



Annual Report
2004-2005

D
i
s
t
r
i
c
t

C
o
u
n
c
i
l

o
f

E
l
l
i
s
t
o
n

District Council of Elliston



Chief Executive Officer:

Rob Gregor

Email: rgregor@elliston.sa.gov.au

Mobile: 0428 879177

Deputy Chief Executive Officer:

Blue Jolly

Email: ljolly@elliston.sa.gov.au

Mobile: 0428 879005

Address:

PO Box 46
Elliston SA 5670

Beach Terrace
Elliston SA 5670

Phone: (08) 86879177

Fax: (08) 86879176

Email: dce@elliston.sa.gov.au

Website: www.elliston.sa.gov.au

Elected Members

Chairman

Name:
Cr Michael Wandel

Contact Details
PO Box 22
Elliston SA 5670

Ph: 86878767



Deputy Chairman

Name:
Cr Patrick Clark

Contact Details
PO Box 54
Elliston SA 5670

Ph: 86879032



Councillor

Name:
Cr Ben Newton

Contact Details
PO Box 1531
Elliston SA 5670

Ph: 86879082

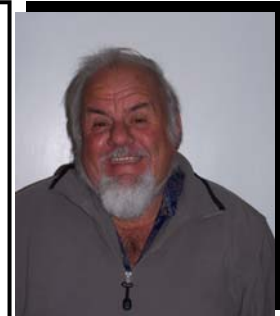


Councillor

Name:
Cr Richard Ridgway

Contact Details
PO Box 341
Lock SA 5633

Ph: 86891149



Councillor

Name:
Cr Karen Burrows

Contact Details
PO Box 37
Lock SA 5633

Ph: 86891018



Councillor

Name:
Cr Nick Paul

Contact Details
C/- PO
Port Kenny SA 5671

Ph: 86255108



Councillor

Name:
Cr Valda Glover

Contact Details
PO Box 342
Lock SA 5633

Ph: 86891026



Contents

Elected Members	.2
Chairman's Report	.5
Chief Executive Officer's Report	.6
Elected Members Allowance Register	.8
Senior Officers Allowance Register	.8
Administration Officers Allowance Register	.8
Local Government Employees Register	.8
Community / Council Committee Representatives	.9
Organisational Chart	.10
Council Profile	.11
District Council of Elliston Administration Staff	.13
District Council of Elliston Outside Works Staff	.14
Environmental & Development Assessment Manager's Report	.15
Works' Administration Report	.19
The Year in Brief	.21
Dog & Cat Management Report	.24
Elliston Television Committee Report	.24
Council Policies	.25
Council Rating Policy	.29
Strategic Planning	.34
Freedom of Information	.38
Audited Financial Reports	.41

Council Coat of Arms

The head of the ram and the ears of wheat represent the wool and cereal industries of the District.

The abalone shell, prawn and crayfish represent the fishing industry of the District.

The vertical lines in the background behind the ram represent the coastal cliff line.

The wave design represents the Great Australian Bight, Southern Ocean adjacent to the location of the District.



Council Meetings

The Ordinary Meetings of Council are held on the third Friday of each month. Meetings commence at 9.30am, with a ten minute question time which is open to the public.

Electors and residents can bring any matter before Council, by writing to:

Chief Executive Officer
District Council of Elliston
PO Box 46
ELLISTON SA 5670

All correspondence must be submitted seven days prior to the meeting.



Michael Wandel

Chairman's Report

Improving Councils financial position during the last several years has been and will continue to be of high priority. The efforts and the overall good judgement displayed by Council were very pleasing to see.

The review of the Information Centre will most likely see volunteers take responsibility for its continued operation which will allow Council staff to focus on core business. OH&S and Risk Management requirements have become an ever increasing burden on resources; hopefully a positive outcome from it will be to lessen our legal liability.

Road construction is being maintained around thirty kilometres per year and the overdue reseal of the main access road to Venus Bay and sealing of the road to Anxious Bay should finally be achieved with the assistance of funding from Roads to Recovery Two. It is anticipated that Council will receive a total funding for the next four years of near \$1.045 million dollars which will help address Councils backlog of deferred works.

It is with sincere words that I thank council staff for continued support in the daily operations of Council. To Councillors I say "a job well done" and to our various volunteer groups I express my deepest appreciation for your valuable work within the community.

Michael Wandel

Chairman



Rob Gregor

Chief Executive Officer

Chief Executive Officer Report

The result of Council's strong effort to improve its overall financial stability is now apparent in our bottom line.

Over the past two years it has been necessary for Council to make some difficult and courageous decisions, which included applying a significant increase to rates for the 2004/2005 financial year, trimming its own operating cost and increasing its efficiency.

Despite the total operating revenue being 7% below the 2003/04 figure, Council's overall operating expenses were approximately 26% (or \$623,018) lower than 2003/2004 which produced a net surplus of \$385,030 for 2004/2005. That success provides solid support for the actions taken by Council.

The figure was derived in accordance with AAS27 standards (full accrual accounting application) and we need to be mindful of the required current and non current provisions such as Long Service and Annual leave (page 10 of Auditors Report).

It is also important to understand that \$95,101 of the surplus came about primarily as a result of the assets recently being re-valued.

However, some of the other most important contributors are:

- A \$134,540 (or 18%) reduction in total employee cost was achieved through natural downsizing, careful matching of human resources to tasks, increased use of ECIC staff, the expanded use of haulage contractors for works and strict control of overtime.
- A \$200,596 (or 57%) reduction in cost of contractual services was achieved by improving estimates for rubble raising, the careful use of part-time contractors and the re-scheduling of DCE's patrol grading program to pick up the task after the loss of a major contractor.

While this has been an impressive achievement overall, especially when compared to many historic end of financial year results, it must still be considered in context of the following expenses that will be faced by this Council into the near future:

- The recent action taken with our management of waste has enabled us to cope with sites that are at or are reaching the end of their life cycle, however, it is not a long-term solution and we are likely to face very substantial costs into the near future (a similar sized rural Council is now approaching \$800,000 of expenditure on its waste management).
- Many of our Council's works vehicles and heavy equipment have now reached the stage that we must soon replace them or we will face high (unbudgeted) costs from repairs and lost productivity.
- As yet, very little funding is currently available to implement the required upgrades to Elliston's storm-water discharge system (budget estimate cost of \$220,000 for the most essential stages).
- No reserve has been put aside for the overhaul and upgrade of the Lock STEDS system which at an early estimate is about 60% of the way through its life cycle (an audit is planned to allow proper assessment of this).
- No funding has been put aside for the leased Elliston Jetty which may over the next 5 to 10 years become at risk of more serious structural damage starting to occur during storms. At last estimate, each replacement pylon and cross brace were estimated to cost approximately \$12,000 with Council expected to pay 100% of ongoing maintenance cost.
- No specific funding has been put aside for the replacement of the aged Venus Bay boat ramp (which was severely damaged in a recent storm).

Chief Executive Officer Report

- No reserves are yet in place to meet the real cost of ongoing maintenance of the large coastal stairwells at Locks Well and Talia.

When the above items are factored in to our short to medium term expenditure, it places the 2004/2005 result in a more sobering light and explains why tight budgetary control still continues to be exercised. That being said, it is now an opportune time to begin the slow process of bringing plant and infrastructure up to a good standard again after many years of deferred maintenance/replacement.

During Councils made a detailed examination of the budget for 2004/2005 and with the view to starting the process for properly addressing its long-term financial situation, rates were increased and due to the recent and uneven increases in the valuation of some seaside properties, Council decided that the most equitable method of distributing the cost was by increasing the fixed component of the rate and reducing the variable component.

The proceeds from the sale of 7 blocks plus the section of closed road in the Elliston Links land development are intended to be placed into a development reserve to offset the borrowing that will be required in order to undertake development of a further 14 blocks which are scheduled for release early in 2006.

It is anticipated that for a further few years, Councils key objectives will remain as:

- Improving its financial position and ensuring that its budgets are balanced.
- Fully identifying the future costs of operating waste management facilities and planning for that within the budgetary process.
- Maintaining and where possible, improving the standard of rural roads.
- Pursuing external funding opportunities to support implementation of projects and programs.

The 2004/2005 financial year has required a great deal of effort from Council and its staff and I record my appreciation for their hard work.

I also encourage reading of the informative "Year in brief" to gain an overview of the various day to day Council activities, the highlights of the year and the challenges that we still face.

Rob Gregor

Chief Executive Officer

Elected Members & Administration Allowance Register

Elected Members Allowance Register			
Classification	1 Councillor	1 Councillor	6 Councillors
Stream	Chairman of Council	Deputy Chairman	
Annual Allowance	\$7,400	\$2,450	\$2,000
Reimbursements	Mobile Phone Rental		
	Entitled allowances and reimbursements according to the <i>Elected Members Allowances and Support Policy</i>	Entitled allowances and reimbursements according to the <i>Elected Members Allowances and Support Policy</i>	Entitled allowances and reimbursements according to the <i>Elected Members Allowances and Support Policy</i>

Senior Officers Allowance Register			
Classification	1 Employee	1 Employee	1 Employee
Stream	Senior Officers Stream	Admin Services	Community & Economic Development
Level	Salaried Contract	6	5
		2	3
Reimbursements	According to Employees Allowances and Support Policy	According to Employees Allowances and Support Policy	According to Employees Allowances and Support Policy
	DCE Enterprise Bargaining Agreement	DCE Enterprise Bargaining Agreement	DCE Enterprise Bargaining Agreement
Superannuation	9%		
	Private use of Council vehicle Telephone rental/business calls & mobile phone Clothing allowance		

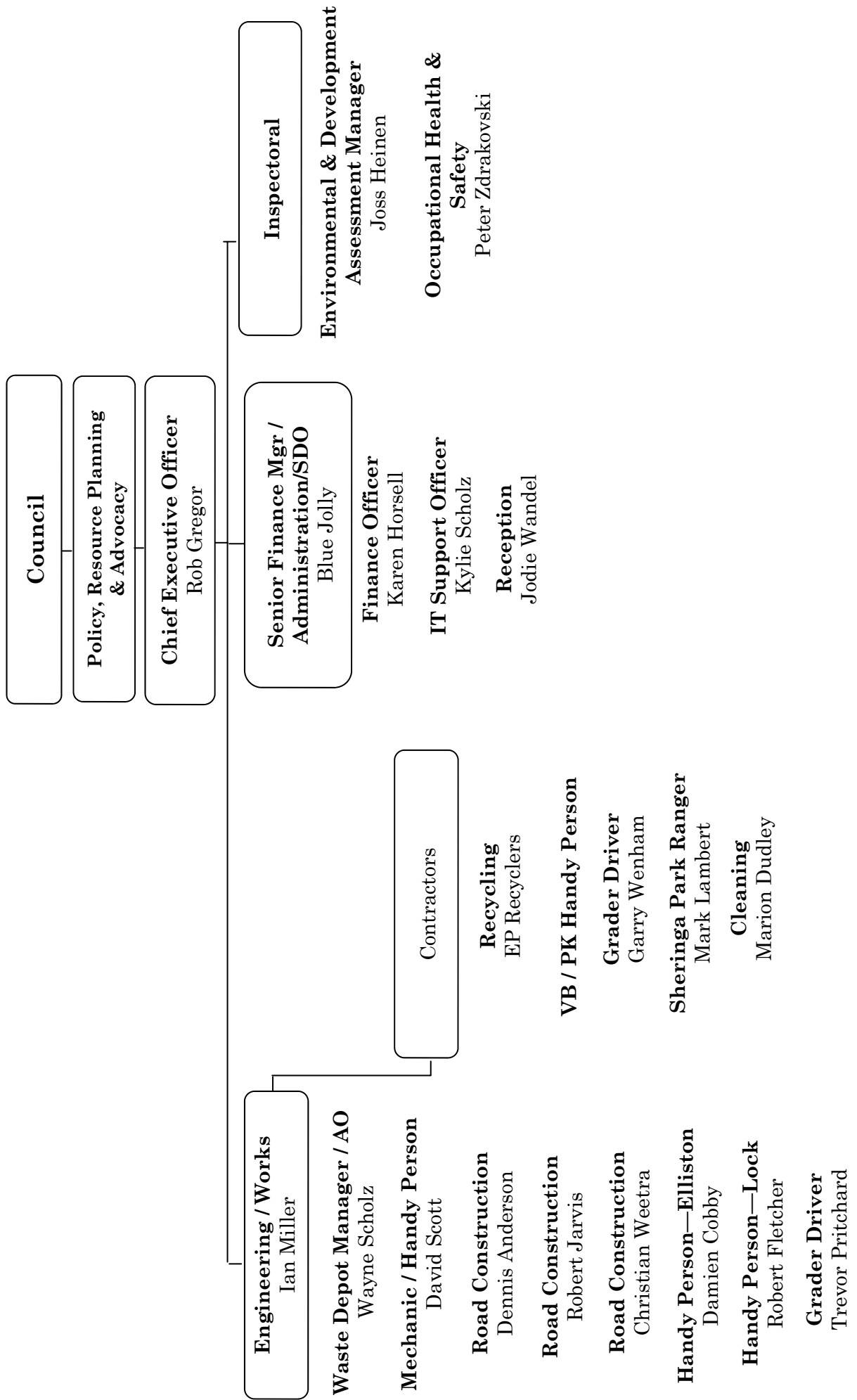
Administration Officers Allowance Register			
Classification	1 Employee	1 Employee	1 Employee
Stream	Administration Services Stream	Administration Services Stream	Administration Services Stream
Level	3	2	1
Year	2	3	2
Reimbursements	According to Employees Allowances and support Policy	According to Employees Allowances and support Policy	According to Employees Allowances and support Policy
	DCE Enterprise Bargaining Agreement	DCE Enterprise Bargaining Agreement	DCE Enterprise Bargaining Agreement

Local Government Employees Register				
Classification	1 Employee	2 Employees	3 Employees	2 Employees
Stream	Local Government Employees	Local Government Employees	Local Government Employees	Local Government Employees
Level	4	6	6	7
Year	2	2	3	3
Reimbursements	According to Employees Allowances and support Policy	According to Employees Allowances and support Policy	According to Employees Allowances and support Policy	According to Employees Allowances and support Policy
	DCE Enterprise Bargaining Agreement	DCE Enterprise Bargaining Agreement	DCE Enterprise Bargaining Agreement	DCE Enterprise Bargaining Agreement

Council Representatives

Elliston Hospital Advisory Board	Cr M Wandel
Elliston LeHunte Animal and Plant Control Board	Cr V Glover
Elliston Area School	Cr P Clark
Elliston Television Advisory Committee	Cr P Clark
Elliston Aerodrome Committee	Cr M Wandel
Elliston District Youth Advisory Committee	Cr B Newton
Lock Area School	Cr K Burrows
Lock Heritage Building	Cr R Ridgway
Lock Library Board	Cr K Burrows
Lock/Murdinga/Tooligie Progress & Tourism Association	Cr V Glover
Lock Public Institute Inc.	Cr K Burrows
Lock Business Association	Cr V Glover
Lock Swimming Pool Inc	Cr K Burrows
Lock Silo Committee	Cr R Ridgway
Lock Community Health and Welfare Advisory Board	Cr K Burrows
Port Kenny Water Supply Advisory Committee	Cr N Paul
Port Kenny Primary School	Cr N Paul
Port Kenny/Venus Bay Progress & Tourism Association	Cr N Paul
EP Waste Management Committee	R Gregor
Eastern Eyre Rural Counsellor Service	Cr V Glover
Local Government Association of South Australia	Cr M Wandel
Local Government Finance Authority of South Australia	Cr M Wandel
Tourism Eyre Peninsula	Mr C Haslam
Eyre Peninsula Local Government Association	Cr M Wandel
	Cr B Newton
Central Eyre Peninsula Natural Resource Management	Cr P Clark

Organisational Chart



Council Profile

The District Council of Elliston covers an area of 669,300 Hectares and is located on the western seaboard of South Australia on the Eyre Peninsula. It is approximately 700km from Adelaide



Within the District Council area, the two largest townships are the communities of Elliston and Lock with the six smaller towns being Port Kenny, Venus Bay, Bramfield, Sheringa, Tooligie and Murdinga.

Council's office is located in Elliston; one of the main townships on the Flinders Highway which is an alternate to Highway 1 between Port Lincoln and Streaky Bay. It is a very attractive coastal town that has significant potential for development and employment growth. The views of the rugged coastline are spectacular and the nearby boat ramp at Anxious Bay delivers over 50% of the Abalone and crayfish exported from the Eyre Peninsula.

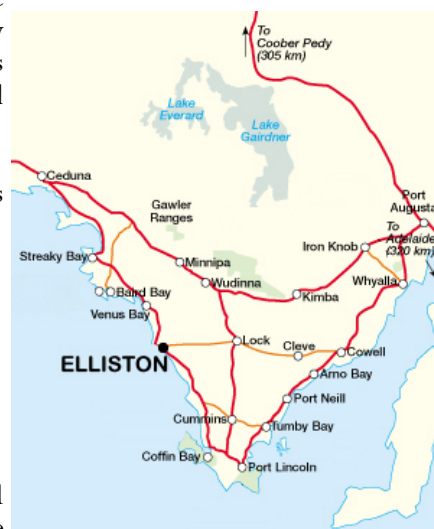
The economy of the District is based upon primary production and the fishing and tourism industries. Primary production consists of mainly cereal grain (wheat, barley and oats) and wool. The extensive coastline is productive fishing ground, which is consequently experiencing increased patronage in recreational fishing, tourism and aquaculture.

Significant tourism potential exists within the entire district and effort is being made to maximise that industry.

The District Council of Elliston has:

- 1420 rateable properties
- 807 principle ratepayers
- The Council district has an area of 6,693 square kilometres
- It has approximately 1,146 kilometres of unsealed roads to maintain

Council is the policy making body responsible for the decisions of Local Government and through its administration it manages the infrastructure and maintenance of public assets for the District Council of Elliston.



Council fulfils it's responsibilities through an elected body of eight Councillors under the leadership of the Chairman.

Examples of adjoining and like Council elector quotas are:

Council	Electors	Total Members (inc. Mayor)	Representation	Mayor or Chairperson (M/C)	Wards
Cleve	1601	8	200	C	0
Elliston	1410	8	176	C	0
Flinders Ranges	1545	9	171	M	0
Franklin Harbour	1210	6	201	C	0
Karoonda-East Murray	1173	9	130	M	4
Kimba	1049	7	149	C	0
Le Hunte	1216	7	173	C	0
Orroroo/Carrieton	1006	9	111	C	0
Robe	2068	7	295	M	2
Streaky Bay	2039	8	254	C	2

Council Profile

In fulfilling its responsibilities Council provides and maintains the following:

- District roads, footpaths and kerbing
- Support of Hospitals and Health Services
- Public toilets, street lighting and car parks
- Garbage collection
- Libraries
- Community Information Centre
- Foreshore areas, ovals and reserves
- Street sweeping and litter bins
- Traffic control and cycling tracks
- Television re-transmission and water supply
- Various foreshore and park/gardens facilities
- Beach camping facilities
- Community bus



Council conducts:

- Immunisation and Health Programs
- Citizenship ceremonies

Council inspects and licenses:

- Food premises, sanitary conditions of buildings
- Outdoor signs
- Outdoor dining and entertainment



Council administers:

- Public health, littering, signage, property development, building planning, beaches, parking and dog control



Administration Staff



Rob Gregor

Chief Executive Officer



Blue Jolly

Deputy Chief Executive Officer



Wayne Scholz

Administration Officer



Karen Horsell

Finance Officer



Kylie Scholz

IT Support Officer



Jodie Wandel

Receptionist

Works Staff



David Scott

Mechanic



Robert Jarvis

Plant Operator



Dennis Anderson

Plant Operator



Trevor Pritchard

Plant Operator



Christian Weetra

Plant Operator



Robert Fletcher

Handyperson



Damien Cobby

Handyperson

Contractors

Contractor	Position
Marion Dudley	Cleaner
Joss Heinen	Environmental and Development Assessment Manager
Ian Miller	Works Manager
Garry Wenham	Grader Operator
Stefan Sach and Sue Burns	Port Kenny / Venus Bay Handperson
Mark Lambert	Sheringa Park Ranger



Joss Heinen

EDAM Report

DEVELOPMENT PLAN AMENDMENTS

The Section 30 Review completed for the Elliston (DC) Development Plan identified a number of key issues and anomalies with the current Development Plan. The aim of this Plan Amendment Report is to address some of the issues identified in the Section 30 and subsequent

Statement of Intent and to make the Development Plan a more succinct and user friendly document.

A number of changes to the Development Plan have been proposed in this Plan Amendment Report. In particular the PAR has investigated and addressed the following:

The need to diversify the rural economic base of the district and to support new and emerging industry, value-adding activities, as well as protecting existing rural industry and production. This has included the incorporation of policy consistent with the *Planning Bulletin – Development in Rural Areas*;

- the demand for the release of agricultural, coastal and Elliston fringe land for rural living purposes and for smaller allotments between Venus Bay and Port Kenny;
- the need for general strategic planning of Elliston and Lock townships to guide orderly future development within these townships;
- the requirement to preserve the landscape beauty and natural value of coastal areas balanced with the need to encourage sustainable development and management, particularly to create greater tourism opportunities;
- to encourage water protection, conservation and reuse of water, stormwater harvesting and desalination;
- to encourage renewable energy, energy efficient design and protection of native vegetation and revegetation; and
- the need to review the complying and non-complying lists of development within each Zone and to include public notification categories for each Zone.

It is further recognised that a district-wide PAR has not been undertaken since the last General Review PAR, which was consolidated into the Development Plan on 13 August 1998.

CONSERVATION AND ENVIRONMENTAL PROTECTION

The District Council of Elliston has identified environmental protection as a key issue, particularly in relation to the protection of groundwater, stormwater management and waste/effluent management.

The District Council of Elliston contains limited and variable water resources and it is essential that these areas are managed and protected, particularly the groundwater within the Musgrave Prescribed Wells Area.

This issue is to be addressed in a separate Water Resources PAR. In particular, it is important that water consumption is reduced, wastewater used more efficiently by encouraging stormwater harvesting and reuse.

Environmental considerations have been addressed in the new Primary Industry Zone with greater consideration of soils including soil salinity, water resources, air quality, vegetation and landscape character, noise pollution, waste management and potential hazards and energy efficient design. Additional policy has also been included in the Council-wide section of the Plan Amendment Report.

Effluent waste disposal within the township of Port Kenny is an area where the use of sub-surface or conventional effluent disposal are not suitable due to the hard calcrete substrate which will not absorb the effluent. Council in its Development Plan has now determined that this area will now require the use of waste water treatment systems in lieu of the convention subsurface method.

EDAM Report

In the town of Venus Bay it has become apparent to Council that the conventional disposal systems are no longer adequate due to effluent permeating into the marine environment. As in Port Kenny wastewater treatment systems will also be a requirement at the development approval process.

The Water Protection zone delineates the recharge areas for the Kappawanta and Bramfield, Polda, Venus Bay, and Port Kenny Basins which provide existing or potential sources of potable ground water on Eyre Peninsula.

It is desirable that activity liable to cause further deterioration in water quality within the catchments are not established and that efforts are made to minimise any polluting effects from existing development within the zone. Activities such as horticulture infer the use of herbicides and pesticides, which have the potential to pollute the groundwater resources in the Water Protection Zone. Irrigated pasture and intensive animal keeping also have the potential to contribute significant amounts of chemicals, nutrients and biocides.

Council fully supports the protection of this valuable resource, however, as this zone is nearly two thirds of the Council area it does limit the expansion and consolidation of all the existing towns.

FOOD PREMISES

Food safety programs with regulatory audit are proposed for identified high risk food sectors. Food businesses expected to require mandatory food safety programs are hospitals, aged care, child care delivered meals organizations and some catering businesses. The Department of Health seeks information from DC Elliston about their intentions to offer regulatory food safety auditing services to food businesses proposed to have mandatory food safety programs, and whether Council intends to continue, cease or reduce food inspections for these businesses.

For businesses that require a regulatory audit there is no requirement in legislation nor exception from the Department of Health that Council will continue to conduct routine inspections. Notwithstanding this, Council may need to inspect should an auditor highlight a problem that threatens public health .

Currently Council conducts a regular inspection program with the majority of premises receiving a quarterly inspection. This may vary depending on the complexity of the food business or the type of service provided.

In general the standard of food premises is categorised from satisfactory to a high standard. Premises that may fail certain requirement of hygiene standard are given the opportunity to upgrade the premises with failing to do so shall result in issuing of the appropriate order.

DEVELOPMENT ADJACENT TO THE COAST

Council staff received several objections when the building of a new dwelling commenced adjacent the coast. The main reasoning for these objections is the loss of amenity especially coastal vistas.

It is my belief that if you are the owner of freehold land that may be adjacent to the coast, then you should be able to develop it within the parameter of the relevant Development Plan and in accordance to the requirements of the Development Act. The Development Act and the Regulations there-under in conjunction with the Development Plan of the District Council of Elliston, sets out the assessment process that officers of Council or the Development Assessment Panel must adhere to.

The Regulations contain a range of referrals all of which have the powers and functions as contained in Section 37 of the Act. This applies to referrals to the various Ministers responsible for matters such as the Coast, Environment or Highways. All these bodies have the power to either give the Planning Authority (Council) a direction (shall do) or have regard (may or recommend) to carry out certain works or attach conditions to an approval. In circumstances where the development is greatly at variance to the Development Act or Development Plan, then instruct Council to refuse consent to the proposal. Failing to comply with this process could result the development assessment process being tested and dealt with by means of a "Judicial Review" in

EDAM Report

the Supreme Court of South Australia.

In other cases objections that may be relevant to the development application are treated by the third party appeals process, which are dealt with independent Commissioners of the Environmental, Resources Development Courts. Equally if the applicant feels aggrieved with the decision of Council or in fact conditions attached to such a decision then he/she also has appeal rights.

Occasionally, some people may have been unhappy with some of the decisions handed down by either the officer or the Development Assessment Panel, but it is my strong belief since there was a lack of appeals or other legal objections then the correct procedures were adhered to.

It should also be noted that the High Court of Australia has repeatedly confirmed that if you wish to have a view of the coast, then you should purchase land adjacent the coast or in a location that no-one can build in front.

Having said this, it is Councils wish that you should always have regard to adjoining properties in order to take reasonable action to minimise the likelihood of the following occurring when you develop:-

- Substantial loss of views;
- Overshadowing;
- Loss of privacy;
- Excessive noise or dust;
- Loss of natural light;

Or any other reasonable request from adjoining owners.

OFFICERS CONTACT

PO Box 16
Streaky Bay SA 5680

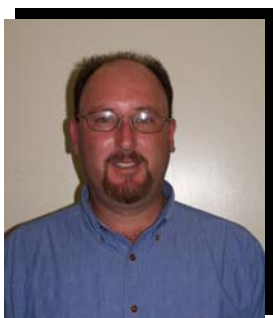
Fax 86 261 434
Mobile 0427 261 950
Email jablee1@bigpond.com

EDAM Report

DIVISION 11, PROVISION RELATING TO SANITATION, DRAINAGE ETC:-		
Section 15: Insanitary Conditions	6 Investigations	All Resolved
Section 17: Offensive Activities	3 Breaches	All Resolved
Section 18: Discharge of Wastes	1 Complaint	Investigating
Section 19: Private Thoroughfare	Nil	
Section 20: Inadequate Sanitation	8 Complaints	All Resolved

DIVISION 111, PROTECTION OF WATER SUPPLY:-	
Section 21: Pollution of Water	Nil
Section 22: Water supply Closure	Nil

Works' Administration Report



Wayne Scholz

Administration Officer

COUNCIL RESHEETING PROGRAM

Council completed 30 km of resheeting this financial year:

Murdinga Murlong Road	6km
White Well Road	11km
Hundred Line Road	3km
Zerk Road	10km
Gannet Crescent	350m
Sundowner Drive	200m

ROAD MAINTENANCE

- Removed encroaching drift sand from the Esplanade roadway
- The shoulders on the Venus Bay access road were graded to reduce the damage to the bitumen edges and remove overgrowth.

ADDITIONAL WORKS

- Lock STEDS system flushing
- Boxthorn program initiated
- Airport vegetation clearance and maintenance
- Preliminary works for the skate park prepared and levelled the base
- Line marking of Venus Bay access road , Lock and Elliston streets and Locks Well
- Erected Armco railing at Locks Well carpark
- Installed power to the pergola in the main street of Elliston
- Carried out sand removal from the Venus Bay boat ramp
- Installed two new tanks at Venus Bay and a new low pressure water cut off system

TRAINING

- OHS & W training for works and office staff, updated grader tickets and workplace safety carried out.

SEALING PROGRAM

- Elliston Jetty car park and roadway was reformed and sealed with power relocated underground, kerbing and linemarking.

PATROL GRADING

- Council's new 12H grader with operator Trevor Pritchard have been relocated to road construction and the old 12G grader to lighter patrol grading duties with Bluey Jarvis as the operator and Garry Wenham patrol grading during optimum periods and on works staff RDO's.

TOWN HANDY PERSONS

- Irene Campbell has left the district and Steff Sach and Sue Burns have been appointed as the Venus Bay and Pt Kenny Garden and Town Services Contractors, Damien Cobby (Elliston) Rob Fletcher (Lock)
- The handy persons have kept the towns clean and tidy and the lawns mowed.

WORKS STAFF

- Works manager David Allchurch left
- Wayne Scholz employed as Administration Officer
- Council utilised the expertise of Neil Haines (Le Hunte) and currently Ian Miller (Streaky Bay) as acting Works Managers

Work's / Administration Report

WASTE MANAGEMENT

- The Venus Bay waste depot expanded to cater for Pt Kenny closure with significant effort made to improve the waste depots, utilising the services of Augusta Recyclers and Smorgon Steel for recycling the metals
- Due to the diminishing capacity of the current waste areas, increased separation and recycling practices have been implemented throughout the district with the introduction of recycling bags to the town waste collection and Glen & Jodi Watts from EP Recycling contracted to collect all the recycled materials weekly from each waste depot
- A 6 month trial for recycling cardboard and paper proved unsustainable, however an application for a Zero Waste recycling grant was successful. Two drum musters proved reasonably successful

PLANT & EQUIPMENT

- Councils new Cat 12H Grader has performed well
- Council has sold the old Deutz tractor

OHS&W and RISK MANAGEMENT

- A large range of work safety practices have been implemented, including the complete removal and redesign of the Council workshop doors to fill in the dangerous tripping hazard
- Registers assembled for Asbestos, Material Safety Data and Safe Handling Practices
- Risk Assessments of all the Works areas and depot and safety inspections
- Cleaning up of both depot areas and the removal of years of accumulated rubbish

For the future, Council Works will continue working towards improving productivity and would like to thank all the outside workforce and contractors for their work well done.

Wayne Scholz
Administration Officer

Year in Brief

July 2004

Bill Nosworthy of NRM gave a deputation outlining the progress of the 'new' NRM. He highlighted the potential of costs to be increased by legislation with Council being directed to collect those costs from ratepayers.

Sarah Way presented a deputation on the endangered EP Yellow Tailed Black Cockatoo which uses the Aleppo Pine as a food source.

Council is looking at the concept of developing un-serviced commercial blocks fronting Airport Road.

The 2004/2005 Budget was adopted and the Rating Policy ratified.

August 2004

The 2004/2005 Resheeting Road Program was accepted.

Council permitted Ausbulk to install a temporary road closure system at Murdinga using TransportSA's Traffic Management Plan.

In an effort to control Box Thorns Council is working closely with Rob Coventry of Elliston Lehunite Animal & Plant Control Board to identify the affected areas. During September the road gang spent over a week in the Port Kenny, Venus Bay and Elliston areas treating the critical spots.

Siv Grava won an Art Fellowship through the Australian Arts Council. It was a two year scholarship and was one of three offered to artists throughout Australia.

September 2004

Mrs K Rumbelow was appointed as a Registered Fire Permit Officer.

Mr Shaun De Bruyn from Tourism Eyre Peninsula presented a delegation to Council on his organisation's present and future activities.

Proprietors of the Lock Hotel proposed to install planter boxes in front of their hotel to enhance the appearance of the establishment and also to act as a safety barrier.

October 2004

An application for a Restaurant Licence from the Elliston Salty Dog Café was approved.

Council placed a leather chair which holds considerable local heritage value in the custody of the May family to complement their existing collection.

Joss Heinen, our newly appointed Health Inspector, advised Council of his plans to conduct Food Safety Inspections of sites throughout Council area.

November 2004

Council was concerned about the spate of recent damage to infrastructure and requested SAPOL investigate the circumstances and to take appropriate action.

An application for a Liquor Merchants Licence from the proprietors of the Elliston Supermarket was approved providing the trading hours did not extend beyond 8:30 am to 5:30 pm any day.

Mr Craig Haslam was nominated as our representative to Eyre Regional Development Board.

The Street Planting Policy was adopted by Council and is available from Elliston Council Office and, in the near future, on our web-site.

TransportSA is to be approached to install a 'slip-lane' at the Locks Well turnoff to eliminate the dangerous situation which exists.

Year in Brief

December 2004

The Community Bus required repairs to enable it to pass the mandatory roadworthiness test by Transport SA in March 2005.

Council approved the proposal to seal the Elliston Jetty Road in February 2005.

Seven blocks at the Elliston Links are to be sold by auction on 12th February 2005.

Council will continue to support the Australian Red Cross by supplying a vehicle, when available, for community use.

January 2005

An application by Mark and Kathy at Sheringa Roadhouse for a Restaurant Licence and Entertainment Consent was granted.

Subject to PIRSA and SARDI advice, Council supported, in principle, the harvesting of abalone in Waterloo Bay by recreational fishers (all year) and by the professionals one day a year.

Two expressions of interest were received for the sale of commercial allotment 328.

Australia Day Awards

Citizen of the Year – Caroline Gillett

Business of the Year – Mark Reynolds Diesel Service

Event of the Year – Elliston RSL 50 years and Children's Centre 22 Years celebration

February 2005

Transport SA has advised the changing of the 100km sign to 110 km at the Lock end of the Elliston/Lock road and 5km distance sign posts has been authorised and will be completed by contractors in the near future.

Industrial Land, Lot 328 which fronts Airport Road was sold for \$25,000 through an Expression of Interests process.

DSC Andrews Surveyors will be engaged to provide a concept plan for and undertaking preliminary work on a further stage of the Links Land Development.

March 2005

Administration Officer, Wayne Scholz was instructed to investigate the feasibility of creating a transfer station at the Elliston Waste Depot and also to design a fee structure for the dumping of commercial/industrial and excessive domestic waste at our depots.

Even though the conditions were not conducive to patrol grading the Anxious Bay Road was graded prior to Easter for the benefit of people using that road over the holiday period.

Council was committed to devote all necessary financial and personnel resources to bring our OH&S standards to an acceptable level.

Any applications, which are eligible for Single Farm Enterprises and Adjoining Property exemptions, received after the 31st day of March of any year will not be entitled to benefits until the second financial year following that cut-off date.

Council resolved that Mt Camel Beach is a "No Camping" area.

The Community Support Policy, which is designed to give fair and equitable assistance to community groups, was adopted.

Shell Australia decided to close the marine fuel outlet at Venus Bay because they consider the facility is not viable and too costly to upgrade.

Year in Brief

April 2005

Council is appreciative of the CFS for their previous fire prevention activities throughout the community. CFS is to be approached to burn off and spray Council properties, on a cost recovery basis, and should any complaints be received on that activity then they should be directed to Council.

A deputation was presented to Council by Mr Andrew Ferguson of Australian Bight Abalone Ltd for their proposed aquaculture development. Council resolved any decision concerning these issues would not be made until after the proposed deputation by the Friends of Elliston.

A letter of appreciation was sent to the Lock Stock and Apparel Shop Committee for their achievement in raising and distributing \$100,000 throughout the Lock community over the last 12 years.

Management met with Vance Thomas, CEO of EPLGA and Fiona Jenkins from Zero Waste to discuss the funding application submitted by DCE to build a trial recycling facility.

May 2005

Expressions of interest are to be invited for the commercial purchase of the Elliston Community Information Centre.

Council accepted the current extended trading licence of the Elliston Hotel as supplied by the Office of the Liquor and Gaming Commissioner.

CEO was assessing the expressions of interest for the Venus/Pt Kenny Town Maintenance Services Contract.

Following the deputation presented by the Friends of Elliston a motion was carried that since further assessment and contact with government bodies is still required Council's present position on the proposed ABA aquaculture development is that it supports, in principle, the development of any business within the district that is soundly based ie that it has good management practices, meets good planning and environmental criteria and when assessed in total, provides a positive outcome to the majority of the community.

June 2005

Council is seeking funds from the appropriate State Government Department to assist in the Fire Prevention training.

The Native Vegetation Plan for Roadworks Policy was adopted by Council.

The final plan of Stage Three of the Elliston Links as designed by DSC Andrew was approved.

Tenders for the lease of the Lock Caravan Park will be called for in August 2005.

The Travelling Allowance Policy for Elected Members and staff was adopted.

Council approved the following payments from the Community Chest:

- Youth Parliament Program \$220
- Elliston CWA \$1,000
- Elliston Sculptural Festival (Whistling in the Wind) \$1,500
- Elliston Progress and Tourism \$1,500
- Panagiri Festival \$2,500

Dog and Cat Management



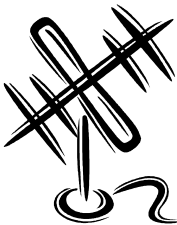
For the registration period 1 July 2004 to 30 June 2005 there was a total of 294 dogs registered throughout the district.

The number of incidents involving dog and cat management issues was minimal which is testimony of the exemplary manner in which the community has acted responsibly.

Council is currently formalising a Dog and Cat Management Policy which is required, by legislation, for adoption by 2007.



Elliston Television Committee



The television function is being administered by Council through a local committee.

The service is running smoothly with regular equipment servicing being undertaken by Australian Satellite Services.

The current financial details of the television funds are \$20,146.33 in the bank.



Council Policies

Application of Competition Principles

Application of Competition Principles to Local Government under the Competition Principles Agreement applies.

Significant Business Activities – 2004/2005 Local Government Name: District Council of Elliston

	Business Activity	Council / Subsidiary / Joint Subsidiary	CRP / COR / COM	Comments
Category One	NIL	NIL	NIL	NIL
Category Two	Private Works	Council	CRP	Council costs + %

Competitive Neutrality complaints – 2004/2005 Financial year

Complaints mechanism in place (Yes/No)	Yes
Complaints Received	NIL
Complaints referred to State Competition Commissioner	NIL
Complaints in progress	NIL

Community Land Management

Pursuant to the Local Government Act 1999 (Sections 193, 194, 195 & 196) Council was required to undertake a process to classify all Local Government land owned by or under the care and control of Council.

Subsequently Council formally identified and completed “community land” requirements and relevant Management Plans have been developed.

List of documents available to the public

The list of registers and of codes of conduct or practice which are required to be kept under the Local Government Act 1999 or Local Government (elections) Act 1999 are:

- Registers
- Local Government Acts – Mandatory Registers, Codes and Policies Registers
- Members Registers of Interests
- Members Register of Allowances and Benefits
- Officers Register of Interests
- Community Land
- Public Roads
- By Laws

Codes

- Members Code of Conduct
- Code of Practice for Access to Meetings and Documents
- Employees Code of Conduct

Council Policies

Policies

- Sale and Disposal of Assets
- Contracts, Tendering and Purchasing Policy
- Public Consultation Policies
- Internal Control Policies
- Rating Policy
- Street Tree policy
- Policy on Order Making
- Community Support Policy
- Business Support and Incentive Policy
- Council Cars & Light Commercial Vehicles Policy
- Decision Making for Major Items Policy
- Development of Rads on Reserves Policy
- Elected members Allowances & Support Policy
- First Aid Facilities Policy
- Internal Review of Council Decisions Policy
- LGAWCS Injury Management Policy & Procedure
- Order Making Policy
- Outdoor Dining Policy
- Public Meeting Advertising Policy
- Street Planning Policy
- Supplementary Election Policy
- Use of Councils Resources during Emergencies Policy
- Volunteer Policy
- Travelling Allowance Policy
- Community Bus Policy
- Fire Prevention Policy

Local Government (Election) Act

- Campaign Donation Returns prepared by candidates

Freedom of Information Act

- Information Statement

Local Government Act

Procedure

- Internal Review Procedure

Service Delivery

The Local Government Act 1999 (Section 49) provides that a Council must prepare and adopt policies on contracts and tenders, including policies on the following:

- The contracting out of services
- Competitive tendering and the use of other measures to ensure that services are delivered cost-effectively
- The use of local goods and services
- The disposal of land or other assets

The policies must:

- Identify circumstances where the Council will call for tenders for the supply of goods, the provision of services or the carrying out of works, for the sale or disposal of land or other assets
- Provide a fair and transparent process for calling tenders and entering into contracts other than those resulting from a tender process

In assessing Councils service provision role, the following locality factors are noted:

- The Council is a small, remote, rural Local Government authority. There is limited scope for contract outsourcing (of service provisions), due to the current situation of:
- Small population base
- Distance from regional centres, such as Port Lincoln (170 kilometres), Whyalla (350 kilometres), Adelaide (700 kilometres)
- The size of works involved is generally not sufficient mass to interest contractors

In most instances experiences have shown that any efficiency gains are likely to be realised in the capital purchase area of major plant and equipment, eg graders, trucks etc.

Council Policies

In determining service principles that are relevant, Council has regard to:

- Consistency with and relevance to its Strategic Plan
- The desire to retain an appropriate level of staffing
- The desire to stimulate local economic and employment opportunities
- Determination of service delivery approaches that are considered in the best interests of the district community
- The ability to respond to emergency situations
- Compliance with statutory obligations and the National Competition Policy
- Any other relevant factors which Council consider appropriate

The policy concerns the following range of matters where the Council has specifically determined that it will invite tenders:

- To carry out work that a Council is accountable for carrying out
- To provide services or facilities that a Council is accountable for providing
- To provide goods or materials to a Council
- To dispose of Council property
- Where required by statutory legislation

Generally Council will purchase goods through adoption of the following approaches:

- Direct purchase where there is only a single supplier or the particular circumstances involve only one potential supplier
- Seeking quotations from two or more suppliers
- Selected tender seeking tenders from a limited number of suppliers on the basis of (for example, location, previous performance), as a result of an expression of interest process
- Open tender seeking tenders from the market at large through an open invitation, eg advertisement

In identifying the circumstances in which to apply these options, Council will give consideration to issues, such as:

- The number of known suppliers of the goods or services
- The existence of local suppliers of the goods or services and the impact on the local economy of the goods and services where purchased from outside the areas
- The total estimated value of the purchase
- Previous experience with suppliers
- The organisational capacity of the Council to undertake the purchasing options
- Compliance with statutory obligations

Human Resources

Council undertakes the principles of equal opportunity employment and appointments are made on merit. Human Resources are an important component of Council operations and extensive policies, procedures and Occupational, Health Safety and Welfare plans have been adopted and enacted.

Management Committee

The Management Committee shall consist of the Chief Executive Officer, Deputy Chief Executive Officer, Community Economic Development Officer, Works Manager and one nominated Administration employee.

The Chief Executive Officer shall chair all Management Committee meetings, and in turn shall report to Council.

Council Policies

Scope of Management Committee

- Implement Council Directives
- Ensure timely delivery of services
- Periodical review Council's Policy Manual
- Initiate action to prevent occurrence of non-conformities
- Identify and record quality issues, through examination of service improvement reports
- Undertake periodic quality audits
- Initiate, recommend and provide solutions through designated channels
- Verify implementation of solutions
- Control further processing, delivery or installation of non-conforming product or service, until the deficiency has been corrected

Occupational Health, Safety and Welfare

- Undertake requirements of the Act
- Initiate action for regular inspections
- Identify, record all safety issues
- Initiate, recommend and provide solutions through designated channels
- Verify implementation of solutions

Training

- Receive and consider training requirements of employees
- Identify and record considered training requirements
- Initiate, recommend and / or provide solutions through appropriate channels

Authority to Act

All instances where such actions procedures are within Council adopted policies and/or approved budgeted funding allocations have been made. Where immediate action is required to prevent extreme risk situations, the team leader or authorised person is authorised to act individually.

Customer Care

The District Council of Elliston has developed eight Customer Care philosophies:

1. We take great pride in our role in the Elliston region and enjoy the satisfaction of a job well done
2. We are friendly in our dealings with residents, visitors, team – mates and work colleagues
3. We are respectful of the expectations and needs of residents, visitors and co-workers
4. We listen carefully to customers needs and understand their expectations
5. We understand and empathise with the needs of a variety of different customer groups
6. We work to gain knowledge and information to assist our customers and fulfil their needs
7. We support co-workers and work co-operatively towards achieving goals
8. We will apply these philosophies by doing a job well; following up to ensure satisfaction and learning from our experiences to continually improve our service performance

Council Rating Policy

INTRODUCTION

This document sets out the policy of the District Council of Elliston for the setting and collecting of rates from its community.

The policy covers:

Method used to value land

- Adoption of valuations
- General Rates
- Differential general rates
- Service charge
- Pensioner Concessions
- Payment of rates
- Late payment of rates
- Sale of land for non-payment of rates
- Remission and postponement of rates
- Rebate of rates

STRATEGIC FOCUS

Council's mission is to provide the community with relevant and financially sustainable services that add to the quality of life for all who live and visit the District. In setting its rates for the 2004/2005 financial year the Council has given consideration to the key goals in its strategic plan.

The goals of the District Council of Elliston are:

- Maintain and improve our physical infrastructure
- Implement the strategic plan by improving the financial position of Council
- Utilise economic development opportunities to improve the well being of the community
- Protect our pristine coastal natural and built environment
- Provide responsive community services equitably across the District
- Ensure open and effective leadership to assist the development of the community

While Council has considered all of the objectives contained in its Strategic plan it has identified the following specific objectives as being crucial in its decision making for the setting of the 2004-2005 rating policy:

- Implement the strategic plan by improving the financial position of Council
- Maintain and improve our physical infrastructure
- Improve the standard of our rural roads
- Proactively pursue external funding opportunities to support implementation of projects and programs
- Fully identify the current and future cost of operating Waste Management facilities and plan for that within the budgetary process.
- Identify and develop appropriate road construction and maintenance standards for rural roads in consultation with the community
- Utilise the future Roads to Recovery Program to assist in sealing town streets
- Investigate alternative methods and new technologies for the construction and maintenance of rural roads.
- Maximise the tourism potential of the area

The Strategic Plan documents and the Council's budget are available for inspection at:

Council Rating Policy

The District Council of Elliston – District Office
Beach Terrace
ELLISTON SA 5670

Elliston Community Library
Elliston Area School
ELLISTON SA 5670

Lock Community Library
Lock Area School
LOCK SA 5633

Port Kenny Community Library
Port Kenny Area School
PORT KENNY SA 5671

The Council regularly conducts a public consultation on a broad range of issues relating to the future directions of the area. These meetings are always advertised in local papers with ratepayers and interested parties welcome to attend. The Council also encourages feedback and comments at anytime and such comments may be sent to:

Mr Rob Gregor
Chief Executive Officer
PO Box 46
ELLISTON SA 5670

METHOD USED TO VALUE LAND

The Council may adopt one of three valuation methodologies to value the properties in its area. They are:

- Capital Value – the value of the land and all the improvements on the land
- Site Value – the value of the land and improvements which permanently affect the amenity of use of the land, such as drainage works, but excluding the value of buildings and other improvements
- Annual Value – a valuation of the rental potential of the property

The Council has decided to continue to use capital value as the basis for valuing land within the Council area.

In applying the principle of Local Government raising revenue by way of 'rating' on property values, it is generally considered that it is not the best option. Rather it is the best of very limited legislative revenue raising entitlements that the State Government provides Local Government.

Rates are raised by Local Government (Council) applying a rate in the dollar on the value of the property. Generally this means a high property value will result in higher Council Rates as opposed to a property with a lower property value.

The limitation of rating on property values is that it assumes that persons owning high value properties have more capacity to pay than those owning lower value properties.

Recent substantial increases in 'location' property valuations have highlighted the issue that 'low' income' households with high property values are finding it difficult to meet council rate payments.

Consideration of the new valuations indicates that generally all valuations have increased throughout the entire council area.

Council considered that an increase in the fixed component of its rate is the most equitable method of distributing the cost of services within the community and it has therefore increased the fixed rate to \$290. That component now includes a contribution towards the increased costs associated with Waste Management. In setting the 2004/2005 financial year rates, Council has reduced the variable rate component that is applicable to the capital valuation and set a total rate revenue increase of \$127,000.

Council Rating Policy

By reducing the rate in the dollar Council has endeavored to offset the property valuation increases (which would result in a greater inequity in Council rates) and 'fixing' a total revenue % will enable Council to ultimately achieve strategies contained within the five year financial plan.

Where ratepayers have reasonable cause to determine that they have suffered an unreasonable increase in this years rates, due to specific property valuation increase, and where such rate increases will cause hardship, Council will give consideration for remission and, or, postponement of the rates.

REMISSION AND POSTPONEMENT OF THE RATES

Section 182 of the Local Government Act permits a Council, on the application of the ratepayer, to partially or wholly remit rates or to postpone rates, on the basis of hardship. A ratepayer suffering hardship in paying rates is invited to contact the Deputy Chief Executive Officer on 08:8687 9177 to discuss the matter. Such inquiries are treated confidential by the Council.

ADOPTION OF VALUATIONS

The Council has adopted the valuations made by the Valuer-General effective 19 June 2004. If a ratepayer is dissatisfied with the valuation made by the Valuer-General then the ratepayer may object to the Valuer-General in writing, within 60 days of receiving the notice of the valuation, explaining the basis for the objection, provided they have not:

- (a) Previously received a notice of this valuation under the Local Government Act, in which case the objection period is 60 days from the receipt of the first notice;

Or

- (b) Previously had an objection to the valuation considered by the Valuer-General.

The address of the office of the Valuer-General is:

Office of Valuer-General
GPO Box 1354
ADELAIDE SA 5001

The telephone number is 1300 653 345. The Council has no role in this process and it is important to note that the lodgment of an objection does not change the due date for payment of rates.

GENERAL RATES

All land within the Council area, except for land specifically exempt (e.g. Crown Land, Council occupied land and other prescribed in the Local Government Act - refer Section 147), is rate able. The Local Government Act provides for a Council to raise revenue for the broad purposes of the Council through general rates, which applies to all rate able properties.

At its meeting on 2nd July 2004 the Council decided to raise rate revenue of \$1,142,831 in a total revenues budget of \$2,641,971. As a result of this decision the Council has set a general rate of 0.5098 cents in the dollar and a fixed charge of \$290.00 on each separately valued piece of rate able land, within the District to raise the necessary revenue.

SERVICE CHARGE

The Council provides a septic tank effluent disposal system to all residential and commercial properties in Lock. The service charges for operating and maintaining this service for this financial year is budgeted to be \$4800. The Council will recover the cost through the imposition of a service charge for each Property Unit. Where the service is provided to non-rate able land, a service charge is levied against the land.

ELLISTON TELEVISION

The Council, through the Elliston Television Committee, provides a television re-transmission service to all residential (including accommodation), commercial, industrial and farming residences and, or, premises within the Elliston Township and environs.

Council Rating Policy

Council has declared a \$50 prescribed service charge on each of the above-mentioned properties, which can only be used for the purpose of establishing, operating, maintaining, replacing and improving the service.

Council, upon written application, shall consider rebate of such prescribed service charge, where the appropriate landholder can establish the television reception is not received from the Bramfield Hill re-transmission service.

PENSIONER CONCESSIONS

If you are an eligible pensioner you may be entitled to a rebate on your rates. Application forms, for those who do not receive concessions are available from the Council at:

The District Council of Elliston – District Office
Beach Terrace
ELLISTON SA 5670

They are also available from the SA Water Corporation, its Districts' Offices and the State Taxation Office. An eligible pensioner must hold a pension card, State Concession card or be a TPI pensioner. You must also be responsible for the payment on the property for which you are claiming the concession. Applications are administered by the State Government.

Payment of rates should not be withheld pending assessment of your application by the State Government, as penalties will apply to unpaid rates. A refund will be paid to you if Council is advised that a concession applies and the rates have already been paid.

UNEMPLOYED PERSON CONCESSIONS

The Department of Family and Community Services may assist with the payment of Council rates for your principal place of residence (remissions are not available on vacant land or rental premises). Please contact your nearest Department of Family and Community Services office for details.

WATER CATCHMENT LEVY

The Council is required under the Water Resources Act to fund the operations of the Eyre Peninsula Catchment Water Management Board. It does so by imposing a separate rate of \$31.54 being a fixed water levy on all rate able property in the council area. The Council acts as a revenue collector for the Eyre Peninsula Catchment Water Management Board in this regard. Revenue from this levy is not retained by the Council, nor does the Council determine how the revenue is spent.

UNEMPLOYED PERSONS CONCESSIONS

The Department of Human Services may assist unemployed persons with the payment of Council rates for their principal place of residence (remissions are not available on vacant land or rental premises). Please contact the nearest Department of Family and Community Services office for details.

PAYMENT OF RATES

The Council has decided that the payment of rates will be quarterly (4) installments, due September 2004, December 2004, March 2005 and June 2005 unless otherwise negotiated with Council. Rates may be paid in one single installment on December 2004. This may be exercised by **NOT** paying the September 2004 quarterly account and then paying the total amount on December 2004.

Rates may be paid at:

- Lock Post Office – Lock
- Port Kenny General Store – Port Kenny
- In person at the District Office at Beach Terrace, Elliston during the hours of 8:30 am to 5 pm, Monday to Friday

Any ratepayer who may, or is likely to, experience difficulty with meeting standard payment arrangements is invited to contact the Deputy Chief Executive Officer on 08:8687 9177, to confidentially discuss alternative payment arrangements.

Council Rating Policy

LATE PAYMENT OF RATES

The Local Government Act provides that Councils may impose a penalty of 2% on any payment of rates, whether by installment or otherwise, that is received late. A payment that continues to be late is then charged a prescribed interest rate for each month it continues to be late. For the 2004/2005 financial year this rate is 0.73c in each dollar. The Council allows a further 'next days post' after the due date as a grace period.

The Council issues a final notice for payment of rates when rates are overdue; unpaid by the due date. Should rates remain unpaid more than 21 days after the issue of the final notice then the Council refers the debt to a debt collection agency for collection. The debt collection agency charges collection fees to the ratepayer.

When the Council receives a payment in respect to overdue rates, the Council applies the money received as follows:

- First - to satisfy any costs awarded in connection with court proceedings
- Second – to satisfy any interest costs
- Third – in payment of any fines imposed
- Fourth – in payment of rates, in date order of their imposition

REBATE OF RATES

The Local Government Act requires Councils to rebate the rates payable on some land. Specific provisions are made for land for health services, community services, religious purposes, public cemeteries, the Royal Zoological Society and education institutions. Discretionary rebates may be applied by the Council under Section 166 of the Act.

Strategic Planning

The Council has been undertaking Strategic Planning since 1993. The current strategic plan was last updated in March 2001.

In summary, the main points of the current plan are:

Our Vision

The District Council of Elliston will be recognised as a positive and vibrant area through progressive leadership, development of economic opportunities and strong community ownership and identity.

Our Mission

To provide the Community with relevant quality services that are financially sustainable and achievable.

Core Values

- *Strategic Planning*
- *Teamwork*
- *Continuous Improvement*
- *Positive Management*
- *Customer Service*

Goals

Goal One – Maintain and improve our physical infrastructure

The consultation process undertaken as part of the strategic planning process indicated that the effective management of the Council's physical infrastructure was of paramount importance. Particularly Council's extensive road network which is increasingly being utilised by the transport and tourism industries.

The Strategic Plan places significant emphasis on maximising the life of infrastructure and improving the standard of our rural roads. To achieve this it is intended for Council to develop priorities and implement a maintenance program for all Council owned assets.

Council will also actively pursue initiatives that will have a positive impact on construction and maintenance of our rural roads. As part of this emphasis, Council will develop a 5 year road construction program based on priority based criteria.

Council also recognises that importance of our towns as economic drivers for the community. It, therefore, intends to implement a program to revitalise town infrastructure with significant emphasis on roads and footpaths. The Strategic Plan also focuses on improving the standard of parks and gardens and our foreshore areas so that our community and visitors to our communities can appreciate our natural assets.

The Plan places significant emphasis on adding facilities, including shade and barbeques at specific locations and improving town entrances. Other physical infrastructure identified in the Plan includes provision of adequate water supplies and the provision of improved public conveniences at appropriate locations.

The Plan recognises the need to provide increased standards of facilities for professional and recreational fishing. Examination of appropriate locations for the construction of boat launching facilities will be undertaken and maintaining the town jettys will also be given priority.

Major Plan Outcomes

- *Increase life of infrastructure*
- *Better rural roads*
- *Beautified and upgraded rural towns*
- *Improved facilities for professional and recreational fishing*
- *Improved water supply for Venus Bay/Port Kenny*

Strategic Planning

Goal Two – Implement the Strategic Plan by improving the financial position of Council

The Council recognises that it must provide all its services in a business-like fashion.

The role of Local Government is broadening with increased responsibilities for the delivery of improved and new services likely to occur in the future.

To maximise community benefits, Council will ensure that it's overall financial position will be managed in a professional manner.

To achieve this, Council will prepare a Five Year Financial Plan linked to capital and maintenance priorities identified as part of the strategic management process.

The Council further recognises that it will need to prioritise what can be achieved within the financial parameters of the community.

Council will review its current rating methods and prepare a rating strategy for consultation.

Alternative income producing opportunities will need to be examined to assist in alleviating the pressure from increased rates.

With regard to the above, Council will continue to identify land and assets surplus to it's needs and where appropriate, utilise land for future land division.

Council will also actively pursue external funding opportunities to support the implementation of it's Strategic Plan.

Particular emphasis will be undertaken in achieving external funding from the State and Federal Governments.

Major Plan Outcomes

- *Effective financial management linked to Strategic Plan outcomes*
- *Increase emphasis on non rating income*
- *Rationalisation of Council owned or controlled land*
- *Increase grant income from State and Federal Governments*

Goal Three – Utilise economic development opportunities to improve the well being of the community

The Elliston District Council has a diverse rural based economy. Fishing, aquaculture and agriculture industries form the basis of our economic prosperity.

The Strategic Plan places specific emphasis on the expansion of these important industries. To achieve this, Council will identify suitable locations and assist in the development of specific industry initiatives. It will also actively identify and seek funding for construction of specific infrastructure needs to support our rural based industries. With the assistance of the Eyre Peninsula Development Board, Council will facilitate value adding to these industries.

Whilst recognising the importance of our existing industries, the Plan recognises that the promotion of the area to new business opportunities is also important. To assist this, the Council will develop incentives and development guidelines to attract new industry and has prepared a District Profile for marketing and promotional purposes.

The importance of tourism to the Council area is also recognised with Council placing emphasis on improved signage and the marketing of our unique areas to increase tourism income into our communities.

Strategic Planning

Major Plan Outcomes

- *Expansion of our fishing, aquaculture and agriculture industries*
- *Attraction of new business opportunities*
- *Increased tourism*
- *Increased profile and awareness of the Council area to potential investors*

Goal Four – Protect our pristine coastal, rural, natural and built environment

The District Council of Elliston area has specific natural characteristics that need to be protected for current and future generations. The Strategic Plan recognises that whilst progress is important, it should not be achieved at the expense of our natural environment and heritage. The Council will play an important role in maintaining the balance between that marine and coastal waters environment and the development of aquaculture. It will foster and support the Land Care project and other projects which develop flora and fauna corridors across the Council area.

The Strategic Plan reinforces the importance of community involvement in the protection of its local environment and, accordingly, the dissemination of information and support to existing local environment management groups will be given a priority.

Natural resource management and the management of waste will be corner stones to the Strategic Plan.

Major Plan outcomes

- *Strategic approach to the management of our natural resources*
- *Balance between environment and economic management*
- *Increase community involvement in environmental projects*
- *Improve awareness of environmental issues*

Goal Five – Provide responsive community services equitably across the Council

The facilitation of community services has been recognised as an important role of the Council. The aging of our population and the specific needs of our youth is recognised in the Plan.

Council will play a major role in ensuring State and Federal Government Agencies fulfil their roles and obligation to our community in the important areas of education, health and aged services.

Council will pursue input from our youth to ascertain their needs by the establishment of a Youth Committee and where practical, facilitate and promote youth employment and training programs.

The Council with other Eyre Peninsula Councils will investigate the establishment of a regional community passenger transport service that will link to regional and public transport services.

Underpinning our rural culture is our strong sporting and recreational activities. Council will develop and implement a capital improvement program for major sporting and recreational facilities within the financial parameters available to Council and the community.

Major Plan outcomes

- *Improved aged and disabled services and accommodation*
- *Increased emphasis on providing youths needs*
- *Maintenance and improvement of education and health services*
- *Cost effective and viable public transport services*

Strategic Planning

Goal Six – Ensure open and effective leadership to assist the development of our community.

The Strategic Planning process reinforces the need for Council to show leadership and be proactive in working for, and, with the community.

To achieve this, the Plan identifies strategies to increase community awareness and input into the decision making process. It is recognised that ongoing community consultation and input will, in the long run, provide better outcomes.

Council will recognise the support of local volunteers and will promote local success stories. This support of community based organisations is paramount.

The Strategic Plan identifies strategies to develop our future leaders in collaboration with education providers.

NB: This is an abridged version of the Strategic Plan and the full plan can be viewed at the District Council Office.

Freedom of Information

This Information Statement is published by the District Council of Elliston in accordance with the requirements of Section 9 of the Freedom of Information Act 1991.

The District Council of Elliston is pleased to comply with the legislation and welcomes inquiries.

An updated Information Statement will be published at least every 12 months.

Structure and Functions of the Council

Full Council

Full Council, consisting of eight Councillors including the Chairman, is the decision making body on all policy matters. Ordinary meeting of the full Council are held on the third Friday of every month at 9.30 am (except public holidays when the meetings are held on the following Monday). Members of the public are welcome to attend.

Committees

Committees have been formed to discuss/administer Council and community business. These committees meet as required. Members of the public are welcome to attend. The committees are:

- Elliston District Bushfire Prevention
- Management Team

Agendas and Minutes

Agendas of full Council and committees are placed on public display no less than three days prior to those meetings. Minutes are placed on display within five days of that meeting.

Delegations

The Chief Executive Officer and other Officers have the delegated authority from Council to make decisions on a number of specific administrative and policy matters.

These delegations are listed in the Policy Manual and are reviewed annually by Council in keeping with the legislative requirement 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
- develop comprehensive management plans, budgets, financial controls and performance objectives and indicators for the operations of the Council

The Council makes decisions which direct and / or determine it's activities and functions. Such decisions included the approval of works and services to be undertaken, and the resources which are to be made available to undertake such works and services.

Decisions are also made to determine whether or not approvals are to be granted for application from residents for various forms of development.

Services for the Community

Full Council makes decisions on policy issues relating to services that are provided for members and the community.

Freedom of Information

Summary of Services

Council provides and maintains:

- District roads, footpaths and kerbing
- Support of Hospitals and Health Services
- Street lighting and car parks
- Garbage collection and public toilets
- Libraries
- Community Information Centre
- Foreshore areas, ovals and reserves
- Street sweeping and litter bins
- Traffic control and cycling tracks
- Television re-transmission and water supply
- Foreshore collection
- Beach camping facilities
- Community bus

Council conducts:

- Immunisation and Health Programs
- Citizenship ceremonies

Council Inspects and licences:

- Food premises, sanitary conditions of buildings
- Outdoor signs

Council administers

- Beach, parking, litter, signs, planning, building and dog control

Public Participation

Council Meetings

Members of the public have a number of opportunities to put forward their views on particular issues before Council. These are:

- **Deputations** – with the permission of the Chairman, a member of the public can address a committee or the Council personally or on behalf of a group of residents
- **Presentations to Council** – with prior notification and arrangement with the Chairman, a member of the public can address the Council on any issue relevant to Council
- **Petitions** – written petitions can be addressed to the Council on an issue within the Council's jurisdiction
- **Written requests** – a member of the public can write to the Council on any Council policy, activity or service
- **Elected Members** – members of the public can contact their Elected Members of Council to discuss any issue relevant to Council

Freedom of Information

Community Consultation

The District Council of Elliston consults with local residents on particular issues that affect their neighbourhood in accordance with its public consultation policy, with respect to:

- Principle office opening hours
- Code of practice for access to meetings and documents
- Community land, excluding land from classification as community land, revoking the classification as community land, adopting, amending or revoking a management plan for community land.
- Granting a lease or license
- Granting a permit for exclusive occupation, restricting access to a road
- Planting vegetation where this may be a significant impact on residences, business or advertisers

In addition, reporting on public consultation is required with respect to:

- Representation reviews
- Commercial activities – prudential requirements
- Meeting of Electors – all residents and electors are eligible to attend meetings
- Residents are notified of some Development Applications requiring the approval of Council. When an application is publicly notified, residents have the opportunity both to write to Council expressing their view of the application and to subsequently personally address the Council before a decision is made.

Access to Council documents

Documents available for inspection

The following documents are available for public inspection at the Council Office free of charge. Members of the public may purchase copies of these documents and the charges are shown below.

<i>Document</i>	<i>Fees</i>
Council Agenda _____	\$10.00
Council Minutes _____	\$3.00
Committee Agendas _____	\$10.00
Committee Minutes _____	\$3.00
The Policy Manual _____	\$10.00
The Strategic Plan _____	\$10.00
The Budget Statement _____	\$10.00
The Annual Report _____	\$10.00
Council Bylaws _____	\$2.00
Annual Financial Statements _____	\$5.00
Supplementary Development Plans previously on exhibition _____	\$15.00
Planning Application by Consent _____	\$5.00
Planning Application Register _____	\$5.00
Register of Elected Members Allowances and Benefits _____	\$2.00
Register of Employee's Salaries, Wages and Benefits _____	\$2.00
Assessment Book _____	POA
Register of Public Streets and Roads _____	\$5.00
Register of Fees and Charges Levied by Council _____	\$2.00
Safework Policy _____	\$50.00
Voter's Roll _____	\$5.00
Extracts of Documents _____	\$0.40 / page

Other Information Requests

Requests for other information not included in Clause 4.1 above will be considered in accordance with the Freedom of Information provisions of the Local Government Act.

Under legislation, an application fee and a search fee must be forwarded with the completed request form as provided for in regulation No. 257 of 1991, unless the applicant is granted an exemption.