were deemed as justified.

A total of 12 food recall notices were received, with some requiring follow up inspections with two retail establishments.

The Council continues to promote the use of the "I'm Alert" on-line food safety training program and subscriptions to the program on Council's website have increased from the last reporting period.

## Public Health

The South Australian Public Health Act 2011 (SA) (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 this 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.



Hoarding of waste materials

During the reporting period 510 inspections were undertaken concerning various public health issues and requirements. These were mainly related to General Duty (Section 56) of the Public Health Act.

With regard to wastewater systems, 439 inspections were undertaken, including inspections of connections to the Mallala, Two Wells and Middle Beach CWMS.

A further 71 inspections were undertaken for a variety of public health issues including flooded properties, refuse disposal, air quality, dilapidated housing, animal keeping, water quality and infectious waste.

Several longstanding public health issues have been addressed within the reporting period, with only one notice served under Section 92 of the Public Health Act.

## 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 131 approvals for both on site and CWMS installation or alteration of wastewater systems were processed during the period.



Illegal disposal of wastewater

## Mallala & Two Wells CWMS

The Mallala CWMS became operational in June 2015. During 2017/18 the entire Treatment Plant was replaced to address unresolved issues and to comply with industry standards. It was further determined that another 16 dwellings within the town catchment area were unable to connect and further investigations were undertaken to either lower the inspection points in the street or install onsite pump chambers.

As at 30 June 2018, 59% of properties had either connected to the system or obtained the appropriate approvals to connect.

Two new major housing developments are now underway in Two Wells, namely Eden and Longview. Eden has a private sewer disposal scheme, and due to the staging of this development many changes have been introduced with regard to on-site pump chambers, boundary kits and associated requirements.

The Longview development installed a system to connect to the existing Eden wastewater system, with the aim being to reduce the need for on site wastewater disposal on individual allotments. A delay in the certification of this extension has presented a major hurdle, with Council staff working with residents and builders to resolve issues as they arise.



On-site pump chambers ready for installation



Under floor plumbing – Eden Estate

## **Mosquitoes**

The summer of 2017/18 was relatively dry and only resulted in five (5) mosquito related complaints and inspections.

## **Legionella**

High risk manufactured water systems (cooling tower and warm water supply) were independently audited 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. The cooling tower inspected was found to be compliant with the legislation.

## **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 four disease notifications which required further investigation within the Council area during the reporting period.

## **Safe Drinking Water**

During the year Council's Environmental Health Officer undertook training to become a safe drinking water auditor. Two water carters operating within the district were audited, with continuous improvement processes put in place under the Safe Drinking Water Act 2011 (SA).

## **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). Following a community survey and associated workshops to assist in the preparation of the regional DAIP the document was released for public consultation in early 2018.

In June 2018 and following public consultation the DAIP, which includes both regional and council specific actions, was endorsed by the four participating Councils.

The Public Health Act requires Councils to report every two years to the Chief Public Health Officer on the implementation of Regional Public Health Plans. Towards the end of the reporting period staff from the four participating Councils were working collaboratively on the preparation of a shared progress report for submission to SA Health.

## **Animal Management & Dog Control**

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

Significant changes to the Dog and Cat Management Act were implemented at the start of the reporting period and included the following:

- introduction of Standard and Non-Standard dog registration fee categories;
- complete Council discretion in setting dog registration fees;
- increased power of authorised persons; and
- increases to maximum penalties and expiation fees.

### **Dogs and Cats Online**

The end of the reporting period saw Council staff heavily involved in preparing for further changes in dog and cat management, including the introduction of a new Dogs and Cats Online (DACO) online database system. As part of this process Council set new dog registration fees for entering in the DACO system for 2018/19. For the first time since 2012 this included an increase in the maximum dog registration fee. A tiered dog business registration fee system was also set by Council for the first time.

Advantages of the DACO system include:

- A more practical alternative to the upgrading of 68 Council systems throughout the state. The Dog and Cat Management Board will be the responsible Authority to receive registrations and micro chipping details for dogs and cats;
- 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 will no longer be 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.

The changes are being heavily promoted by both the Dog and Cat Management Board and Council.

## Registrations

During the reporting year, Council received 3588 individual dog registrations and 120 business registrations. With the introduction of DACO, Council will have 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.

## Animal Management Vehicle

Council this year purchased a Triton Utility which was modified for utilization as an Animal Management Vehicle.

The vehicle incorporates dog cages and an automated cage lifting device which meets Work Health Safety and Injury Management requirements relating to lifting. This is particularly useful for heavy animals. The vehicle also has provision for the secure transportation of small dogs.

Dogs can also be moved internally between cages, with adequate airflow provided by a canvas cover. The vehicle modifications were based on a design used in another Council, with external interest now being shown in the vehicle used by Adelaide Plains Council.

| Dog Control Statistics 2017/2018 |     |
|----------------------------------|-----|
| Expiations Issued                | 244 |
| Wandering at Large               | 78  |
| Impounded                        | 80  |
| Returned to Owner from Pound     | 39  |
| Returned to Owner Direct         | 2   |
| Barking Complaints               | 2   |
| Attack – Person                  | 0   |
| Attack – Animal                  | 6   |
| Harass – Person                  | 1   |
| Harass – Animal                  | 4   |

## Fire Prevention

The Fire and Emergency Services Act 2005 (SA) (the Fire and Emergency Services Act), stipulates that each rural Council must appoint a Fire Prevention Officer for its area. The role of Council's Fire Prevention Officer includes the monitoring of residential areas to ensure landowners take reasonable steps to protect property from fire, as required under the Fire and Emergency Services 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 as required and pursuant to the Fire and Emergency Services Act, requiring landowners to attend to maintenance of land to reduce the risk of fire. Council also has the responsibility to ensure that reserves which come under its care and control are maintained to good bushfire prevention standards.

| <b>Fire Prevention Statistics 2017/2018</b> |     |
|---|-----|
| Section 105F Notices issued                 | 370 |
| Council action required                     | 0   |
| Expiations Issued                           | 0   |

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

| <b>Fire Permit Statistics 2017/2018</b>     |    |
|---|----|
| Fire Permits issued                         | 24 |
| Number of burn offs with Fire Permit        | 23 |
| Expiation Notices issues for non compliance | 1  |

Council's General Inspector has issued five (5) expiations for burning prohibitive substance offences under the Environment Protection Act 1993 (SA) and has attended Environment Protection Authority training in relation to the issue.

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.



**Burning of prohibited substances**

## **General Inspections**

### **Parking**

Car parking in the parking regulated areas within the Council area has been generally compliant within the reporting period. Twenty parking expiations were issued during a four week period mainly for parking on the yellow line near the Two Wells Bakery. Several expiations were also issued to the owners of Heavy Vehicles for parking on a yellow line or parking in a township.

### **Abandoned Vehicles and Litter**

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 four (4) abandoned vehicles during the 2017/18 year.

### **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 livestock are a road safety hazard.

Two (2) expiations were 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.*

# Library Services

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, 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 the Council website. When their reserved items are available for collection, patrons have the option to pick up the items at their preferred library branch.

Library borrowers (through 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 9,497 people in total visited our library buildings, which is on par with the previous year's statistic of 9,547.

The Library is open at the following times:

- Tuesday – 9 am to 5 pm
- Wednesday – 12 noon to 7 pm
- Thursday – 9 am to 5 pm
- Friday – 9 am to 5 pm
- Saturday – 9 am to 11.30 am
- Sunday and Monday – Closed

## **One Library Management System – Notices and PayPal Implementation**

From 21 February 2018 Library Notices (including reservations, first and final notices – whether sent via SMS, email or hard copy) were standardised in wording and timing, in line with all public libraries. Our Library Service is now able to offer the option to accept payment of outstanding bills through PayPal. The main benefit of PayPal is that patrons can settle their outstanding debts from multiple library services, without actually having to physically visit the library service/s. The implementation of PayPal across the State's metropolitan and country library services provides patrons with an easier way to pay their incurred debts (once a borrower owes more than \$30, their patron status automatically changes to 'blocked').

## eSmart

The Alannah and Madeleine Foundation and the Telstra Foundation formed a partnership in 2012 to develop and implement eSmart Libraries – one of Australia’s most significant community cyber safety initiatives. After three months of intensive work the Adelaide Plains Library was awarded accreditation as an eSmart library, joining over 40 other South Australian public libraries. Staff have integrated cyber safety into their daily business practices and are now well placed to promote the safe use of online technology both in the Library Service and in the general community.



## Information Technology Training

In the 2017/18 budget, Council approved the Library Service to purchase three (3) public computers and two iPads. Since April 2018, staff have been offering small group/one-on-one training on a Thursday morning to interested residents who wish to increase their information technology skills and knowledge. These training sessions are tailored specifically to the patron’s needs and experiences. Training classes have included sessions on how to shop online, setting up power point presentations and how customers can use their own iPad and phone.

## Library Events and Programs

### Author Events

Adult events continued to be well attended by the community. Milton Vadoulis, owner of the award winning Vadoulis Garden Centre in Gawler was our special guest on 22 August 2018 where over 75 people heard him talk about the finer points on how to become an expert gardener and he passed on numerous useful handy hints and tips, relevant to our local conditions.

At the Two Wells Bowling Club on 8 December 2017 actor Edmund Pegge was our guest author. He kept the audience of 35 people well entertained with his many stories about his extensive acting life of nearly 50 years, both in Australia and in England.



Milton Vadoulis

On 22 March 2018 Tracy Crisp spoke to approximately 40 people at the Two Wells Bowling Club. She proved to be an entertaining speaker. Not only is she a writer (two of her novels are in the library collection), but she also performed at the 2018 Adelaide Fringe and at times has performed the role of funeral celebrant.

As expected, popular gardening guru Sophie Thomson proved to be a big drawcard when she made her return visit (third appearance) at the Two Wells Bowling Club on 7 June 2018. Over 110 people attended her inspiring presentation about water wise gardening.



Sophie Thomson

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, Edmund, Tracy and Sophie all had their books for sale and signing, which was very popular with the attendees.



The audience enjoyed listening to Sophie Thomson

## School Holiday Programs

Primary school aged children had a variety of school holiday programs to enjoy over the course of the 2017/18 financial year, ranging from an outdoor fitness session to having the chance to learn about and experiment with 3D Printing.

During the July 2017 school holidays, the Library Service offered two programs suitable for primary school aged children. On Tuesday 11 July 2017 30 children had the opportunity to explore the magical world of *Stardomes and Colonies* in an inflatable device, which had various objects in it to represent aspects of the universe. For the remainder of the workshop the children enjoyed making space related crafts. Local artist Peter Thompson was keen to show children how to make their own colourful drums on 18 July 2017. He then demonstrated to the children different techniques for drumming, as well as the different sounds the drum can make.

Three (3) programs were offered during the October 2017 school holidays. At the Two Wells Oval on 4 October 2017 a *Move it Fitness Bootcamp* session was held. About 30 children enjoyed participating in a number of activity stations which were designed with specific equipment for different exercises and fitness tasks including hurdles, yoga mats, boxing gloves and hand-weights.



Move it Fitness Bootcamp

A 3D printing session held at the Two Wells Uniting Church on 10 October 2017 proved to be very popular – 30 children accessed the *Makers Empire* website to use their software to create, design and save a 3D printable figure, which was then available for collection at the Two Wells Library a few weeks later. The Two Wells County Women’s Association (CWA) ran a craft activity in conjunction with Library staff on Friday 13 October 2017 at the Two Wells Council Chambers. 12 children learned braiding and knotting techniques to make a *Puppy Pull* tug of war toy.



Anti-bullying and Safety Awareness session

Due to a predicted heatwave, the January school holiday *Fun in the Sun* program was cancelled.

An *Anti-bullying and Safety Awareness* school holiday program was held at the Two Wells Uniting Church Hall on 17 April 2018. *Fun in the Sun* was rescheduled to 24 April 2018. Various activities were undertaken at Middle Beach including crabbing, bird watching and identification, and the children learnt about the unique local mangroves.

Even though the children were very enthusiastic and joined in with gusto throughout the day's program, the frequent downpour of heavy showers did put a slight damper on the proceedings. Approximately 30 children and their parents attended the event. During the second week of the school holidays 22 children learnt about the fascinating world of *Optical Illusions*, which was presented by former presenter of the *Curiosity Show* Dr Rob Morrison.



Dr Rob Morrison at the Optical Illusions workshop

A total of 168 children (plus their parents and siblings) attended our school holiday programs this financial year, which is very similar to the previous financial year number of 170.

### **Summer Reading Program**

The Adelaide Plains Library was once again involved in the *Summer Reading Club* program, which is coordinated nationally by the State Library of Queensland. This program aims to encourage a love of reading and ongoing multi-literacy skills development amongst children, during the course of the January school holidays. From the beginning of December 2017, staff handed out packs with activities specifically suitable for preschoolers, primary school and secondary aged children with this year's theme of *Game on* – over 70 packs were issued out to interested children, which is a record number.

43 children successfully reached their target of reading a minimum of 10 books of their choice and were invited to an afternoon tea party at the Two Wells Library on 23 February 2018. Over thirty children (and their parents/ grandparents) attended the Summer Reading Party. Children were presented with a book prize and a certificate (the children's ages ranged from 3 to 15 years). After the formalities, the children celebrated with afternoon tea which featured a large sponge cake with the Summer Reading Club's theme decorated on it.



Children at our Summer Reading Club party

### **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 10 members.

### **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. The children accompanied by their parents and siblings enjoy listening to stories and participating in craft themed activities.

### **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. Six volunteer Justices of the Peace are rostered to work at the Library Service.

# Community Services

## **Grant Funding – Community Partnerships – Individual Sports and Cultural Fund**

Council has continued to recognise the outstanding talents of individuals within the area, who have excelled in their chosen field of sport, recreation and cultural activity. In the 2017/18 financial year, eight (8) residents received funding to enable them to attend and compete at a State level in Calisthenics, Artistic Skating, Rugby Union, Swimming, Motor-cross and Ten-Pin Bowling, with one representing Australia in Karate in New Zealand.

## **Community Bus Service**

Unfortunately passenger numbers using the monthly community bus to the Elizabeth City Centre have continued to drop with just 110 residents utilising this facility in the 2017/18 financial year.

## **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 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 eligible for this service, the resident has no or very limited travel options. A vehicle is based at Mallala and seven (7) volunteer drivers are based in the Adelaide Plains Council region. In 2017/18 residents used the service a total of 140 times.

## **Suicide Prevention Network**

Council resolved to establish a *Suicide Prevention Network* within the Adelaide Plains Council region as a part of the SA Public Health Plan.

The *Suicide Prevention Network* seek to start life saving conversations, working toward breaking down the stigma of suicide, encouraging community connectedness and provide information and education regarding available help and support.

Staff sought expressions of interest from members of the community to establish a local *Suicide Prevention Network* with the aim to help communities to be suicide aware, respond to individuals in suicidal crisis and support those bereaved by suicide.

A positive response from members of the community saw an independent *Suicide Prevention Network* successfully established with regular meetings held primarily in Mallala with the intention to hold them across the Council region. The Network has developed a Suicide Prevention Action Plan to address suicide in the local community by taking a multipronged approach that suits the uniqueness of each community, with a public launch of the Network to occur soon.

## **Tourism**

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

### **Support for Local Community Events**

Council continues to support the *Two Wells* and *Mallala Christmas Street Parade/Parties* by covering the insurance needs for these events.

Council also provided support to the *Northern Plains Compass Group* in their inaugural Food Festival held in Two Wells in March 2018.

### **Council Units – Dunstan Court**

*Junction Australia* advised Council that as from 30 March 2018, they would no longer manage the seven (7) single bedroom units and one (1) two bedroom unit owned by Council in Mallala.

Council staff have ensured a smooth transition to Council management in the short term, with a number of long term management options to be considered to allow unit upgrades, in preparation for incoming tenants or existing tenants.

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

Community Services staff have played an important part in the progression of the Regional Public Health Plan and development of the Disability Access and Inclusion Plan, which was endorsed by Council in June 2018.

### **Community Group Relocations**

Community Service staff have worked in conjunction with Governance Staff and sought input from the community, to determine future alternative sites for the organisations affected by the Two Wells Town Centre redevelopment.

Staff have worked with the *Two Wells Trotting Owners & Trainers Association*, *Adelaide Plains Kennel & Obedience Club*, *Two Wells Scout Group* and the *Adelaide Plains Equestrian Club* to establish new permanent locations.

While there is a lot of 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.

## **Events**

### **Ageing in Style Expo**

Organised by the Adelaide Plains Council, through the *Seniors Collaborative Action Project* (SCAP), the group is made up of Community Service representatives from the Gawler, Light, Barossa and Adelaide Plains Councils, with the aim to provide information to enhance independence and enrich the quality of life for people as they grow older.

The EXPOs are an opportunity for residents to find services available locally and to be informed about opportunities to maintain their independence and wellbeing. A successful and well patronised EXPO was again held at the Two Wells Community Centre in August 2017.

The EXPOs were nominated and subsequently won the *Minister for Health - Excellence in Public Health Awards*, which showcase the significant contribution they make to public health and the ongoing wellbeing of their communities, as well as for initiatives that demonstrate excellence in achieving positive public health outcomes.



Seniors Collaborative Action Project Group, with the Minister for Health Award

The project was chosen as it was able to demonstrate outcomes in a number of priority areas within the *State Public Health Plan*, and the *Barossa, Light and Lower Northern Region Public Health and Wellbeing Plan*.

### **Anzac Day and Remembrance Day**

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

### **Australia Day 2018**

A successful Australia Day event was held at the Dublin Oval where the guests enjoyed a cooked breakfast, thanks to the Dublin Cricket Club, which was sponsored by Council. Despite the forecast of hot weather, a good crowd of approximately 130 people turned out to celebrate the event with Australia Day Ambassador, Australian Rules Legend and Senior Australian of the Year (2009), John Halbert AM MBE proving to be a popular speaker.

This year's *Citizen of the Year* recipient was a very worthy Phillip Earl, who has been involved with the local CFS for over 46 years. Serving in both the Two Wells and Mallala Brigades, Phillip has held the positions of Secretary, Lieutenant and Brigade Captain (19 years) until 2005 when he stepped down to become Light Group Officer, a position he still holds today.

During this time he has capably led local efforts dealing with fire, flood and other emergencies. He has seen the Light and Gawler Rivers in flood on many occasions, attended vehicle accidents, search and rescues, plane crashes, chemical spills and a train derailment. He attended the Port Lincoln Fires and more recently the Pinery Fires.

Outside of the CFS, Phillip served on the Two Wells Primary School Committee and assisted at many of the organisations he has been involved with, including the Two Wells Melodrama for over 25 years. Phillip is one of our most quiet achievers, who never seeks recognition or reward, only the best for the community he serves.

The Two Wells RSL was selected as the winner of the *Community Project of the Year Award* for the 'Adelaide Plains People who have served in the Armed Services'. The Award recognised their members' outstanding work researching, collating, digitising and documenting local servicemen and women, dating back to the Boer War in 1895.



Winner of the Community Project of the Year Award – Two Wells RSL Members (left to right) Gary Tancock and John Allen with Australia Day Ambassador John Halbert AM MBE

### Citizenship Ceremonies

Due to changes in Citizenship Applications and approvals, two conferees made the pledge of commitment as an Australian Citizen in the 2017/18 financial year.



New Australian citizen Claire Hillyer (middle) with friends and family

## National Aborigines and Islanders Day Observance Committee (NAIDOC) Week 2017

Council once again provided funding towards NAIDOC Week which enabled the Mallala and Two Well Primary Schools to participate in colouring-in and writing competitions. The importance of the richness of Aboriginal and Torres Strait Islanders languages were the focus of this year's celebrations, which was reflected in the theme of "Our Languages Matter".



**Our Languages Matter**

**2-9 JULY 2017**

## National Volunteer Week

The Adelaide Plains Council would like to acknowledge and thank our many volunteers who support our community by inviting you to a **FREE** movie (with light refreshments)

**FREE MOVIE**

**FINDING YOUR FEET**  
Tuesday 22 May 10:00am

**Breath**  
Tuesday 22 May 6:30pm

Movies shown at Gawler Cinema, 11 Murray Street, Gawler.

Adelaide Plains Council  
Numbers are limited. RSVP essential  
Enquiries—Anne—Tel: 85270200  
Email—[info@apc.sa.gov.au](mailto:info@apc.sa.gov.au)

Council was proud to show its appreciation to the many volunteers who work tirelessly for our community, by organising a free movie and light refreshments (choice of daytime or evening session) at the Gawler Cinema in May 2018. Deputy Mayor Lawrence formally acknowledged and thanked our volunteers before "Finding Your Feet" was shown in the morning session and the Australian film "Breath" was featured at night.



Alison Madigan and Rosemary Jenkin enjoyed watching *Finding Your Feet*

## Outdoor Cinemas

Three (3) Outdoor Cinemas were scheduled to be held during the month of February at Two Wells, Dublin (first time an outdoor cinema was held at this Oval which was well received by the community) and Mallala. Unfortunately due to poor weather conditions, the screening of the Outdoor Cinema at Mallala had to be cancelled – to be rescheduled later in the year.



Outdoor cinema at the Dublin Oval

These events are aimed to be fun and family friendly occasions.

## South Australian Living Artists (SALA) Festival

The Two Wells Library was bursting at the seams during the month of August 2017 with over 55 pieces of artwork on display. Twelve (12) artists exhibited their work which included quilts, drums, photographs and paintings. The Deputy Mayor officially launched SALA and artists in attendance were presented with a certificate. This year's SALA's theme was "a new beginning: embracing our future prosperity as Adelaide Plains Council".



Back: Tony Lear, Owen Jones, Deputy Mayor, Peter Thompson

Front: Michelle Baumann, Christine Malone and Tineta Ellis

# Infrastructure and Environment

## Infrastructure and Environment Services

- Asset Management
- Buildings & Facilities Management
- Community Infrastructure
- CWMS Administration
- Capital Works & Maintenance
- Horticulture Service
- Coastal Management
- Roads Services
- Waste 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, quarry operations. The department also provides support to emergency services in the preparation, response and recovery phases of emergency management.

## Asset Management

### New Projects

#### Lewiston Playground

Completion of the landscaping at Lewiston Playground was finalised with more turf installed directly around the play equipment and garden beds completed with Grevillea species.



## Two Wells Service Centre

Removal of old Peppercorn trees that were rotten with white ant and harboured snakes that became a hazard to staff and the community were undertaken with a view to landscape the site with turf, gardens, paths and paving. Pavers were re-used and old infrastructure removed and the site generally cleaned up. The staff and community can now enjoy an open space that offers a cool and inviting place to relax.



## Coastal Amenities Refurbishment

With an increase in tourism along our Coastal Settlements the public amenities were re-painted inside and out as part of a refurbishment and routine maintenance program.

Positive feedback has been received by residents and visitors alike.



Middle Beach Toilet Block



Parham Foreshore Toilet Block

## Community Infrastructure

Hickinbotham Developments in the Two Wells Township are in full swing, with new housing blocks and infrastructure rapidly taking form. The Eden Development Stage One Civil Construction was recently handed over to Council. This infrastructure consists of sealed roads, kerbing, footpaths, stormwater catchment reserves, street trees and lighting.

## Community Wastewater Management System – CWMS

As of 30 June 2018, 141 property connections were installed across the Mallala Township with a further 52 properties approved for connection to the new system. This equates to 59% of total township connections.

Works concluded on the Mallala treatment plant upgraded in May. The treatment process offered is a combination of a conventional completely mixed activated sludge and an SBR treatment processes. Biological treatment consists of both activated sludge process within the first balance/reactor tank followed by further treatment and polishing in the next SBR process tank. The treated water processed by the upgraded plant conforms to Class B water.



## Dublin Institute

Maintenance carried out on the Dublin Institute provided a much needed rejuvenation to the building both internally and externally. Works carried out includes a fresh coat of paint, salt damp treatment and stone masonry work.



# Civil Construction and Maintenance

## Seal Rehabilitation

- Boundary Road (045) from Gawler Road to Hayman Road
- Dublin Road (025) from Powerline Road to Hall Road
- Port Parham Road (020) from Beach Road to Webb Beach Road
- Port Parham Road (025) from Webb Beach Road to First Street

## Arterial Unsealed Road Resheeting

- Nairn Road (010) from Franks Road to Hall Road
- March Road (010) from Owen Road to Davies Road
- March Road (005) from Balaklava Road to Owen Road
- Franks Road (010) from Calomba Road to Ross Road
- Franks Road (015) from Ross Road to Broster Road
- Earl Road (010) from Old Dublin Road to Cawrse Road
- Curnow from Cawrse Road. to near hay shed.700 metres
- Gordon Road (015) from Porter Road to Church Road
- Wasley Road (025) from Big Rabbit Road to Gallipoli Road
- Pratt Road (020) from Mallala - Two Wells Road to Gordon Road
- Simpkin Road from Germantown to Williams 1420 mts.
- Simpkin Road from Williams to Harvey 1200 mts.
- John West Road from Old Port Wakefield Road to last house access 380 mts.
- Davis Road (005) from Smith Road to McEvoy Road 26,506
- Harris Road (005) from Port Wakefield Road to Schlodder Road
- Third Street (Dublin) (015) from End of Seal to Schlodder road
- Gilbert's Road (005) from Port Wakefield Road to North Parham Road
- Third Street (Wild Horse Plains) (005) from Second Street to End
- Fourth Street (Wild Horse Plains) (005) from Second Street to First Street
- Gregor Road (005) from Day Road to Auger Road North
- Barabba Road (020) from Butler Street to Redbanks Road

## Footpaths

- Jean Avenue, Two Wells
- Walter Avenue, Two Wells
- Gawler Road, Two Wells
- Mary Street, Mallala



Walter Avenue, Two Wells

## Pram Ramp Renewal

Upgraded to comply with current standard - various locations



Adelaide Road, Mallala



Gawler Road, Two Wells

## Seal Renewal



Gawler Road Two Wells Shoulder Resealing

## Equipment/Plant Replacement

No major equipment was replaced during 2017/18.

## 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.



Quarry Operations – Council's Crushing Plant

These services are provided by the following work groups:

- Construction / Maintenance;
- Waste Services;
- Horticulture Services; and
- Workshop / General Maintenance.

# Horticulture Services

## Maintenance

Horticulture Services employs five staff that undertakes many activities throughout the year including:

- Maintenance to all ovals under its care – Dublin, Mallala and Two Wells ovals – mowing, insect control, irrigation, weed control, fertilising;
- Parks and Gardens maintenance – lawn mowing, pruning, fertilising, rubbish and graffiti removal, irrigation, insect control, weed control, mulching;
- General weed control throughout the district, keeping all townships, cemeteries, etc 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; and
- Tree pruning on roadsides and intersections (line of sight).

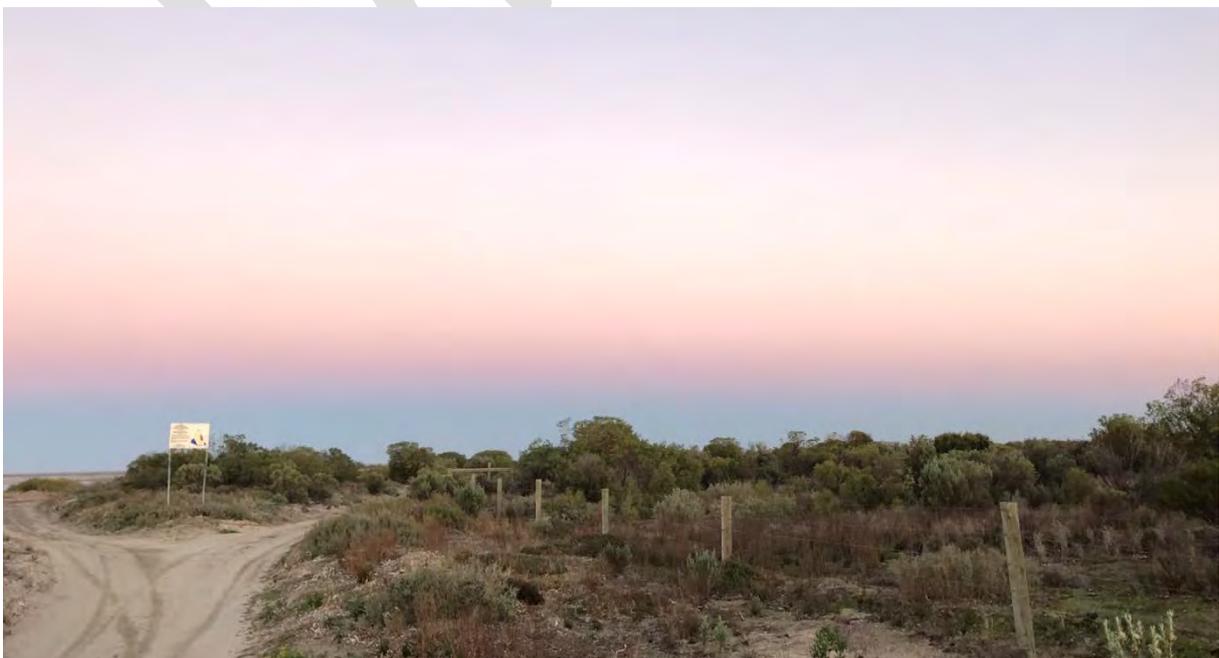


# Coastal Management

Adelaide Plains Council is home to over 55 square kilometres of coastal land. The newly proclaimed Adelaide International Bird Sanctuary National Park – Winaityinaityi Pangkara (pronounced Weenay-chi-nay-chi pan-ker-a) now covers the majority of the coastal area. The proclamation of the national park aims to bring people together to strengthen the local economies through nature-based tourism while enhancing conservation in a landscape with a diverse range of land uses such as production, horticulture, farming and recreation. Adelaide Plains Council is proud to be home to the Adelaide International Bird Sanctuary which is creating opportunities for local communities and visiting people.

The coastal area has high biodiversity values with thirty seven national and international significant migratory birds and twenty three resident shorebirds species including two critically endangered species, curlew sandpiper (*Calidris ferruginea*) and far eastern curlew (*Numenius madagascariensis*). These birds rely on the diverse habitat found within Adelaide Plains Council area especially native flora species such as Bead samphire (*Tecticornia flabelliformis*) and saltmarsh communities. Samphire and saltmarsh are listed in the Environment Protection and Biodiversity Conservation Act 1999 (Cth) as vulnerable and threatened. The birds rely on the native habitat for feeding, roosting and breeding hence the importance to protect and conserve.

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 APC, 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, Conservation Park, and the newly created Adelaide International Bird Sanctuary National Park.



Within Adelaide Plains Council, the Coastal Conservation Officer contributed to



7,050 seedling  
planted



29 hectares of  
revegetation



675 hectares of  
pest plant control



94 hectares of pest  
animal control

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



7,850 seedling  
planted



31 hectares of  
revegetation



722 hectares of pest  
plant control



400 hectares of pest  
animal control &  
monitoring

### Highlights over the past 12 months within Adelaide Plains Council include:-

- Thirty percent of seedlings were planted by volunteers community member through organised events;
- Adelaide International Bird Sanctuary National Park—Winaityinaityi Pangkara Draft Management Plan was released for public consultation;
- Recruitment of an interim Coastal conservation Officer for six month period;
- Coastal Conservation Officer supported various volunteers and groups in the region including Friends of Adelaide International Bird Sanctuary;
- Total of 72 volunteers contributing to almost of 200 volunteer hours collecting rubbish and revegetating activities;
- Continual use of Hook Line and Thinker collection stations across coastal towns;
- Follow up boxthorn control undertaken within the Light River Estuary;
- Removal of Acacia Cyclops and African boxthorn control at Parham and Middle Beach; and
- Successful second round recreational fishing grant to hold another ‘Fun in the Sun’ school holiday activity in partnership with Adelaide Plains Library, Friends of Adelaide International Bird Sanctuary, Adelaide Dolphin Sanctuary and Parks SA.



### Key areas of concern and on-going issues that face the coastal areas:-

- Vandalism to revegetation works, and fencing from illegal off road vehicles access;
- Continued weed spread and vegetation loss in sensitive coastal habitat directly related to illegal off road vehicle use; and
- Significant rubbish dumping within vulnerable Samphire and saltmarsh habitat.

### The future for the Coast

Adelaide Plains 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 Board and other relevant stakeholders providing benefits to both residents and the environment.

## Fun in the Sun School Holiday Program

Top left to right: Mangroves with Joan Gibbs, painting 'The Flock' with Bird Life Australia

Bottom left to right: Red-neck Stint Hang Mobile Activity, Crabbing with National Parks SA



## Restoring Off Road Vehicle Tracks at Port Gawler through Planting



Before

During

After

## Various Coastal Conservation Activities

Left to right: Native seedlings ready to be planted, illegally dumped rubbish collected by volunteers, a community planting event



Thompson Beach Chenier ridge revegetation site

# Waste Management

## **Kerbside Collection**

During the 2018/19 budget deliberations, Council reduced the Kerbside Collection Waste levy to \$126.00, which is \$54 less than the levy charged in 2017-18 financial year. This saving can be directly attributed to Council's decision to engage a contractor SOLO Resource Recovery (Solo) to provide our Kerbside Waste Collection Service.

Solo commenced the provision of Council's Kerbside Collection Service in February 2018 and began the process replacing old bins with our new bins on 25 May. All new bins can be identified by the SOLO collection truck during pickup and the bin identification number can be recorded and matched with the bins GPS location.

As part of the new service, residents in the townships of Two Wells, Dublin and Mallala have been issued with a new 140L red waste bin, and 240L yellow recycle bin and a 240L green bin. Residents in the remaining areas will receive a new 240L red waste bin, and 240L yellow recycle bin.

If you are unsure or if you have any questions relating to Council's Kerbside Collection Service please contact our service provider, Solo 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 2017/18 Council's records show that \$91,770 was spent to clean up illegally dumped waste from land and roads under Council's 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 two transfer stations:-

- Two Wells Transfer Station, Wells Rd, Two Wells; and
- Mallala Resource Recovery Centre, Limerock Road, 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); and
- 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 carry out 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.



Mallala Resource Recovery Centre



Two Wells Resource Recovery Centre

# Finance and 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 & compliance, Annual Business Plan, performance reporting, treasury management, grants and subsidy administration as well as rating and property database administration and 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

Council's Long Term Financial Objective 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 (LTFP) 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 and 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 2019-2028 shows that the Council is expected to make operating deficits for the next four (4) financial years with a 3.00%

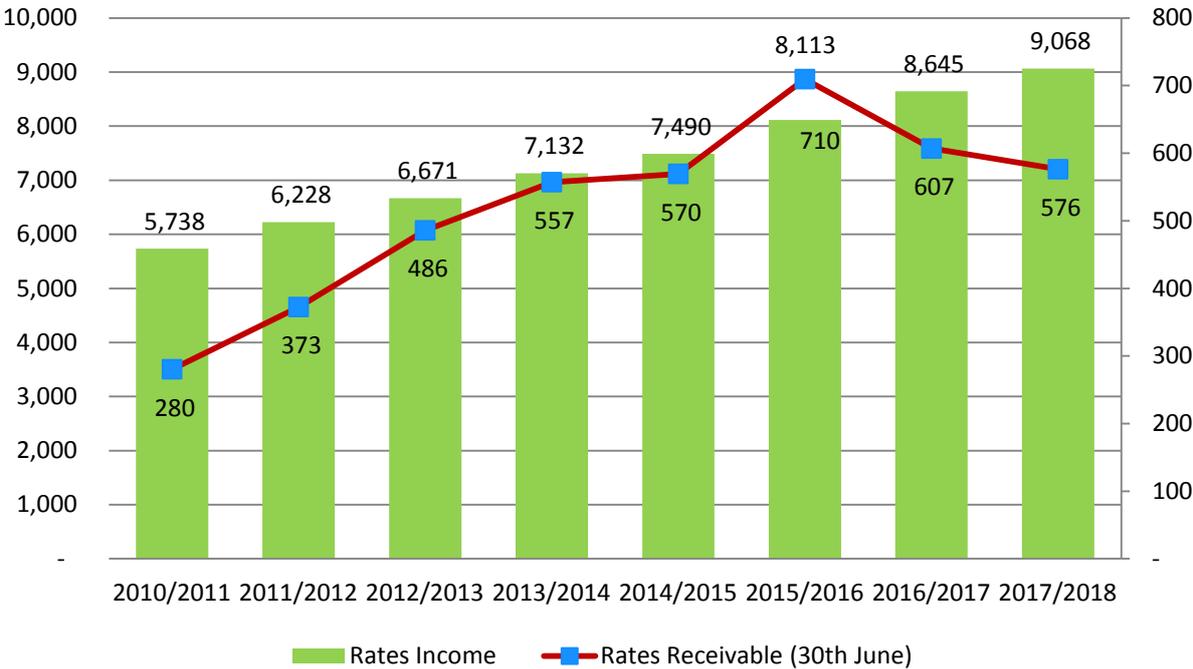
increase in average rate and 0.60% growth, excluding the impact of Two Wells developments. Although the LTFP forecasts an operating surplus from year 5 (2022/2023) onwards, Council should make it priority to return to budget breakeven earlier if possible, without putting more financial burden on the Adelaide Plains community.

## Overdue Council Rates

Adelaide Plains Council’s main source of revenue is rates income, being 76% of Council’s total income in the 2017/18 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 58%, from \$5.738m in 2010/11 Financial Year to \$9.068m in 2017/18 Financial Year, overdue rates have gone up by 106%, from \$0.280m to \$0.576m during the same period. As result of changes in internal processes to recover overdue Council rates on time, Council has been able to reduce its overdue rate in 2017/18 financial year considerably.

**Annual Rates Income & Overdue Council Rates (\$'000)**



## Outstanding Council Borrowings

During the 2017/18 financial year, Council has reduced its total outstanding loan borrowings by \$1.439m. Council started financial year with an outstanding cash advance facility (CAD) of \$1.594m. However, due to advance payment of 2018/19 Federal Government Financial Assistance Grant (\$0.734m) and a significant reduction in overdue Council rates, the outstanding CAD balance was reduced to \$0.77m at 30 June 2018.

Cash management practices have continued in the same manner as previous years, in line with Council's *Treasury Management Policy*. This resulted in no funds being retained for specific purposes (except for developer contributions of \$0.031m for new footpaths and Mallala CWMS Grant Funding of \$0.095m that are required to be cash backed), and existing cash reserves were utilised for daily cash flow management based on operational needs.

The fixed rate borrowings on 30 June 2018 were \$4.124m (Refer **Table 1**). This is a reduction of \$0.615m when compared with the outstanding fixed rate borrowings of \$4.739m at 30 June 2017.

The fixed interest loans have been provided by LGFA. The terms for LGFA loans range from ten (10) years to twenty (20) years, with the interest rates varying between 4.45% and 8.10% 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 the active loans is outlined at **Table 1** and **Table 2**.

**Table 1: Outstanding Fixed Rate Debenture Loans at 30 June 2018**

| Loan No.     | Purpose of Loan   | Loan Term (Yrs.) | Principal Amount (\$) | Date of Borrowing | Date of Maturity | Interest Rate (%) | Balance (\$)     |
|--------------|---|------------------|-----------------------|-------------------|------------------|-------------------|------------------|
| 111          | Gawler River Scheme - Flood Plain Management                      | 15               | 116,000               | 15/03/2006        | 15/03/2021       | 6.20              | 32,369           |
| 113          | Gawler River Scheme - Flood Plain Management                      | 15               | 430,000               | 15/01/2007        | 15/01/2022       | 6.80              | 159,368          |
| 115          | Community Land - Mallala  | 15               | 180,000               | 15/05/2007        | 15/05/2022       | 7.02              | 67,330           |
| 116          | Resource Recovery shed & Ruskin Shannon Rd Development            | 15               | 368,000               | 15/06/2007        | 15/06/2022       | 7.05              | 137,826          |
| 120          | Mallala Bowling Club Synthetic Green (Repaid by the Bowling Club) | 10               | 60,000                | 15/08/2008        | 15/08/2018       | 8.10              | 4,262            |
| 121          | Funding Capital Program FY2010                                    | 10               | 1,700,000             | 17/05/2010        | 17/05/2020       | 6.85              | 437,153          |
| 122          | Funding Depot and Plant purchases                                 | 10               | 3,000,000             | 16/04/2012        | 16/04/2022       | 5.90              | 1,411,942        |
| 125          | Mallala CWMS Scheme (Repaid by the Mallala CWMS)                  | 20               | 1,910,000             | 15/06/2016        | 15/06/2036       | 4.45              | 1,873,502        |
| <b>Total</b> |   |                  | <b>7,764,000</b>      |                   |                  |                   | <b>4,123,752</b> |

**Table 2: Outstanding Variable Rate Cash Advance at 30 June 2018**

| Loan No.     | Purpose of Loan            | CAD Limit (\$)   | CAD Facility Expiry Date | Interest Rate (%) | Balance (\$)   |
|--------------|----------------------------|------------------|--------------------------|-------------------|----------------|
| CAD 123      | General Council operations | 5,000,000        | 5/07/2028                | 3.6               | 770,004        |
| CAD 124      | General Council operations | 1,500,000        | 15/05/2030               | 3.6               | -              |
| <b>Total</b> |                            | <b>6,500,000</b> |                          |                   | <b>770,004</b> |

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

## Financial Statements for the year ending 30 June 2018

**TO BE UPDATED**

# Economic Development

In mid May of 2018 Council appointed an Economic Development Officer (EDO) on a 0.4 FTE basis.

The EDO has overseen the following Economic Development activities:-

- One Business breakfast was held at the Mallala Hotel with 55 attendees;
- Updated the business contact list to 150 who are also receiving a monthly RDA business newsletter;
- Mallala Campgrounds development progression;
- Business & Economic Development section on Councils website including a business registration section;
- 4 new Small businesses in the Agribusiness, honey & cake manufacturing areas;
- Focus on encouraging more procurement within the existing developments and Council; and
- Council became a member of the Small Business Friendly Council.



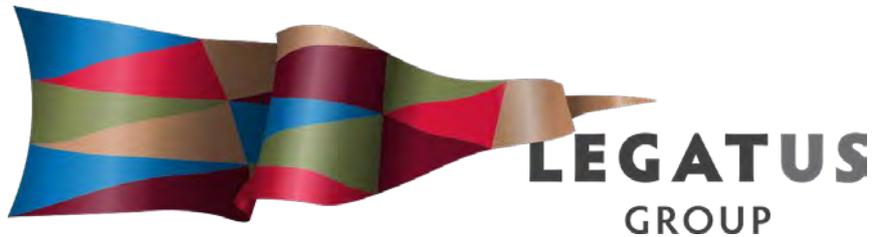
Appendix 1  
Adelaide Plains Council  
2017/2018 Financial Statements

DRAFT

Appendix 2  
Legatus Group (Central Local  
Government Region)  
2017/2018 Annual Report

DRAFT

Footer to be updated to take into account Annexures (Financial Statements will affect page numbering)



## 2017/2018 ANNUAL REPORT

This report was adopted at the Legatus Group Annual General Meeting of Friday 17 August 2018.

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 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 88422222 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 of the Constituent Councils which for 2017/2018 were:

| <b>Council</b>                               | <b>Delegate</b>               |
|--|-------------------------------|
| <b>Adelaide Plains Council</b>               | <b>Mayor Tony Flaherty</b>    |
| <b>Barunga West Council</b>                  | <b>Mayor Cynthia Axford</b>   |
| <b>Clare &amp; Gilbert Valleys Council</b>   | <b>Mayor Allan Aughey OAM</b> |
| <b>Copper Coast Council</b>                  | <b>Mayor Paul Thomas AM</b>   |
| <b>District Council of Mount Remarkable</b>  | <b>Mayor Colin Nottle</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</b>       |
| <b>Regional Council of Goyder</b>            | <b>Mayor Peter Matthey</b>    |
| <b>The Barossa Council</b>                   | <b>Mayor Bob Sloane</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</b>    |

### **Office Bearers for 2017/18**

|  |   |
|--|---|
| <b>Chairman:</b>   | <b>Mayor Peter Matthey</b>  |
| <b>Deputy Chairs:</b>  | <b>Mayor Denis Clark<br/>Mayor Bob Sloane</b>   |
| <b>Delegate to the LGA Board representing the Central Region of the LGA Constitution</b> | <b>Mayor Denis Clark<br/>Mayor Peter Matthey<br/>Cr Michael (Bim) Lange (Deputy Member)</b> |
| <b>South Australian Regional Organisation of Councils</b>                                | <b>Mayor Peter Matthey<br/>Mayor Denis Clark<br/>Mayor Bob Sloane (Deputy Member)</b>       |
| <b>Chief Executive Officer:</b>  | <b>Mr Simon Millcock</b>  |
| <b>Auditor:</b>  | <b>Mr Ian G. McDonald FCA</b>   |

### **Meetings of the Legatus Group**

The following meetings of the Board of Management were held during the 2017/18 year:

- Special Meeting 22 August 2017
- Annual General Meeting 8 September 2017
- Ordinary Meeting 8 September 2017
- Ordinary Meeting 17 November 2017
- Ordinary Meeting 16 February 2018
- Ordinary Meeting 25 May 2018

**There were three committees in 2017/2018**

| Committee   | Members  | Meeting Dates   |
|---|--|---|
| Audit Committee                                     | <ul style="list-style-type: none"> <li>• Mayor Ray Agnew (Chair)</li> <li>• Chair Kathie Bowman</li> <li>• Mayor Colin Nottle</li> <li>• Dr Andrew Johnson (till 25/5/18)</li> <li>• Mr Colin Davies</li> <li>• Mr Peter Ackland (from 25/5/18)</li> </ul>   | 10 August 2017<br>1 February 2018<br>20 April 2018                |
| 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>• Mr John Coombe replaced Mrs Helen Macdonald (Clare &amp; Gilbert Valleys)</li> <li>• Mr Peter Harder (Copper Coast)</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 Stephen Rufus replaced by Mr Kristen Clark (Orroroo/Carrieton)</li> <li>• Mr Peter McGuinness (Peterborough)</li> <li>• Dr Andrew Johnson replaced by Mr Peter Ackland (Pirie Regional)</li> <li>• Mr Jason Kuchel (Wakefield)</li> <li>• Mr Andrew Cameron (Yorke Peninsula)</li> </ul> | 4 August 2017<br>3 November 2017<br>2 February 2018<br>5 May 2018 |
| 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 (Flinders Ranges)</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> </ul>  | 13 March 2018<br>30 April 2018                                    |

## Chairman's Report

It has been my pleasure to serve as Chairman in 2017/18 and I would like to take this opportunity to report on some of the highlights of the year.

We developed reports on a series of key regional state-wide issues including rubble royalties, rating equity, coastal inundation and impacts of the NDIS on local government. These have all been progressed to the South Australian Regional Organisation of Councils (SAROC). Legatus is seen as leader in regional SA having gained support across the state on these topics and ensuring that local government is taking a collaborative evidence-based approach. It is an example of how the LGA can work closely with regions in a support role.

Whilst yet to see the tangible results, the ground work undertaken has ensured that the LGA have the material required to represent the interests of regional SA councils. I am pleased to see that they have engaged with the new State Government to remove the rubble royalties that have been a major impost to many councils.

This year has seen us actively involved in the issues around LGA membership fees and the LGA constitutional changes. 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 unsatisfied with the outcome in relation to membership fees, and extremely disappointed at the limited consultation afforded to the regions.

Whilst it was disappointing to see that the Regional Procurement Business Plan was not adopted I acknowledge that this is the current thoughts of members. This led to a review of our strategic plan and we adopted an updated strategic plan and 3-year action plan.

The Road and Transport Infrastructure Advisory Committee developed a robust assessment of this years SLRP funding applications, and their work on prioritising and providing feedback has resulted in just under \$2m being allocated for five projects.

The region has been proactive in supporting the challenges and changing environment through the release of the Climate Change guide for South Australia councils, and the signing of the Sector Agreement for the Climate Change Adaptation Plan.

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 development of the Yorke and Mid North Regional Road Map, Yorke Regional Planning Forum and the South Australian Regional Development Conference. The progress of the three emerging leader programs undertaken in partnership with RDA Yorke Mid North was heartening to see and I am sure several projects will result from these emerging leaders in our region.

Our Charter was reviewed, and there were minor amendments made, and I'm pleased that the Audit and Risk Management Group Committee through the development of a work plan have 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.

Phase 1 of the Regional Transport Plan 2030 was completed, and this work has formed the basis of phase 2 and that is to undertake the road deficiencies report of the significant regional local road. Securing funding for the 2-year Joint CWMS program has commenced with some positive results for the region, and I am looking forward to following the progress of this project.

Following the State Government election, we commenced dialogue with the six State Government Members of Parliament, and will continue to undertake greater interaction, given that two of these MPs are also Ministers.

In closing I would like to thank everyone who has taken a proactive role in progressing the region, and thank both Mayor Denis Clark and Mayor Bob Sloane for your roles as Deputy Chairs and your contributions at SAROC and the LGA.

Mayor Peter Matthey Chairman Legatus Group

## CEO Report

In 2017-2018 the Legatus Group CEO undertook a more sub-regional approach to operations and support, due to geographical size and the number of constituent councils, this approach included both geographical and communities of interest. Along with the Legatus Group Board meetings which involved topical presentations, the Legatus Group CEOs meet for training and networking sessions coordinated through the Legatus Group CEO.

Meetings were held with each constituent council during the year on at least one occasion, and this took the form of either one on one meetings with Mayor and CEO, presentations at full council meetings or workshops with full councils.

The Legatus Group was active in consultation around the new fee structure for LGA membership, the changes to the LGA constitution and efforts to progress a regional approach for the Murray Darling Association. This included securing funding from the LGA to Regional LGAs for outreach and capacity building programs to continue in 2018/2019.

The Legatus Group took a leadership role in developing state-wide approaches through working with SAROC, constituent councils and other regional bodies including:

1. Regional LGAs:
  - a. Coastal Council Alliance
  - b. Shorebird Alliance
  - c. Rating Equity for Commercial and/or Industrial Land Uses Outside Towns in South Australia
  - d. Socio-Economic impacts from the NDIS on regional local governments
  - e. Rubble Royalties
2. Regional Development Australia (RDA) Yorke Mid North:
  - a. 3 x Emerging Leaders Program
  - b. RDSA Conference
3. Yorke Mid North Alliance:
  - a. Yorke Mid North Regional Forum
  - b. Climate Change
  - c. Yorke Mid North Regional Roadmap

This report does not provide the detail on these reports, but copies can be found on the Legatus Group website.

In July 2017 a Legatus Group Procurement Business Plan was developed and distributed to all constituent councils. This resulted in the Legatus Group Special General meeting of 22 August 2017 and decision that the Legatus Group Procurement Business Plan not progress.

A significant amount of the Legatus Group CEO's time was taken up with planning, as there had been no business plan developed for 2017/2018 in line with the Legatus Group Charter. Upon commencing employment in June 2017, the Legatus Group CEO developed a draft business plan which was distributed to all constituent councils. Following recommendation from the Audit and Risk Management Committee the Legatus Group September meeting sought a review of this draft business plan.

The CEO was requested to undertake a review of the Legatus Group Future Directions (strategic plan). This included a comprehensive review of the Long-Term Financial Plan, and in partnership with the Constituent Councils to develop a 10-year Strategic Plan, including a 3-year Action Plan. The review was to include an external facilitator for workshops with the Board and the Constituent Councils CEO's on the future direction of the Legatus Group.

The 2017/2018 business plan was subsequently endorsed by constituent councils and the review of the Strategic Plan was completed. The Legatus Group endorsed a Legatus Group Strategic Plan 2018-2028 and 3-year Action Plan July 2018 - June 2021 and the 2018/2019 budget and business plan.

The Legatus Group continues to be in a healthy financial position with the accumulated surplus and reserves at 30 June 2018 of over \$820,000. This matter was discussed by both the Audit and Risk Management

Committee and the Legatus Group February meetings noting that an allowance for the accumulated surplus and reserves be set as a minimum of \$480,000.

Consideration on these funds should wait upon the decisions of the LGA regarding the new constitution and SAROC budgets for funding of Regional LGAs which is not yet clear. There may be the opportunity for utilising some of these funds to securing funding from other sources and for projects aligned with Legatus Group strategic directions. Due to the levels of uncertainty this was not factored into the 2018/2019 business plan for constituent council's consideration.

All grants were acquitted, and all reporting provided.

### **Summary of Outcomes**

#### **Education and Training**

Workshops held in various locations following consultation with Legatus Group Board, Chair, CEO's and Officers and included:

1. Regional Business Incubators, Enterprise Centre and Co-Working Space Workshop
2. Community Wastewater Management workshops – resulted in an allocation of \$50,000 from the LGA for 2 years for a Joint CWMS Service Arrangements and contracting of part time project officer
3. Climate Change Adaptation - resulted in launch of Climate Change guide for South Australia councils to develop regional climate change adaptation plans
4. State Planning Commission
5. Brand SA Regional Showcase
6. Yorke and Mid North Regional Planning Day – held in Port Pirie with over 120 attendees
7. Regional Development South Australia Conference and master class on population growth – held in Kadina with over 130 attendees
8. National Disability Insurance Scheme – resulted in \$23,100 grant LGA R&D
9. State Public Health Plan – assisted with regional health plans and EOI for well being progressed by the LGA for Community Wellbeing Alliance Trials
10. Local Government Professionals
11. Benchmarking Project, Code of Conduct and Governance Panel
12. Small Business Friendly Local Government Charter Program
13. Data gathering
14. Digital maturity local governments – resulted in LGA R&D application being developed

#### **Board Governance and Operations**

1. Review of the Legatus Strategic Plan resulting in a new Strategic Plan, 3-year action plan and long term financial plan
2. Charter reviewed and amended
3. Annual work plan developed and adopted
4. Website updated

#### **Local Government Leadership and Sustainability**

1. Lead taken in:
  - a. Rubble Royalties report with recommendations to LGA Board adopted – letter sent by LGA to Treasurer and other Ministers for exempting councils from this payment
  - b. Coastal Council Alliance report with recommendations to LGA Board adopted – R&D project application developed
  - c. Socio-economic impacts of NDIS report with recommendations to LGA Board adopted
  - d. Rating Equity for Commercial and/or Industrial Land Uses Outside Towns in South Australia – secured \$21,700 from LGA R&D and Regional LGAs
2. Meetings held with 5 of the 6 Local State MP's after the 2018 State Govt Election
3. Signed and implemented Sector Agreement for the Climate Change Adaptation Plan for Yorke & Mid North

|   |
|---|
| <p>Region including employing a project officer</p> <ol style="list-style-type: none"> <li>4. Formal alliance with RDA Yorke and Mid North and Northern and Yorke NRM and informal working partnerships with RDA Far North and RDA Barossa, Light, Gawler and Adelaide Plains</li> <li>5. Supported the LGA with the Emergency Management Planning funding allocation and expressed interest in hosting a regional emergency management officer – result workshops being held for council ready workshops</li> <li>6. Supported the LGA for a regional wellbeing officer and expressed interest in hosting a regional wellbeing officer – resulted in EOI's being sought from LGA for Community Wellbeing Alliance Trials</li> <li>7. Supported the development of a State-wide Shorebird Alliance including Terms of Reference</li> <li>8. Developed a Regional Procurement Business Plan which ultimately was not adopted</li> </ol>  |
| <p><b>Regional and Community Sustainability</b></p> <ol style="list-style-type: none"> <li>1. Development and release of the Yorke and Mid North Regional Plan as a collaboration with RDA Yorke Mid North and Northern and Yorke NRM</li> <li>2. Delivered in partnership with DSD and RDA YMN 3 Emerging Leadership programs – result over 50 participants and the development of a Legatus Group LGA R&amp;D grant application for a Youth Volunteering project</li> <li>3. Finalised phase 1 of the Legatus Group Regional Transport Plan and commenced on phase 2</li> <li>4. Undertook prioritising of the SLRP for the Legatus Group region – securing just under \$2m for 5 of the 9 projects</li> <li>5. Managed the inundation mapping project with the Yorke Peninsula and Barunga West Councils</li> <li>6. Developed regional Legatus Group – community, transport, wastewater and climate change committees or working groups</li> <li>7. Release of the regional climate change action plan and the development of an implementation plan</li> <li>8. Working partnerships have been formed with: <ol style="list-style-type: none"> <li>a. Yorke Mid North Disability Workforce Hub – resulted in the development of a regional forum</li> <li>b. Mid North Knowledge Partnership (Flinders University and Charles Darwin University) – resulted in MoU being progressed</li> <li>c. Country Health SA PHN</li> </ol> </li> </ol> |

**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:**

There is still a need for continued regional collaboration support and a recognition that the Regional LGAs can assist the LGA on regional issues. This will help reduce the perceptions of the LGA being too Greater Adelaide focussed, which appears to be slowly reduced by having informed and data driven understandings on regional issues.

There could be greater use of the Legatus Group CEO as a resource and use of skill sets including that of other regional LGA EO's across the various regional partnerships.

It is noted the complexity of gaining consensus from the constituent councils is that it is a time-consuming process and that there is desire to progress with sub-regional programs and projects, whilst being able to allow the full 15 constituent councils to be united voice and advocate.

Simon Millcock CEO Legatus Group

**The Legatus Group Audit and Risk Committee summary of activities undertaken, and recommendations made during 2017-2018.**

The committee met on 3 occasions during 2017-2018 with the following attendance:

| <b>Date</b> | <b>No of Members Attending</b> |
|-------------|--------------------------------|
| 10-Aug-17   | 5                              |
| 1-Feb-18    | 4                              |
| 20-Apr-18   | 3                              |

| <b>Committee Member</b> | <b>No of Meetings Attended</b>                         |
|-------------------------|--|
| Mayor Ray Agnew         | 2  |
| Chairman Kathie Bowman  | 3  |
| Mayor Colin Nottle      | 3  |
| Colin Davies            | 3  |
| Andrew Johnson          | 1<br>(following resignation as CEO Port Pirie Council) |

The following table sets out the principal issues addressed by the Committee for 2017-18 year:

| <b>Principal Issues Examined</b>       | <b>Recommendations to Legatus Group</b>  |
|--|--|
| Financial Report 2016-2017             | No issues, unqualified audit, adopt  |
| Review of budget against actuals       | Noted the need for Legatus Group to endorse 2016-2017 adopted budget against actuals for annual financial report |
| Review of work plan, internal controls | Work planned developed   |
| Charter                                | Variations to charter noted, recommended and adopted   |
| Strategic Plan                         | Requested a review including of long term financial plan undertaken with recommendations for adoption            |
| Budget                                 | Noted the development of 2017-2018 budget did not comply with charter and ensured that 2018-2019 did             |

Mayor Ray Agnew Chairman Legatus Group Audit and Risk Management Committee

### **Annual Financial Report**

The Legatus Group Annual General Meeting adopted the attached audited Legatus Group annual financial report statement for the year ending 30 June 2018.

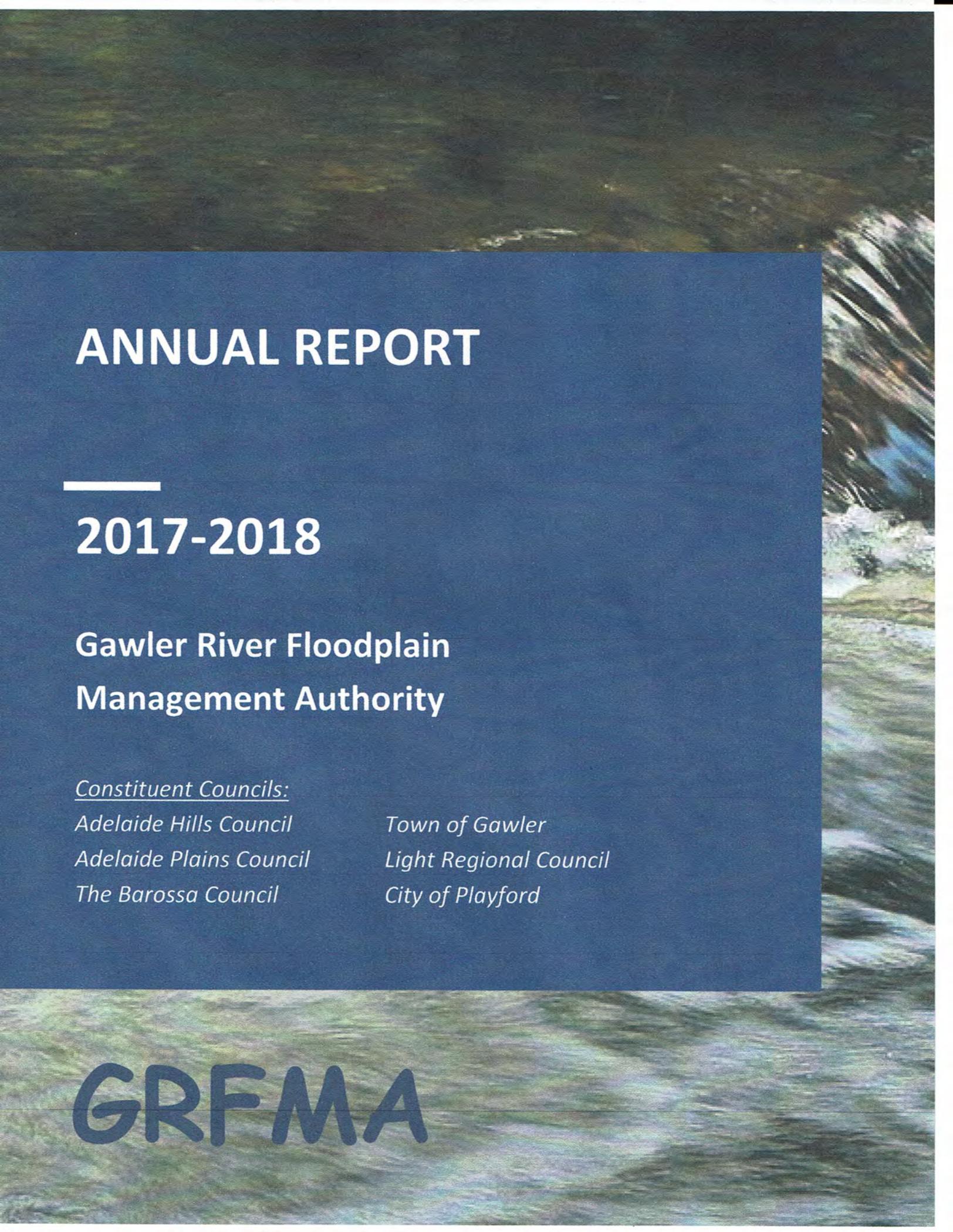


CLGR - Financial statements 2018.pdf

Appendix 3  
Gawler River Floodplain Management  
Authority  
2017/2018 Annual Report

DRAFT

Footer to be updated to take into account Annexures (Financial Statements will affect page numbering)



# ANNUAL REPORT

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## 2017-2018

### 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 has met on 8 occasions throughout the year, successfully progressing a range of matters important to flood mitigation and protection within the Gawler River catchment.

Notable achievements included:

- Acquisition of additional land surrounding the Bruce Eastick North Para Flood Mitigation Dam to facilitate unrestricted access to the Dam and to enable cost effective restoration of road access damaged in the 2016 Gawler River flood event.
- Facilitation of a comprehensive site inspection and assessment of the dam condition which also identified management actions required to be consistent with the Australian Committee on Large Dams Inc. (ANCOLD) guidelines. The Authority has resolved to implement recommendations from the report.
- Partnership with the University of Adelaide and Research Institute for Knowledge Systems to progress development of an integrated decision support tool for understanding and responding to current and future flood risk - Gawler River Catchment
- Completion of the 2017 Gawler River Hydrology Review
- Completion of the Northern Floodway Project Prospectus
- Commencement of the review of the Authority's Charter and associated governance framework.

Notwithstanding the above, there have been a number of challenges encountered with the Adelaide Plains Council making application to withdraw from the Authority and protracted negotiations undertaken establishing support for the proposed Northern Floodway Project as recommended in the 2016 Gawler River Flood Review Report.

I am pleased to report that the Adelaide Plains Council will continue membership of the Authority and that a unanimous decision has been confirmed by the six constituent councils (i.e., Adelaide Hills, Adelaide Plains, Barossa, Gawler, Light Region and Playford) to progress the proposed Northern Floodway Project. The Board has also resolved to act with due diligence and consistent with the principles of corporate and financial governance in its approach and direction that will achieve a holistic approach to flood mitigation for the benefit of all constituent Councils.

The proposed Northern Floodway Project is designed to provide flood protection in the lower reaches of the Gawler River following an estimated 1:20 year flood event experienced in early October 2016, which inundated high value food cropping land in the Angle Vale, Virginia and Two Wells areas causing extensive loss of horticulture production and a significant damages repair bill.

There are three primary elements forming part of the overall proposed Northern Floodway Project:

- Levee improvements (immediate and long term) and ongoing maintenance
- River channel works – including strategic sediment and vegetation removal and revegetation – and ongoing maintenance

- A new levee and floodway system downstream of Old Port Wakefield Road to contain floodwaters within a defined floodway system on the northern side of the river (The Northern Floodway)

The proposed Project is now identified as the next stage to achieve an overall objective held by the Authority to provide 1:100-year protection from flooding in the Gawler River and will, if progressed to implementation, join with works previously completed including the Bruce Eastick North Para Flood Mitigation Dam and works undertaken to increase the weir height of the South Para Reservoir.

Expected benefits linked to the proposed Northern Floodway Project during a flood event of similar magnitude to that of 2016 include:

- Protection of 211 of the 248 properties estimated to be flooded in 2016.
- Reduced flooding in a further 10 properties.
- Substantially reduced flood damages through the protection of the high value horticultural lands around Virginia.
- No flooding of the existing Virginia township or re-zoned residential / deferred urban areas within the Virginia growth precinct.
- No overtopping of Port Wakefield Road, maintaining the critical A1 transport route.
- Reduced flood hazard and impacts on local access and emergency evacuation routes, such as Angle Vale Road, through reduced flooding.
- Improved biodiversity within the Gawler River channel system as a result of selected vegetation removal, replanting with native species and a planned regular maintenance program.

The cost of the proposed Project has been estimated at \$27 million and the Authority is now engaged with Federal and State Governments to seek funding to deliver the project. Aside from the cost to implement the on ground works this funding also includes all costs associated with project management, design development, community engagement, land acquisition, procurement and contract administration. The Authority has accepted responsibility for meeting recurrent costs to operate and maintain the floodway levee system which would be installed.

Subject to successful funding outcomes, the Authority will move to confirm the scope of the Project, prepare a delivery strategy and undertake a range of site investigations before moving to final design, tender and construction. Clearly, effective engagement with stakeholders and the broader community will be key to successful implementation and management of the Project.

To assist with this engagement, a Northern Floodway Project Prospectus has been developed to increase general awareness and understanding of key elements and processes required to facilitate the commencement of flood mitigation works recommended.

Ian Baldwin  
Chair, 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><i>Authority</i></b>        | <b><i>Board Members</i></b>                 | <b><i>Deputy Board Members</i></b>  |
|--------------------------------|---|-------------------------------------|
| <b>Chairman</b>                | Mr Ian Baldwin                              |                                     |
| <b>Adelaide Hills Council</b>  | Cr Malcom Herrmann<br>Mr Andrew Aitken, CEO | Mr Marc Salver                      |
| <b>The Barossa Council</b>     | Mayor Bob Sloane<br>Mr Gary Mavrinac        | Cr Dave de Vries                    |
| <b>Town of Gawler</b>          | Cr Adrian Shackley<br>Mr Sam Dilena         | Cr Paul Koch<br>Mr Ben DeGilio      |
| <b>Light Regional Council</b>  | Cr William Close<br>Mr Brian Carr, CEO      | Mr Andrew Philpott                  |
| <b>Adelaide Plains Council</b> | Cr Melville Lawrence<br>Mr James Miller CEO | Cr Terry- Anne Keen                 |
| <b>City of Playford</b>        | Cr Denis Davey<br>Mr Mal Hemmerling CEO     | Cr Carol Muzyk<br>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 two Special Meetings were held during the year as follows:

- Thursday 24 August 2017                      Gawler
- Thursday 5 October 2017                      Gawler (Special Meeting)
- Thursday 19 October 2017                      Mallala (Adelaide Plains)
- Wednesday 14 December 2017                      Playford
- Thursday 15 February 2018                      Kapunda (Light)
- Thursday 19 April 2018                      Gumeracha(Adelaide Hills)
- Thursday 17 May 2018                      Playford (Special Meeting)
- Thursday 21 June 2018                      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 Belinda Skilton, Flood Management Officer, DEWNR
- Mr Angus Paton, Manager Headworks Assets 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

Three meetings of the Panel were held during the year.

- 30 January 2017
- 7 August 2017
- 11 May 2018

### **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:

- 3 August 2017
- 4 December 2017
- 26 March 2018
- 18 June 2018

The members of the Committee are:

- Mr Peter Brass, Independent Member
- Mr Greg Pattinson, City of Playford
- Cr Des Ellis, Light Regional Council

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

The Board has established a Working Group, consisting of one representative from each constituent council, to consider and develop a suitable methodology and process to facilitate delivery of the GRFMA Charter and Governance Review. Work on the review will be substantially undertaken in 2018/19.

### **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                      | 111                            | 8   | Possible commercial advantage of a person | 8   | 8% |
| Technical Assessment Panel | 2                              | 0   |   | 0   |    |
| Audit Committee            | 25                             | 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 \$21,913,859<br/>Grants total \$17,016,420</b> |
| Grant Claims                      | As required  | Lodgment of claims for the payment of Commonwealth and State Government Grants.                           | <input checked="" type="checkbox"/> <b>Claims lodged</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: Flood Mitigation Scheme Works

Following the November 2005 flood, which flooded the Virginia district and township, that coincided with the public consultation of the State Government Stormwater Management and Flood Mitigation Policy, a series of meetings of the major stakeholders led to the approval of \$20 million in funding from Federal, State and Local Governments to fund the Gawler River Flood Mitigation Scheme (Scheme Works).

#### Bruce Eastick North Para Flood Mitigation Dam

The Bruce Eastick North Para Flood Mitigation Dam is under the control and management of the Gawler River Floodplain Management Authority and was constructed in 2006. The Dam comprises an approximate 30.5m high Roller Compacted Concrete (RCC) primary spillway of crest length of 76m, which acts as the primary spillway, and has a secondary spillway structure.

The North Para dam design was for the three pipe outlets to pass all floods up to and including the design average recurrence interval (ARI) 100-year flood event with a peak outflow about 110 m<sup>3</sup>/s. During construction of the dam a review in the hydrology of the North Para determined that the flood flows at the selected design recurrence intervals were greater than those adopted in the design. The design of the dam was not altered hence the flood capacity of the dam is reduced from these design levels.

#### South Para Works

The South Para Reservoir is under the control and management of SA Water Corporation who 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.

Dam safety review and design proposal to modify the dam wall and spillway completed September 2005

Detailed hydrology study of the catchment using the very latest methodologies let to Department of Transport, Energy and Infrastructure completed March 2007.

## Gawler River Flood Mitigation Scheme – Mark Two

- 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.***
- Three 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's proposal- Gawler River 2016 Flood Review.***
- Four 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.***
- Five 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's proposal- Gawler River 2016 Flood Review.***
- Six 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.
- Seven 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***
- Eight 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's proposal- Gawler River 2016 Flood Review.***
- Nine Investigate opportunities for funding partners and grants to undertake the necessary assessments and designs. ***Ongoing.***
- Ten 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. ***In consideration as part of the 2016 Burns Report- SA Severe Storms Event***

**Part B: Maintenance of the Scheme**

| Performance Targets:   | Timings:          | To be measured by:              | Actual Achievements   |
|------------------------|-------------------|---------------------------------|---|
| 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> |

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

| Performance Targets:                   | Timings:   | To be measured by:   | Actual Achievements   |
|--|--|--|---|
| Reports to Stakeholders                | Twice yearly                                       | The publication and distribution of a Fact Sheet to all stakeholders and affected landowners.  | <input checked="" type="checkbox"/> <b>Newsletter forwarded to all stakeholders following completion of Findings Report</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  | <input checked="" type="checkbox"/> <b>Review conducted in December 2017. Next review to be conducted in December 2018.</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><br><input checked="" type="checkbox"/> <b>Appropriate levels of insurance reviewed in July 2017</b>                       |
| Review of the Business Plan            | By 31 <sup>st</sup> March                          | Review the Business Plan prior to preparing the Budget<br>Forward to the Councils  | <input checked="" type="checkbox"/> <b>June 2017 – Business Plan 2017-2020 adopted</b><br><input checked="" type="checkbox"/> <b>June 2018 – Achievements against the Business Plan 2017-2018 presented</b> |
| Annual Budget                          | By 31 <sup>st</sup> March, June, October, December | Adopt for consultation forward to Councils-<br>Adopt Budget – copy to Councils in 5 days-<br>Conduct Budget Reviews                        | <input checked="" type="checkbox"/> <b>March 2018 – Council consultation</b><br><input checked="" type="checkbox"/> <b>Budget 2018–2019 adopted at June 2018 Board meeting</b>                              |
| Subscriptions                          | June<br>December                                   | Send half year subscriptions to Council  | <input checked="" type="checkbox"/> <b>All first half subscriptions paid</b><br><input checked="" type="checkbox"/> <b>All Second half subscriptions paid</b>   |

|                                      |   |  |   |
|--------------------------------------|---|--|---|
| Report to<br>Constituent<br>Councils | Following each<br>Board meeting<br>By 30 <sup>th</sup><br>September | The receipt of the following<br>reports by Councils, Board<br>Meeting Key Outcome<br>Summary Annual Report<br>including Annual Financial<br>Statements | <input checked="" type="checkbox"/> <b>Key Outcomes Summary<br/>prepared following meetings</b><br><input checked="" type="checkbox"/> <b>Annual Report forwarded<br/>electronically to Councils.</b> |
|--------------------------------------|---|--|---|

**Financial Statements 2017-2018**

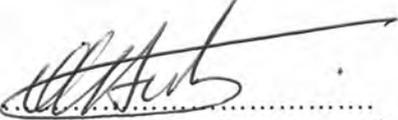
1. Certification of Financial Statements
2. Financial Statements and Notes
3. Related Parties Disclosures
4. Statement of Auditors Independence
5. Certification of Auditor Independence
6. Management Letter

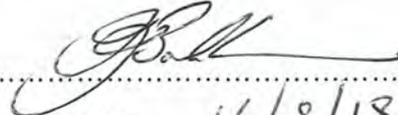
**GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY**  
**ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2018**  
**CERTIFICATION OF FINANCIAL STATEMENTS**

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 2018 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 16/8/18  
EXECUTIVE OFFICER

  
.....  
Ian Baldwin 16/8/18  
CHAIRMAN

**GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY**

**STATEMENT OF COMPREHENSIVE INCOME**  
for the year ended 30 June 2018

|  | Notes   | 2018<br>\$              | 2017<br>\$              |
|--|---------|-------------------------|-------------------------|
| <b>INCOME</b>  |         |                         |                         |
| Subscriptions  | 3       | 79,600                  | 76,544                  |
| Investment income  | 1(d)    | 2,428                   | 3,359                   |
| State Government Grants  | 2       | -                       | 136,438                 |
| Other Income   |         | <u>20,000</u>           | -                       |
| <b>Total Income</b>  |         | <u><b>102,028</b></u>   | <u><b>216,341</b></u>   |
| <b>EXPENSES</b>  |         |                         |                         |
| Contractual Services   | 5       | 85,445                  | 197,462                 |
| Depreciation   | 1(i), 4 | 231,213                 | 231,213                 |
| Other  |         | <u>15,106</u>           | <u>20,996</u>           |
| <b>Total Expenses</b>  |         | <u><b>331,764</b></u>   | <u><b>449,671</b></u>   |
| <b>OPERATING SURPLUS / (DEFICIT)</b>   |         | <u><b>(229,736)</b></u> | <u><b>(233,330)</b></u> |
| <b>NET SURPLUS / (DEFICIT)</b>   |         | <u><b>(229,736)</b></u> | <u><b>(233,330)</b></u> |
| transferred to Equity Statement  |         |                         | (233,330)               |
| <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   |         | -                       | -                       |
| <b>Total Other Comprehensive Income</b>  |         | <u>-</u>                | <u>-</u>                |
| <b>TOTAL COMPREHENSIVE INCOME</b>  |         | <u><b>(229,736)</b></u> | <u><b>(233,330)</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 2018

|   | Notes   | 2018<br>\$        | 2017<br>\$        |
|---|---------|-------------------|-------------------|
| <b>ASSETS</b>                           |         |                   |                   |
| <b>Current Assets</b>                   |         |                   |                   |
| Cash and cash equivalents               |         | 2,124             | -                 |
| Investments                             | 1(d)    | 57,288            | 163,157           |
| Debtors                                 |         | -                 | 47,375            |
| Debtors - GST                           |         | 1,663             | 4,419             |
| Accrued Interest                        |         | 149               | 495               |
|   |         | <u>61,225</u>     | <u>215,447</u>    |
| <b>Total Current Assets</b>             |         |                   |                   |
| <b>Non-current Assets</b>               |         |                   |                   |
| Infrastructure                          | 4       | 18,497,000        | 18,497,000        |
| Accumulated Depreciation Infrastructure | 1(i), 4 | (2,311,850)       | (2,080,638)       |
| Land                                    | 4       | 465,687           | 326,364           |
|   |         | <u>16,650,837</u> | <u>16,742,727</u> |
|   |         | <u>16,712,062</u> | <u>16,958,173</u> |
| <b>Total Non-current Assets</b>         |         |                   |                   |
| <b>Total Assets</b>                     |         |                   |                   |
| <b>LIABILITIES</b>                      |         |                   |                   |
| <b>Current Liabilities</b>              |         |                   |                   |
| Trade & other payables                  |         | -                 | -                 |
| Borrowings                              |         | -                 | 16,375            |
| <b>Total Liabilities</b>                |         | -                 | 16,375            |
| <b>NET ASSETS</b>                       |         | <u>16,712,062</u> | <u>16,941,798</u> |
| <b>EQUITY</b>                           |         |                   |                   |
| Accumulated Surplus                     |         | 13,860,252        | 14,089,988        |
| Asset Revaluation Reserves              | 1(h)    | 2,851,810         | 2,851,810         |
| <b>TOTAL EQUITY</b>                     |         | <u>16,712,062</u> | <u>16,941,798</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 2018**

|   | Notes | Accumulated<br>Surplus<br>\$ | Asset<br>Revaluation<br>Reserve<br>\$ | TOTAL<br>EQUITY<br>\$    |
|---|-------|------------------------------|---------------------------------------|--------------------------|
| <b>2018</b>                                 |       |                              |                                       |                          |
| Balance at end of previous reporting period |       | <u>14,089,988</u>            | <u>2,851,810</u>                      | <u>16,941,798</u>        |
| 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>             |       | <u><b>13,860,252</b></u>     | <u><b>2,851,810</b></u>               | <u><b>16,712,062</b></u> |
| <b>2017</b>                                 |       |                              |                                       |                          |
| Balance at end of previous reporting period |       | <u>14,323,319</u>            | <u>2,851,810</u>                      | <u>17,175,129</u>        |
| Restated opening balance                    |       | 14,323,319                   | 2,851,810                             | 17,175,129               |
| <b>Net Surplus / (Deficit) for Year</b>     |       | <b>(233,330)</b>             |                                       | <b>(233,330)</b>         |
| <b>Other Comprehensive Income</b>           |       |                              |                                       |                          |
| <b>Balance at end of period</b>             |       | <u><b>14,089,988</b></u>     | <u><b>2,851,810</b></u>               | <u><b>16,941,798</b></u> |

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

**GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY**

**STATEMENT OF CASH FLOWS**  
for the year ended 30 June 2018

|   | Notes | 2018<br>\$             | 2017<br>\$             |
|---|-------|------------------------|------------------------|
| <b>CASH FLOWS FROM OPERATING ACTIVITIES</b>                   |       |                        |                        |
| Receipts  |       | 149,732                | 163,906                |
| Payments  |       | <u>(100,552)</u>       | <u>(218,459)</u>       |
| <b>Net Cash provided by (or used in) Operating Activities</b> |       | <b>49,180</b>          | <b>(54,553)</b>        |
| <br><b>CASH FLOWS FROM INVESTING ACTIVITIES</b>               |       |                        |                        |
| <u>Interest Receipts</u>                                      |       | 2,774                  | 3,790                  |
| <u>Payments</u>   |       |                        |                        |
| Expenditure on new/upgraded assets                            |       | <u>(139,323)</u>       | -                      |
| <b>Net Cash provided by (or used in) Investing Activities</b> |       | <b>(136,549)</b>       | <b>3,790</b>           |
| <br><b>Net Increase (Decrease) in cash held</b>               | 8.1   | <u><b>(87,369)</b></u> | <u><b>(50,763)</b></u> |
| <br>Cash & cash equivalents at beginning of period            |       | <u><b>146,781</b></u>  | <u>197,544</u>         |
| <b>Cash &amp; cash equivalents at end of period</b>           | 8.2   | <u><b>59,412</b></u>   | <u><b>146,781</b></u>  |

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 2018

**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 2018. 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 Northern Adelaide Barossa Catchment Water Management Board that have contributed to these costs have not been deducted.

### Calculation of Net Equity

#### Assets

|                       |                      |
|-----------------------|----------------------|
| Investments / Debtors | \$ 61,225            |
| Infrastructure        | \$ 16,185,150        |
| Land                  | <u>\$ 465,687</u>    |
|                       | <b>\$ 16,712,062</b> |

#### Less Liabilities

|                              |                      |
|------------------------------|----------------------|
| Accounts Payable / Creditors | <u>\$ 0</u>          |
| <b>NET EQUITY</b>            | <b>\$ 16,712,062</b> |

### Allocation of Councils Interest in Net Assets

| Constituent Councils    | Accumulated Subscriptions for Operations to 30 June 2018 | Accumulated Subscriptions for Maintenance to 30 June 2018 | Accumulated Subscriptions for Scheme Works to 30 June 2018 | All Subscriptions to 30 June 2018 | Percentage of Contributions to the Total | Council's Interests in Net Assets |
|-------------------------|--|---|--|-----------------------------------|--|-----------------------------------|
| Adelaide Hills Council  | \$99,911   | \$2,457   | \$70,988   | \$173,356                         | 3.59%                                    | <b>\$599,963</b>                  |
| The Barossa Council     | \$99,911   | \$12,298  | \$354,951  | \$467,160                         | 9.66%                                    | <b>\$1,614,385</b>                |
| Town of Gawler          | \$99,911   | \$24,558  | \$709,892  | \$834,361                         | 17.26%                                   | <b>\$2,884,502</b>                |
| Light Regional Council  | \$99,911   | \$12,298  | \$354,951  | \$467,160                         | 9.66%                                    | <b>\$1,614,385</b>                |
| Adelaide Plains Council | \$99,911   | \$41,010  | \$1,183,146  | \$1,324,067                       | 27.39%                                   | <b>\$4,577,434</b>                |
| City of Playford        | \$99,911   | \$49,199  | \$1,419,763  | \$1,568,873                       | 32.44%                                   | <b>\$5,421,393</b>                |
|                         | <b>\$599,466</b>   | <b>\$141,820</b>  | <b>\$4,093,691</b>   | <b>\$4,834,977</b>                | <b>100%</b>                              | <b>\$16,712,062</b>               |

Schedule of Constituent Councils' Interests in Net Assets' as at the 30<sup>th</sup> June 2018 adopted by the Board in accordance with Clause 15.5 of the Charter on 16 August 2018

**Gawler River Floodplain Management Authority**  
**Notes to the Financial Statements for the year ended 30<sup>th</sup> June 2018**

**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, Adelaide Plains Council, The Barossa Council, Town of Gawler, Light Regional 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 30th June 2011. Additional Land surrounding the dam was purchased in 2017/18.

**h) Revaluation**

The Board sought an independent valuation on the 29th May 2014, to be applied as at 30<sup>th</sup> June 2014, 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 \$18.497 million at June 2014. 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.

**j) Revenue**

Revenue from the sale of services 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.

Dividend revenue is recognised when the rights to receive a dividend has been established.

All 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   | 2018    |           | \$63,028  | \$63,028      | \$75,431       | (\$12,403)        |
|                  | 2017    |           | \$61,625  | \$61,625      | \$89,385       | (\$27,760)        |
| Other            | 2018    |           | \$39,000  | \$39,000      | \$25,120       | \$13,880          |
| Environment:     |         |           |           |               |                |                   |
| Flood Mitigation | 2017    | \$136,438 | \$18,278  | \$154,716     | \$129,073      | \$25,643          |
|                  | 2018    |           | \$102,028 | \$102,028     | \$100,551      | \$1,477           |
| Total            | 2017    | \$136,438 | \$79,903  | \$216,341     | \$218,459      | (\$2,118)         |

### 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   |          |
|-------------------------|--------------|------|-------------|----------|------------|----------|----------|----------|
|                         | 2018         | 2017 | 2018        | 2017     | 2018       | 2017     | 2018     | 2017     |
| Adelaide Hills Council  |              |      | \$ 329      | \$ 316   | \$10,100   | \$9,711  | \$10,429 | \$10,027 |
| The Barossa Council     |              |      | \$1,647     | \$1,585  | \$10,100   | \$9,711  | \$11,747 | \$11,296 |
| Town of Gawler          |              |      | \$3,295     | \$3,169  | \$10,100   | \$9,711  | \$13,395 | \$12,880 |
| Light Regional Council  |              |      | \$1,647     | \$1,585  | \$10,100   | \$9,711  | \$11,747 | \$11,296 |
| Adelaide Plains Council |              |      | \$5,492     | \$5,284  | \$10,100   | \$9,711  | \$15,592 | \$14,995 |
| City of Playford        |              |      | \$6,590     | \$6,339  | \$10,100   | \$9,711  | \$16,690 | \$16,050 |
| TOTAL                   | -            | -    | \$19,000    | \$18,278 | \$60,600   | \$58,266 | \$79,600 | \$76,544 |

### 4 Non-Current Assets Summary

|                               | Fair Value Level | 2018          |         |               |                 | 2017          |         |               |                 |
|-------------------------------|------------------|---------------|---------|---------------|-----------------|---------------|---------|---------------|-----------------|
|                               |                  | At Fair Value | At Cost | Accum Dep'n   | Carrying Amount | At Fair Value | At Cost | Accum Dep'n   | Carrying Amount |
| Land and easements            | -                | \$326,364     | 139,323 |               | \$465,687       | \$326,364     |         |               | \$326,364       |
| North Para Dam                | -                |               |         |               |                 |               |         |               |                 |
| North Para Dam                | 3                | \$18,497,000  |         | (\$2,311,850) | \$16,185,150    | \$18,497,000  |         | (\$2,080,638) | \$16,416,362    |
| Total Infrastructure and Land |                  | \$18,823,364  | 139,323 | (\$2,311,850) | \$16,650,837    | \$18,823,364  |         | (\$2,080,638) | \$16,742,726    |
| Comparatives                  |                  | \$18,823,364  |         | (\$2,080,638) | \$16,742,726    | \$18,823,364  |         | (\$1,849,425) | \$16,973,939    |

|  | 2017 Carrying Amount | Carrying Amount Movements During Year |          |           |                    |            |           | 2018 Carrying Amount |               |
|--|----------------------|---------------------------------------|----------|-----------|--------------------|------------|-----------|----------------------|---------------|
|  |                      | Additions                             |          | Disposals | Depreciation       | Impairment | Transfers |                      | Net Valuation |
|  |                      | New Upgrade                           | Renewals |           |                    |            |           |                      |               |
| Land and easements   | \$326,364            | 139,323                               |          |           |                    |            |           | \$465,687            |               |
| Infrastructure - North Para Dam                              | \$16,416,362         |                                       |          |           | (\$231,213)        |            |           | \$16,185,150         |               |
| <b>Total Infrastructure, Property, Plant &amp; Equipment</b> | <b>\$16,742,726</b>  | <b>139,323</b>                        |          |           | <b>(\$231,213)</b> |            |           | <b>\$16,650,837</b>  |               |
| Comparatives   | \$16,973,939         |                                       |          |           | (\$231,213)        |            |           | \$16,742,726         |               |

## 5 Contractual Services

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

| Consultants                   | 2018            | 2017             |
|-------------------------------|-----------------|------------------|
| Dean Gollan                   | \$0             | \$30,470         |
| David Hitchcock               | \$50,471        | \$28,270         |
| Asset Valuation and Cons      | \$0             | \$835            |
| AECOM                         | \$0             | \$25,000         |
| Pyper Leaker Surveying        | \$0             | \$1,800          |
| Northern Industries           | \$0             | \$2,500          |
| Tonkin Consulting             | \$12,800        | \$0              |
| Enviro Group Pty Ltd          | \$0             | \$3,231          |
| Tanom Legal                   | \$800           | \$0              |
| Business Risk A S Solutions   | \$2,600         | \$1,950          |
| Kelley Jones                  | \$0             | \$2,826          |
| Enviro Group Pty Ltd          | \$1,765         | \$0              |
| Newman Engineering            | \$6,667         | \$0              |
| Australian Water Environments | \$3,770         | \$95,590         |
| HLB Mann Judd                 | \$6,572         | \$4,990          |
| <b>TOTALS</b>                 | <b>\$85,445</b> | <b>\$197,462</b> |

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

|   | 2018             |                  | 2017             |                  |
|---|------------------|------------------|------------------|------------------|
|   | Budget           | Actual           | Budget           | Actual           |
| <b>Revenue</b>                              |                  |                  |                  |                  |
| Administration                              | \$63,600         | \$63,028         | \$62,166         | \$61,625         |
| Other Environment: Flood Mitigation         | \$28,574         | \$20,000         | \$0              | \$0              |
| State Grant                                 | \$0              | \$0              | \$136,438        | \$136,438        |
| Maintenance                                 | \$19,000         | \$19,000         | \$18,278         | \$18,278         |
| Other Environment: Flood Mitigation Capital | \$0              | \$0              | \$0              | \$0              |
| <b>Total Revenue</b>                        | <b>\$111,174</b> | <b>\$102,028</b> | <b>\$216,882</b> | <b>\$216,341</b> |
| <b>Expenditure</b>                          |                  |                  |                  |                  |
| Administration                              | \$96,254         | \$92,001         | \$91,450         | \$89,385         |
| Other Environment: Flood Mitigation         | \$0              | \$0              | \$113,500        | \$120,590        |
| Maintenance                                 | \$8,650          | \$8,551          | \$10,150         | \$8,484          |
| Other Environment: Flood Mitigation Capital |                  |                  |                  |                  |
| <b>Total Expenditure</b>                    | <b>\$104,904</b> | <b>\$100,552</b> | <b>\$215,100</b> | <b>\$218,459</b> |
| <b>Surplus (deficit)</b>                    | <b>\$6,270</b>   | <b>\$1,476</b>   | <b>\$1,782</b>   | <b>(\$2,118)</b> |

## 7 Expenditure Commitment

- i. An agreement has been entered into with David Hitchcock to provide Executive Officer and Supervision of Consultants services to 31 December 2018.

## 8 Reconciliation Statement of Cash Flows

### Cash Flows from Operating Activities

|                             |             |
|-----------------------------|-------------|
| Net deficit from operations | (\$229,736) |
| Adjust for non-cash items   |             |
| Depreciation                | \$231,213   |
| Decrease in Debtors         | \$ 50,477   |

### Cash Flows from Investing Activities

|  |                   |
|--|-------------------|
| Purchase of Land                                   | (\$139,323)       |
| <b>Net Cash decrease from operating activities</b> | <b>(\$87,369)</b> |

### 8.2 Cash and cash equivalents

|  |                  |
|--|------------------|
| Balance at bank                        | \$ 2,124         |
| Balance at LGFA                        | \$ 57,288        |
| <b>Total cash and cash equivalents</b> | <b>\$ 59,412</b> |

## 9 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.

**Gawler River Floodplain Management Authority**  
**Related Parties Disclosures as at 30 June 2018**

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

The Chairman receives an Honorarium 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  
266 Seacombe Road  
Seacliff Park SA 5049

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

**STATEMENT OF AUDITORS INDEPENDENCE  
ANNUAL FINANCIAL STATEMENT FOR THE YEAR ENDED 30 June 2018**

I confirm that, for the audit of the financial statements of Gawler River Floodplain Management Authority for the year ended 30 June 2018, 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  
Chartered Accountants

*C. M. J.*  
Corey McGowan  
Director

Adelaide, South Australia  
10 August 2018

**GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY**  
**ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2018**

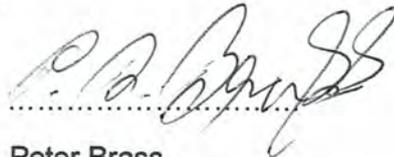
**CERTIFICATION OF AUDITOR INDEPENDENCE**

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 2018, 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

16/8/18

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)

16 August 2018

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 2018, 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 Report***

1. We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated 17 November 2014 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) Material liabilities, contingent liabilities and assets including those arising under derivative financial instruments;

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 management's 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 *Impairment of Assets*. 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.
14. There are no known actual or possible litigation and claims whose effects should be considered when preparing the financial report.
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.

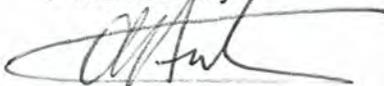
### **Information Provided**

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 report 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