

Annual Business Plan and Budget

2020

2021



ADOPTED
16 June 2020



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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

- Provide transparent, strong and accountable leadership
- Promote community health and mental wellbeing
- Develop and maintain infrastructure services
- Protect and enhance our environment and natural resources
- Support economic development and tourism

3. Significant Influences and Priorities

A number of significant factors have influenced the preparation of the Council's 2020-21 Annual Business Plan.

These include:

- Consumer Price Index increases on existing goods and services of 2.1% for the year (December quarter 2019)
- 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 and other infrastructure
- Provision of suitably 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.

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 Works Program

Project	\$	Comment
Replaced Assets:		
Buildings:		
Talia Staircase	53,250	Repairs to staircase due to cliff face falling
Roads / Transport Assets:		
Unsealed		
Program to be confirmed	601,725	
Plant & Machinery		
Holden Trailblazer	37,000	
Mitsubishi Triton Ute	37,000	
Fuso Tip Truck Dual Cab	100,000	
Backhoe	150,000	
Furniture & Fittings		
Server Room	21,300	
Other		
Venus Bay Effluent Treatment Ponds	42,600	
Elliston Depot Electrical Upgrades	13,845	
Total Replacement Capital Expenditure	1,056,720	
New Assets:		
Information Boards at Boat Ramps	10,650	2 boards @ Waterloo Bay & VB - Quote received
Little Bay Staircase	159,750	Project will only proceed if \$75k grant funding received (income included in operating budget)
Elliston Airport Lighting	405,765	Project will only proceed if is fully grant funded (income included in operating budget)
Clementina Road Upgrade	53,250	
Venus Bay Playground & BBQ Area - Paving & Shade	106,500	Project will only proceed if 50% grant funding received (income included in operating budget)
Water Delivery Unit & Attachments	14,470	4,000 litre unit
Hitachi Loader Bucket Conversion	30,000	
Palkagee Street Lock Footpath Improvements	6,390	
Port Kenny Playground Fencing	10,650	
Total New Asset Capital Expenditure	797,425	
Total Capital Expenditure	1,854,145	

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 Council's 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?

Council is forecasting an operating deficit of (\$76k).

Calculation of Operating Surplus Ratio	2020-21 \$,000
Operating Deficit (a)	(76)
Operating Revenue (b)	4,315
Operating Surplus Ratio (a) / (b)	(1.8%)

It should be noted that the above deficit still exists even after increasing general rates by CPI plus 3% as planned in Council's existing financial strategy and included in Council's Long Term Financial Plan 2021-30.

If the proposed rate increase were not included the operating deficit would be (\$181k) which is well outside of the target range Council should be operating in for this ratio.

By enduring this increase the Council moves into a small surplus from 2021-22 meaning Council will be operating within the desired target range from that year onwards. The Long Term Financial Plan 2021-30 reflects this position.

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 Council's long term renewal programs as referenced in Council's Infrastructure and Asset Management Plan for the 2020-21 year. Council is aiming to attain a result of 100% for the year ending 30 June 2021. This means that Council is funding capital replacement expenditure as identified in Council's Infrastructure and 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 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 2021:

Calculation of Net Financial Liabilities Ratio	\$,000 / Ratio
Total Liabilities	374
Less: Cash and investments	1,005
Less: Trade and other receivables	235
Equals: Net financial liabilities (a)	(866)
Total operating revenue (b)	4,315
Net Financial Liabilities Ratio (a) / (b)	(20.1%)

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 Council's Financial Sustainability (based on the above ratios)

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

The Operating Surplus Ratio indicates Council is close to covering its operating expenses including depreciation from the forecast operating income. As identified in the Long Term Financial Plan 2021-30, Council moves into surplus from the 2021-22 financial year onwards. Accordingly, for this year only, the small operating deficit of \$76k can be funded from existing cash reserves without impacting on the long term level of financial sustainability.

The target Asset Renewal Funding 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 – 2020-21

The following proposed non-financial performance measures for the financial year are linked to the *Draft District Council of Elliston Strategic Management Plan 2021 - 2025*:

7.1 Provide transparent, strong and accountable leadership

- Continue to advocate for improvements to State Government owned jetties and boat ramps
- Pursue grant funding opportunities
- Continue to review and update all Council policies
- Continue to manage community land and maintain Council's leases and licenses
- Continue to update the work health and safety (WHS) and risk management programs
- Continue to facilitate plans for the 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

7.2 Promote community health and mental wellbeing

- Support and co-ordinate community events and civic functions
- Provide on-going support to district library services
- Provide grants to local community organisations

7.3 Develop and maintain infrastructure services

- Re-sheet 20kms of unsealed roads
- Replace and upgrade Elliston Airport Lighting
- Replace damaged Talia Staircase
- Installation of Little Bay Staircase
- Revaluation of Council owned land, buildings and other structures
- Installation of irrigation at Lock community park

7.4 Protect and enhance our environment and natural resources

- Continue to work with Regional Development Australia Eyre Peninsula to map out and upgrade the camping facilities in our region
- Continue to implement the pigeon control program in the Elliston township
- Provide recycling education material to the community

7.5 Support economic development and tourism

- Provide financial and in-kind support to the Elliston Community & Visitor Information Centre
- Support regional economic initiatives provided by Regional Development Australia Eyre Peninsula including the Regional Branding Strategy and EP Trails Strategy
- Continue with Shop Front Improvement Program
- Action the economic development and tourism plan
- Develop an Elliston township master plan
- Install information boards at Venus Bay and Waterloo Bay Boat Ramps

8. Non-Financial Performance Measures – Achievements 2019-20

8.1 Economy	Comment
Provide financial and in-kind support to the Elliston Community & Visitor Information Centre	Completed
Support regional economic initiatives provided by Regional Development Australia Eyre Peninsula	Ongoing
Continue with Shop Front Improvement Program	One successful application
Continue to attract tourists	Economic Development and Tourism Plan in progress

8. Non-Financial Performance Measures – Achievements 2019-20 (continued)

8.2 Infrastructure	
Re-sheet 19.6kms of unsealed roads	To be completed in this financial year
Replace Elliston Waste Transfer fencing	Completed
Upgrade Elliston Council Depot	To be completed in this financial year
Replace Locks Well Toilets	Work to be completed in this financial year
Replace Elliston Airport Lighting	Deferred for grant funding application in 2020-2021
8.3 Environment	Comment
Work with Regional Development Australia Eyre Peninsula to map out and upgrade the camping facilities in our region	Native Vegetation approval granted. Application for Crown Lands extension to Walker's Rock licensed area lodged
Implement pigeon control in Elliston township	In progress
8.4 Community Services	Comment
Provide grants to local community organisations	Allocations for this financial year completed
Provide on-going support to District library services	Allocation for this financial year completed
Support and co-ordinate community events and civic functions	Supported Australia Day, Christmas events, Remembrance Day and annual community events
Working with Streaky Bay Council & Country Arts SA to facilitate an Arts Officer position	Funding application unsuccessful
Illuminant port to port project	Completed
Install plaques in each town for Australia Day Award Winners	In progress

8. Non-Financial Performance Measures – Achievements 2019-20 (continued)

8.5 Leadership and governance	Comment
Continue the review and updating of all Council policies and related procedures	All legislative and mandatory policies have been reviewed
Continue to review Council's leases and licenses	Completed
Update the Community Land Register	Completed
Continue to update the work health safety (WHS) and injury management (IM) programs	Improvement to 95% for achievement of action plan
Facilitate plans for Council area emergency management	Workshop held, final plan to be distributed
Continue to upgrade skills for Elected Members and staff through targeted training	Training completed for this financial year
Publish quarterly Council newsletter	Published August, November, February and May
Maintain regular updates on website and Facebook page	Ongoing. Strong community feedback

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 2020-21 budgets assume that four quarterly instalments of Federal Government financial assistance grants (both general purpose and local roads components) will be received during 2020-21.

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.

Grant Funding	Amount \$,000
Local Roads Grant	443
Roads to Recovery	417
General Purpose Financial Assistance Grant	721
Elliston Airport Lighting (Capital Grant)	406
Little Bay Staircase (Capital Grant)	75
Venus Bay Playground & BBQ Area (Capital Grant)	50
Other Grants	2
Total Grant Funding	2,114

10. Funding the Business Plan

A deficit of (\$76k) is being forecast for 2020-21. 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.

It should be noted that the above deficit still exists even after increasing general rates by CPI plus 3% as planned in Council's existing financial strategy included in Council's Long Term Financial Plan 2021-30.

If the proposed rate increase were not included the operating deficit would be (\$181k) which is well outside of the target range Council should be operating in for this ratio.

By enduring this increase the Council moves into a small surplus from 2021-22 meaning Council will be operating within the desired target range from that year onwards. The Long Term Financial Plan 2021-30 reflects this position.

Council's revenue in 2020-21 includes \$2.600M 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).

Uniform Presentation of Finances	Forecast 2019-20 \$,000	Budget 2020-21 \$,000
Operating Revenue	4,267	4,315
less Operating Expense	(4,286)	(4,391)
Operating Surplus / (Deficit) before Capital Amounts	(18)	(76)
less Net Outlays on Existing Assets		
Capital Expenditure on renewal and replacement of Existing Assets	1,831	1,057
less Depreciation, Amortisation & Impairment	(1,108)	(1,108)
less Proceeds from Sale of Replaced Assets	(182)	(37)
	542	(88)
less Net Outlays on New & Upgraded Assets		
Capital Expenditure on New & Upgraded Assets	44	797
less Amounts specifically for new or upgraded Assets	0	(531)
less Proceeds from Sale of Surplus Assets	0	0
	44	267
Net Lending/ (Borrowing) for Financial year	(604)	(254)

The above data indicates that Council will utilise \$254k of its cash reserves to fund its proposed capital and operating budgets.

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

12. Rating Arrangements 2020-21

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 2020, 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 \$397 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 2021, 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 \$135 per property.

Waste Management – Service Charge

Pursuant to and in accordance with Section 155 of the *Local Government Act 1999* in respect of the 2020-21 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:

- 0-0.3m³ of waste per week on average - \$270 per annum
- 0.3-0.6m³ of waste per week on average - \$540 per annum
- 0.6m³ to 0.9m³ of waste per week on average - \$810 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.

Revenue that is raised by Council from service charges needs to be expended on the service being provided with any excess of revenue over expense being credited to a reserve account in the equity section of the statement of financial position. In the 2020-21 financial year the forecast expenditure on waste management is actually greater than the forecast revenue. Normally this would lead to an increase in the service charge however this has not occurred as excess amounts were collected in prior years which are going to be used to fund the shortfall. It should be noted however that increases greater than CPI will be likely for the years 2021-22 onwards.

12. Rating Arrangements 2020-21 (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 14 June 2020.

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

Phone: 1300 653 346

Fax: 08 8226 1428

12. Rating Arrangements 2020-21 (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 1.008 cents in the dollar.

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

- | | |
|-----------------------|---------------------------|
| • Residential | 0.412 cents in the dollar |
| • Commercial – Shop | 0.412 cents in the dollar |
| • Commercial – Office | 0.412 cents in the dollar |
| • Commercial – Other | 0.412 cents in the dollar |
| • Industrial – Light | 0.412 cents in the dollar |
| • Industrial – Other | 0.412 cents in the dollar |
| • Primary Production | 0.412 cents in the dollar |
| • Vacant Land | 0.412 cents in the dollar |
| • Other | 0.412 cents in the dollar |

12. Rating Arrangements 2020-21 (continued)

Council's budget contains general rate revenue of \$2.24M, net of rebates. The Long Term Financial Plan forecasts a target rate revenue increase for 2020-21 of 3% plus CPI on the general rates to fund this Annual Business Plan. This represents a 5.1% increase on total general rates raised (net of rebates) compared to 2019-20.

The average residential rates payable is budgeted to be \$1,210.77.

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/.

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.

Regional Landscape Levy

The Regional Landscape Levy is a State Government initiative under the *Landscape South Australia Act 2019*.

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 2020-21 Council's annual contribution to the Eyre Peninsula Landscape Board is \$104,516.

12. Rating Arrangements 2020-21 (continued)

The Regional Landscape 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 Regional Landscape Levy for 2020-21:

Land Use

Residential, Vacant & Other	\$79.15
Commercial & Industrial	\$118.72
Primary Production	\$158.30

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
- 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:

- 18 September 2020
- 18 December 2020
- 19 March 2021
- 18 June 2021

Payment of Rates (continued)

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 18 December 2020;
- such applications must be lodged with Council by 18 September 2020;
- if rates in these circumstances are paid in full by 18 December 2020 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.

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. PUBLIC CONSULTATION

The Draft Annual Business Plan and Annual Budget was advertised in the Port Lincoln Times, Council's website, Council's Facebook page, Elliston Area School Newsletter, Lock Area School Newsletter and the Echo.

Copies of the Draft Annual Business Plan and Annual Budget were available on Council's website and at the Council office at 21 Beach Terrace Elliston.

14. COUNCIL CONTACT

Council can be contacted by:

Mail: PO Box 46, Elliston, 5670
 Email: dce@elliston.sa.gov.au
 Phone: 08 8687 9177
 Website: 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	2019-20 Forecast \$'000	2020-21 Budget \$'000
Income		
less Expenses		
Operating Surplus/(Deficit)	-	-
Less: Net Outlays on Existing Assets		
Capital Expenditure on Renewal/Replacement of Existing Assets		
less Depreciation, Amortisation and Impairment Expenses		
less Proceeds from Sale of Replaced Assets		
Net Outlays on Existing Assets	-	-
Less: Net Outlays on New and Upgraded Assets		
Capital Expenditure on New/Upgraded Assets		
less Amounts received specifically for New/Upgraded Assets		
less Proceeds from Sale of Surplus Assets		
Net Outlays on New and Upgraded Assets	-	-
Net Lending/(Borrowing) for Financial Year	-	-

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 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

STATEMENT OF COMPREHENSIVE INCOME	Forecast 2019-20	Budget 2020-21	Variance
	\$,000	\$,000	\$,000
INCOME			
Rates	2,493	2,600	108
Statutory Charges	16	15	(1)
User Charges	81	70	(11)
Grants & Subsidies	1,579	1,583	5
Investment Income	20	20	0
Reimbursements	80	15	(65)
Other Revenues	0	12	12
Total Operating Income	4,267	4,315	48
EXPENDITURE			
Employee Costs	1,236	1,356	120
Materials, Contracts & Other Expenses	1,942	1,927	(15)
Depreciation	1,108	1,108	0
Total Operating Expenditure	4,286	4,391	105
OPERATING SURPLUS/(DEFICIT)	(18)	(76)	(57)
Amounts specifically for new or upgraded Assets	0	531	531
NET SURPLUS / (DEFICIT) transferred to Equity Statement	(18)	455	473

Appendix B - Statutory Statements (continued)

BALANCE SHEET	Forecast 2019-20	Budget 2020-21
	\$,000	\$,000
ASSETS		
CURRENT ASSETS		
Cash & Cash Equivalents	1,259	1,005
Trade & Other Receivables	235	235
Inventories	5	5
Total Current Assets	1,499	1,245
NON-CURRENT ASSETS		
Infrastructure, Property, Plant & Equipment	34,745	35,454
Total Non-Current Assets	34,745	35,454
TOTAL ASSETS	36,244	36,699
LIABILITIES		
CURRENT LIABILITIES		
Trade & Other Payables	255	255
Provisions	89	89
Total Current Liabilities	343	343
NON-CURRENT LIABILITIES		
Provisions	31	31
Total Non-Current Liabilities	31	31
TOTAL LIABILITIES	374	374
NET ASSETS	35,869	36,324
EQUITY		
Accumulated Surplus	10,106	10,583
Asset Revaluation Reserve	25,324	25,324
Other Reserves	438	417
TOTAL EQUITY	35,869	36,324

Appendix B - Statutory Statements (continued)

STATEMENT OF CASH FLOWS	Forecast 2019-20 \$,000	Budget 2020-21 \$,000
CASH FLOWS FROM OPERATING ACTIVITIES		
Receipts		
Operating Receipts	4,247	4,295
Investment Receipts	20	20
Payments		
Operating Payments to Suppliers & Employees	3,178	3,283
Net Cash provided by (or used in) Operating Activities	1,090	1,032
CASH FLOWS FROM INVESTING ACTIVITIES		
Receipts		
Grants Specifically for new or upgraded assets	0	531
Sale of replaced Assets	192	37
Payments		
Expenditure on renewal/replaced assets	1,765	1,057
Expenditure on new/upgraded assets	144	797
Net cash provided by (used in) Investing Activities	(1,717)	(1,286)
Net Increase / Decrease in Cash	(627)	(254)
Cash and Cash Equivalents at start of reporting period	1,886	1,259
Cash & Cash Equivalents at the end of the reporting period	1,259	1,005

Appendix B - Statutory Statements (continued)

STATEMENT OF EQUITY	Forecast 2019-20	Budget 2020-21
	\$,000	\$,000
ACCUMULATED SURPLUS		
Balance at end of previous reporting period	10,125	10,106
Net Result for Year	(18)	455
Transfer from Reserves	0	21
Balance at end of period	10,106	10,583
ASSET REVALUATION RESERVE		
Balance at end of previous reporting period	25,324	25,324
Balance at end of period	25,324	25,324
OTHER RESERVES		
Balance at end of previous reporting period	438	438
Transfers to Accumulated Surplus	0	(21)
Balance at end of period	438	417
TOTAL EQUITY AT END OF REPORTING PERIOD	35,869	36,324

Appendix C – Council Services

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 2021. 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:

- Skate park at Elliston

Cultural and Arts

This service covers the following activities:

- Event support
- Civic functions
- Support community arts initiatives

Appendix C – Council Services

COMMUNITY SERVICES (continued)

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:

- One Card Network
- Books and magazines
- Free internet
- Room hire

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.

Water Supply

Supply and maintenance of infrastructure for non-potable water to the township of Port Kenny and Venus Bay Caravan Park.

Roads and Footpaths

This service covers the following activities:

- Road and footpath 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)

Appendix C – Council Services

INFRASTRUCTURE SERVICES (continued)

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 Council's 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.

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.

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 Council's 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.

Eyre Peninsula Landscape Board

Council collects a levy on behalf of the State Government and the Eyre Peninsula Landscape 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 region's interests at other levels of government.

Tourism

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