



# **ANNUAL BUSINESS PLAN AND BUDGET 2018-19**

**Adopted 26 June 2018**

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## **1. Introduction and District 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.

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. Elliston is a delightful seaside town of about 300 people and is located 169 km northwest of Port Lincoln and 641 km west of Adelaide on the Flinders Highway.

Set between rolling hills and sheep and wheat country and within some of the most interesting and dramatic coastline on the Eyre Peninsula, it is a pleasant place for fishing, swimming, surfing and walking along the rugged sandstone cliffs. The nearby boat ramp at Anxious Bay delivers crayfish and a large percentage of the abalone exported from the Eyre Peninsula.

Within close proximity to the Elliston town centre is a sealed all-weather registered aerodrome. The aerodrome is mainly used by the Royal Flying Doctor Service. An unsealed aircraft landing area is located near Lock. Both sites are open to private craft.

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 a productive fishing ground, which is consequently experiencing increased patronage in recreational fishing, tourism and aquaculture.

Tourism and other economic development opportunities are underdeveloped and significant potential for growth exists across the district.

## **2. Strategic Directions**

### **Our Vision for the community**

A viable, cohesive and dynamic community, which supports expanding economic opportunities in a sustainable manner without compromising the natural assets or quality of lifestyle of the community.

### **Our Mission**

As a legislated business, the District Council of Elliston aims to provide leadership, representation, advocacy and prudent management for its communities and visitors, and to work with them to identify asset needs and improve services.

As a Council, we are committed to achieving financial sustainability.

We recognise the benefits and advantages of working with the regional stakeholders and our neighbouring Councils.

## **Our Core Values**

The Elected Members and staff of the District Council of Elliston are guided by the following day-to-day principles to create a positive and dynamic organisational culture:

- Good governance
- Ethical behaviour
- Community focus
- Integrity
- Team Focus
- Openness and Accountability
- Responsibility
- Cohesiveness
- Positive Leadership
- Prudent financial management.

## **Our key strategic objectives**

### *1. Economy*

To actively encourage, support and promote opportunities to increase the prosperity and sustainable growth of the community.

### *2. Infrastructure*

To effectively and efficiently manage and improve our community infrastructure.

### *3. Environment*

To promote the enjoyment of our natural resources in a prudent and environmentally sustainable manner and ensure that our built environment effectively provides for the long term needs of our communities.

### *4. Community Services*

To deliver a high standard of essential community services and show leadership in developing positive community spirit.

### *5. Leadership and Governance*

To provide progressive leadership and good governance which encourages confidence of the community in the Council, and conduct our business in a financially responsible manner.

### **3. Significant Influences and Priorities**

A number of significant factors have influenced the preparation of the Council's 2018-19 Annual Business Plan.

These include:

- Consumer Price Index/Local Government Prices Index increases on existing goods and services of 2.3% for the year (December quarter 2017)
- Requirements to maintain and improve infrastructure assets to acceptable standards, including roads, footpaths, storm-water drainage and community wastewater management systems
- Service delivery needs for a decreasing population
- State/Commonwealth grant funding not keeping pace with the increase in associated service delivery costs
- Facilitating the future financial sustainability of Council by ensuring the financial operations remain within policy targets adopted for such purpose
- Continuation of Council's annual works program with a commitment to fund roads, footpaths, car parking and foreshore development
- Provision of sufficiently qualified experienced and trained staff to meet service delivery demands

### **4. Continuing Services**

All councils have basic responsibilities under the *Local Government Act 1999* and other relevant legislation.

These include:

- regulatory activities, e.g. maintaining the voters roll and supporting the elected council
- setting rates, preparing an annual budget and determining longer-term strategic management plans for the area
- management of basic infrastructure including roads, footpaths, parks, public open space, community wastewater
- street lighting and storm-water drainage
- street cleaning, rubbish collection, recycling and waste management
- development planning and control, including building safety assessment
- various environmental health services.

In response to community needs the Council also provides and or supports further services and programs including:

- Libraries
- Community venues such as public halls and sporting grounds
- Economic development
- Tourist and historical venues, museum and sites
- Parks and gardens.

#### **4. Continuing Services (continued)**

The Council also operates a number of facilities on a fee for service basis. These provide important community benefits while also generating revenue for services and projects of benefit to the district.

Fee for services include:

- Camping grounds
- Private infrastructure works
- Driveway crossovers
- Concrete pads
- Retaining walls
- Minor tree removal
- Landscape works
- Plant hire
- Water supply
- Printing, photocopying and scanning.

For a detailed explanation of the services provided by the Council to the community please refer to Appendix C at the end of this document.

## 5. Capital Expenditure - Project Priorities for the Year

Project	Budget 2018-19 \$	Comment
<b>Replaced Assets:</b>		
<b>Council Houses / Buildings</b>		
Sheringa Beach Public Toilets	83,000	Replace & will include disabled access
Port Kenny Public Toilets	90,000	Replace & will include disabled access
ECVIC Public Toilets	144,000	
Walkers Rocks Public Toilets	83,000	
	<b>400,000</b>	
<b>Roads / Transport Assets:</b>		
<b>Unsealed</b>		
Hambidge Dr Hambidge to Gray's Rd 4,300m	132,793	Feeder Road
Holman Rd Birdseye to Pascoe Rd 3,600m	111,175	Feeder Road
Subtotal	<b>243,968</b>	
Kyancutta Road (Renewal Component)	437,830	Complete remaining 5.2kms of road seal
	<b>681,798</b>	
<b>Reseals</b>		
Venus Bay Rd 2,000m	93,600	Reseal section of the road that is in poor condition
	<b>93,600</b>	
<b>Footpaths, Kerb, Guttering &amp; Drainage</b>		
Venus Bay Kerbing	11,405	Replace broken kerbing around many of the streets to reduce potential public hazard
Port Kenny Stormwater	42,000	Finalise works to reduce flooding to houses
	<b>53,405</b>	
<b>Plant &amp; Machinery</b>		
JD Loader (Elliston)	220,000	Replace existing with a versatile machine that can be adapted to attach other implements
Water Tanker	15,000	Upgrade current water tanker, remove rust, replace water pumps & spray bar if required
	<b>235,000</b>	
<b>Other</b>		
Port Kenny Playground	30,000	Replace playground due to safety issues
Locks Well Staircase	6,500	Carry out major maintenance including oiling of steps
Sheringa Beach Staircase	6,500	Carry out major maintenance including oiling of steps
Talia Cave Staircase	6,500	Carry out major maintenance including oiling of steps
Elliston Welcome Walls	30,000	
	<b>79,500</b>	
<b>Total Replacement Capital Expenditure</b>	<b>1,543,303</b>	
<b>New Assets:</b>		
Clementina & Spindrift Extension 700m	44,000	Fire Access
Unmade Government Rd Bramfield 600m	6,300	Category 4
Subtotal	<b>50,300</b>	
Kyancutta Road (New Component)	250,000	
<b>Total New Asset Capital Expenditure</b>	<b>300,300</b>	
<b>Total Capital Expenditure</b>	<b>1,843,603</b>	

## 5. Capital and Operating Expenditure

Presently the Locks Well staircase has been allocated enough funding to maintain its safe use. Given its strategic importance to tourism, work will be undertaken to apply for a better regions grant of \$50k to be matched with another \$50k from Council. The total \$100k will be used to undertake a full renewal of the staircase to guarantee safe access to this important fishing beach for years to come.

The draft budget includes a \$25k allocation to the Lock Bowls Club as a contribution towards their synthetic lawn project. Lock Bowls Club have also submitted a request to Council for a Community Group Loan of \$25k. A grant has been applied for through the Office of Recreation and Sport. The loan to the Lock Bowls Club will be considered if this grant is approved.

## 6. Financial Sustainability/Financial Performance Measures

Amendments to the *Local Government Act 1999* in 2005, combined with an independent review initiated by the Local Government Association of SA into the long term financial sustainability of South Australian councils, clearly indicated that there was a need for councils to take a longer view into their financial planning and sustainability in working towards their goals.

Council is committed to ensuring its long term financial sustainability. Council's financial sustainability is dependent on ensuring that, on average over time, its expenses are at least matched by its revenue. In addition, capital expenditure on existing infrastructure and other assets should be optimised in accordance with Councils long term renewal programs as referenced in Council's Asset Management Plan.

Regulation 7 of the *Local Government (Financial Management) Regulations 2011* states: Pursuant to section 123(10)(b) of the Act, each budget of a council under the Act must— ... include estimates with respect to the council's operating surplus ratio, asset sustainability ratio and net financial liabilities ratio presented in a manner consistent with the note in the Model Financial Statements entitled Financial Indicators.

### 6.1 Operating Surplus Ratio

The operating surplus ratio expresses the operating surplus (deficit) expressed as a percentage of operating income.

This ratio answers the question: Is Council covering its operating expenditure and depreciation charge from its operating revenue?

The budgeted operating result of \$460k surplus would indicate that for the 2018-19 year Council can answer yes to this question. It should be noted however that Council is receiving abnormally high levels of grant funding from the special local roads program. When this abnormal grant income is removed the operating result is \$1k surplus. Council addresses the underlying reduced surplus in the financial strategy that underpins the long term financial plan.

Calculation of Operating Surplus Ratio	Budget 2018-19
Operating Surplus (a)	460
Operating Revenue (b)	4,560
Operating Surplus Ratio (a) / (b)	10%



## 6.2 Asset Sustainability Ratio

The Asset Sustainability Ratio indicates whether the Council is renewing or replacing existing non-financial assets at the same rate as its overall stock of assets is wearing out.

The ratio is calculated by measuring capital expenditure on renewal and replacement of assets relative to the amount identified in Councils long term renewal programs as referenced in Council's Asset Management Plan for the 2018-19 year. Council is aiming to attain a result of 100% for the year ending 30 June 2019. This means that Council is funding capital replacement expenditure as identified in Council's Asset Management Plan.

## 6.3 Net Financial Liabilities and Net Financial Liabilities Ratio

Net financial liabilities is a comprehensive measure of the indebtedness of the Council as it includes items such as employee long-service leave entitlements and other amounts payable as well as taking account of the level of Council's available cash and investments. Specifically, Net Financial Liabilities equals total liabilities less financial assets, where financial assets for this purpose includes cash, cash equivalents, trade and other receivables, and other financial assets, but excludes equity held in Council businesses, inventories and land held for resale. The following table sets out revised estimates as at 30 June 2019:

<b>Calculation of Net Financial Liabilities Ratio</b>	<b>Estimated 30/06/19 \$,000</b>
Gross borrowings	0
Less: Cash and investments	1,221
<b>Equals: Net debt</b>	<b>(1,221)</b>
Add: Trade and other payables	150
Add: Provisions for employee entitlements	117
Less: Trade and other receivables	285
<b>Equals: Net financial liabilities (a)</b>	<b>(1,239)</b>
<b>Total operating revenue (b)</b>	<b>4,560</b>
<b>Net Financial Liabilities Ratio (a) / (b)</b>	<b>(27%)</b>

The negative result indicates that Council is in a net financial assets position. Council has set a ceiling of 50% for the NFLR in its long term financial plan.

#### **6.4 Overall Assessment of Councils Financial Sustainability (based on the above ratios)**

The above ratios indicate that the proposed Annual Business Plan and the associated budget that underpins it, is financially sustainable over the following twelve months.

The Operating Surplus Ratio indicates Council is covering its operating expenses including depreciation.

The target Asset Sustainability Ratio of 100% demonstrates that Council is replacing its infrastructure in a timely manner.

The Net Financial Liabilities Ratio indicates that Council is currently in a net cash situation (Council has no debt).

## **7. Non-Financial Performance Measures – 2018-19**

The following proposed non-financial performance measures for the financial year are linked to the *District Council of Elliston Strategic Plan 2016-17 – 2020-21*:

### **7.1 Economy**

Provide financial and in-kind support to the Elliston Community and Visitor Information Centre  
Support regional economic initiatives provided by Regional Development Australia (Whyalla and Eyre Peninsula)  
Continue Shop Front Improvement Program  
Continue to attract tourists

### **7.2 Infrastructure**

Construct and seal 5.2kms Mt Wedge - Kyancutta Road  
Re-sheet 7.9kms of unsealed roads  
Spray reseal 2km of sealed roads  
Provide fire access to Clementina and Spindrift Roads  
Replace Sheringa Beach public toilets  
Replace Port Kenny public toilets  
Venus Bay kerbing to be replaced or repaired where needed  
Port Kenny stormwater to reduce potential flooding of houses  
Replace loader  
Upgrade water tanker  
Replace Port Kenny playground

### **7.3 Environment**

Upgrade Locks Well staircase, Sheringa Beach staircase and Talia Cave staircase  
Work with Regional Development Australia (Whyalla & Eyre Peninsula) to map out and upgrade the camping facilities at Sheringa

### **7.4 Community Services**

Provide grants to local community organisations  
Provide on-going support to District library services  
Support and co-ordinate community events and civic functions  
Working with Streaky Bay Council & Country Arts SA to facilitate an Arts Officer position  
Illuminart port to port project  
Support for SALA event  
Support for Lock Bowling Club to upgrade synthetic green

### **7.5 Leadership and Governance**

Finalise the review and updating of all Council policies and related procedures  
Review Councils leases & licenses  
Continue to update the work health safety (WHS) and injury management (IM) programs  
Facilitate plans for Council area emergency management  
Continue to upgrade skills of Elected Members and staff through targeted training  
Publish quarterly Council newsletter  
Maintain regular updates on website and Facebook page  
Facilitate the November 2018 Council election

## 8. Non-Financial Performance Measures – Achievements 2017-18

<b>8.1 Economy</b>	<b>Comment</b>
Elliston Communications Project	Project commenced due for completion by December 2018 Secured funding from Commonwealth, State & Telstra for upgraded telecommunications infrastructure
Provided financial and in-kind support to the Elliston Community and Visitor Information Centre	Continuing
Shop Front Improvement Program	Implemented new program
Support regional economic initiatives provided by Regional Development Australia (Whyalla & Eyre Peninsula)	Continuing with an emphasis on tourism developments
<b>8.2 Infrastructure</b>	
Construct & seal 10kms Mt Wedge - Kyancutta Rd	Completed
Re-sheet 39.64km unsealed roads	Completed
Spray seal 32,213m2 of sealed roads	Completed
Memorial Drive paving	Completed section opposite Elliston Community Visitor Information Centre
Replace Walkers Rocks toilet block	Project due to be completed by June 2018
Re-sheet Lock Airport runway	Completed
Venus Bay Caravan Park soakage pit	New installation completed
Replace Elliston depot office/toilet/shower	Project deferred
Continue to upgrade the Council houses in Elliston	Solar panels installed, replaced rain water tank
Bobcat attachments	Purchased back hoe, mulching/slasher & rock breaker attachments
Replace three Council vehicles	Completed

**8. Non-Financial Performance Measures – Achievements 2017-18 (continued)**

<b>8.3 Environment</b>	<b>Comment</b>
Finalise the Better Development Plan process	Completed
Port Elliston & Bramfield Cemeteries	Fencing installed at both cemeteries
Upgrade the Elliston Transfer Station	Project due to be completed by June 2018
<b>8.4 Community Services</b>	<b>Comment</b>
Provided grants to local community organisations	2 rounds grant funding provided
Provided on-going support to District library services	Continuing support
Support and co-ordinate community events and civic functions	2018 Australia Day & ANZAC Day events, Speed Shear, Lock Races, town Christmas functions, Wool Show, Salmon Competition supported
<b>8.5 Leadership and governance</b>	<b>Comment</b>
Finalise the review and updating of all Council policies and related procedures	Commenced
Review Council's leases and licenses	Commenced
Continue to update the work health safety (WHS) and injury management (IM) programs	On-going
Facilitate plans for Council area emergency management and business continuity	Finalised Business Continuity Plan Commenced Emergency Management Plan
Facilitate a National Stronger Regions grant to improve telecommunication black spot areas	New tower at Sheringa
Continue to upgrade skills of Elected Members and staff through targeted training	On-going
Publish quarterly Council Newsletter	On-going
Maintain regular updates on website and Facebook page	On-going

## 9. Grant Funding

Local Government receives three types of grant funding:

### **General Purpose & Local Roads Financial Assistance Grants** (Federal)

Council has complete discretion as to expenditure of funds received.

Council's 2018-19 budgets assume that four quarterly instalments of Federal Government financial assistance grants (both general purpose and local roads components) will be received during 2018-19.

### **Roads to Recovery Grants** (Federal)

While funds received are to be spent on road projects, Council has complete discretion on whether such spending is on maintaining, renewing or upgrading roads.

<b>Grant Funding</b>	<b>Amount \$,000</b>
Local Roads Grant	420
Supplementary Roads Grant	205
Roads to Recovery	257
Special Local Roads Grant	459
General Purpose Financial Assistance Grant	732
Other Grants	2
<b>Total Grant Funding</b>	<b>2,075</b>

## 10. Funding the Business Plan

A surplus of \$460k is being forecast for 2018-19. The operating result measures the difference between operating revenue and expenses for the period. The Council's long-term financial sustainability is dependent on ensuring that, on average over time, its expenses are less than its revenue.

Council's revenue in 2018-19 includes \$2.340M proposed to be raised from general and other rates. There is little forecast growth expected for the region. Accordingly no increases to rates revenue have been factored in for growth.

Other sources of proposed revenue for the Council are:

- User charges and commercial revenue
- Statutory charges set by State Government
- Grants
- Other revenue

## 11. Uniform Presentation of Council Finances

The Uniform Presentation of Council Finances together with the results of the Key Financial Indicators provides a summarised report that focuses on Council's finances at a strategic level.

Readers are strongly encouraged to take the time to comprehend how this report is structured and what the implications of the various lines of this report are for the Key Financial Indicator calculations. Definitions and examples of the key components of this report are included in the glossary at the end of this document.

The Uniform Presentation of Finances report highlights the operating surplus/(deficit) measure which is considered the most critical indicator of a Council's financial performance.

The last line, or rather the result of this report, is the movement in Net Financial Liabilities (Net Lending/Borrowing) for the year based on Council's planned capital and operating budgets for that year.

Achieving a zero result on the net lending/(borrowing) measure in any one year essentially means that the Council has met all of its expenditure (both operating and capital) from the current year's income (with income including amounts received specifically for new/upgraded assets).

<b>UNIFORM PRESENTATION OF FINANCES</b>	<b>Forecast 2017-18</b>	<b>Budget 2018-19</b>
	<b>\$,000</b>	<b>\$,000</b>
<b>Operating Revenue</b>	5,424	4,560
<b>less Operating Expense</b>	(4,227)	(4,100)
<b>Operating Surplus / (Deficit) before Capital Amounts</b>	<b>1,197</b>	<b>460</b>
<b>less Net Outlays on Existing Assets</b>		
Capital Expenditure on renewal and replacement of Existing Assets	2,065	1,543
less Depreciation, Amortisation & Impairment	(1,158)	(1,158)
less Proceeds from Sale of Replaced Assets	(42)	(40)
	<b>865</b>	<b>345</b>
<b>less Net Outlays on New &amp; Upgraded Assets</b>		
Capital Expenditure on New & Upgraded Assets	887	300
	<b>887</b>	<b>300</b>
<b>Net Lending/ (Borrowing) for Financial year</b>	<b>(554)</b>	<b>(185)</b>

## 11. Uniform Presentation of Council Finances (continued)

The above data indicates that Council will decrease cash reserves by \$185k. Current expectations are that Council will have \$1.406M in the bank as at 30 June 2018, accordingly the decrease of \$185k means that cash reserves are expected to decrease to \$1.221M by 30 June 2019.

A full explanation of the components to the above Uniform Presentation of Finances is contained in Appendix A.

## 12. Rating Arrangements 2018-19

### Service Charges

#### Community Wastewater Management Systems – Service Charge

Pursuant to Section 155 of the *Local Government Act 1999*, the Council adopt an annual service charge for the financial year ending 30 June 2019, in respect of the prescribed service of effluent waste disposal, on all land to which the Council provides or makes available the service as follows:

- For all properties at Lock serviced by CWMS, an annual service charge of \$376 per property.

#### Water Supply – Service Charge

Pursuant to Section 155 of the *Local Government Act 1999*, the Council adopt an annual service charge for the financial year ending 30 June 2019, in respect of the prescribed service of the provision of water, on all land to which the Council provides or makes available the service as follows:

- For all properties at Port Kenny serviced by the Port Kenny Water Supply, an annual charge of \$85 per property.

#### Waste Management – Service Charge

Pursuant to and in accordance with Section 155 of the *Local Government Act 1999* in respect of the 2018-19 financial year, the Council impose an annual service charge based on the level of usage of the service and, on all land to which the Council provides or makes available the prescribed service of the collection, treatment or disposal of waste via Council's waste management service as follows:

- 0-0.3m<sup>3</sup> of waste per week on average - \$241 per annum
- 0.3-0.6m<sup>3</sup> of waste per week on average - \$481 per annum
- 0.6m<sup>3</sup> to 0.9m<sup>3</sup> of waste per week on average - \$722 per annum

Provided on the basis that the sliding scale provided for in Regulation (13) of the Local Government (General) Regulations will be applied to reduce the service charge payable, as prescribed.

Single farm enterprises and adjoining allotments are only charged the annual service charge in respect of the assessment constituting the principal property.



## 12. Rating Arrangements 2018-19 (continued)

### Method used to value land

The Council adopted to continue to use Capital Value as the basis for valuing land within the Council area. The Council considers that this method of valuing land provides the fairest method of distributing the rate burden across all ratepayers on the following basis:

- the equity principle of taxation requires that ratepayers of similar wealth pay similar taxes and ratepayers of greater wealth pay more tax than ratepayers of lesser wealth
- property value is a relatively good indicator of wealth and capital value, which closely approximates the market value of a property and provides the best indicator of overall property value
- the distribution of property values throughout the Council area is such that few residential ratepayers will pay significantly more than the average level of rates payable per property.

### Adoption of valuations

The Council adopted the most recent valuations made by the Valuer-General that are made available to the Council at the time that the Council adopts the budget, being valuations as at the 24 June 2018.

If a ratepayer is dissatisfied with the valuation made by the Valuer-General, you may object to the valuation referred to on the notice within 60 days after the date of service of receiving the notice of valuation.

Note:

- a) if you have previously received a notice under the *Local Government Act 1999* referring to the valuation and informing you of a 60 day objection period, the objection period is 60 days after service of the first notice;
- b) you may not object to the valuation if the Valuer-General has already considered an objection by you to that valuation.

The Valuer-General may extend the 60 day objection period where it be shown there is reasonable cause to do so by a person entitled to make an objection to a valuation.

A written objection to a valuation must set out the full and detailed grounds for objection. Objections can also be submitted via an online form at <http://www.sa.gov.au/landservices> and enter "Objecting to a Valuation" in the search field. Differential Rates (and or charges) imposed by rates (and or charges) are still due and payable by the due date even if an objection has been lodged.

Objections are to be forwarded to:

State Valuation Office

GPO Box 1354, ADELAIDE SA 5001

101 Grenfell Street, ADELAIDE SA 5000

E-mail: [LSGObjections@sa.gov.au](mailto:LSGObjections@sa.gov.au)

Phone: 1300 653 346

Fax: 08 8226 1428

## 12. Rating Arrangements 2018-19 (continued)

### Business Impact Statement

The Council has considered the impact of rates on all businesses in the Council area, including primary production. In considering the impact, Council assessed the following matters:

- Council via elected members, consultations with ratepayers
- The equity of the distribution of the rate burden between classes of ratepayers receive broadly comparable services and are generally similarly impacted upon by prevailing economic conditions
- Council's policy on facilitating local economic development preference for local suppliers where price, quality and service provision are comparable to suppliers outside the Council area
- current local, state and national economic conditions and expected changes during the next financial year. The general economic climate is stable and appears likely to continue to be stable over the next twelve months.

### Council's Revenue Raising Powers

All land within a Council area, except for land specifically exempt (e.g. crown land, Council occupied land and other land prescribed in the *Local Government Act 1999* – refer to Section 147 of the Act), is rateable.

The *Local Government Act 1999* provides for a Council to raise revenue for the broad purposes of the Council through a general rate, which applies to all rateable properties, or through differential general rates, based on either land use and/or locality of properties.

In addition, Council can raise separate rates, for specific areas of the Council or service rates or charges for specific services. The Council also raises revenue through fees and charges, which are set giving consideration to the cost of the service provided and any equity issues.

### Differential General Rates

The Council adopted to impost differential general rates varying according to the locality of the land and its use.

All land use within the Bulk Handling Zone as described in Council's Development Plan as consolidated 12 December 2017, is set at 1.0063 cents in the dollar.

Land outside the Bulk Handling Zone with the following land uses are set at:

- |                       |                            |
|-----------------------|----------------------------|
| • Residential         | 0.4100 cents in the dollar |
| • Commercial – Shop   | 0.4100 cents in the dollar |
| • Commercial – Office | 0.4100 cents in the dollar |
| • Commercial – Other  | 0.4100 cents in the dollar |
| • Industrial – Light  | 0.4100 cents in the dollar |
| • Industrial – Other  | 0.4100 cents in the dollar |
| • Primary Production  | 0.4100 cents in the dollar |
| • Vacant Land         | 0.4100 cents in the dollar |
| • Other               | 0.4100 cents in the dollar |

Council's budget contains general rate revenue of \$2.02M, net of rebates. This represents a 5.3% increase on total general rates raised (net of rebates) compared to 2017-18.

The average residential rates payable is budgeted to be \$1,228.

## 12. Rating Arrangements 2018-19 (continued)

### **Fixed Charge**

The Council adopted a fixed charge of \$274.50. The fixed charge is levied against the whole of an allotment (including land under a separate lease or license). Only one fixed charge is levied against two or more pieces of adjoining land (whether intercepted by a road or not) if they are owned by the same owner and occupied by the same occupier. The reasons for imposing a fixed charge is the Council considers it appropriate that all rateable properties make a contribution to the cost of creating and maintaining the physical infrastructure that supports each property.

### **Pensioner Concessions, State Senior Card Ratepayer (Self-Funded Retiree) and Other Concessions**

From 1 July 2015, the State Government elected to replace the concession on Council rates with the “cost of living payment” provided directly to those entitled. This payment may be used for any purpose, including offsetting Council rates. To check eligibility contact the Department for Communities and Social Inclusion Concessions Hotline 1800 307 758 or at [www.sa.gov.au/](http://www.sa.gov.au/).

From 1 July 2017, the State Government is providing an alternative method of delivering the CWMS pensioner concession. This concession will no longer be processed through the Council rates.

### **Postponement of Rates - Seniors**

Ratepayers who hold a State Seniors Card (or who are eligible to hold a State Seniors Card and have applied for one) are able to apply to Council to postpone payment of rates on their principal place of residence. Postponed rates remain as a charge on the land and are not required to be repaid until the property is sold or disposed of. Interest (at the rate prescribed in the *Local Government Act 1999*) will be charged and compounded monthly on the total amount postponed, until the debt is paid.

### **Natural Resources Management Levy**

The Natural Resources Management (NRM) Levy is a State Government initiative under the *Natural Resources Management Act 2004*.

The Levy provides additional funding to help take care of natural resources such as water, soil, animal and plant control sustainably developing and protecting natural resources for the benefit of communities and future generations living in the Elliston region.

Council levies an amount against each rateable property to collect the amount determined by the State Government.

For 2018-19 Council’s annual contribution to the EPNRM is \$97,229.

The NRM levy is applied on a fixed charge basis but it will differ dependent on the land use of the property.

The following table details the EPNRM levy for 2018-19:

Land Use	
Residential, Vacant & Other	\$75.99
Commercial & Industrial	\$113.98
Primary Production	\$151.98

## 12. Rating Arrangements 2018-19 (continued)

### **Rebate of Rates**

The *Local Government Act 1999* requires Councils to rebate the rates payable on some land. Specific provisions are made for land used for health services, community services, religious purposes, public cemeteries and educational institutions. Discretionary rebates may be applied by the Council under Section 166 of the Act.

### **Sale of Land for Non-payment of Rates**

The *Local Government Act 1999* (Section 184) provides that Council may sell any property where the rates have been in arrears for three years or more. The Council is required to provide the principal ratepayer and the owner (if not the same person) with details of the outstanding amounts and advise the owner of its intention to sell the land if payment of the outstanding amount is not received within one month.

### **Payment of Rates**

Council rates are billed quarterly in accordance with the *Local Government Act 1999*.

Rates may be paid as follows:

- Telephone/internet using the Bpay services through participating banks
- Phone the District Council of Elliston on 08 8687 9177 during business hours to pay with Bankcard, Mastercard or Visa. Please quote your Assessment Number
- Post Billpay – paying in person at any Post Office, phone 131816 or go to [postbillpay.com.au](http://postbillpay.com.au)
- Post your cheque (marked payable to the District Council of Elliston) with your remittance to the DC of Elliston, PO Box 46, Elliston SA 5670
- In person at the District Council of Elliston Offices at 21 Beach Terrace, Elliston SA 5670.

That pursuant to Section 181(1) of the Local Government Act 1999, all rates are payable in four equal or approximately equal instalments on or before the following dates:

- 21 September 2018
- 14 December 2018
- 22 March 2019
- 21 June 2019

and further that, pursuant to Section 181(11) of the Local Government Act 1999, Council determines that:

- ratepayers may apply to pay their rates and service charges in full by 14 December 2018;
- such applications must be lodged with Council by 21 September 2018;
- if rates in these circumstances are paid in full by 14 December 2018 fines and interest will not be applied for the September to December period.

### **Late Payment of Rates**

The *Local Government Act 1999* provides that councils impose a penalty of 2% on any payment for rates, whether installment or otherwise, that is received late. A payment that continues to be late is then charged an interest rate, set each year according to a formula in the Act, for each month it continues to be late. The purpose of this penalty is to act as a genuine deterrent to ratepayers who might otherwise fail to pay their rates on time, to allow councils to recover the administrative cost of following up unpaid rates and to cover any interest cost the council may meet because it has not received the rates on time.

## **12. Rating Arrangements 2018-19 (continued)**

The Council imposes late payment penalties strictly in accordance with the *Local Government Act 1999*.

When the Council receives a payment in respect of 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 (starting with the oldest account first).

## **13. CONSULTATION**

The Draft Annual Business Plan was advertised in the Port Lincoln Times and West Coast Sentinel.

A public consultation meeting was held at the Elliston Council Chambers on Friday 18 May 2018 at the Council Office, Beach Terrace, Elliston.

Copies of the Annual Business Plan are available:

- on Council's website
- Council's Office at 29 Beach Terrace, Elliston
- Lock Post Office
- Port Kenny Post Office
- Venus Bay General Store
- Sheringa Roadhouse.

## **14. COUNCIL CONTACT**

Council can be contacted by:

Mail: PO Box 46, Elliston, 5670

Email: [dce@elliston.sa.gov.au](mailto:dce@elliston.sa.gov.au)

Phone: 08 8687 9177

Website: [www.elliston.sa.gov.au](http://www.elliston.sa.gov.au)

## Appendix A – Explanation of Uniform Presentation of Finances

(example only for explanation purposes – left blank intentionally)

UNIFORM PRESENTATION OF FINANCES	2017-18 Forecast \$'000	2018-19 Budget \$'000
Income		
less Expenses		
<b>Operating Surplus/(Deficit)</b>	-	-
<b>Less: Net Outlays on Existing Assets</b>		
Capital Expenditure on Renewal/Replacement of Existing Assets		
less Depreciation, Amortisation and Impairment Expenses		
less Proceeds from Sale of Replaced Assets		
<b>Net Outlays on Existing Assets</b>	-	-
<b>Less: Net Outlays on New and Upgraded Assets</b>		
Capital Expenditure on New/Upgraded Assets		
less Amounts received specifically for New/Upgraded Assets		
less Proceeds from Sale of Surplus Assets		
<b>Net Outlays on New and Upgraded Assets</b>	-	-
<b>Net Lending/(Borrowing) for Financial Year</b>	-	-

### Explanation/Examples of Components of Uniform Presentation of Finances

*Operating Revenue and Expenditure:* Represent the totals from the relevant lines of the Statement of Comprehensive Income (operating statement) for the year being reported on.

*Capital Expenditure on renewal and replacement of Existing Assets:* e.g. Roads reseals, replacement tractor, building renovations, replacement computer hardware.

*Proceeds from sale of replaced assets:* e.g. trade in value of a tractor or motor vehicle being replaced.

*Capital Expenditure on New and Upgraded Assets:* e.g. constructing a new building, constructing a new catchment pond, purchasing a piece of machinery that was not previously on hand.

*Amounts specifically for new or upgraded Assets:* e.g. Capital grants to partly fund a new CWMS, funds received to build new footpaths that did not previously exist.

*Proceeds from Sale of Surplus Assets:* Proceeds from the sale of a council building that was no longer required, sale of surplus land.

## Appendix A – Explanation of Uniform Presentation of Finances (continued)

### New/Upgraded vs Renewal/Replacement of Assets

The following definitions have been obtained from the South Australian Local Government Model Financial Statements (see <http://www.lga.sa.gov.au/site/page.cfm?u=769#e4291> ).

A *new asset* is additional to Council's previous asset complement (e.g. roads constructed as part of a Council-owned subdivision are new assets. Similarly laying footpaths in areas where they did not previously exist are also new assets).

An *upgraded asset* replaces a previously existing asset with enhanced capability or functionality.

*Renewal or replacement* of an asset occurs where a previously existing asset is replaced without enhancement of the service capability except where this is incidental and unavoidable.

It is possible for capital expenditure to be a *combination of renewal as well as upgrade*. This is particularly prevalent in this Council region due to the increased volume of B-double traffic experienced in recent times. This has required existing roads to be rebuilt to higher standards (e.g. the replacement of a road that was initially was a 6 metre wide sheeted surface with an 8 metre width sheeted surface can be considered part replacement and part upgrade).

The important point to understand is that if Council is not able to replace its existing assets in a timely manner then new assets should not be built unless essential. By building new assets Council is effectively building new liabilities as the assets usually don't generate revenue (e.g. roads), cannot be sold, and will need to be maintained and eventually replaced.

## Appendix B - Statutory Statements

<b>STATEMENT OF COMPREHENSIVE INCOME</b>	<b>Forecast 2017-18</b>	<b>Budget 2018-19</b>	<b>Variance</b>
	<b>\$,000</b>	<b>\$,000</b>	<b>\$,000</b>
<b>INCOME</b>			
Rates	2,206	2,340	134
Statutory Charges	23	19	(4)
User Charges	67	62	(5)
Grants & Subsidies	2,875	2,075	(800)
Investment Income	30	30	0
Reimbursements	215	35	(181)
Other Revenues	9	0	(9)
<b>Total Operating Income</b>	<b>5,424</b>	<b>4,560</b>	<b>(864)</b>
<b>EXPENDITURE</b>			
Employee Costs	1,294	1,313	19
Materials, Contracts & Other Expenses	1,775	1,629	(146)
Depreciation	1,158	1,158	0
<b>Total Operating Expenditure</b>	<b>4,227</b>	<b>4,100</b>	<b>(127)</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>1,197</b>	<b>460</b>	<b>(737)</b>
<b>NET SURPLUS / (DEFICIT) transferred to Equity Statement</b>	<b>1,197</b>	<b>460</b>	<b>(737)</b>



## Appendix B - Statutory Statements (continued)

<b>BALANCE SHEET</b>	<b>Forecast 2017-18</b>	<b>Budget 2018-19</b>
	<b>\$,000</b>	<b>\$,000</b>
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Cash & Cash Equivalents	1,406	1,221
Trade & Other Receivables	285	285
Inventories	5	5
<b>Total Current Assets</b>	<b>1,696</b>	<b>1,511</b>
<b>NON-CURRENT ASSETS</b>		
Infrastructure, Property, Plant & Equipment	33,815	34,461
<b>Total Non-Current Assets</b>	<b>33,815</b>	<b>34,461</b>
<b>TOTAL ASSETS</b>	<b>35,511</b>	<b>35,971</b>
<b>LIABILITIES</b>		
<b>CURRENT LIABILITIES</b>		
Trade & Other Payables	150	150
Short Term Provisions	96	96
<b>Total Current Liabilities</b>	<b>246</b>	<b>246</b>
<b>NON-CURRENT LIABILITIES</b>		
Long Term Provisions	21	21
<b>Total Non-Current Liabilities</b>	<b>21</b>	<b>21</b>
<b>TOTAL LIABILITIES</b>	<b>267</b>	<b>267</b>
<b>NET ASSETS</b>	<b>35,244</b>	<b>35,705</b>
<b>EQUITY</b>		
Accumulated Surplus	9,482	9,942
Asset Revaluation Reserve	25,324	25,324
Other Reserves	438	438
<b>TOTAL EQUITY</b>	<b>35,244</b>	<b>35,705</b>

Appendix B - Statutory Statements (continued)

STATEMENT OF CASH FLOWS	Forecast 2017-18	Budget 2018-19
	\$,000	\$,000
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
<b>Receipts</b>		
Operating Receipts	5,330	4,560
Investment Receipts	30	30
<b>Payments</b>		
Operating Payments to Suppliers & Employees	3,069	2,952
<b>Net Cash provided by (or used in) Operating Activities</b>	<b>2,291</b>	<b>1,618</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
<b>Receipts</b>		
Sale of replaced Assets	42	40
<b>Payments</b>		
Expenditure on renewal/replaced assets	2,065	1,543
Expenditure on new/upgraded assets	887	300
<b>Net cash provided by (used in) Investing Activities</b>	<b>(2,909)</b>	<b>(1,804)</b>
Net Increase / Decrease in Cash	(618)	(185)
Cash and Cash Equivalents at start of reporting period	2,025	1,406
<b>Cash &amp; Cash Equivalents at the end of the reporting period</b>	<b>1,406</b>	<b>1,221</b>

**Appendix B - Statutory Statements (continued)**

<b>STATEMENT OF EQUITY</b>	<b>Forecast 2017-18</b>	<b>Budget 2018-19</b>
	<b>\$,000</b>	<b>\$,000</b>
<b>ACCUMULATED SURPLUS</b>		
Balance at end of previous reporting period	8,285	9,482
Net Result for Year	1,197	460
Balance at end of period	<b>9,482</b>	<b>9,942</b>
<b>ASSET REVALUATION RESERVE</b>		
Balance at end of previous reporting period	25,324	25,324
Balance at end of period	<b>25,324</b>	<b>25,324</b>
<b>OTHER RESERVES</b>		
Balance at end of previous reporting period	438	438
Balance at end of period	<b>438</b>	<b>438</b>
<b>TOTAL EQUITY AT END OF REPORTING PERIOD</b>	<b>35,244</b>	<b>35,705</b>

## **Appendix C – Services provided to the community by Council – Where your rates are spent**

Following is a detailed explanation of the services provided by the Council to the community. The cash flows generated by the provision of these services are summarised in the budget for the financial year ending 30 June 2019. The services are broken up into the 5 organisational units of the Council, being corporate services, community services, infrastructure services, environmental services and executive services.

### **Corporate Services**

#### *Governance*

There are 2 categories of governance, being organisational and elected member. Expenses incurred in this service include executive salaries, elected members expenses and allowance, member training, memberships, travel, conferences, public liability, insurance, administration and officer support to Council.

#### *Administration*

Administration services cover the following activities:

- Financial Services – provision of accounting services, record keeping, bill paying, payroll, insurance, financial reporting and management
- Human Resources – compliance with occupational Work Health and Safety (WHS) policies and legislation, recruitment, rehabilitation and performance management
- Information Technology – operation of the Council's information technology systems, purchase and/or lease of computer hardware
- Communication – telephone and internet services
- Rates Administration – administration and collection of rates and associated record keeping
- Records Management – maintenance of records management system
- Customer Service – customer support at the Council office plus a range of community administration services.

#### *Financing and Investing*

Covers cash inflows and outflows associated with the Council's financing and investing activities.

### **Community Services**

#### *Aged Services*

This service covers the following activity:

- Support of community health service
- Aged accommodation strategy to be developed.

#### *Youth Services*

This service covers the following activities:

- Support of the regional Youth Advisory Committee
- Skate park at Elliston.

#### *Cultural and Arts*

This service covers the following activities:

- Event support
- Civic functions
- Support community arts initiatives.

#### *Library Services*

Council will work with DECS to ensure the library service at Lock will continue to meet the needs of the population.

The services provided by libraries include:

- Books and magazines
- Free internet
- Room hire.

## **Appendix C – Services provided to the community by Council – Where your rates are spent**

### **INFRASTRUCTURE SERVICES**

#### *Community Waste Water Management System (CWMS)*

This service covers maintenance and construction of the effluent scheme at Lock. Activities include, repairing and replacing lines as required. Ongoing inspections of system connections are also conducted to ensure all connections have been installed and operating correctly.

Council will investigate a scope of works for the future installation of a CWMS in the township of Elliston, at the appropriate time and providing that significant grant funding is made available.

#### *Waste Management and Recycling*

Collection of waste, kerbside recycling, operation of waste disposal facility, general litter collection and drum musters. The solid waste levy payable to the Environment Protection Agency is also charged to this area.

#### *Roads and Footpaths*

This service covers the following activities:

- Road and footpaths construction – annual works program and developer contributed works
- Street cleaning and lighting
- Car parking and public conveniences
- Works depots
- Cycle and walking paths
- Road maintenance - fixing pot holes, reinstating trenches across roads, small patches of resealing and repairing and straightening rough edges (Kerbing, water tables and traffic signage are also charged to this activity)
- Ongoing upgrade and replacement of plant and equipment
- Road maintenance of rural unsealed roads – grading, tree trimming and spraying of weeds
- Footpath maintenance - laying and rolling of crusher fines along the footpath, general footpath rolling, potholing and minor re-sheeting
- Street sweeping in each of the towns
- The Elliston and Lock Aerodromes - inspected on a weekly basis including checking of runway light functionality as well as the windsock (Maintenance also includes slashing of overgrowth and weed spraying).

#### *Foreshore Protection*

This service covers the management of coastal environment and provision of facilities to enable sustainable use of coastal areas including the provision of boat ramps. Revegetation will be undertaken where required to ensure protection of the foreshores. Foreshore maintenance will continue along the length of Councils beach front maintaining and repairing the infrastructure as needed. Minor maintenance issues will be attended to such as cleaning up of camp grounds, fixing access points and beach front furniture.

#### *Stormwater Drainage*

This service covers the storm water management and recycling including management and collection of street runoff and the development of capital schemes to enable the reuse of storm water. A priority for the 2018-2019 financial year is the completion of a storm-water management plan to address flooding in Port Kenny and planning for required remediation works.

#### *Private Works*

This service covers the infrastructure work performed by Council on behalf of individuals or the government. This work is charged out at commercial rates.

## **Appendix C – Services provided to the community by Council – Where your rates are spent**

### **ENVIRONMENTAL SERVICES**

#### *Legislative Compliance*

This service covers dog and cat management, traffic control, fire control, health control, noise, litter and emergency services as required under various pieces of legislation.

#### *Parks and Gardens*

This service covers the provision and maintenance of parks and recreational facilities including parks and reserves as well as playgrounds.

Parks and gardens include the town squares, reserves and traffic islands. Maintenance includes the trimming of trees, cutting of lawns, repairs to sprinkler systems, repairs to playgrounds, repairs to seating and benches as well as general maintenance to the numerous structures built within these parks and reserves.

#### *Planning*

Planning includes the assessment of development applications under the Development Act to ensure compliance with the Councils development plan and the building code. It is a statutory requirement of Local Government to perform this function.

#### *Cemeteries*

Council operates cemeteries in each of the townships for the local and regional community. Expenditure includes the costs involved in locating, digging and backfilling of graves and general maintenance.

General Maintenance involves repairs to fencing and gates, the emptying of bins, gardening, watering and mowing as and where required.

#### *Public Conveniences*

The maintenance and cleaning of public conveniences is undertaken by Council on a regular basis. Council will continue to undertake maintenance and upgrades of these facilities as and when required.

Public conveniences are inspected with basic plumbing and other repairs and maintenance carried out as required.

#### *Natural Resource Management*

Council collects a levy on behalf of the State Government and the Natural Resource Management Board. Decisions relating to natural resource management are made by this Board independently from the Council.

### **EXECUTIVE SERVICES**

#### *Economic Development*

Economic development activities include strategic land development divisions, Regional Development Australia membership, encouraging industrial development as well as representing the Elliston regions interests at other levels of government.

#### *Tourism*

Tourism activities include increasing visitation by tourists through the support of visitor's information centre, marketing and promotion, special events, development of tourism assets including the foreshore, RV Friendly areas and campgrounds.