

Kingston District Council

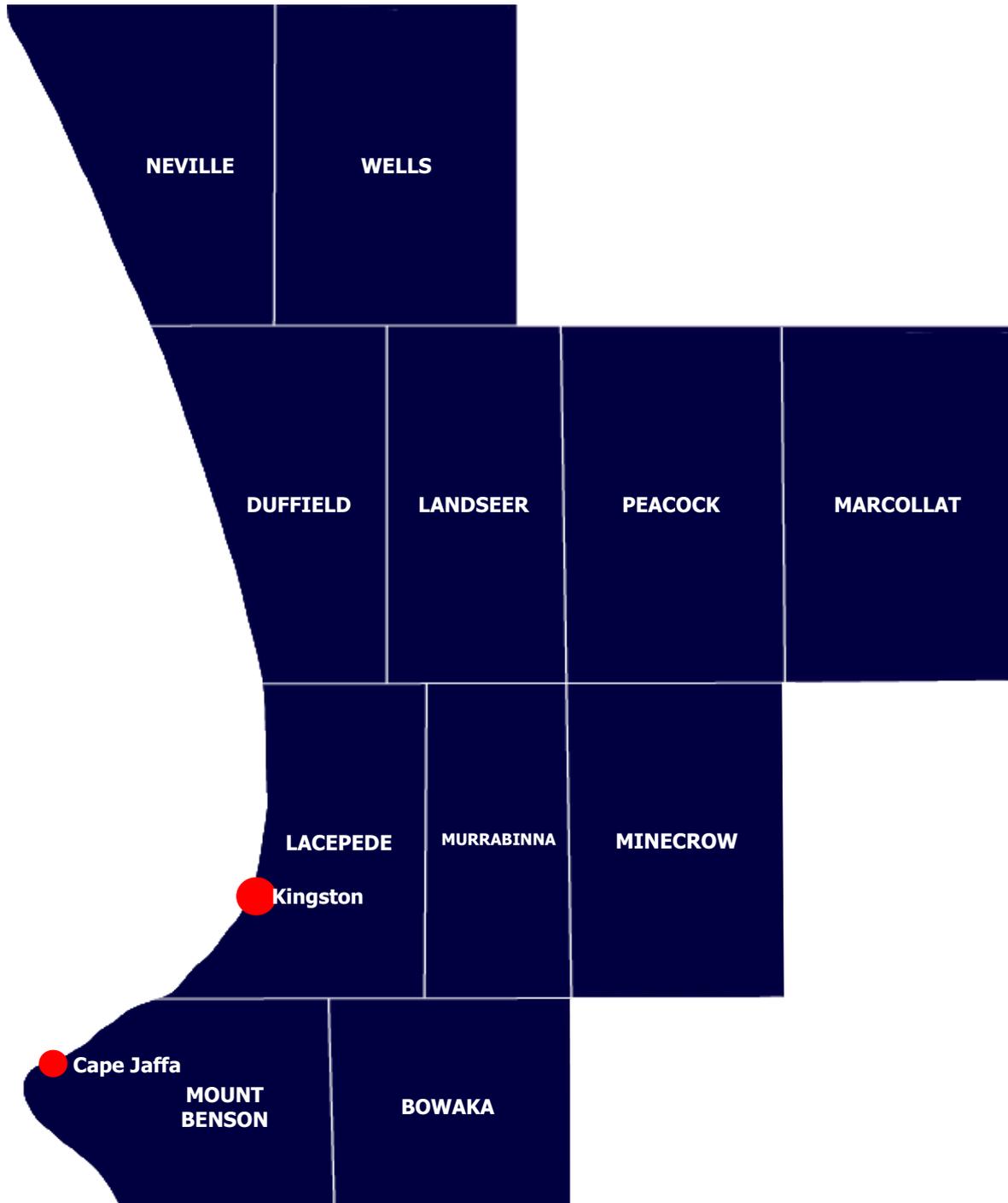


Annual Report 2015/2016

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Council Area



Vision and Purpose



Kingston District Council Elected Members

Back Row: Cr Deane Starling, Cr Graham Usher, Cr Chris England, Cr Rick Wingard, Cr Jeff Pope.

Front Row: Cr Kay Rasheed (Deputy Mayor), Mr Andrew MacDonald (Chief Executive Officer), Mayor Reg Lyon, Cr Jodie Gluyas.

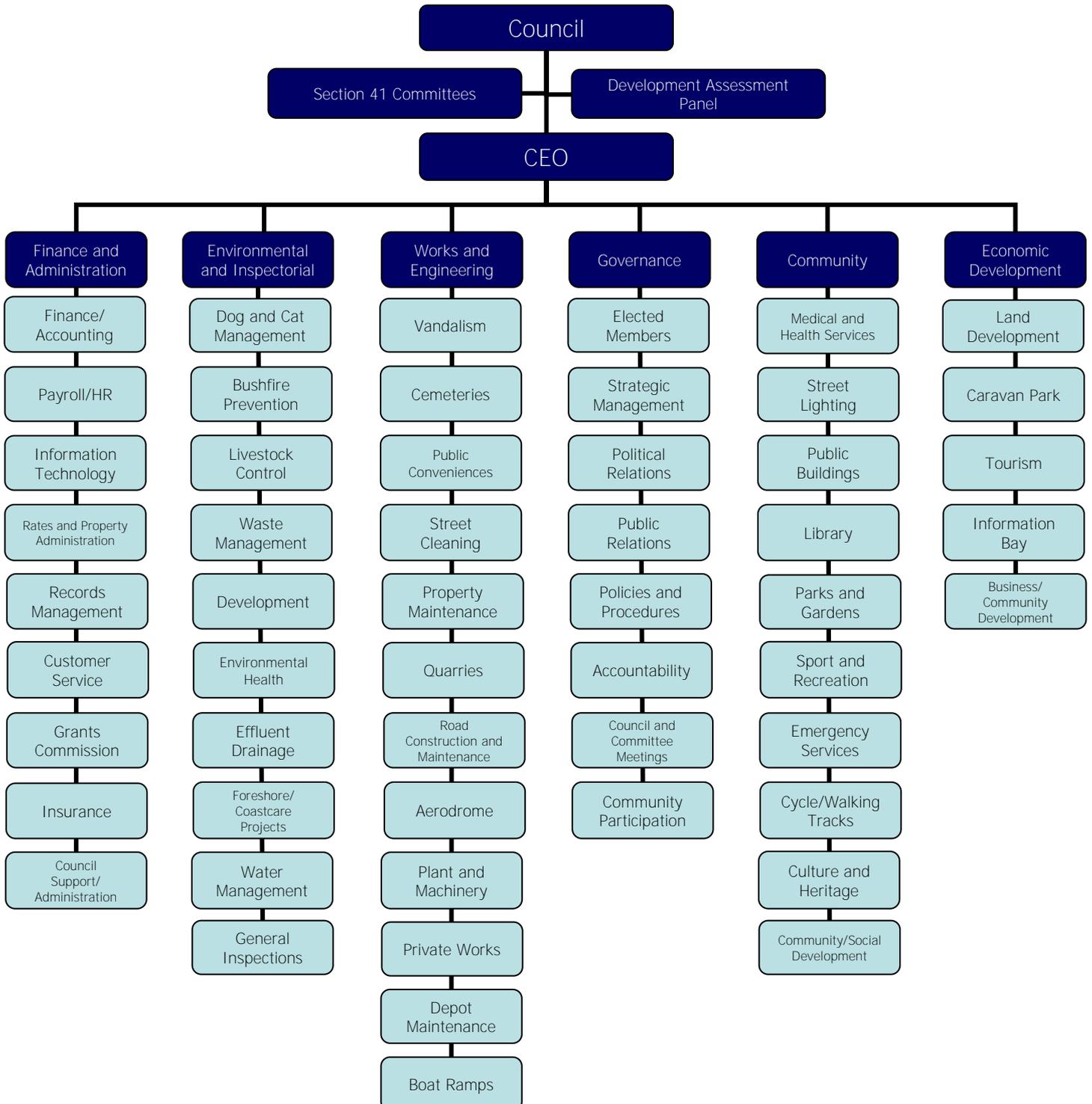
OUR VISION

The Kingston District Council will strive to improve the quality of life in the community, enhance and develop the character of our District as a vibrant coastal community that is an attractive destination with excellent business opportunities.

OUR PURPOSE

The Kingston District Council exists to provide services and support to the community it represents, to advocate and manage in support of its vision and look forward whilst understanding the community's historic base.

Corporate Structure



Mayor's Report

What a great year for Kingston and our community!

The 2015/2016 year has seen the Elected Members of the Council continue to grow and develop, consolidating into a highly functioning team.

During the year Elected Members attended numerous workshops and training sessions to enhance our understanding of our roles and to enable Councillors to make informed decisions for the benefit of the community. Elected Members have embraced these opportunities for improvement and use their enhanced knowledge in performing their roles.

It is pivotal to the performance of the Kingston District Council that the Elected Group and Council staff are unified and work productively together for the betterment of our community. Council staff are fully engaged through Council meetings and workshops to provide Elected Members with information relevant to discussions.

We have developed a united team of Elected Members and staff who work exceptionally well together to progress the best outcomes for the community.

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The 2015/2016 Annual Business Plan and Budget was the first one developed by the current elected group, following the November 2014 election. The process of building the Annual Business Plan and Budget ran smoothly and gave Councillors the first significant opportunity to engage with their constituents and deliver a Plan that demonstrated the new vision and forward thinking of the new Council.

The 2015/2016 Annual Business Plan and Budget aimed to not only deliver key community aspirations, but also to begin to position Kingston as a place of 'tourism' and 'lifestyle' living. It focused on the following key themes:

- Infrastructure Development
- Tourism
- Town Presentation
- Economic Development
- Community Services

In addition to infrastructure maintenance and upgrades, some of the achievements for the year were:

- Development of concept plans for the upgrade and beautification of Agnes, Holland and Hanson Streets.
- Conducting a hard rubbish collection service across the district.
- Installation of a new air conditioning system in the Senior Citizen's building.
- Support of critical maintenance needs of the Cape Jaffa Lighthouse.
- Commencement of a two year project to rebuild the Agnes Street footpath from Young Street to Holland Street.

Some projects planned for the 2015/2016 year have been carried over to the 2016/2017 year, however over 95% of the Capital Works Program was completed by June 2016. Further details about the achievements of the year are in the body of this Annual Report.

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Another significant project for the 2015/2016 year was the development of the 2016-2026 Strategic Plan. The Strategic Plan will inform key actions, budgets and decision making over the next 10 years and is focused on delivering the Community's Vision by 2026.

The Strategic Plan was developed in close consultation with the community and encompasses four main themes:

- A Thriving Destination
- Best Practice in Planning
- Excellence in Assets and Infrastructure
- Strong Communities

A fifth theme of 'Progressive Leadership' focuses on Council as an organisation and the various roles it has to play in the community. The full version of our 2016-2026 Strategic Plan is available from the Council Office or on our website: www.kingstondc.sa.gov.au.

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Community engagement was a key component in the development of the Strategic Plan. Council is committed to open and ongoing communication with our community and highly values all feedback and opinions. We have conducted a series of Public Forums throughout the year and will continue to hold community meetings to seek the input and comments of our community to ensure we are 'getting it right'.

Public forums, meetings and consultation are crucial to the way Council functions and we find the process very rewarding. Hearing from our community and learning about what is important to them is vital to ensure the Kingston district continually renews, adjusts, and progresses.

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Engaging with the community is not just about seeking feedback, it is about developing relationships and forming connections. Council held two main events this year where Elected Members were able to socialise with the community:

- Mayor's Picnic - a family fun day where we all mingle and have a chat.
- Australia Day - an opportunity to come together to celebrate our national day and recognise our Australia Day Award winners and their contributions to our community.

Kingston District Council has had a highly successful year. I would like to thank all the Councillors, our CEO Andrew MacDonald, and all Council staff for their commitment and dedication throughout the 2015/2016 year.

We all enjoy working for and serving our community and I invite you to engage with us on any issue and whenever possible.

This Annual Report for the 2015/2016 year contains details about the Council and its achievements for the year. I commend the Annual Report to you and look forward to continuing to serve this great community in the coming year.

Sincerely,



Reg Lyon
Mayor
Kingston District Council

Elected Members



Reg Lyon

Mayor

Representation on Council Committees:

- Audit Committee
- Strategic Planning and Development Policy Committee

Representation on External Committees:

- South East Local Government Association
- Local Government Association of South Australia
- Local Government Finance Authority of South Australia
- Cape Jaffa Control Group

Kay Rasheed

Deputy Mayor

Representation on Council Committees:

- Audit Committee
- Strategic Planning and Development Policy Committee

Representation on External Committees:

- Cape Jaffa Control Group



Chris England

Representation on Council Committees:

- Strategic Planning and Development Policy Committee

Representation on External Committees:

- Gall Park Management Committee



Jodie Gluyas

Representation on Council Committees:

- Strategic Planning and Development Policy Committee

Representation on External Committees:

- Kingston Community School Library Board
- Gall Park Management Committee

Jeff Pope



Representation on Council Committees:

- Development Assessment Panel
- Strategic Planning and Development Policy Committee

Deane Starling



Representation on Council Committees:

- Strategic Planning and Development Policy Committee

Representation on External Committees:

- Cape Jaffa Control Group
- Kingston - Robe Health Advisory Council

Graham Usher



Representation on Council Committees:

- Development Assessment Panel
- Strategic Planning and Development Policy Committee

Representation on External Committees:

- Upper South East Recreational Fishers Association

Rick Wingard



Representation on Council Committees:

- Strategic Planning and Development Policy Committee

Representation on External Committees:

- Kingston Retirement Village Board

Elected Members

ELECTED MEMBERS MEETING ATTENDANCE JULY 2015 - JUNE 2016

Member	Ordinary Council Meetings Held	Special Council Meetings held	Attended	Apology/ Approved Leave of Absence	Absent
Mayor Lyon	12	4	16	0	0
Deputy Mayor Rasheed	12	4	14	2	0
Councillor England	12	4	15	1	0
Councillor Gluyas	12	4	16	0	0
Councillor Pope	12	4	13	3	0
Councillor Starling	12	4	15	1	0
Councillor Wingard	12	4	13	3	0
Councillor Usher	12	4	15	1	0

GOVERNANCE



Governance

ALLOWANCES PAID TO ELECTED MEMBERS

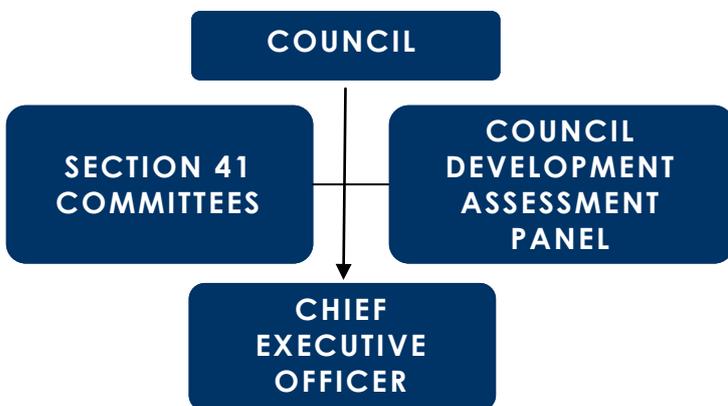
Elected Members receive an allowance that is set by the South Australian Independent Remuneration Tribunal. The allowance is adjusted on the first, second and third anniversaries of the periodic election. The allowances for a 'Group 5' Council are:

	Nov 2014 to Nov 2015	Nov 2015 to Nov 2016
Mayor	\$22,800	\$23,060
Deputy Mayor	\$7,125	\$7,207
Elected Member	\$5,700	\$5,765

Elected Members can claim travelling and other expense reimbursement in accordance with Council Policies G010-Elected Members Allowance and Benefits Policy and G021-Elected Members Travel and Accommodation Policy.

DECISION MAKING STRUCTURE OF COUNCIL

The Council has adopted the following decision making structure to facilitate sound governance and to ensure that decision making processes are carried out in the most efficient manner.



COUNCIL MEETINGS

Council meetings are held on the second to last Friday of each month in the Kingston District Council Chambers, located at 29 Holland Street, Kingston SE, commencing at 2.00pm.

The agenda for each Council meeting is available from the Council office and on Council's website at least three clear days before the meeting. All meetings are open to the public.

Minutes of Council meetings are placed on display at the Council Office and on Council's website within five days of the meeting being held.

The timeframes for the availability of Council agendas and minutes are in accordance with the Local Government Act and Regulations.

SECTION 41 COMMITTEES

Council conducted an extensive review of its Section 41 Committee structure during the 2014/2015 year. Details of this review can be found in the Kingston District Council 2014/2015 Annual Report.

The outcome of the review was a more concise Section 41 Committee structure, consisting of:

- Audit Committee
- Strategic Planning and Development Committee

Copies of the agendas and minutes for Council Committee meetings are available from the Council office or can be viewed on Council's website: www.kingstondc.sa.gov.au.

DEVELOPMENT ASSESSMENT PANEL

The Kingston District Council Development Assessment Panel (CDAP) is established pursuant to Section 56A of the Development Act 1993 and is constituted in accordance with an established Terms of Reference. The Committee consists of five members: three independent members and two Council members. The Committee is supported by the Manager of Planning and Regulatory Services and meets monthly, or as required.

The Development Assessment Panel is delegated the power under the Development Act 1993 to assess development against the Kingston District Council Development Plan and make determinations pursuant to Section 38 of the Development Act 1993.

The membership of the CDAP until 17 February 2016 consisted of:

- Ms Vanessa Byers (Independent Presiding Member)
- Mrs Margaret Trotter (Independent Member)
- Mr Robert Miles (Independent Member)
- Cr Jeff Pope (Elected Member Representative)
- Cr Graham Usher (Elected Member Representative).

Following the expiration of the term of membership, all Independent positions were declared vacant.

At the Council meeting of 19 February 2016, Council appointed the following persons to the CDAP:

- Ms Michelle Lynton (Independent Presiding Member)
- Mr Tim Rogers (Independent Member)
- Mr Gordon Shreeves (Independent Member)
- Cr Jeff Pope (Elected Member Representative)
- Cr Graham Usher (Elected Member Representative).

Membership of the current CDAP expires on 17 February 2018.

The CDAP met 7 times during the year and assessed and made determinations on 14 development proposal matters.

ALLOWANCES PAID TO MEMBERS OF COUNCIL COMMITTEES

The following allowances are paid to members of Council committees:

Sitting Fees	Ordinary Meetings	Special Meetings
Presiding Member	\$300.00	\$100.00
Independent Member	\$200.00	\$70.00
Councillors as Panel Members	\$0.00	\$0.00
Council Staff	\$0.00	\$0.00

Council Development Assessment Panel

The sitting fees for Council's Development Assessment Panel were reviewed by Council in June 2016.

The fees set include:

- Travel Expenses,
- Review of Agenda for each meeting,
- Discussion with Council officers regarding queries in relation to agenda items and on-site inspections, and
- Attendance at Council Development Assessment Panel meetings.

Audit Committee

- ↘ Independent Member \$300 per meeting attended (including travel expenses)

DELEGATIONS

In order to expediate decision making, Council has delegated responsibilities and powers to appropriate Committees, Council employees and authorised officers of Council. These delegations are reviewed annually by Council, or more frequently if required by legislative amendment.

PUBLIC INVOLVEMENT IN COUNCIL DECISIONS

Members of the public may put forward their views to Council on particular issues in a number of different ways:

Representations/Deputations

With the permission of the Mayor, a member of the public can address Council personally or on behalf of a group of residents, organisation or other parties. Persons wishing to access this opportunity are asked to make prior arrangements through the Council office.

Petitions

Written petitions can be addressed to the Council on any issue within the Council's jurisdiction.

Written Correspondence

A member of the public can write to the Council on any Council policy, activity or service.

Community Consultation

Kingston District Council consults with local residents on particular issues that may effect the community in accordance with legislation and Council's Public Consultation Policy.

Governance

REVIEW OF COUNCIL DECISIONS

Section 270 Review

In accordance with Section 270(8) of the Local Government Act 1999, Council has adopted a formal 'Internal Review of Council Decisions' Procedure. The Procedure is reviewed during the term of each Council, with the last review being conducted in July 2015.

The Procedure recognises the importance of transparency in Council decision making and the need to provide a fair and objective procedure for the review of Council decisions. It provides the opportunity for any person who is aggrieved by a decision of Council to seek a review of that decision.

During the 2015/2016 year, Council received 1 application for a review of a Council decision pursuant to Section 270 of the Local Government Act. The applicant sought a review of a decision by Council for the applicant to keep more than the prescribed number of dogs at a residential property. Council refused the appeal and upheld its original decision to not allow more than the prescribed number of dogs at the property.

South Australian Ombudsman

While Council prefers to work with its customers to resolve requests for review quickly and effectively, an applicant will always retain the right to seek other forms of resolution, such as contacting the Ombudsman.

ELECTED MEMBERS TRAINING AND DEVELOPMENT ACTIVITIES

Training opportunities are provided to all Elected Members in accordance with Council's Elected Members Training and Development Policy.

During the 2015/2016 year, Elected Members participated in the following training sessions and workshops:

Workshops (in-house):

- Provision of Mobile Garbage Bin Collection and Disposal Service
- Future of Caravan Park and Big Lobster
- 2016/2017 Budget and Annual Business Plan

Training Sessions (external providers)

- Financial & Asset Management - Tonkins
- Conflict of Interest Provisions - KelleyJones Lawyers
- Due Diligence Training (Work Health Safety and Risk Management) - Local Government Association Workers Compensation Scheme

ELECTORAL REPRESENTATION

Pursuant to Section 12(4) of the Local Government Act 1999, Council is required to conduct a full review of its composition at least once in every eight year period.

Council completed its most recent Elector Representation Review in September 2009, and adopted the following Council structure:

- The principal member of the elected Council to be a Mayor, to be elected by the whole of the community .
- The ward structure be abolished and the Council not be divided into wards.
- The elected Council comprise seven (7) area Councillors, to be elected by the whole of the community.

The Electoral Commissioner certified the Elector Representation Review in November 2009 and the changes took effect from the November 2010 General Election.

The next representation review is due to be completed by November 2017, as prescribed by legislation.

COUNCILS REPRESENTATION QUOTA

For the purpose of satisfying the requirements of Schedule 4 of the Local Government Act 1999, Council's representation quota (in accordance with the figures supplied by the Electoral Commission SA) as at 29 February 2016 was as follows:

Total Electors: 1892
 Elected Members: 8
 Principal Member: Mayor
 Representation Quota: 236

To provide a comparison with similar sized Councils throughout the State, Kingston District Council is classified as a 'Rural Agricultural Medium (RAM) Council' and is grouped with 10 other Councils in this category. As a comparison, the representation quotas of Councils of a comparative size were:

Council	Electors	Elected Members	Representation Quota
Barunga West	1987	9	220
Ceduna	2116	9	235
Goyder	3045	7	435
Kangaroo Island	3389	10	338
Lower Eyre Peninsula	3617	7	516
Mount Remarkable	2167	7	309
Peterborough	1260	9	140
Southern Mallee	1395	9	155
Tumby Bay	2038	7	291
Yankalilla	3944	9	438

CONFIDENTIALITY PROVISIONS

It is a requirement of Council to include in the Annual Report information in relation to any orders of the Council or Council Committee that the public be excluded from attendance, in accordance with Section 90(3) of the Local Government Act 1999 (the Act).

It is also a requirement of Council to include in the Annual Report information in relation to any orders of the Council or Council Committee that documents be kept on a confidential basis in accordance with Section 91(7) of the Local Government Act 1999.

During the 2015/2016 financial year, Council held 12 ordinary meetings and 4 special meetings. During the course of these Council meetings, Council invoked a confidentiality order pursuant to Section 90 of the Local Government Act to discuss items in confidence twenty-four (24) times. Items discussed in confidence represent

9.01% of all matters considered by Council.

The items discussed in confidence were in relation to:

- Section 90(3)(a) of the Act - Information concerning the unreasonable disclosure of the personal affairs of any person (living or dead) - (14 instances);
- Section 90(3)(d) of the Act - Commercial information of a confidential nature (not being a trade secret) the disclosure of which—
 - i. could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
 - ii. would, on balance, be contrary to the public interest; - (1 instance);
- Section 90(3)(k) of the Act - Tenders for the supply of goods, the provision of services or the carrying out of works - (9 instances);

Council resolved that all items subject to confidentiality orders 2015/2016 were also subject to Section 91(7) of the Local Government Act 1999 and thus these items remain in confidence.

11 confidential orders expired and were released from confidentiality during the 2015/2016 year.

No items were discussed in confidence at Council Committee meetings during the 2015/2016 year.

COMPLAINTS LODGED UNDER COUNCIL CODES OF CONDUCT OR WHISTLEBLOWERS POLICY

Elected Members and employees must abide by the respective Codes of Conduct set by legislation, the Local Government (General) Variation Regulations 2013, which were introduced in the 2013/2014 year. Complaints against Elected Members or employees will be investigated in accordance with the respective Code of Conduct.

Other mechanisms in place for dealing with complaints include:

- Policy number G017 – Whistleblowers Protection Policy
- Policy number EI009 – Council Development Assessment Panel – Complaint Handling Procedure.

No complaints have been received by Council during the 2015/2016 financial year in relation to any conduct of Elected Members, employees or members of Council's Development Assessment Panel.

Governance

COMPLAINT AND REQUEST FOR SERVICE ANALYSIS

In striving to achieve improved services and governance outcomes, a detailed analysis of formal complaints and requests for services logged through the complaint and request system has been undertaken.

The complaints and requests for services analysed incorporate those letters, emails or contacts that have been received during the financial year and documented and recorded into the relevant system. It is acknowledged that Council received other information via contact with Council Members and through meetings, which may not have been recorded through the system, and therefore there are some limitations to the analysis. Members of Council and Council Committees are encouraged to respond to verbal complaints by either lodging the complaint or request for service in writing on behalf of the customer or having the customer do so. Specific reporting for any applications for reviews of decisions pursuant to Section 270 of the Local Government Act, known as Formal Internal Reviews of Council Decisions, is undertaken independently to the analysis of complaints and requests for services.

Please also note that this analysis does not incorporate detailed information regarding complaints lodged under Codes of Conduct as they apply to Council Members, employees or members of Council Committees, lodged with Council or any other body including the Ombudsman, Police or the Minister for State/Local Government Relations. The analysis includes the information for statistical purposes only.

During the financial year 151 complaints and requests for services were received and processed through the Council complaint and request system, which is slightly more than last year. The relevant policy or procedure for handling of complaints depends upon the complaint received, as follows:

1. Applications for review of Council decisions pursuant to Section 270 of the Local Government Act are subject to Council Policy G001 – Procedure for Internal Review of Council Decisions Policy.
2. General, but formal complaints or requests for

services received that are not regarding matters of Codes of Conduct are subject to:

- Council Policy G018 – Complaint Handling Policy.
- Council Procedure G018a – Complaint Handling Procedure.
- Council Policy G019 – Request for Service Policy.
- Council Procedure G019a – Request for Service Procedure.

The analysis of the complaints and requests for services are summarised in the following tables.

The analysis highlights that the areas in which Council receives the majority of complaints or requests for services are primarily in relation to general items. Performance and response times to complaints and requests for services continues to be pleasing. Council aims to continually improve these results with regular reviews of data at the organisation's management meetings, held every fortnight.

It is noted that two requests for services were unresolved at the end of the 2015/2016 year. These matters were regarding ongoing matters, which will be resolved early in the 2016/2017 year.

Governance

Item	Type of Complaint/Request Received													Total
	Administration	Finance/Rates	Development	Dogs	Road	By-law/Legislative Compliance	Waste Management	Parks & Gardens	Toilets & Playgrounds	General	Trees	Footpaths	Kerbing/Drainage	
Complaints	0	0	0	8	0	0	0	0	3	12	0	2	0	25
Requests for Service	0	0	1	5	16	0	5	6	10	57	18	8	0	126
Total	0	0	1	13	16	0	5	6	13	69	18	10	0	151

Item	Matters Resolved/Completed													Total	%	Average Response Times (Days)
	Administration	Finance/Rates	Development	Dogs	Road	By-law/Legislative Compliance	Waste Management	Parks & Gardens	Toilets & Playgrounds	General	Trees	Footpaths	Kerbing/Drainage			
Complaints	0	0	0	8	0	0	0	0	3	12	0	2	0	25	100.00%	6.7
Requests for Service	0	0	1	5	16	0	5	6	10	57	17	7	0	124	98.41%	5.3
Total	0	0	1	13	16	0	5	6	13	69	17	9	0	149	98.68%	5.6

Chief Executive Officer's Report

Kingston District Council has had a busy year with a strong focus on community engagement, assets and infrastructure planning and long term strategic planning. Council is now set to deliver key strategic objectives and will begin with the upgrade of Kingston's main streets, coastal protection works at Wyomi Beach and the implementation of new assets and infrastructure maintenance planning tools, systems and processes.

Organisational Review

During 2014/2015 a review of Council's organisation structure took place. A key outcome of the review was the identification of unsustainable workload pressures on Council's administrative team. As a result of this, an additional fulltime equivalent position was created and approved by Council.

In 2015/2016 a second review was conducted to gauge the success of the changes implemented following the previous review. As a result, an additional 6 administrative hours per week was approved by Council and further refinement to the allocation of administrative tasks was implemented.

Organisational Culture

Kingston District Council has a diverse range of employees representing the community we serve. Council has a positive gender balance across the workforce and is confident the variety of flexible work arrangements offered to its people support the retention of key talent.

In addition to flexible working arrangements, employees also benefit from a value-based culture and a supportive, friendly work environment. Council offers opportunities for further training and development, including tertiary study assistance. Competitive

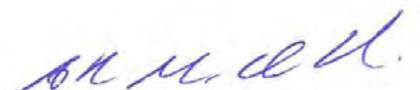
remuneration packages are offered and Income Protection Insurance is also provided.

The Senior Management Team is fully involved in the meetings of Council and make a significant contribution to formal reporting to Elected Members. The leadership team will continue to work hard towards creating a constructive, high performing culture at Kingston District Council – a work environment where its people feel valued and supported.

Elected Members

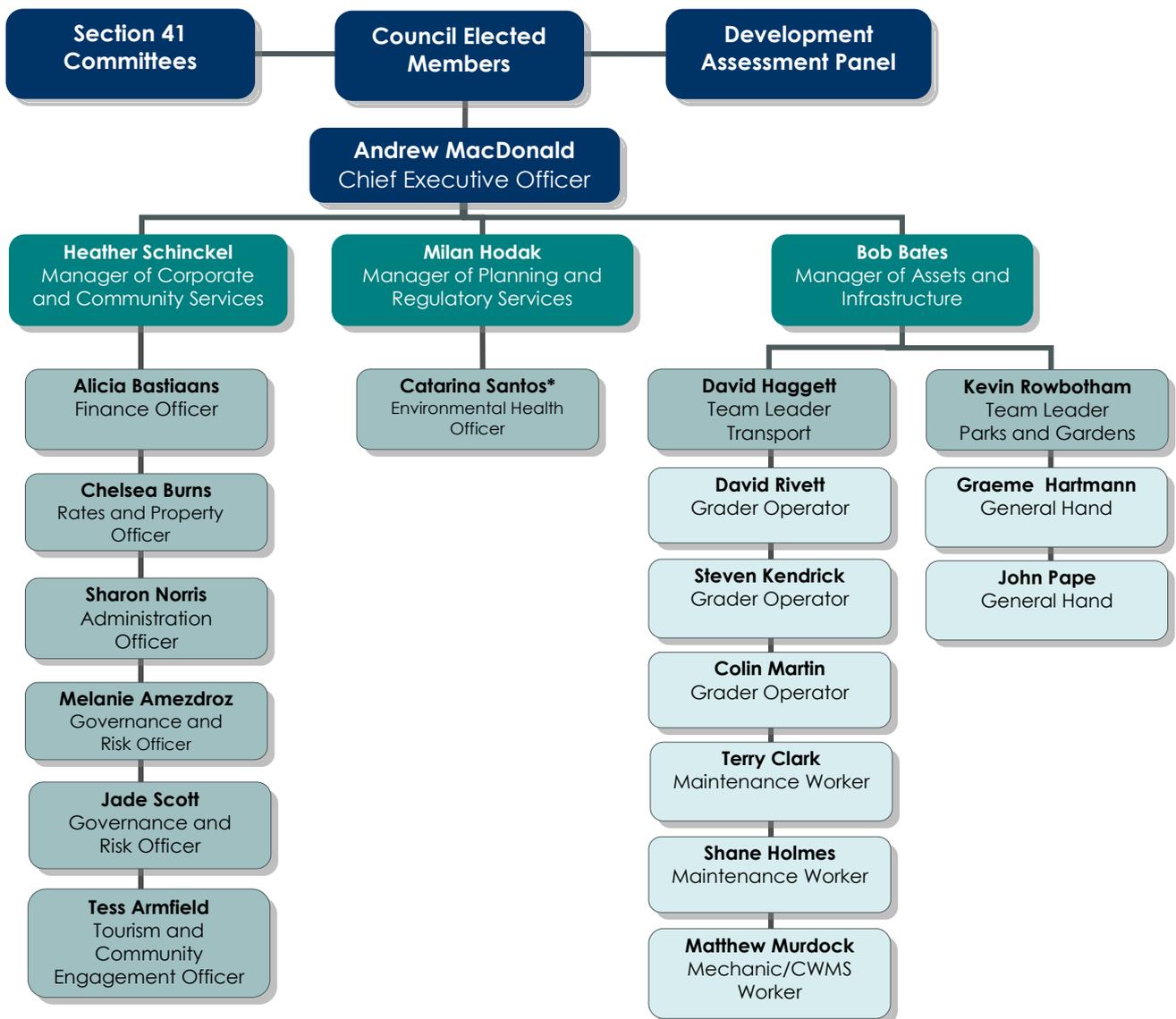
Kingston District Council's eight (8) Elected Members have continued to build a knowledgeable, collaborative, confident and inclusive culture. This has been aided through a series of informative workshops, administered by staff and, at times, facilitated by expert consultants, and through the considered reduction in the number of Section 41 Committees, in favour of a full Elected Membership for matters requiring the decision of Council.

I would like to thank staff, Councillors and the community for its tremendous support over the past 12 months. Kingston has achieved a considerable amount this year and is well positioned to achieve significantly more in the upcoming year.



Andrew MacDonald
Chief Executive Officer

Corporate Structure



* Shared resource with Wattle Range Council

Strategic Management Plans

STRATEGIC MANAGEMENT PLANS

Council has adopted four key plans as its strategic management framework, pursuant to Section 122(8) of the Local Government Act. They are:

1. Kingston District Council Strategic Plan.
2. Kingston District Council Asset Management Plan.
3. Kingston District Council Forward Financial Estimates.
4. Kingston District Council Community Land Management Plan.

Strategic Plan 2012/2016 Progress Report

Council's Strategic Plan sets the vision of Council and its community. The vision is:

The Kingston District Council will strive to improve the quality of life in the community, enhance and develop the character of our District as a vibrant coastal community that is an attractive destination with excellent business opportunities.

In striving to achieve this vision Council have set seven key strategy areas and they are summarised, with progress against targets and key performance indicators reported, in the following table:

Strategy Area	Goals	Strategy / Targets	Key Performance Indicators	Progress
Infrastructure Development	During the period of this plan investment in capital renewal, asset repair and upgraded infrastructure will be at the forefront of Council's budget and planning commitments thereby maintaining and improving Council's real asset base.	Footpath renewal program shall continue during the course of the strategic plan with a view to continue improvement of footpath infrastructure and bicycle tracks provided to the community to promote both attractive streetscapes and healthy outcomes.	Asset Management Plan is adhered to and footpath renewal program and footpath/ bicycle track allocations are incorporated into the Annual Business Plan and Budget.	Strategy/Target/ KPIs Met Asset Management Plan footpath program was incorporated into the Annual Business Plan and Budget and works completed.
		Road infrastructure capital program including resealing of sealed roads to be (at least) maintained at \$1.2M per annum in new project budget allocations, subject to the continuance of the Roads to Recovery Programme.	Asset Management Plan is adhered to and road infrastructure allocations are incorporated into the Annual Business Plan and Budget and maintained at \$1.2M per annum.	Strategy/Target/ KPIs Met Asset Management Plan road program was incorporated into the Annual Business Plan and Budget and works completed.

Strategy Area	Goals	Strategy / Targets	Key Performance Indicators	Progress
Infrastructure Development	During the period of this plan investment in capital renewal, asset repair and upgraded infrastructure will be at the forefront of Council's budget and planning commitments thereby maintaining and improving Council's real asset base.	Road infrastructure maintenance program to be (at least) maintained at \$500,000 per annum, subject to continuance of Supplementary Financial Assistance Grants (roads component) for South Australia.	Asset Management Plan is adhered to and road infrastructure maintenance allocations are incorporated into the Annual Business Plan and Budget and maintained at \$500,000 per annum.	Strategy/Target/ KPIs Met Asset Management Plan road maintenance program was incorporated into the Annual Business Plan and Budget and works completed.
		Maintain existing and investigate opportunities for improved street lighting and public lighting especially in high risk areas.	Street lights are checked to ensure street lights are maintained.	Strategy/Target/ KPIs Met Street lights checked on a regular basis.
		Continue to fund additional low level recreational, tourism and community open space infrastructure during the period of this plan.	Asset Management Plan is adhered to and low level recreational, tourism and community open space infrastructure allocations are incorporated into the Annual Business Plan and Budget.	Strategy/Target/ KPIs Met Asset Management Plan low level recreational, tourism and community open space infrastructure allocations were incorporated into the Annual Business Plan and Budget and works completed.
		Investment in infrastructure and assets renewal, replacement, upgrades and new assets shall at least match depreciation charges on a rolling 3 year basis.	Infrastructure and asset renewal spending matches or exceeds average depreciation charges on a rolling 3 year basis.	Strategy/Target/ KPIs Met Infrastructure and asset renewal spending exceeded average depreciation charges on a rolling 3 year basis.
		Maintain existing investments as outlined in long term asset and financial documents for the maintenance and improvement of Council building infrastructure.	Asset Management Plan is adhered to and building infrastructure improvements and maintenance allocations are incorporated into the Annual Business Plan and Budget. A Building Maintenance Plan is developed.	Strategy/Target/ KPIs Met Asset Management Plan building infrastructure improvements and maintenance allocations were incorporated into the Annual Business Plan and Budget and works completed.

Strategic Management Plans

Strategy Area	Goals	Strategy / Targets	Key Performance Indicators	Progress
Infrastructure Development	During the period of this plan investment in capital renewal, asset repair and upgraded infrastructure will be at the forefront of Council's budget and planning commitments thereby maintaining and improving Council's real asset base.	Maintain existing investments as outlined in long term asset and financial documents for the maintenance and improvement of Council parks and gardens and open space including assets located on this land.	Asset Management Plan is adhered to and parks, gardens and open space allocations are incorporated into the Annual Business Plan and Budget.	Strategy/Target/ KPIs Met Asset Management Plan parks, gardens and open space allocations were incorporated into the Annual Business Plan and Budget and works completed.
		Where applicable, investigate road safety improvements in high trafficable areas to improve vehicular, pedestrian and cyclist safety.	Asset Management Plan is adhered to and walking/bike track light allocations are incorporated into the Annual Business Plan and Budget and the lights are installed.	Strategy/Target/ KPIs Met Asset Management Plan walking/bike track light allocations were incorporated into the Annual Business Plan and Budget and the lights installed.
		Plan for and during the term of this plan commence works to upgrade foreshore irrigation, low level recreational facilities and the leveling of the grassed areas.	Council allocates funds in the Asset Management Plan to the foreshore upgrade.	Strategy/Target/ KPIs Met Council allocated funds in the Asset Management Plan for the foreshore upgrade to commence in 2017/2018.
		Plan for and during the term of this plan upgrade the existing toilet facilities and build a new District Hall toilet facility.	New District Hall toilet is built and existing toilets upgraded.	Strategy/Target/ KPIs Met New District Hall toilet is built and Lions Park Toilet upgraded.

Strategy Area	Goals	Strategy / Targets	Key Performance Indicators	Progress
Identity of Our District	To support and develop the Kingston Districts' identity and develop an environment that grows our tourism economic opportunities.	Continue to provide Visitor Information services throughout the period of this plan and look for growth in this service to support tourism outcomes.	Number of visitors to the Visitor Information Outlet is reported in Council's Annual Report.	Strategy/Target/ KPIs Met Number of visitors to the Visitor Information Outlet is reported in Council's Annual Report.
		Support development of tourism opportunities and ideas including wine tourism, recreational boating, eco-tourism, food trails, coastal roads, promotion of Kingston and Cape Jaffa, and recreational vehicles.	Financial assistance and in-kind support is provided for significant events - Kingston Pageant and Kingston Lights Up, Kingston Show, Cape Jaffa Seafood and Wine Festival, Kingston Triathlon and Lions Club Surf Fishing Competition.	Strategy/Target/ KPIs Met Council provided financial assistance and in-kind support for a number of significant events - Kingston Pageant and Kingston Lights Up, Kingston Show, Cape Jaffa Seafood and Wine Festival, Kingston Triathlon and Lions Club Surf Fishing Competition.
		Commit to ongoing support of events and clubs that attract visitors, through the Community Assistance Program and in-kind assistance.	Two rounds of the Community Assistance Program are conducted.	Strategy/Target/ KPIs Met Two rounds of the Community Assistance Program were conducted.
		Maximise opportunities created by the Cape Jaffa Anchorage Development over the life of this plan.	New Recreational Facility is built.	Strategy/Target/ KPIs Met New Recreational Facility (BBQ and beach shelter) was built.
		Commit to general town improvement through street and open space improvements, maintenance of infrastructure and buildings and support of the Kingston Town Improvement Committee, support for the Tree Planters group and other environmental groups.	Council approves a plan to establish a vegetation area for the residential zoned area adjacent to the Golf Course and Cemetery and allocates funds to develop in the Asset Management Plan. Council provides assistance and support for the Kingston Town Improvement Committee and Tree Planters group.	Strategy/Target/ KPIs Met Council approved a plan to establish a vegetation area for the residential zoned area adjacent to the Golf Course and Cemetery and allocated funds to develop the area. Council provided assistance to the Tree Planters group. The Town Improvement Committee was disbanded as part of the Section 41 Committee review in 2014/2015.

Strategic Management Plans

Strategy Area	Goals	Strategy / Targets	Key Performance Indicators	Progress
Identity of Our District	To support and develop the Kingston Districts' identity and develop an environment that grows our tourism economic opportunities.	Investigate alternative seagrass management options including self processing and invest annually in seagrass management.	Council approves a new seagrass removal and disposal contract.	Strategy/Target/ KPIs Met Council approved a new seagrass removal and disposal contract.
		Investigate alternative seagrass management options to reduce the substantial financial impost.	New long term seagrass removal and disposal contract achieves a significant saving from the previous contract.	Strategy/Target/ KPIs Met The new long term seagrass removal and disposal contract achieved a significant saving from the previous contract.

Strategy Area	Goals	Strategy / Targets	Key Performance Indicators	Progress
Industry, Business and Town Development	Create an environment that promotes industry and business development through investment in key infrastructure, high quality advice and timely decision making.	Continued funding support of Limestone Coast Regional Development Board (or an alternative structure) to allow access and assistance to economic development services.	Council approves financial assistance to the Limestone Coast Regional Development Board.	Strategy/Target/ KPIs Met Council approved and provided financial assistance to the Limestone Coast Regional Development Board.
		Commence planning to develop Council residential land on Cooke Street with plans developed and agreed by 2013.	Minister approves the Residential (Golf Course) and Rural Living DPA.	Strategy/Target/ KPIs Met The Minister approved the Residential (Golf Course) and Rural Living DPA.
		Section 30 review of the Kingston Development Plan is undertaken and Development Plan Amendments identified for future town expansion and other development is completed by 2016.	Section 30 review of the Kingston Development Plan is completed by 2016.	Strategy/Target/ KPIs N/A The Section 30 review of the Kingston Development Plan currently on hold, pending Legislation changes and the Regional Planning Alliance.

Strategy Area	Goals	Strategy / Targets	Key Performance Indicators	Progress
Industry, Business and Town Development	Create an environment that promotes industry and business development through investment in key infrastructure, high quality advice and timely decision making.	Development Plan Amendments arising from a Section 30 review are prioritised and scheduled into future periods with any high priority amendments to commence in 2016.	Commence high priority Development Plan Amendments in 2016.	Strategy/Target/ KPIs N/A Development Plan Amendments currently on hold, pending Legislation changes and the Regional Planning Alliance.
		That planning and building approvals are issued within statutory timeframes and that a best practice target of 60 days be achieved for 90% of applications.	90% of planning and statutory building approvals are issued within 60 days.	Strategy/Target/ KPIs Met 90% of planning and statutory building approvals were issued within 60 days.
		Support primary industry through maintenance and improvement of critical road infrastructure and advocating on behalf of producers on issues of concern.	Asset Management Plan renewal and maintenance road infrastructure targets are met.	Strategy/Target/ KPIs Met Asset Management Plan renewal and maintenance road infrastructure targets were met.
		Support commercial fishing industry through maintenance and improvement of critical road infrastructure, marina facilities and advocating on behalf of producers on issues of concern.	Asset Management Plan renewal and maintenance road infrastructure targets are met.	Strategy/Target/ KPIs Met Asset Management Plan renewal and maintenance road infrastructure targets were met.
		Council shall support major development proposals that are appropriately assessed and approved including alternative energy production and wind farms.	Approval of a wind farm.	Strategy/Target/ KPIs N/A There have been no wind farm applications.

Strategic Management Plans

Strategy Area	Goals	Strategy / Targets	Key Performance Indicators	Progress
Customer and Community Outcomes	Provide responsive, timely and appropriate customer services to Council stakeholders, customers and all those who seek Council assistance.	Support community groups, sporting clubs and volunteers through mechanisms including direct budget allocations, Community Assistance Program, and in-kind support.	Two rounds of the Community Assistance Program to be conducted each year. In-kind support is provided to community groups, sporting clubs and volunteers (e.g. grant applications).	Strategy/Target/ KPIs Met Two rounds of the Community Assistance Program were conducted. In-kind support was provided to community groups, sporting clubs and volunteers.
	Support community organisations to help provide services and opportunities in the district and plan for future events and growth in the district.	Provide timely customer services to all stakeholders in accordance with Council's policies on complaint management and requests for service.	Complaints and requests are recorded and monitored fortnightly by senior staff to ensure they are responded to in a timely manner. Complaints and requests to be analysed (number/type/response time) and reported via the Annual Report.	Strategy/Target/ KPIs Met Complaints and requests were recorded and monitored fortnightly by senior staff to ensure they were responded to in a timely manner. Complaints and requests were analysed (number/type/response time) and reported via the Annual Report.
		Maintain 2011/2012 financial investment in upgrades and maintenance in parks and gardens, open space and sport and recreation areas.	Asset Management Plan upgrades and maintenance parks and gardens, open space, sport and recreation areas targets are met.	Strategy/Target/ KPIs Met Asset Management Plan upgrades and maintenance parks and gardens, open space, sport and recreation areas targets were met.

Strategy Area	Goals	Strategy / Targets	Key Performance Indicators	Progress
Customer and Community Outcomes	<p>Provide responsive, timely and appropriate customer services to Council stakeholders, customers and all those who seek Council assistance.</p> <p>Support community organisations to help provide services and opportunities in the district and plan for future events and growth in the district.</p>	<p>That Council with the Limestone Coast Zone Emergency Management Committee and Local Government Risk Services undertake to write a new Community Emergency Risk Management plan in accordance with the National Emergency Risk Assessment Guidelines, with completion scheduled for 2014.</p>	<p>The development of a Limestone Coast Zone Emergency Management Plan with Council staff to assist.</p> <p>The development of a Regional and Council Disaster Resilience Strategy/Plan.</p>	<p>Strategy/Target/ KPIs Not Met</p> <p>The Limestone Coast Zone Emergency Management Plan is still being developed with Council staff assisting.</p> <p>The Regional and Council Disaster Resilience Strategy/ Plan is still being developed.</p>
		<p>Council shall explore opportunities to improve communications to stakeholders including 'Council corner' in the local press.</p>	<p>Council community information articles are published in the Coastal Leader. Information advices are posted on Council's website.</p>	<p>Strategy/Target/ KPIs Met</p> <p>Council community information articles were published in the Coastal Leader.</p> <p>Information advices were posted on Council's website.</p>
		<p>Develop a concept plan and implement reserve works for the Council land around the Golf Club, Cooke Street and Cemetery.</p>	<p>Concept plan for a reserve on land around the golf club, Cooke Street and Cemetery is approved.</p> <p>Asset Management Plan has allocations for the development of the reserve on land around the Golf Club, Cooke Street and Cemetery</p>	<p>Strategy/Target/ KPIs Met</p> <p>Council approved the concept plan for a reserve on land around the Golf Club, Cooke Street and Cemetery.</p> <p>Asset Management Plan has allocations for the development of the reserve on land around the Golf Club, Cooke Street and cemetery Commencing in 2017/2018.</p>

Strategic Management Plans

Strategy Area	Goals	Strategy / Targets	Key Performance Indicators	Progress
Environment and Heritage	Support heritage and environmental planning during the period of this plan.	Implement the Kingston Landfill Closure plan and throughout the period of this plan commit appropriate resources required by the plan.	Council allocates \$10,000 per annum for the closure plan implementation.	Strategy/Target/ KPIs Met The closure implementation plan has been completed.
		Identify potential impacts of sea level change on Kingston and Cape Jaffa as part of the Community Emergency Risk Management Plan work scheduled for completion by 2014, and undertake regional mapping initiatives.	<p>The South East Coastal Management Strategy is implemented through the Limestone Coast and Coorong Coastal Management Group.</p> <p>The Coastal Protection Board coastal erosion survey is monitored and reported to Council.</p> <p>Council budgets annually for sand replenishment works to repair Kingston foreshore erosion.</p>	<p>Strategy/Target/ KPIs Met</p> <p>A number of projects from the South East Coastal Management Strategy were implemented through the Limestone Coast and Coorong Coastal Management Group.</p> <p>The Coastal Protection Board coastal erosion survey was monitored and reported to Council.</p> <p>Council budgeted and carried out sand replenishment works to repair Kingston foreshore erosion.</p>
		Ensure Council embraces efficient use of power and water resources and investigates ways of reducing its carbon emissions.	<p>Water and power usage is monitored quarterly.</p> <p>Investigation on the use of solar panels on Council buildings is completed.</p>	<p>Strategy/Target/ KPIs Met</p> <p>Water and power usage was monitored quarterly.</p> <p>Investigation into the installation of solar panels on Council buildings is ongoing.</p>

Strategy Area	Goals	Strategy / Targets	Key Performance Indicators	Progress
Environment and Heritage	Support heritage and environmental planning during the period of this plan.	Continue to develop and implement a system of historic and interpretative signage throughout the district.	Kingston interpretative signage project is implemented.	Strategy/Target/KPIs Not Met The Kingston interpretative signage project will be implemented in 2016/2017.
		Council shall work with State agencies to monitor and where necessary undertake remedial or corrective actions to areas of coastal erosion that places infrastructure under threat.	Coastal Protection Board provides annual surveys of Kingston coastal erosion. Requests submitted to the Coastal Protection Board for sand replenishment works funding.	Annual Strategy/Target/KPIs Met The Coastal Protection Board also provided a \$30K grant for sand replenishment works. Work has been completed.
		Investigate and implement an electronic waste disposal service at the Kingston Transfer Station and promote the service to the community.	Electronic waste disposal service is set up at the Kingston Transfer Station. Electronic waste disposal service information is published in the Coastal Leader and on Council's website.	Strategy/Target/KPIs Met The electronic waste disposal service was set up at the Kingston Transfer Station. The electronic waste disposal service information was published in the Coastal Leader and on Council's website.

Strategic Management Plans

Strategy Area	Goals	Strategy / Targets	Key Performance Indicators	Progress
Contemporary Governance	<p>Ensure reasonable access to decision makers and information and provide opportunity for community input to governance and ensure administrative activities and decision making and where resources allow, achieve best practice.</p> <p>Financial stability and sustainability is reflected in reaching or bettering targets set for accepted key performance indicators as reported in the Annual Financial Accounts.</p> <p>Ongoing commitment to minimising Council's exposure to risk through sound risk management and occupational health safety and welfare and injury management systems.</p>	Review Council's committee structure for appropriate terms of reference and efficient operation of Council's governance structure at least once during the period of this plan.	Report submitted to Council on committee structure and terms of reference.	Strategy/Target/ KPIs Met Reports were submitted to Council on committee structure and terms of reference.
		Council continues to manage, monitor and develop plans to manage the health and safety of employees, volunteers and other parties for which Council has a responsibility.	Strong results are achieved in annual audits of work health and safety plans, policies and procedures.	Strategy/Target/ KPIs Met Strong results are achieved in annual audits of work health and safety plans, policies and procedures.
		Council shall further develop its general risk management framework to achieve a managed risk environment that minimises any liability claims.	Risk Management Plan is developed.	Strategy/Target/ KPIs Not Met The Risk Management Plan is still being developed.
		That any claims arising from work health and safety issues are below the State sector average and injury management is undertaken with a view to returning an injured person to full capacity as early as possible.	Council claims on a rolling three year average are below the State sector average.	Strategy/Target/ KPIs Not Met Council claims on a rolling three year average are below the State sector average.
		Council shall set an annual work health safety and injury management plan that builds a contemporary system and shall report achievements against performance indicators within this plan.	Adoption of Work Health and Safety Injury Management Plan. Achieve performance indicators within Work Health and Safety Injury Management Plan.	Strategy/Target/ KPIs Met The Work Health and Safety Injury Management Plan was reviewed and adopted. Council achieved the performance indicators within Work Health and Safety Injury Management Plan.

Strategy Area	Goals	Strategy / Targets	Key Performance Indicators	Progress
Contemporary Governance	<p>Ensure reasonable access to decision makers and information and provide opportunity for community input to governance and ensure administrative activities and decision making and where resources allow, achieve best practice.</p> <p>Financial stability and sustainability is reflected in reaching or bettering targets set for accepted key performance indicators as reported in the Annual Financial Accounts.</p> <p>Ongoing commitment to minimising Council's exposure to risk through sound risk management and occupational health safety and welfare and injury management systems.</p>	During the term of this plan undertake an organisation review to ensure the efficient, effective operations of Council.	Organisational structure is reviewed.	Strategy/Target/ KPIs Met The organisational structure has been reviewed.
		Undertake effective, transparent and open reporting against Council's strategic management plans on an annual basis.	Annual review of Strategic Management Plans are conducted and reported to Council and Audit Committee.	Strategy/Target/ KPIs Met The annual review of Strategic Management Plans was conducted and reported to Council and Audit Committee.
		Continued focus on the ongoing review of Council's policy framework in accordance with review timeframes.	Policies are reviewed in accordance with review timeframes.	Strategy/Target/ KPIs Met Policies were reviewed in accordance with the review timeframes.
		Continue implementation of governance improvement programs.	Elected Member and Employee Codes of Conducts and other governance policies meet legislative requirements.	Strategy/Target/ KPIs Met The Elected Member and Employee Codes of Conducts and other governance policies meet the legislative requirements.
		Review any subsidiary operations, charters and plans as required during the term of this plan.	South East Local Government Association Charter is reviewed.	Strategy/Target/ KPIs N/A The South East Local Government Association Charter was reviewed in 2015.
		Continued investment during the period of this plan in training and up-skilling of Council members and staff to generate corporate knowledge, productivity improvements and learning opportunities.	<p>Council allocates funding annually for the training of Elected Members and staff.</p> <p>Staff training plan is implemented.</p> <p>Elected Member training plan is developed.</p>	<p>Strategy/Target/ KPIs Met</p> <p>Council allocated funding for the training of Elected Members and staff.</p> <p>The staff training plan was implemented.</p> <p>The Elected Member training plan has been developed.</p>

Strategic Management Plans

Strategy Area	Goals	Strategy / Targets	Key Performance Indicators	Progress
Community Advocacy and Health Services	To support the community and advocate for improved State and Federal policy outcomes that support our district, its industry and commerce, community support, health and environmental outcomes.	Council will ensure it continues to provide Environmental Health Services through a shared services agreement.	The shared services agreements are extended for a further 2 years.	Strategy/Target/ KPIs Met The shared services agreement was renewed in January 2016 and is in place until January 2018.
		Council will continue to manage and provide immunisation services through agreements with the State and Council's preferred practitioner service, who under agreement shall provide on-ground immunisation delivery.	Council allocates funding annually for the immunisation program.	Strategy/Target/ KPIs Met Council allocated funding and carried out the immunisation program.
	To support environmental health and immunisation services in the community.	Support medical services through the maintenance and ongoing leasing of the purpose built Council owned Kingston Medical Centre building.	The Medical Centre lease continues for the second 5 year term.	Strategy/Target/ KPIs Met The Medical Centre lease was renewed for the second 5 year term.
		Where appropriate liaise and advocate on behalf of the community for rural and regional policy around issues of interest including environmental matters, community and economic development, health and education services.	Ongoing advocacy for maintaining rural speed limits and continuation of live sheep exports.	Strategy/Target/ KPIs Met The Mayor continues to work with LCLGA to advocate on these issues.
		Where appropriate lobby and advocate on behalf of the community for the protection of vital industries (live exports) and lobby and advocate on any proposed Government legislation that will impact on our community (retaining open road speed limits).	Advocate on retaining the 110 km open road speed limit.	Strategy/Target/ KPIs Met The Mayor continues to work with LCLGA to advocate on this issue.

Annual Business Plan 2015/2016 Performance Report –

The Annual Business Plan links into the Strategic Plan of Council and strives to achieve outcomes that are consistent with the seven key strategy areas and goals of the Plan. In order to ensure there are linkages, Council develops its Annual Business Plan and supporting Budget with the strategies and goals of the Strategic Plan in mind.

Full reporting against each strategy is undertaken and presented to Council and available via the relevant Council meeting agenda.

Council has achieved the vast majority of the targets set out in the 2012-2016 Strategic Management Plan. Any targets not met have been rolled over into the 2016-2026 Plan.

Annual Strategies Linked with Council's Strategic Plan Goals								
Annual Strategy	Strategic Plan Goals							
	Infrastructure Development	Identity of Our District	Industry, Business and Town Development	Customer and Community Outcomes	Environment and Heritage	Contemporary Governance	Community Advocacy and Health Services	
Seagrass Removal		X	X					
Waste Management					X			
Tourism Development / Community Support	X	X		X				
Future Town Planning Initiatives	X		X	X				
Safety and Emergency Management Planning				X		X		
Environment	X				X	X		
Building Assets and Community Need	X							
Finance and Administration				X		X		
Environmental and Inspectorial			X	X	X	X		
Works and Engineering	X		X	X		X		
Governance				X		X	X	
Community, Economic Development and Other Functions		X	X	X		X		

This table shows Council's Annual Business Plan strategies and how they contribute to the achievement of the Strategic Plan goals of Council.

Development of the 2016-2026 Strategic Plan

The development of the 2016-2026 Strategic Plan has been guided by community feedback and developed by Kingston District Council during the 2015/2016 year.

Over the next ten years, our new Plan aims to transition the Kingston District into a vibrant destination where people want to live, raise their families, holiday and retire. The Plan compliments the South Australia Government's Limestone Coast Regional Plan.

The new Plan will inform key actions, budgets and decision making of Council and is focused on delivering the Community's Vision by 2026.

It is important to recognise that Council cannot achieve the Community's Vision on its own. Many of the strategies contained in the Plan will rely on working in partnership with others. Council may be able to take a supporting or facilitating role, however we know that this plan cannot be achieved without the hard work, passion and dedication of the whole community.

The key targets of the 2016-2026 Strategic Plan will be used to guide Council in the development of its Annual Business Plans and Budgets for the term of the Plan.

These targets will be reported on in Council's Annual Reports.

Human Resources

SENIOR OFFICER ALLOWANCES, BONUSES AND BENEFITS

The Senior Management Team consists of the Chief Executive Officer and three managers.

The Senior Officers are generally employed on individual fixed term contracts with full time officers receiving private use of a motor vehicle in lieu of overtime and penalty rates.

CHIEF EXECUTIVE OFFICER

Classification: Contract

Other benefits provided:

- ↘ Private use of Council vehicle
- ↘ Mobile phone
- ↘ Agreed performance bonus to Superannuation.

MANAGER OF ASSETS AND INFRASTRUCTURE

Classification: Contract

Other benefits provided:

- ↘ Private use of Council vehicle
- ↘ Mobile phone

MANAGER OF PLANNING AND REGULATORY SERVICES

Classification: Contract

Other benefits provided:

- ↘ Private use of Council vehicle
- ↘ Mobile phone

MANAGER OF CORPORATE AND COMMUNITY SERVICES

Classification: Kingston District Council Enterprise Agreement 2015 General Officer Level 8

Other benefits provided:

- ↘ Mobile phone

STAFF NUMBERS

The Kingston District Council employs 19 staff as classified below:

- ↘ 9 employees employed in accordance with the Kingston District Council Enterprise Agreement 2015.
- ↘ 10 employees employed in accordance with the Australian Workers Union Enterprise Agreement.

Council has in place a resource sharing agreement with Wattle Range Council for the provision of an Environmental Health Officer, who attends Kingston one day per week. Council also has resource sharing agreements in place with Robe Council, for the provision of a Planning Officer and Mechanic, who each attend Robe one day per fortnight.

STAFF CHANGES

During the 2015/2016 year the following staff commenced employment with Council:

- Tess Armfield—Tourism & Community Engagement Officer
- Jade Scott—Governance and Risk Officer (12 month contract)

HUMAN RESOURCE/EQUAL EMPLOYMENT OPPORTUNITY PROGRAM

Kingston District Council's employees are the organisation's most valuable assets. Opportunities are provided to staff to attend appropriate training and development to ensure employees have current skills and knowledge to undertake their roles within their field of work. Employees are also provided with opportunities for personal development and growth.

Performance Appraisals of all employees are conducted annually.

The Performance Management and Staff Development Scheme provides the opportunity for staff and management at all levels to assess work performance, consider the professional progress of individual staff members, identify skill or competency gaps and formulate strategies to develop the abilities of staff and general efficiencies in work practices.

The Scheme also assists in identifying training requirements to enable staff to competently undertake their role, to consider career development opportunities and expand their abilities and therefore the services they provide.

The Performance Management tool is designed to allow for two way communication and to assist with gaining the full performance potential from employees within their respective jobs and work teams.

An environment of equal employment opportunities exists that is free of discrimination and reflects the diversity and needs of the community it serves. Council is firmly committed to the principle of equal opportunity in employment for all employees and potential employees and expects all staff to demonstrate and promote equal employment opportunities in the workplace.

Council Team

MANAGEMENT TEAM



Andrew MacDonald
Chief Executive Officer



Bob Bates
Manager of Assets
and Infrastructure



Heather Schinckel
Manager of
Corporate and
Regulatory Services



Milan Hodak
Manager of
Planning and
Regulatory Services



WORKS STAFF (ABOVE)

Left to Right: David Haggett (Team Leader Transport), Graeme Hartmann, Shane Holmes, Terry Clark, Matthew Murdock, John Pape, Kevin Rowbotham (Team Leader Parks and Gardens), Steven Kendrick. Absent: Colin Martin.

ADMINISTRATION STAFF (BELOW)

Left to Right: Jade Scott, Alicia Bastiaans, Tess Armfield, Sharon Norris, Melanie Amezdroz, Chelsea Burns.



Council Functions

FINANCE AND ADMINISTRATION

FINANCE REPORT

The financial year accounts show an operating deficit of \$118,000 after adjustments for capital income of \$137,000 and sale of assets of \$5,000. The net result is a surplus of \$14,000.

The operating deficit was due to the advance payment of a portion of the Federal Assistance Grants for the 2015/2016 year, which was actually received and recognised in 2014/2015. No grants for 2016/2017 have been received in advance during the 2015/2016 year.

Financially, Council is very stable and has long term financial and asset management plans in place to ensure continued sustainability. Key financial performance indicators show that Council's finances are strong.

Overall, the 2015/2016 financial results and budget outcomes indicate a sound and sustainable financial position. Work continued during the year to improve Council's long term financial and asset management documentation, internal and external reporting, and general budgetary management.

Key aspects of the Balance Sheet to note are:

1. Inventories increased from \$5,000 to \$98,000 due to the purchase of a rubble stock pile prior to the end of the financial year, which will be used to commence the 2016/2017 unsealed roads program.
2. Borrowings (current and non-current) decreased from \$3.527M to \$3.330M.
3. Provisions (current and non-current) increased from \$404,000 to \$440,000 due to an increase in employee leave entitlements.

The key measurement against Council's strategic financial indicators and the actual 2015/2016 results are outlined in the following table:

<i>Indicator</i>	<i>Strategic Target</i>	<i>Result</i>
Operating Surplus	>0	\$118K
Operating Surplus Ratio	>0% and <15%	-2%
Adjusted Operating Surplus Ratio (excludes effect of advanced Government grants)	>0% and <15%	-2%
Net Financial Liabilities Ratio	>0% and <100%	-22%
Asset Sustainability Ratio	>80% and <110% on a 3 year basis	93%

WORK HEALTH SAFETY AND INJURY MANAGEMENT

Kingston District Council continues to promote a safe working environment through its commitment to and management of Work Health and Safety systems.

The Local Government Association Workers Compensation Scheme (LGAWCS) continues to audit Council on their performance in relation to Work Health and Safety and Injury Management. The annual Key Performance Indicator (KPI) Audit tests Council's compliance against the elements within the Performance Standards for Self Insurers. Audits are conducted by external LGAWCS personnel and involve inspection, testing and sampling of Council's WHS Management System.

The objectives of the 2015 KPI Audit were to:

- ↘ Complete an annual audit of LGAWCS Councils to test conformance against ReturnToWorkSA Code of Conduct for Self Insured Employees and specifically nominated elements within the Performance Standards for Self Insurers.
- ↘ Provide recommendations to the Audited Councils with regard to closing out identified non-conformances, with the aim of assisting Councils to continually improve their WHS management systems.

The elements examined in the 2015 KPI Audit were:

- 1.1.2 Supporting policies and procedures are in place
- 2.1.1 Legislative compliance is addressed as part of the system
- 3.2.1 A relevant Training Program is in place and being implemented
- 3.3.1 Defined responsibilities are communicated to relevant employees
- 3.3.2 Accountability mechanisms are being used where relevant
- 3.8.1 Hazard Management Systems including identification, evaluation and control are in place
- 3.8.6 Contractor and volunteer management systems are in place to meet the organisations duty of care to all persons
- 3.8.7 Work related injury/illness and accidents/incidents are investigated and action taken where relevant
- 3.11.1 Appropriate reporting, records and documentation to support system programs and legislative compliance
- 4.2.1 Internal Audit programs are in place and effectively test the organisations system and programs performance
- 5.1.1 The organisation reviews the scope and content of its peak policy and supporting policies and procedures for suitability and effectiveness.

The Audit findings saw Kingston District Council achieve 3 conformances, 4 observations and 4 non-conformances. The audit confirmed that Council is still in the process of refining its WHS system and acknowledged the significant amount of work that has been undertaken by Council. The gaps identified between conformance and

non-conformance were quite small and easily able to be resolved. Council has been working towards the close out of the identified non-conformances to meet the Performance Standards for Self Insurers and to ensure the provision of a safe and productive workplace.

In addition to the KPI Audit, Council undertook an Injury Management and Return to Work Validation Audit by an external consultant appointed by the LGAWCS in February 2016. The purpose of the audit was to demonstrate compliance with the Return to Work Act 2014 and associated regulations with respect to reporting compensation claims to the LGAWCS.

The audit findings showed no non-conformances in Council's Injury Management and Return to Work systems and processes and that Council are working effectively and meeting objectives and legislative requirements.

RISK MANAGEMENT

Kingston District Council is committed to a policy of Risk Management to protect its employees, assets, liabilities and its community against potential losses and to maximise opportunities.

Council's commitment to Risk Management is to:

- Identify Risk and prepare for any Risk occurrence
- Evaluate threats and opportunities
- Mitigate Risks where possible
- Integrate Risk Management into the processes of Council
- Focus on continuous improvement processes

Council participates in an annual Risk Management Review conducted by the Local Government Association Mutual Liability Scheme. The Review assesses how well Council applies risk management processes across its key service areas. The Risk Management Review covers most areas of Council operations and specifically areas that have a level of civil liability exposure or areas that require a formal risk management approach to prevent potential civil liability.

The 2016 Risk Review assessed Council's performance in the following areas:

Governance/Finance/People

1. Reputation & Integrity
2. Strategic Risk & Governance
3. Procurement, Contract Management Systems
4. Volunteers/Vulnerable Groups/Committees
5. People

Operations/Services/Functions

6. Environment/Vegetation/Trees
7. Emergency Management
8. Community Land Recreation/Leisure Services
9. Road & Footpath Management
10. Use by Other Parties - Facilities/Land

Council Functions

Council's Risk Review result was a score of 63, which was on par with the Local Government Sector average of 63.5 and exceeded the regional average of 59.2.

Council's priorities for the 2016/2017 year are:

1. To review Council's Risk Management framework, including the Risk Management Policy and Procedure, to ensure the framework, policy and procedure are effective in identifying and controlling organisational risks and provides a systematic and organisation wide approach to risk management.
2. To review Council's Risk Register to ensure the Risk Register identifies all potential risks to the organisation.
3. To develop and implement a training/education plan to enable staff and Elected Members to understand Council's philosophy regarding Risk Management and embed risk management consideration across the whole of Council business and to ensure the Risk Framework, policy and procedure are used to inform decision making.

RECORDS MANAGEMENT

Council continued its work in relation to Records Management and continues to strive towards the 'Adequate Records Management Strategies' recommended by State Records.

Jan Lawrence and Associates continued to work with Council administration staff to carry on the sentencing and archiving of Council records in accordance with the General Disposal Schedule 20.

ENVIRONMENTAL AND INSPECTORIAL

DEVELOPMENT

The number of Development Applications received in the 2015/2016 year is about the same as the previous year. However, the number of applications for new dwellings has increased by about 25%, resulting in a significant jump in the total value of approved development, from \$6,094,355 in the 2014/2015 year to \$8,258,334 in the 2015/2016 year.

Over the last few years the State Government has been in the process of undertaking planning reforms. This process included the engagement of an Expert Panel on Planning Reform, which presented a series of recommendations to the Planning Minister for consideration. The outcome of the process is the Planning, Development and Infrastructure Act 2016. This new Act received Royal Assent on 21 April 2016 and will eventually supersede the Development Act 1993. It is anticipated that some parts of the new Act may be executed in early 2017, however it may take up to five years for the whole Act to be implemented.

Member Councils of the Limestone Coast Local Government Association (LCLGA) have established a Regional Planning Alliance. Participant Councils have entered into a Memorandum of Understanding that covers a number of issues such as resource sharing, formation of a formal regional Development Assessment Panel, aligning all Development Plans etc. The implementation of this Memorandum of Understanding has been put on hold, pending the outcomes of the State Government Planning Reform process and the implementation of the new Planning, Development and Infrastructure Act 2016.

DEVELOPMENT INSPECTIONS

Inspections on mandatory notification stages of construction have been carried out as and when required, in accordance with Council's Building Inspection Policy and statutory obligations.

STATE HERITAGE ADVISOR

Council, through the Limestone Coast Local Government Association, continues to support the heritage advisor to the South East. This advisor provides valuable information and services to Council and any constituents who own property that is listed as a state or local heritage place. This may include development, renovation, restoration or preservation advice and information about any forthcoming grants available for heritage purposes.

ANIMAL MANAGEMENT

Dog Management is always a sensitive issue. The majority of dog owners in the Kingston District Council area are diligent in the care and control of their pets.

It is a legislative requirement under the Dog and Cat Management Act that all dogs over the age of three months must be registered. Kingston District Council's By-Law No. 5 – Dogs, stipulates that the limit of number of dogs kept on any premises within the township is two dogs, unless otherwise approved by Council. Expiation notices may be issued where applicable for a breach of the Act and/or the By-Law.

This year the Dog and Cat Management Act has undergone significant changes, including the compulsory requirement for all dogs and cats over a certain age to be microchipped. It is anticipated that the Regulations concerning these changes will be formalised in early 2017, and implementation of the new Regulations will roll out in the months following the formalisation.

The Dog and Cat Management Board carried out an audit on Council's administrative and impounding procedures, which identified an issue with Council's impounding facility. In the 2015/2016 year the dog pound was upgraded to rectify the issues. This upgrade included placing solid barriers between each cage to stop any impounded dogs from accessing or viewing each other and to prevent cross-contamination between the cages. Council has now addressed all of the issues identified in the audit.

GENERAL INSPECTIONS

Council's general inspection duties are primarily carried out by the Manager of Planning and Regulatory Services.

The Inspector continued to deal with abandoned vehicles,

barking and other dog complaints, parking issues, boat ramp permit expiations, inspection of land prior to and during the Fire Danger Season and various other complaints/issues that required attention throughout the year.

The monitoring of Council's free RV Parks is ongoing and the majority of users of these areas provide positive feedback. The use of the RV Parks are governed by Council By-Laws. Over the course of the year, there were only small numbers of non-compliance, the majority of

which were vehicles over-staying the 24 hour time limit at the Maria Creek parking area. In these instances, visitors were encouraged to take advantage of Council's longer term parking area at Pinks Beach, or the Kingston Caravan Park.

A series of untidy properties within the township were monitored throughout the year. Council has been negotiating with the property owners to take remedial action to improve the appearance of their properties.

Follow up visits are conducted to ensure compliance.



Maria Creek RV Park



Council's Annual Fire Information Brochure

BUSHFIRE PREVENTION

Council representatives attend meetings of the Limestone Coast Bushfire Management Committee, as part of Council's statutory obligations under the Fire and Emergency Services Act. The commencement and termination dates of the Fire Danger Season are determined by the Limestone Coast Bushfire Management Committee.

Council continues to monitor and provide grass curing and fire load figures (tons/hectare) commencing 1 September until 100% curing has taken place. At the end of the Fire Danger Season Council assesses the greening figures and fire load and provides these details to the CFS so they can continue to monitor the risk of bushfire beyond the Fire Danger Season. Council issues burn-off permits during the Fire Danger Season, commencing in mid March.

Council maintains firebreaks on its land in the Wyomi/Pinks Beach area and conducts roadside slashing on an 'as required' basis.

In late October each year, Council inspectors carry out a patrol to identify properties within the township that have an excessive amount of long grass. In the 2015/2016 season 132 properties were issued with notices under Section 105F of the Fire and Emergency Services Act. This required owners to reduce the long grass on their properties to a length of less than 10cm, to reduce the fire hazard posed by excessive grass.

Council Functions

ENVIRONMENTAL HEALTH

Council continues to resource share an Environmental Health Officer with Wattle Range Council. The Environmental Health Officer (EHO) is based at the Kingston District Council office one day per week.

Public Health Week

SA Health hosted South Australia's inaugural Public Health Week from 4-8 April 2016.

Public Health Week raised awareness of the importance of the day-to-day role Councils and other organisations play in the maintenance, protection and promotion of community wellbeing.

Public Health Week was a great opportunity to learn more about public health in South Australia and how it impacts on every day life, such as:

- Protecting your health
- Preventing illness
- Promoting ways people can achieve and maintain good health and wellbeing
- Delivered by the State Government, local Councils and other organisations, all working together to deal with existing public health issues and preparing for challenges in the future.

Food Safety Week

Council has again taken part in promoting Australian Food Safety Week, which ran from 8-15 November 2015. The theme was *Did you know? (Busting Food Safety Myths)*. There are lots of myths surrounding the causes of food poisoning and the aim of Food Safety Week was to dispel these and provide some simple tips to help people reduce the risk of getting sick.

Each year an estimated 1 million Australians have to visit a doctor with food poisoning, 32,000 people end up in hospital and 86 people die.

As Kingston District Council's promotion of the 2015 Australian Food Safety Week there were a limited number of

free give-aways that promoted key food safety messages. The free items included jute bags, water bottles, plastic tongs, hand wipes, pens and chopping mats.

Food Safe Programs

Council has endorsed a FoodSafe Food Handlers Program and a positive response has been received from all food businesses. Many food premises have been accredited to date, with a number of food premises undergoing or interested in taking part in the program to achieve FoodSafe accreditation requirements. Council hopes that all

food premises become FoodSafe and Council will be able to promote Kingston as a FoodSafe town.

It is anticipated more food premises will achieve accreditation standards during the 2016/2017 financial year. FoodSafe Kits are available from Council at a cost of \$150.

Food Safety Short Course

The partnership between TAFE SA, the Kingston District Council and other Councils in the region for the delivery of food safety training, continues to be highly successful.

The Kingston District Council supports this initiative to address the needs of local businesses and community groups and improve the level of food safety awareness in the district. The nationally accredited training assists food handlers in developing the required

skills and knowledge to ensure food is handled in a safe and hygienic manner. The training covers a number of competencies including food handling and storage, legal requirements for food safety, personal hygiene, temperature control and the prevention of food contamination.

The training session assists businesses in the induction of new staff members, especially those employees who may be new to working in the food sector. It is also valuable to existing staff who refresh their skills and knowledge. Upon successful completion of the training unit all participants receive a Statement of Attainment.

On 27 April 2016, a training session was held in Kingston. The event was highly successful, with the Council Chamber venue full to capacity. It was very pleasing to see so many of the community taking advantage of this free training.



**Public Health Week
Poster Display**

Food Sampling Program

In March 2016, Council's Environmental Health Officer purchased various foods from local food businesses for the purpose of analysis. The food samples were sent to the Food and Environmental Laboratory IMVS in Adelaide and three different microbiological tests were conducted, to detect the presence of contaminants.

Food sampling was conducted on foods that are potentially hazardous. Eleven (11) food samples were purchased from vendors throughout the town and laboratory results detected no pathogenic organisms. However, four (4) of the samples had above acceptable coliform readings.

All food businesses included in the food sampling program were informed of their results and provided with a copy of the laboratory analysis. Information is provided to businesses about food safety practices and how to improve results. Council will continue to monitor food businesses to ensure adequate food safety standards are met.

Rainwater Sampling

The Safe Drinking Water Act 2011 applies to all drinking water providers who supply water to the public, including:

- SA Water
- Water Carters
- Operators of Independent Town Supplies
- Supplies in Rural and Remote Communities
- Providers of Drinking Water in Regulated Facilities including Hospitals, Child Care and Aged Care Centres
- Food and Accommodation Premises

As a provider under the Safe Drinking Water Act 2011, Council undertakes annual rainwater sampling of Council owned buildings that have rainwater as the main drinking water supply. These buildings include the Works Depot, Council Office, Caravan Park, Senior Citizen's Centre, Kingston Medical Centre, Airport and Sailing Club. All of these buildings are connected to rainwater tanks.

Throughout January, February and March 2016, Council conducted rainwater sampling of all of the rainwater tanks to determine the suitability of the water for drinking. A total of sixteen (16) samples were taken and sent to the IMVS laboratory to check for portability. There were three (3) samples that were found to contain an E.Coli count. Due to high rainfall, which can impact on the accuracy of results, samples were retaken from the three tanks that returned a reading. Only one (1) of these resamples detected E.Coli. The tank in question was decontaminated and retested, but again E.Coli was detected. A second decontamination of the tank was effective as no further reading of E.Coli was detected.

Domestic rainwater tanks and private bore water supplies are exempt from the conditions of the Safe Drinking Water Act 2011. Provisions for exemptions have also been included for small supplies derived from rainwater tanks in low risk premises such as short-term accommodation, recreational facilities or community centres and church and Council buildings.

Mosquito Control

Council has continued its Mosquito Trapping and Eradication Program during the year. The program runs from September to November each year.

During the 2015/2016 year, Council undertook its annual treatment program to reduce and control mosquito numbers. Council purchased Prolinx XR Briquets, which were placed in eight different locations on the outskirts of the Kingston township. A total of 220 briquets were laid in areas identified as being prone to mosquito breeding. This method has proved to be an effective treatment program.

Council used the local newspaper to raise community awareness about protection against mosquito bites and the avoidance of creating breeding sites at home.



Food Safety Short Course Held in the Council Chamber



Immunisations

Council continues to provide public and school based immunisation programs through its sub-contractor, Limestone Coast Health. The public immunisation program is conducted on the first Tuesday of each month. Bookings can be made with Limestone Coast Health.

Council has a Communicable Disease and Immunisation Procedure, which includes a risk assessment process to identify staff who may be exposed to Hepatitis A and B and Q Fever through work activities. Staff identified as being

'at risk' are offered immunisation.

Council, as part of its business continuity plans, continues to offer the free annual flu vaccination to all staff and Elected Members. The majority of staff and Elected Members took advantage of this opportunity during the 2015/2016 year.

Public Swimming Pools and Spa Pools

Where a swimming pool, spa pool or similar facility is available for use by the public, the owner of the facility must ensure that the pool is under the control and management of a person who is knowledgeable and competent in the operation of the plant and maintenance of pool water quality.

The owner and pool operator must also ensure that the pool water quality is maintained in accordance with the

Council Functions

requirements of the Public and Environmental Health Regulations. These Regulations and Codes ensure that pool management and water quality is maintained and does not prejudice the health or well-being of pool users. Council inspects and undertakes water testing of these facilities during the summer months.

Private swimming pools where swimming lessons are offered to the public must also comply with these Regulations.

Council has three (3) facilities that it inspects and conducts water testing on to ensure adequate levels of chlorine, pH and alkalinity of the water. Two (2) are at motels and one (1) is at the Kingston Community School. All three (3) are outdoor swimming pools.

It is planned to have available a Certified Pool Operator Training course that will be open to all pool operators in the South East. This course will give pool operators, particularly those who have taken over facilities with public pools, an understanding of safety and hygiene requirements and their responsibilities in regard to public pool operation.

Hairdressing Salons

There are six (6) hairdressing salons in the Kingston District Council area, five (5) of which are home-based businesses. All salons were inspected for disinfectant procedures, set up of policies and general maintenance of the premises.

Wastewater Works Applications

Council's Environmental Health Officer assesses and approves all applications for septic tanks, Common Wastewater Management System (CWMS) connections and aerobic wastewater units.

During the 2015/2016 year, Council approved 8 septic tank applications, a decrease of 4 applications from last year, and received 13 applications to connect to the CWMS,

also a decrease of 9 applications compared to last years numbers. There were two (2) aerobic wastewater applications received this year, where none were received last year. There were a total of 23 wastewater works applications submitted to Council and all were granted approval.

High Risk Manufactured Water Systems

South Australian Public Health (Legionella) Regulations 2013 and the Guidelines for the Control of Legionella in Manufactured Water Systems in South Australia came into operation on 16 June 2013. The Regulations have been developed to protect public health through the proper management of cooling and warm water systems (known as high risk manufactured water systems - HRWMS). If these systems are not managed correctly, they can create conditions favourable to the growth of Legionella bacteria, the cause of Legionellosis Disease.

All registered HRMWS are required to complete an annual compliance inspection and undertake annual microbiological water sampling. This annual compliance audit and water testing is carried out by Council's Environmental Health Officer.

There is only one (1) warm water system in the Council area.



**Council Staff
Collecting Hard Rubbish**



**Council Staff
Constructing Footpaths**

WORKS AND ENGINEERING SERVICES

WASTE MANAGEMENT

The Kingston district waste management system continues to work in an orderly manner.

The Waste Transfer Station has sent large volumes of baled cardboard to be recycled this year. The E-Waste program continues to work effectively and is highly utilised by local residents for the free disposal of electrical waste such as computers, televisions and small electrical appliances. Council has also used approximately 1000m³ of mulched green waste on Council parks and gardens.

Council continues to provide a weekly roadside waste collection service within the Kingston and Cape Jaffa townships.

In March 2016 Council conducted a free hard waste collection throughout the townships of Kingston and Cape Jaffa. This was the largest collection of this type for Council, with Council staff taking 8 days to complete, utilising the loader, 3 trucks and 2 utes. Staff separated E-Waste as they made their way through town, for recycling purposes. Approximately 100 tonnes of various waste was collected from kerbsides, with about 1000 televisions, 50 barbeques and large amounts of white goods among the waste. Owners of rural properties were given a voucher for the Waste Transfer Station, equivalent to one trailer load, so they too could dispose of their hard waste at no cost.

ROAD CONSTRUCTION AND MAINTENANCE

In the town area, Council's major focus for the 2015/2016 year was the reconstruction and sealing of Little James Street and Smiths Lane (approximately 4km). Staff also completed the reconstruction and hotmixing of the Agnes Street footpath, from the roundabout to Young Street.

In the rural area, approximately 20km of unsealed roads were resheeted. 9km of Saltwell Road was resealed along with King Drive at Cape Jaffa. Council continues its rubble crushing program to stockpile rubble for future works.

PLANT AND MACHINERY

Council has an ongoing upgrade and replacement program for its major pieces of plant and machinery. This year two depot utes and two administration vehicles were replaced.

PARKS AND GARDENS

Council staff have continued to develop and maintain the landscaping and garden areas in the townships of Kingston and Cape Jaffa.

Some of the main works completed in the 2015/2016 year include:

- Seating and shelter installed around Maria Creek near the boat ramp,
- Fencing and landscaping of the Wyomi reserve,
- Garden beds and car park area established at the Men's Shed,
- Garden beds established in front of the new 'On The Run' building,
- Construction of a walkway between Wilhelmina and Young Streets,
- Installation of fencing and handrails on the footbridge to the sundial island,
- Removal of 36 cypress pine trees and old fencing from the Old School Oval and landscaping of cleared area,
- Clean up and repairs after storm damage.



Garden and Carpark at Men's Shed



Kingston Foreshore Irrigated Reserve

Staff have also continued the program of ongoing works including:

- Native tree planting,
 - Weed control of footpaths, bike tracks, car parks, reserves and gardens,
 - Mowing of reserves and roadsides,
 - Streetscape maintenance and pruning of trees and shrubs in the town,
 - Irrigation operation and maintenance in Kingston and Cape Jaffa,
- Maintenance of playgrounds and toilets.

The Kingston Tree Planters group, comprised of volunteers and led by the Team Leader of Parks and Gardens, continued to work in various areas around the town, planting and maintaining garden beds.

Council Functions

In the 2015/2016 year, significant works were undertaken in the Kingston Cemetery. In addition to ongoing weed, control and garden and landscape maintenance, sections of the boundary fence were replaced, the front wall was painted and extensive pruning was undertaken. Works were also completed in Lawn Section B of the cemetery, with many concrete base plates for plaques replaced and a new 60m concrete beam installed for the future placement of plaques.

GROYNES AND BOAT RAMPS

The Cape Jaffa boat ramp facility has had some repairs and maintenance work completed. Volunteers from the Recreational Fishers Club have replaced all the "dog bones" on the pontoons, which hold the panels of the pontoons together securely.

The Kingston Groyne has had rearmouring works completed on the northern end of the seaward side. Additional rock was laid and the top of the groyne was resurfaced to maintain the strength of the infrastructure.

This year the dredge was not required for seagrass removal in the Maria Creek boat ramp channel.

SEAGRASS REMOVAL

Approximately 8,500m³ of seagrass was removed by contractors from the foreshore south of the Kingston Jetty in the annual seagrass cleanup completed in November 2015. The seagrass north of the Jetty was pushed back into a low lying area west of the boat ramp access road.

MAIN STREET MASTER PLAN

During the 2015/2016 year, Council engaged the services of Jensen Planning & Design to assist in the development of a Main Street Master Plan. The aim of the Plan is to establish a vibrant town centre/s that drives tourism, retirement living, population growth and economic development. The study area included Agnes Street, Holland Street and Hanson Street, including key entrances to these streets.



**'Moving Minds' Bus Tour,
With Elected Members, Staff
and Community Members**



A community engagement programme was facilitated by Jensen Planning & Design and involved Councillors, staff, business people and the wider community and was very well attended. It involved:

- Development of an engagement framework focused on collaboration with and empowering the local community.
- Site visit and Elected Member briefing to generate initial ideas and gain early feedback.
- Distribution of a flyer and posters designed to inform and invite the local community to take part in future events.
- 'Moving Minds' Tour where stakeholders were guided through examples of successful Main Street projects in Adelaide and the Adelaide Hills.
- 'Place Check' event where quantitative and qualitative information was collected through structured conversations held in the Main Streets with local residents.
- Well-attended workshops that were an interactive discussion forum for local residents.

Jensen Planning & Design finalised a draft Main Street Master Plan that will be considered by Council in late 2016. The delivery of the Master Plan is expected to commence in 2016/2017.

WYOMI BEACH COASTAL PROTECTION WORKS

Erosion in the Wyomi Beach area has been an ongoing concern. In March 2015, Council engaged the services of Civil & Environmental Solutions, with the assistance of a grant from the Coastal Protection Board, to conduct a study on Wyomi's coastal erosion and develop a proposal for a long term solution.

The study involved consultation with key stakeholders, including Council, Department of Environment, Water and Natural Resources and the community. It considered factors such as erosion rates, wave heights, sea level rise, native vegetation and engineering practicalities.

The recommendations to come out of the Wyomi Beach Foreshore Protection Study were the installation of a 350m long rock seawall, native plantings and two boardwalk access points. Civil & Environmental Solutions completed detailed designs of the rockwall, the construction of which will go to tender in late 2016, with work anticipated to commence on 2017, subject to funding.



Wyomi Beach Sand Works

increase of 38% compared to the number of materials available last year. This is directly due to the One Card System, as all new materials across the network of over 130 libraries are included in the 'materials for loan' count. The total number of materials borrowed by members during the year was 46,984, a huge increase of 45%. These continually increasing numbers demonstrate the significance of the One Card System and the ongoing importance of the Library in our community.

The Baby Bounce Program is now in its tenth year and continues to be very well utilised, with 18 sessions run for 134 adult and 185 child participants (cumulatively). The Playgroup in Schools (PinS) program, run on an average of 8 times per school term, welcomed 251 adults and 438 children (cumulatively) over the course of the year.

The pre-school learning experiences available through the Library are very language rich and play a vital role in the early development of children. Recent research shows that children who are read to, sung to, played with and talked to, start school with 30 million more words than those children who do not receive as much interaction. This has a significant impact on their learning at school and Council is dedicated to ensuring these valuable programs continue in our community.

COMMUNITY

LIBRARY SERVICES

Kingston Community Library, provided as a joint service through the Kingston Community School and funded by Council and State, provides valuable services within the community. The Library is situated at the Kingston Community School and provides community library services including loans, internet access, community area, baby bounce, vacation activities and extended trading on weekends. The Kingston Community Library is part of the One Card System network of libraries throughout South Australia.

The Kingston Community Library has 1306 active members, with about 89% of those members living in the Kingston District Council area. Membership is up again from the 2014/2015 year.

During the 2015/2016 year the total number of materials available for loan was 32,590, which is a significant



Baby Bounce in the Library

COMMUNITY SCHOOL LIBRARY REVIEW

During 2015, Council, in conjunction with Kingston Community School and Public Libraries SA, undertook a review of library services offered at the Kingston Community School Library. The project was funded by Public Libraries SA with the aim of determining future library services and to develop

strategic plans and local agreements to underpin library services, for the benefit of the school and the wider community.

Extensive public consultation was undertaken throughout the review process, including a public survey and a stakeholder workshop that was well attended by community members. Public Libraries SA used the information collected throughout the consultation process to inform a Libraries Forward Plan.

Council Functions

The Libraries Forward Plan sets out a number of actions and strategies for the future of Library Services in Kingston SE, categorised in 5 strategy areas:

1. Sustainable structures and systems,
2. Equitable and cost effective services,
3. Engaging with the community,
4. Better access to new technologies,
5. Economic development.

One of the key areas to be addressed as a result of the Library Review was the existing governance and decision making structure for the Library. As a result of the review, and in consultation with the Kingston District Council and the Kingston Community School Governing Council, it was agreed that the Kingston Library Board be dissolved and replaced with a Library Strategy Group. This Group would be comprised of the funding partners and represented by the Kingston Community School Principal and Teacher Librarian and Kingston District Council's CEO and Manager of Corporate and Community Services. The role of the Library Strategy Group is to oversee the implementation of the Libraries Forward Plan, monitor and address trends and provide operational direction for the Library.

The Library Strategy Group commenced meeting in February 2016 and is proving to be a productive and collaborative approach to reviewing and enhancing library services for both the students at Kingston Community School and the wider community.

SCHOOL HOLIDAY PROGRAM

Council introduced a Community School Holiday Program in the 2015/2016 year. The School Holiday Program is managed and supervised by Council staff and is based at the Kingston Community School Library.

Two (2) sessions are held in each school holiday period (8 sessions per year). Holiday Programs offered during

2015/2016 included: Calendar Creations, Yoga with Pam, Underwater Sea Creatures, National Trust Museum Visit, and Bike & Car Safety and Maintenance. The Program has been well supported and is continuing to evolve with new ideas being considered for future school holiday fun.

COMMUNITY ASSISTANCE PROGRAM

The 2015/2016 year saw the continuation of Council's Community Assistance Program (CAP), with Council providing financial support to a value of \$17,253 to 15 community organisations/events including:



**School Holiday Program
in the Library**



- ↘ Kingston AP&H Society - Sponsorship of the 2015 Kingston Show \$1000
- ↘ Kingston Tourism and Development Association - Sponsorship of Kingston Lights Up and Kingston Pageant \$2000
- ↘ Cape Jaffa Seafood and Wine Festival - Sponsorship of the 2016 Festival \$1000
- ↘ Kingston SE Triathlon Club - Sponsorship of 2016 Triathlon \$1000
- ↘ Kingston SE Lions Club - Sponsorship of 2016 Surf Fishing Competition \$1000
- ↘ Kingston SE Boat Fishing Competition - Sponsorship of 2016 Competition \$1000
- ↘ Kingston Senior Citizens Club - Towards recovering of pool table - \$350
- ↘ Kingston Bowling Club - Towards installation of shade structure - \$2000
- ↘ Kingston Community Theatre Group - Towards singing technique workshop \$1200
- ↘ Kingston Golf Club - Towards replacing carpet in clubrooms - \$2500
- ↘ Kingston Pony Club - Towards purchase of equipment trailer \$2000
- ↘ Kingston/Robe Women's Health Advisory Group - Sponsorship of 2016 International Women's Day Event \$300
- ↘ Kingston New Life Centre - Sponsorship of 2016 Easter Fete \$750

- Kingston SE Clay Target Club - Sponsorship of Limestone Coast Sporting 225 Event \$500
- Kingston Retirement Village - Towards purchase and installation of unit numbers \$653

LIONS PARK MOSAIC PROJECT

In 2014 Council undertook an upgrade of the public amenities in the Kingston Lions Park, and in conjunction with this project, decided to replace the outdoor shower backdrop on the exterior of the building with a tile mosaic artwork.

OTHER SUPPORT FOR CLUBS AND GROUPS

In addition to Council's Community Assistance Program, Council continues to provide various support for sporting, recreational and community clubs including:

- Discretionary rates rebates provided to many clubs and groups,
- Sourcing funding through local government financing at lower than commercial rates.
- In-kind assistance provided to support events and projects.



Volunteers Working on Lions Park Mosaic

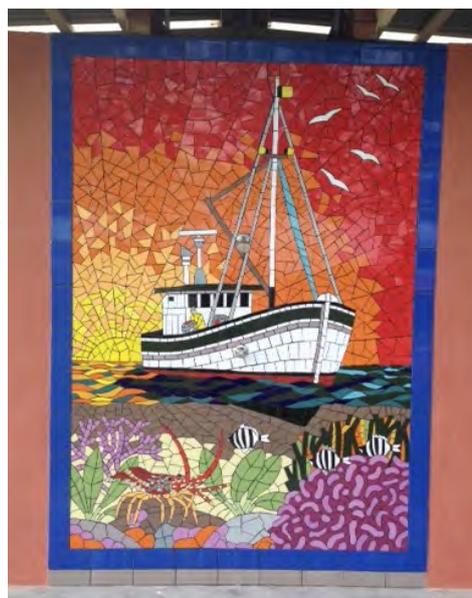
Council recognises the benefits of supporting local clubs and groups that in turn provide valuable services and opportunities within the community.

COMMUNITY ENGAGEMENT/ FORUMS

Engagement and consultation with the community continues to be a priority for the Kingston District Council. During the 2015/2016 year, Council hosted community forums on the following matters:

- Project to upgrade Kingston Main Streets
- 2016/2017 Business Plan and Budget
- 2016-2026 Strategic Plan

The community forums have been well attended and the community appreciate the opportunity to hear first hand about Council projects and be offered a genuine chance to ask questions and provide input.



Completed Mosaic Mounted on Lions Park Public Amenities

Council received a grant from Country Arts SA, which was supported by a donation from the Kingston Lions Club and Council to finance the project. The mosaic was created by a group of enthusiastic community volunteers under the direction of mosaic artist, Michael Tye.

The project commenced in April 2015 and was unveiled in July 2015. 39 volunteers contributed to the project, committing 994 hours over 52 days to see the project come to fruition.

The project fostered great community pride and spirit and provided many locals with the opportunity to learn a new skill, while completing a fantastic piece of public art the community are very proud of.

COMMUNITY PASSENGER NETWORK VEHICLE

Kingston District Council continues to provide a vehicle to the Red Cross for use as a Community Passenger Network Vehicle. The vehicle is used to transport residents of the Kingston and district community who are transport disadvantaged, disabled or financially disadvantaged to medical and specialist appointments. The service is coordinated by the Red Cross Passenger Transport Network in Mount Gambier and supported by local Red Cross volunteers, who drive the vehicle. The service continues to be well supported and appreciated by users and volunteers.

During the 2015/2016 year, the Kingston Passenger Network Vehicle completed 105 trips to medical appointments, travelling a total of 36,167 kilometres.

Council Functions

AUSTRALIA DAY 2016

Council's 2016 Australia Day event was attended by a record breaking crowd. Over 350 breakfasts were prepared and served by the Kingston Lions Club, which were supplied by Council and provided free of charge to both locals and visitors.

The presentation ceremony was compered by Kingston District Council's CEO Andrew MacDonald and the awards were presented to the 2016 award recipients by Mayor Reg Lyon .

The Australia Day award recipients for 2016 were:

- Australia Day Citizen of the Year - Patricia Thorpe
- Australia Day Young Citizen of the Year - Jordana Troeth
- Community Event of the Year - Kingston Community School Pedal Prix



Mayor Reg Lyon with Citizen of the Year, Patricia Thorpe



Mayor Reg Lyon with Young Citizen of the Year, Jordana Troeth



Mayor Reg Lyon with Community Event of the Year Recipients, Representing the Kingston Community School Pedal Prix: Courtney Drabsch, Charlotte Northam and Lucretia Tocaciu.

MAYOR'S PICNIC

Kingston's Mayoral Picnic was held on Sunday, 29 November 2015 at the Kingston Lions Park.

The Kingston Lions Club provided a free barbeque lunch, which was supplied by Council, and entertainment was provided by local band "Three Bobs Worth", who kept the crowd entertained throughout the afternoon. The local CFS brigade sold hot donuts and drinks were available from local coffee van "Mug-on-the-Run". Sporting equipment and games were set up in the park to entertain young and old and beach umbrellas were scattered across the park to provide a patch of shade to relax.

The picnic saw over 200 community members join Elected Members and Council staff for lunch in a relaxed, casual setting. It was a fantastic day for the community and Council to connect and enjoy our great facilities.

ECONOMIC DEVELOPMENT

VISITOR INFORMATION OUTLET

The purpose of the Kingston Visitor Information Outlet (VIO) is to provide accurate and unbiased information on the district's tourism attractions, accommodation, and other services to visitors and residents.

The Outlet is open all year round, with the exception of Good Friday and Christmas Day and is staffed by Council's administration employees.

During the 2015/2016 year the Visitor Information Outlet had a very similar number visitors to the previous year. Staff dealt with 4,188 enquiries; a total of approximately 10,470 visitors to the facility.

In 2015 a television was installed in the VIO, where promotional material for the town is advertised, historical videos are shown and photos of the town are showcased. A new community notice board was also erected, which is used to promote both Council and community events.

The VIO continues to be a popular community space, hosting a number of exhibitions and displays of local artwork, photography and information to promote our district. Notable displays this year include Kingston Kindergarten's 50th Year celebrations, Kingston SE Triathlon promotions and National Parks Week "Butchers Gap Conservation Park" display.

Kingston Treasure Hunt

The Kingston Treasure Hunt is an initiative of the Visitor Information Outlet, which has now been running for 5 years.

Local retail businesses are invited to be involved in the program, which aims to provide an activity for young people in the town and to increase the number of people visiting our local businesses, to raise awareness of the businesses, the products they sell and hopefully have a flow on effect in the terms of dollars generated. Businesses have the option to join or step back from the Treasure Hunt each year, depending on

their circumstances. This gives new businesses an opportunity to join the Hunt and new treasures for the participants.

The Treasure Hunt continues to be popular and operates during each Christmas School Holiday period, with 198 Treasure Hunt bags sold during the 2015/2016 year.



Mayor Reg Lyon and Councillor Graham Usher at the Mayor's Picnic



Community Member's Mingle at the Mayor's Picnic



Launch of the Kingston Kindergarten's 50th Year Celebration in the VIO

TOURISM WORKING GROUP

In September 2015, Council resolved to form a Tourism Working Group that comprised of 4 Elected Members, 2 Kingston South East Tourism representatives, 3 school representatives and 2 Senior Citizen's representatives. The purpose of the group was to assist Council in the delivery of a Tourism and Marketing Strategy and Tourism Signage Plan.

The group was visited by the South Australian Tourism Commission, who guided the group in an analysis of visitor demographic, talking to the demographic, planning and advertising.

In June 2016, Council approved \$20,000 for the 2016/2017 year for the engagement of a branding consultant. The purpose of engaging a consultant is to ensure that all of the components of the plan, such as signage, banners, advertising and website, blend together seamlessly.

The Tourism Working Group will continue to develop and rollout the ideas contained in the Tourism and Marketing Strategy through the 2016/2017 year.

Legislative Compliance

APPLICATION OF NATIONAL COMPETITION PRINCIPLES

Council has not determined to create or cease any significant business activities in the 2015/2016 financial year and does not consider any activities undertaken should be considered significant.

Council has, in its opinion, not reviewed, reformed or proposed any By-Laws that restrict competition.

Council has not received any complaints or allegations asserting a breach of competitive neutrality principles.

COMPETITIVE TENDERING FOR GOODS AND SERVICES

The Council continues to utilise contractors to perform major functions of Council works. These functions include mowing of Council's reserves, cartage of material for road maintenance and construction, raising of rubble and quarrying of material for road maintenance and construction, bitumen and resealing works on Council roads, conduct of various consultancy reports for Council, digging of graves at the Kingston Cemetery, desludging of the Common Wastewater Management System, maintenance of Council buildings and rubbish collection.

Contracts are awarded on a tender/quotation basis in accordance with Council's Contract and Tenders: Acquisition of Goods and Services Policy, in an effort to provide cost effective services to the community and providing the opportunity for competitive tendering. As a result of this approach, Council's requirement to provide expensive plant and equipment is minimised and means Council only need to maintain a relatively small workforce, which reduces overheads and provides cost effective and efficient running of the organisation.

During the 2015/2016 year, nine (9) open or selected tenders were called for the supply of goods and services. The process of calling for tenders or seeking quotes and awarding of contracts is in line with Council's Contracts and Tenders: Acquisition of Goods and Services Policy and Contracts and Tenders: Sale of Land and other Assets Policy. The tenders called were for the following services:

- Wyomi Beach Erosion Design Works
- Kingston Caravan Park - Market Rent Review

- MainStreet Strategic Master Plan
- Grading Services
- Maria Creek Outer Breakwater Remedial Works
- Kingston District Council Cleaning Contract
- Lawn Mowing Contract
- Provision of Waste (Putrescible and Recyclable) Collection and Disposal Services
- Preparation of Graves

Other purchases are undertaken pursuant to Council's procurement policies and Contract Management Policy.

COMMUNITY LAND MANAGEMENT PLANS

Council Management conducted a review of Council's Community Land in 2012. In May 2012 Council commenced public consultation on the Community Land Management Plan, in accordance with Section 197 of the Local Government Act 1999 and Council's Public Consultation Policy.

No comments were received from the public as a result of the public consultation process and Council proceeded to adopt the Community Land Management Plan in July 2012. No changes or amendments have been made to the Community Land Management Plans since 2012.

The Community Land Management Plan is prepared in accordance with the requirements of the Local Government Act 1999. It identifies all land owned by the Kingston District Council and land that is under Council's care, control and management, with the exception of land that has been excluded from classification as community land.

ACCESS TO COUNCIL DOCUMENTS

The following documents are available for public inspection at the Council office or, in areas indicated, on the Council website: www.kingstondc.sa.gov.au. Copies may be purchased for the fee prescribed in Council's Fees and Charges Policy.

- ↘Annual Report*
- ↘Assessment Book (or extract of)
- ↘Annual Business Plan and Budget Documents*
- ↘Council Agendas and Minutes*
- ↘Council Committee Agendas and Minutes*
- ↘Community Land Management Plan*
- ↘Confidential Register*

- ↘Development Plan*
- ↘Strategic Management Plan*
- ↘Long Term Financial Management Plan*
- ↘Policy Manual (includes Codes of Conduct)*
- ↘Members Register of Allowances
- ↘Register of Fees and Charges*
- ↘Register of Officers and Members Interests
- ↘Register of Public Roads
- ↘Register of Salaries and Benefits
- ↘Register of Delegations*
- ↘Register of Gifts and Benefits*

*Available for viewing on Council's website.

By-Laws:

- ↘By-Law No.1 - Permits and Penalties
- ↘By-Law No.2 - Moveable Signs
- ↘By-Law No.3 - Local Government Land
- ↘By-Law No.4 - Roads
- ↘By-Law No.5 - Dogs
- ↘By-Law No.6 - Cape Jaffa Anchorage (Waterways)

*Council's By-Laws can be viewed on Council's website.

Policies, Procedures and Codes of Conduct:

Community

- ↘Information Bay Advertising Sign Policy
- ↘Volunteer Policy
- ↘General/Miscellaneous Policy
- ↘Hire of Council Property/Buildings Policy
- ↘Safe Environment Policy
- ↘Involvement in Emergency Response Operations in Support of Country Fire Services Policy
- ↘Directional Business Signs Policy
- ↘Social Media Policy
- ↘I-Responda Policy

Environmental and Inspectorial

- ↘Residential Land Division – Statement of Requirements Policy
- ↘Microchip Scanner Use Policy and Procedure
- ↘Order Making Policy
- ↘Itinerant Trader - Public Property Policy
- ↘Mobile Vendors - Private Property Policy
- ↘Category 2 Notification Policy
- ↘Building Inspection Policy
- ↘Mobile Garbage Bin Collection and Disposal Service Policy
- ↘Council Development Assessment Panel - Complaint Handling Policy
- ↘Land Division - Rural Living Zone - Statement of Requirements Policy
- ↘Interaction of the Development Act 1993, the State Records Act 1997 and the Freedom of Information Act 1991 with the Copyright Act 1968
- ↘Building and Swimming Pool Inspection Policy
- ↘Hardship Policy for Residential Customers of Minor and Intermediate Retailers

Finance and Administration

- ↘Investment Policy
- ↘Internal Control Policy and Procedure
- ↘Dispute Resolution Policy and Procedure for Staff Grievances
- ↘Fees and Charges Policy
- ↘Rate Rebate Policy
- ↘Code of Conduct for Council Employees (set by Local

- Government Regulations)
- ↘Community Assistance Program
- ↘Recovery of Outstanding Debt Policy
- ↘Control of Election Signs Policy
- ↘Electronic Communications Facilities Policy
- ↘Records Management Policy
- ↘Property Identification Policy and Procedure
- ↘Fraud and Corruption Prevention Policy
- ↘Credit Card Policy and Procedure
- ↘Petty Cash Policy and Procedure

Governance

- ↘Internal Review of Council Decisions Policy and Procedure
- ↘Contracts and Tenders: Acquisition of Goods and Services
- ↘Contracts and Tenders: Sale of Land and Other Assets
- ↘Delegation of Powers and Functions of the Council Policy
- ↘Code of Practice for Access to Council Meetings, Council Committees and Council Documents Policy
- ↘Public Consultation Policy
- ↘Code of Conduct for Council Members (set by Local Government Regulations)
- ↘Risk Management Policy
- ↘Elected Members Training and Development Policy
- ↘Elected Members – Allowances and Benefits Policy
- ↘Asset Management Policy
- ↘Privacy and Provision of Information Policy
- ↘Elected Member - Recognition of Service Policy
- ↘Staff - Recognition of Service Policy
- ↘Caretaker Policy
- ↘Council Member Conduct Complaint Handling Policy
- ↘Complaint Handling Procedure Under Council Members' Code of Conduct
- ↘Whistleblowers Protection Policy
- ↘Customer Complaint Handling Policy
- ↘Customer Compliant Handling Procedure
- ↘Request for Service Policy
- ↘Request for Service Procedure
- ↘Prudential Management Policy
- ↘Elected Members and Staff Travel and Accommodation Policy
- ↘Informal Gatherings Policy

Works and Engineering

- ↘Construction of Footpaths within the Township of Kingston SE
- ↘Tree Management Policy

Human Resources Management

- ↘Annual Leave Policy

*Council policies can be viewed on Council's website.

Registers Required by Legislation and Available for Viewing at the Council Office:

- ↘ Members Register of Interests
- ↘ Members Register of Allowances, Benefits and Gifts
- ↘ Officers Register of Salaries
- ↘ Officers Register of Interests
- ↘ Fees and Charges
- ↘ Community Land Management Plan
- ↘ Community Land Register
- ↘ Register of Public Roads
- ↘ By-Laws
- ↘ Campaign Donations Returns

Legislative Compliance

Work Health and Safety and Injury Management Policies and Procedures:

Based on the Local Government Association Workers Compensation Scheme "One System" Policy and Procedure Framework, Council operates its Work Health and Safety and Injury Management System through the following policies and procedures, along with the Work Health and Safety Management Plan and associated reporting.

Work Health Safety and Return to Work Policy

- ↘ Work Health Safety and Injury Management Procedure
- ↘ Suitable Employment Procedure
- ↘ Re-Employment Procedure

Hazard Management Policy

- ↘ Accident/Incident Investigation and Reporting Procedure
- ↘ Communicable Diseases and Immunisation Procedure
- ↘ Drug and Alcohol Procedure
- ↘ Hazard Management Procedure
- ↘ Plant Procedure
- ↘ Workplace Inspection Procedure

Administration of the WHS Management System Policy

- ↘ WHS Internal Audit Procedure
- ↘ WHS Corrective and Preventative Action Procedure
- ↘ WHS Document Management Procedure
- ↘ WHS Induction and Training Procedure
- ↘ Planning and Program Development Procedure
- ↘ Pre-Placement Medical Procedure
- ↘ Smokefree Workplace Procedure
- ↘ Employee Assistance Program
- ↘ Volunteer Management Procedure

Consultation and Communication Policy

- ↘ WHS Consultation and Communication Procedure

WHS Contractor Management Policy

- ↘ WHS Contractor Management Procedure

Emergency Management Policy

- ↘ Emergency Management Procedure
- ↘ First Aid Procedure

Hazardous Work Policy

- ↘ Asbestos Management Procedure
- ↘ Confined Space Procedure

- ↘ Hazardous Chemical Procedure
- ↘ Electrical Safety Procedure
- ↘ Excavation and Trenching Procedure
- ↘ Hot Work Procedure
- ↘ WHS UVR and Inclement Weather Procedure
- ↘ Isolation/Lock Out Tag Out Procedure
- ↘ Hazardous Manual Tasks Procedure
- ↘ Prevention of Falls Procedure
- ↘ Remote/Isolated Work Procedure
- ↘ Workzone Traffic Management Procedure

FREEDOM OF INFORMATION STATEMENT

Council's 2015/2016 Annual Report has considered and included the requirements of Section 9 of the Freedom of Information Act 1991.

OTHER INFORMATION REQUESTS

Requests for information will be considered in accordance with the Freedom of Information Act 1991. Under this legislation an application fee and a search fee must be forwarded with the completed request form, unless the applicant is granted an exemption.

FREEDOM OF INFORMATION REQUESTS FOR 2015/2016

Council did not receive any formal Freedom of Information applications during the 2015/2016 year.

INFORMATION ENQUIRIES

Enquiries relating to Freedom of Information issues should be directed to:

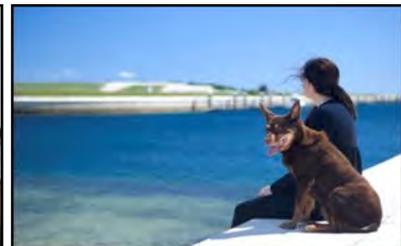
Manager for Corporate and Community Services
Kingston District Council
PO Box 321
KINGSTON SE SA 5275

Inspection and purchase of documents can be made between the hours of 8.30 am and 5.00 pm, Monday to Friday.

COUNCIL AUDITOR

In May 2014, Council appointed Galpins Accountants, Auditors and Business Consultants as Council's auditor from the 2015/2016 Financial Year Audit until the 2018/2019 Financial Year Audit.

During the 2015/2016 year, Council remunerated Galpins Accountants, Auditors and Business Consultants \$15,800 to undertake Council 's interim audit, internal controls audit and the annual audit of Council's financial statements. No other remuneration was paid to Council's auditor.



LIMESTONE COAST LOCAL GOVERNMENT ASSOCIATION (LCLGA) REPORTS



LIMESTONE COAST LOCAL GOVERNMENT ASSOCIATION

ANNUAL REPORT 2015-16



PRESIDENTS REPORT

I am pleased to report that the Limestone Coast Local Government Association (LCLGA) has continued to meet its objectives of advocacy and representation for our seven constituent councils. As reported in previous years we have had a number of regional projects that have again proven beneficial for our member Councils and these programs will continue to lay the foundations of the five identified themes of the LCLGA: Infrastructure, Sustainable Economy, Environmental Sustainability, Community and Social Wellbeing and LCLGA Governance, Leadership and Financial Sustainability.

INFRASTRUCTURE

One of our key pillars that will place the Limestone Coast in a solid position in years to come. Much work is still required to develop priority plans for our road, bridge and drainage network with additional infrastructure being required in the areas of connectivity through available technologies that the NBN network can bring to our region. We shall continue to advocate for mobile technology and coverage to improve, and recognise that many regional areas depend on access to high quality consistent network coverage.

SUSTAINABLE ECONOMY

Whilst Regional Development Australia Limestone Coast (RDALC) is recognised as the lead agency in the field of economic development, local government acknowledges that it has a major role to play with developing the regions' economic base. We will continue to collaborate with the RDA to place our region in a solid position when funding opportunities arise. We look forward to continuing to host the Limestone Coast Economic Development Group and it is pleasing to see the initiatives being developed by the group coming to fruition. The various cluster programs are progressing well and the interaction between local government and the various agencies will ensure a strong regional message is consistently communicated to all stakeholders. During the year we established a tourism management group to investigate the value of the tourism sector and to develop a regional tourism strategy. We look forward to this work being completed in the first half of next year and are keen to continue to partner with the South Australian Tourism Commission to deliver tourism programs throughout the region.

ENVIRONMENTAL SUSTAINABILITY

The waste management project continues to gather momentum and with the addition of June Saruwaka to the LCLGA team this year we look forward to implementing the agreed work plan. The Limestone Coast Regional Adaptation Plan has been finalised and was presented to member Councils in recent months. Our goal is to integrate those findings with a renewed focus on climate change and identify ways in which our region can look to adapt to a changing environment – social, economic and environmental. The Limestone Coast and Coorong Coastal Action Plan and Limestone Coastwatchers programs have continued this year with pleasing results being reported back to LCLGA. A priority for the coming year will be our efforts to develop a sustainable coastal management funding program and we will continue our discussions with the appropriate government agencies and Ministers.

COMMUNITY AND SOCIAL WELLBEING

The road safety program that is funded by the Motor Accident Commission (MAC) has once again proven to be a success. The three-year pilot project is coming to an end next year and we look forward to having continued discussions about extending this project. With regard to the STARCLUB Program it has once again proven to be hugely popular and the region now boasts the highest number of registered STARCLUBS in the State. The Limestone Coast Region of Wellbeing collaboration is progressing well and together with the South Australian Health and Medical Research Institute we have submitted a funding proposal to the Premier to fund a pilot project.

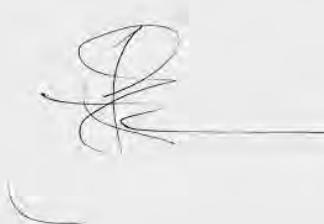
GOVERNANCE, LEADERSHIP AND FINANCIAL SUSTAINABILITY

We have continued to promote the regional interests to all levels of government and we remain active with SAROC and are represented on the LGA South Australia board. We acknowledge the tremendous efforts of Federal Member of Parliament Mr Tony Pasin and State Members of Mr Troy Bell and Mr Mitch Williams. Over the past 12 months we have adopted our new Charter, carried out a review of the committee structure and adopted a new financial reporting format in an effort to provide our member councils with clear and concise information about the operations of the LCLGA. We look forward to continuing to improve the operations of the Association and continue to build value for our members.

On behalf of the Board I would like to acknowledge the efforts of our dedicated staff over the past 12 months: Dominic Testoni, Tony Elletson, Rob Forgan, June Saruwaka, Michaela Bell, Biddie Shearing, Alice Macleod and Jackie Hao. Also assisting the Association is Jan Shanahan and Julie Scott from the RDALC.

Finally, I wish to acknowledge the support of the constituent council Mayors, elected members and Chief Executive Officers.

Mayor Erika Vickery
President LCLGA



INTRODUCTION

This document is the Annual Report of the Limestone Coast Local Government Association (LCLGA) Inc. for the period 1st July 2015 to 30th June 2016. This document is prepared pursuant to the Local Government Act 1999 to report to Constituent Councils on the work and operation of the Association for the preceding financial year.

This Report details the activities of the Association to represent and serve the seven Constituent Councils and to advance the Limestone Coast communities through effective advocacy, facilitation and innovation.

OUR ASSOCIATION

LCLGA was established as a regional body on 6th October 1885. LCLGA is a regional subsidiary representing its Constituent Councils and is established pursuant to Section 43 of the Local Government Act 1999 by the Constituent Councils.

The Association is comprised of the following Constituent Councils:

1. District Council of Grant
2. Kingston District Council
3. City of Mount Gambier
4. Naracoorte Lucindale Council
5. District Council of Robe
6. Tatiara District Council
7. Wattle Range Council

Under its Charter, LCLGA's objects are to:

- › Work in association with both the Local Government Association of South Australia (LGASA) and the Australian Local Government Association to assist in the achievement of their aims and objectives
- › Undertake co-coordinating, advocacy and representational roles on behalf of its Constituent Councils at a regional level
- › Facilitate and co-ordinate activities of local government at a regional level related to social, environmental and community development with the object of achieving improvement for the benefit of the communities of its Constituent Councils
- › Develop, encourage, promote, foster and maintain consultation and co-operation and to strengthen the representation and status of local government when dealing with other governments, private enterprise and the community
- › Develop further co-operation between its Constituent Councils for the benefit of the communities of its region
- › Develop and manage policies which guide the conduct of programs and projects in its region with the objective of securing the best outcomes for the communities of the region
- › Undertake projects and activities that benefit its region and its communities
- › Associate, collaborate and work in conjunction with other regional local government bodies for the advancement of matters of common interest
- › Implement programs that seek to deliver local government services on a regional basis

THE LCLGA BOARD

The LCLGA Board comprises nominated representatives from each of the Constituent Councils, and is chaired by the LCLGA President. Each Constituent Council can nominate up to two Deputy Board Members.

LCLGA BOARD MEMBERS 2015-16

COUNCIL	DELEGATE	DEPUTY BOARD MEMBER/S
District Council of Grant	Mayor Richard Sage	Cr Brian Collins Cr Bruce Bain
Kingston District Council	Mayor Reg Lyons	Cr Kay Rasheed Cr Chris England
City of Mount Gambier	Mayor Andrew Lee	Cr Penelope Richardson Cr Ian Von Stanke
Naracoorte Lucindale Council	Mayor Erika Vickery	Cr Scott McLachlan Cr Craig McGuire
District Council of Robe	Mayor Peter Riseley	Cr Harvey Nolan
Tatiara District Council	Mayor Graham Excell	Cr Diana Penniment Cr Robert Mock
Wattle Range Council	Mayor Peter Gandolfi	Cr Robert Dycer

The Board held six ordinary bi-monthly General Meetings, and The Annual General Meeting during 2015 - 2016. Meetings are hosted by Constituent Councils on a rotational basis. The Coorong District Council attends LCLGA meetings as welcomed observers.

OFFICE BEARERS 2015-16

In accordance with the LCLGA Charter, the positions of LCLGA President and Vice President are appointed at the Annual General Meeting, held in February.

At the Annual General Meeting in February 2016, Mayor Erika Vickery was again elected as LCLGA President, to serve in the position for a period of 12 months. Mayor Richard Sage was elected as LCLGA Vice President.

During 2015 - 2016, the Executive Officer role was filled by Ann Aldersey until (19th August). Dominic Testoni (commenced 9th November). Galpins are the appointed Auditor. During 2015 - 2016, LCLGA engaged the following staff to deliver regional programs:

STAFF MEMBER	REGIONAL PROGRAM
Tony Elletson	STARCLUB Field Officer
Rob Forgan	Regional Community Road Safety Officer
Daniel Willsmore (Until 24th July 2015) June Saruwaka (commenced 13th October 2016)	Regional Waste Management Coordinator
Michaela Bell	Project Manager
Biddle Shearing	Tourism Industry Development Manager
Jackie Hao (commenced 14th March 2016)	Economic Development Officer
Alice Macleod (commenced 29th February 2016)	Administration Officer

THE LCLGA BOARD

DELEGATES TO THE LOCAL GOVERNMENT ASSOCIATION OF SOUTH AUSTRALIA

Under the Constitution of the LGASA, regions are represented via appointed members to serve on the LGA Board and the South Australian Regional Organisation of Councils (SAROC).

COUNCIL	LC LGA REPRESENTATIVE
LGA Board	Mayor Erika Vickery Mayor Richard Sage (Proxy)
SAROC	Mayor Erika Vickery Mr Dominic Testoni Mayor Richard Sage (Proxy)

SAROC is an important LGA committee for non-metropolitan Councils. Membership is drawn from each of the six non-metropolitan Regional Local Government Associations with members meeting bi-monthly to discuss the key issues affecting non-metropolitan Councils.

ASSOCIATION COMMITTEES AND WORKING PARTIES

To undertake specific projects or fulfill areas of operational responsibility, LCLGA convenes a number of committees and working parties. LCLGA acknowledges the work of all who have contributed to the following committees and working parties throughout 2015 - 2016.

COMMITTEE / WORKING PARTY	REPRESENTATIVE	COUNCIL
LCLGA Roads and Transport Working Group	Cr Jamie Jackson Mr Surya Prakash	Tatiara District Council
	Cr Ian Von Stanke	City of Mount Gambier
	Mr Steve Bourne	Naracoorte Lucindale Council
	Mr Bob Bates	Kingston District Council
	Mr Peter Halton	Wattle Range Council
	Mr Adrian Schutz	District Council of Grant
	Mr Trevor Hondow Cr Loxton (proxy)	District Council of Robe
Limestone Coast Economic Development Reference Group	Mayor Graham Excell	Tatiara District Council
	Mayor Erika Vickery	LCLGA President
	Mr Mark McShane Cr Steve Perryman	City of Mount Gambier
	Mayor Richard Sage Mr Trevor Smart (proxy)	District Council of Grant
	Dr Helen Macdonald	Naracoorte Lucindale Council
	Mayor Peter Riseley	District Council of Robe
	Mr Ben Gower Mr Steve Chapple	Wattle Range Council
	Mr Dominic Testoni	LCLGA
	Mr Andrew MacDonald	Kingston District Council

THE LCLGA BOARD

COMMITTEE / WORKING PARTY	REPRESENTATIVE	COUNCIL
LCLGA Building Fire Safety Committee	Cr Brian Collins	District Council of Grant
	Mr Rocky Callisto	Tatiara District Council
	Mr Milan Hodak	Kingston District Council
	Cr Rayner	Naracoorte Lucindale Council
	Cr Ian Von Stanke	City of Mount Gambier
	Mr Ekramul Ahasan	Wattle Range Council
South East Relief Trust (SERT)	Current trustees are LCLGA President and Vice President	
LCLGA Regional Planning Alliance Implementation Group	Cr Jeff Pope	Kingston District Council
	Mr Andrew MacDonald	
	Cr Ian Von Stanke	City of Mount Gambier
	Mr Daryl Sexton	
	Mayor Peter Riseley	District Council of Robe
	Mr Roger Sweetman	
	Mayor Richard Sage	District Council of Grant
	Mr Trevor Smart	
	Cr Scott McLachlan	Naracoorte Lucindale Council
	Cr Ken Schulz	
Mr Paul McRostie		
Cr Gwenda Lawlor	Wattle Range Council	
Mr Ben Gower		
Mayor Graham Excell	Tatiara District Council	
Mr Robert Harkness		
Coorong and Limestone Coast Coastal Management Committee	Cr Robert Mock	Tatiara District Council
	Mr Andrew MacDonald	Kingston District Council
	Mayor Peter Riseley	District Council of Robe
	Mr Peter Halton	Wattle Range Council
	Mr Trevor Smart	District Council of Grant
LCLGA Regional Waste Management Steering Committee	Mr Bob Bates	Kingston District Council
	Mr Steve Bourne	Naracoorte Lucindale Council
	Cr Des Mutton	City of Mount Gambier
	Ms Nicole Dodds	District Council of Grant
	Mr Nick Brown	District Council of Robe
	Mr Andrew Pollock	Tatiara District Council
	Mr Peter Halton	Wattle Range Council
	Mr Dominic Testoni	LCLGA
	Mrs June Saruwaka	LCLGA

THE LCLGA BOARD

COMMITTEE / WORKING PARTY	REPRESENTATIVE	COUNCIL	
Limestone Coast Tourism Management Group	Mr Kingsley Green	Tatiara District Council	
	Mrs Sally Klose	Naracoorte Lucindale Council	
	Mr Andrew MacDonald	Kingston District Council	
	Mr Roger Sweetman	District Council of Robe	
	Ms Barbara Cernovskis	City of Mount Gambier	
	Ms Jane Featherstonhaugh	District Council of Grant	
	Ms Paula Bennet	Wattle Range Council	
	Mr Dominic Testoni	LCLGA	
Limestone Coast Local Government Inspectorate Group (LCLGIG)	Mrs Biddie Shearing	LCLGA	
	Mr John Best Catarina Santos (Secretary) Catherine Pegler Ekramul Ahasan	Wattle Range Council	
	Mr Milan Hodak	Kingston District Council	
	Mr Paul McRostie (President) Ms Justine Aldersey	Naracoorte Lucindale Council	
	Hayden Cassar Simon Wiseman Chris Tully Heather Reilly Kate Fife Jessica Porter	City of Mount Gambier	
	Trudy Glynn Rod Storan (Treasurer) Paul Gibbs Nicole Dodds Leith McEvoy	District Council of Grant	
	Michelle Gibbs	Robe District Council	
	Mr Rocky Callisto	Tatiara District Council	
	Limestone Coast Local Government Supervisory Officers Association (LCLGSOA)	Mr Steve Bourne	Naracoorte Lucindale Council
		Mr Bob Bates	Kingston District Council
Mr Daryl Morgan		City of Mount Gambier	
Mr Adrian Schultz		District Council of Grant	
Mr Trevor Hondow		Robe District Council	
Mr Surya Prakash		Tatiara District Council	
Mr Wayne Fennell		Wattle Range Council	

THE LCLGA BOARD

COMMITTEE / WORKING PARTY	REPRESENTATIVE	COUNCIL
Limestone Coast Regional Trails Implementation Group	Mr Surya Prakash	Tatiara District Council
	Mrs Sally Klose	Naracoorte Lucindale Council
	Mr Andrew MacDonald	Kingston District Council
	Mr Roger Sweetman	District Council of Robe
	Mrs Barbara Cernovskis	City of Mount Gambier
	Mrs Jane Featherstonhaugh	District Council of Grant
	Mr Peter Halton	Wattle Range Council
	Mrs Michaela Bell	LCLGA

ASSOCIATION REPRESENTATION – OUTSIDE ORGANISATIONS

LCLGA has numerous representatives on working parties, boards and committees including State Government boards, cross border bodies and regional boards and committees. This representation allows LC LGA to keep in touch with communities, and have input to new and existing initiatives. During 2015-2016, LCLGA made or continued the following appointments to other organisations.

BOARD / COMMITTEE	REPRESENTATIVE	COUNCIL
South East Natural Resources Management Board	Mayor Peter Riseley (Observer)	District Council of Robe
South East Regional Bushfire Prevention Committee	Cr Adrian Schultz	Naracoorte Lucindale Council
South East Zone Emergency Management Committee	Mr David Hood (Chair)	Naracoorte Lucindale Council
	Cr Ian Von Stanke (Delegate)	City of Mount Gambier
	Mr Dominic Testoni (Deputy Delegate)	LCLGA
Limestone Coast Zone Emergency Centre Committee	Mr Dominic Testoni (Local Government Controller)	LCLGA
	Mr Leith McEvoy (Local Government Deputy Controller)	District Council of Grant
Green Triangle Freight Action Plan – Implementation Management Group	Mr Peter Halton	Wattle Range Council
	Mr Trevor Smart	District Council of Grant
	Cr Ian Von Stanke	City of Mount Gambier
Greater Green Triangle University Department of Rural Health (GGTUDRH)	Cr Frank Morello	City of Mount Gambier
Limestone Coast Community Services Roundtable	Mayor Erika Vickery	Naracoorte Lucindale Council
Regional Development Australia Limestone Coast	Mayor Erika Vickery	Naracoorte Lucindale Council
	Mayor Richard Sage	District Council of Grant
	Mayor Andrew Lee	City of Mount Gambier
Limestone Coast Industry Leaders Group	Mr Dominic Testoni	LCLGA

STRATEGIC ACTIVITIES 2015-16

1. INFRASTRUCTURE

	DESIRED REGIONAL OUTCOME		LCLGA ROLE	LCLGA ACTIONS 2015-16
1.1	Existing and future regional infrastructure is fit for purpose and has the capacity to meet the region's needs.	1.1.1	Regional Leadership	Lead the implementation of the LCLGA 2030 Regional Transport Plan, including a review in response to updated wood flow data and council requirements.
		1.1.2	Advocacy	Advocate for appropriate State and Australian Government investment in the upgrade, maintenance and operation of the South East drainage and bridge network, in partnership with the South East Natural Resources Management Board, RDALC and the South Eastern Water Conservation and Drainage Board.
		1.1.3	Council Coordination	Effectively coordinate regional submissions for the Special Local Roads Program to maximise investment in regional road infrastructure.
1.2	Councils to protect built heritage, heritage spaces and the region's cultural heritage.	1.2.1	Council Coordination	Effectively coordinate and manage a regional Heritage Advisory Service for the benefit of Constituent Councils and private owners.
1.3	Development of a regional approach to the maintenance and provision of improved and new infrastructure and utility services.	1.3.1	Advocacy	Advocate for the region for improved and sustainable services from State and Australian Governments in meeting our regional needs for: <ul style="list-style-type: none"> • Roads • National Broadband Network • Mobile phone coverage

1.1.1 LCLGA 2030 Regional Transport Plan: The Roads and Transport Working Group have discussed the updating of this document to align the strategic plan with current and forecast transport movements. Preliminary discussions have been held with HDS Australia about carrying out this review in the second quarter of the 2017 financial year.

1.1.2 South East drainage and bridge network: Several meetings have been held with the Manager Drainage Operations with the Department of Environment and Natural Resources about the priority listing for road and bridge upgrades. The LCLGA also drafted a regional submission for the SEWCDB Draft Management Plan 2015-16 to 2018-19. This submission emphasised the continued under-investment in the road and bridge network and highlighted the importance of this network to the continued economic viability of the region. We recognise that a strong partnership between our constituent Councils and key government agencies is required to address this critical piece of infrastructure and have made moves to invite the SEWCDB and other key agencies onto our restructured Roads and Transport Management Group.

1.1.3 Special Local Roads: LCLGA submitted seven prioritised applications for funding under the Special Local Roads Program (SLRP) for 2015-2016, requesting a total of \$1,832,000.

STRATEGIC ACTIVITIES 2015-16

REGIONAL PRIORITY	COUNCIL	ROAD (PRIMARY PURPOSE)	PROJECT DETAILS ROUND 1	2015-16 PROJECT COST (\$M)	SLRP GRANT (\$M)
1	Tatiara District Council	Emu Flat Road (Freight)	Continue with stage 5 of a 5 year project to upgrade the Emu Flat Road. Stage 5 - 4.7km shoulder widening to increase the seal width to 7.2m.	0.438	0.219
2	District Council of Grant	Meyers Road (Tourism)	Stage 4 involves the realignment and sealing of the road beginning at the Pudney Road intersection for a distance of 2.6kms west.	0.410	0.205
3	City of Mount Gambier	Graham Road (Freight)	Resurface the existing road pavement with deep lift asphalt to strengthen the pavement and cater for additional traffic loadings.	0.350	0.175
4	Tatiara District Council	Wolseley East Railway Crossing (Freight)	The proposal is to upgrade/re-construct the current Wolseley East Rail Crossing and turning lanes to comply with B-Double route.	0.285	0.143
5	Naracoorte Lucindale Council	Gap Road (Community)	Complete reconstruction from the subgrade to seal. Stage 1 will commence 200m East of Danbys Road to 2.3km west of Danbys Road - reconstruction of the large intersection of Gap, Danbys and Herolds Roads.	1.720	0.430
6	Kingston District Council	Saltwell Road (Freight)	Resealing of 4.5km of Saltwell Road, being the section of road beginning 4.5km east of Southern Ports Highway and finishing 9.0km East of Southern Ports Highway (9.0km West of Princes Highway). The existing road will be resealed to a width of 6.0m.	0.240	0.060
7	Wattle Range Council	Smith Road (Freight)	Reconstruction of the existing unsealed pavement followed by a sealed wearing surface suitable for B-double vehicles.	0.352	0.100
				PROPOSED ALLOCATION	1.332

Pleasingly, all projects were approved for investment under the SLRP by the Local Government Transport Advisory Panel.



1.2.1 Heritage Advisory Service: LCLGA currently engages Habitable Places Architects to deliver the Limestone Coast Heritage Advisory Services to Constituent Councils on a fee-for-service, under an Agreement for 2013-2016.

The Heritage Adviser works closely with and under the direction of Councils' planning and development assessment staff to provide timely and considered professional advice that includes:

- > Heritage conservation advice
- > Statutory DA assessment and advice
- > Policy advice to Council
- > Local Heritage Development Plan Amendments
- > CDAP/Heritage Committee
- > State Heritage Unit

A copy of the Heritage Advisors Annual Report for 2015-2016 is available from participating councils or the LCLGA.

With regard to State Heritage Referrals that are currently being carried out by the State Heritage Branch a meeting was convened between the LCLGA, Richard Woods from Habitable Places Architects and Peter Wells from the State Heritage Branch. The issue of streamlining the State Referrals was discussed with a successful resolution being agreed to whereby Habitable Places Architects can now carry out that work on behalf of the State Heritage Branch – this agreement will come into effect on the 1st July 2016.

1.3.1 Advocate for the region for improved and sustainable services from State and Australian Governments in meeting our regional needs for; roads, national broadband network and mobile phone coverage:

Several meetings have been held with the Department of Planning, Transport and Infrastructure about the road network and the need to look at more collaborative models of delivering road maintenance and capital improvements. LCLGA are also looking to partner with the Eyre Peninsula Local Government Association on a pilot program to develop Road Construction and Maintenance Service Standards that can be adopted throughout the state.

In February, the LCLGA President and Executive Officer met with representatives from Telstra to discuss smarter regions and the roll-out of the NBN network. Work will continue to be done with investigating the regional benefits of having high speed connectivity. To that end, a submission was also drafted for the Telecommunications Universal Service Obligations Inquiry and how the NBN can possibly address regional telecommunication issues now and into the future.

LCLGA has continued to work with RDALC, the LGASA and Federal and State members of parliament to ensure our region is recognised for continued mobile black spot funding. To that end, a submission was made by Regional Development South Australia identifying a number of sites throughout South Australia – the Limestone Coast had seven sites put forward in that submission.

STRATEGIC ACTIVITIES 2015-16

2. SUSTAINABLE ECONOMY

	DESIRED REGIONAL OUTCOME		LCLGA ROLE	LCLGA ACTIONS 2015-16
2.1	A growing and diverse economy, based on the region's natural assets and innovative community, under the priorities of: Premium Food and Wine from our Clean Environment; and Growing Advanced Manufacturing.	2.1.1	Regional Leadership	Lead the Limestone Coast Economic Diversification Project. Convene the Limestone Coast Economic Diversification Group, and lead the implementation of the Limestone Coast Economic Diversification Group Work Plan.
		2.1.2	Advocacy	Strongly advocate for investment, projects; legislation/policy review or development to promote economic growth in the region.
		2.1.3	Partnership	Partner with RDALC to drive economic development projects for the Region.
2.2	A thriving and well-supported tourism industry, growing the region's status as a visitor destination.	2.2.1	Advocacy	Advocate for and support industry leadership within regional tourism, in particular the Limestone Coast Collaborative.
		2.2.2	Delivery	Deliver a Regional Tourism Industry Development Program for the Limestone Coast.
		2.2.3	Regional Leadership and Advocacy	Continue to represent the region at the Regional Tourism Chairs Forum at State level.
2.3	A sustainable population base with the skills and capability to grow regional economic development.	2.3.1	Advocacy	Assist key regional bodies and the South Australian Government with the objective to grow our population, develop our regional workforce, and to build skills and capability in our communities, through participation in the development of a Limestone Coast Attraction and Retention Strategy.

- 2.1.1 Convene the Limestone Coast Economic Diversification Group: The Group continues to be an important forum to further regional priorities. The Group consists of LCLGA members, RDALC and the South East Natural Resources Management Board (SENRMB). It continues to work with the State Government through Primary Industries and Regions SA (PIRSA) and the Department of State Development. Some of the major projects discussed include:
- Bio-economy project: the Project has emerged out of the recent Renewables SA forum.
 - Limestone Coast Collaborative: steering committee is currently considering 'brand concepts' for regional adoption.
 - Cropping cluster: focus of collaboration has been on soil moisture monitoring programme to enhance work of MacKillop Farm Management Group.
 - Dairy cluster: As per dairy industry recommendations, cluster has focused on collaborative opportunities for niche dairy processors.
 - Regional Leadership Program: currently forming a steering committee.
 - Investor and export ready: projects to investigate the regions readiness to export.
 - Innovation hub: preliminary work carried out to investigate the feasibility of developing a hub.
 - Red meat cluster: has commenced the pilot of its financial management training.
- 2.1.2 Strongly advocate for investment, projects etc: We continue to have a strong working relationship with the RDALC and cooperate on regional projects. The recent Shandong trade mission in April 2016 saw a collective effort travel to China and represent the regional and individual Council strengths.

STRATEGIC ACTIVITIES 2015-16

- 2.1.3 Partner with RDALC to drive economic development: As the lead agency in the Limestone Coast we recognise the importance of resourcing the RDA so that they can continue to represent the regions interests. Our member Councils will continue to be a strategic funding partner. The partnership is guided by a number of Key Performance Indicators related to economic diversification activities, the provision of a support service for small business and leadership to attract external funding into the region. RDA reports on progress against the KPIs at bi-monthly LCLGA Meetings.
- 2.2.1 Advocate and support industry leadership: The LCLGA Tourism Industry Development Manager (TIDM) has continued our strategic relationship with the Limestone Coast Collaborative. As the project is moving into a brand implementation phase the TIDM will continue to investigate linkages into the work the Collaborative have been carrying out and the benefits our member Councils can derive from this work.
- 2.2.2 Deliver a Regional Tourism Industry Development Program: The regional tourism program continues to be a 3-way partnership between LCLGA, South Australian Tourism Commission and RDALC. The focus has been to facilitate activities to develop business capacity, grow tourism business through more visitation and longer length of stay. This is achieved through a comprehensive work plan which aligns with the LCLGA Strategic Priority No.2 - SUSTAINABLE ECONOMY: A thriving and well supported tourism industry, growing the regions status as a visitor destination.
- 2.2.3 Regional Tourism Chairs Forum: LCLGA President Mayor Erika Vickery has continued to represent the region at this State Level. Mayor Vickery has been representing the regions views to the State body and has sought direction from the LCLGA TIDM on many occasions to ensure our work plans remain relevant and in sync with other regional areas.
- 2.3.1 Assist key regional bodies and the South Australian Government with the objective to grow our population: The Limestone Coast Attraction and Retention Strategy is still being considered. Funding for the project has been set aside in reserves and discussions on the best way to approach the Strategy is being discussed with RDALC and Department of State Development.

3. ENVIRONMENTAL SUSTAINABILITY

DESIRED OUTCOME	LCLGA ROLE	LCLGA ACTIONS 2015-16
3.1 Local Government is a key partner in the sustainable management of the environment and natural resources in the region.	3.1.1 Advocacy and Partnership	Through implementation of the Local Government Resource Industry Protocol 2015, lead appropriate regional action to ensure that resource development projects, including mining and unconventional gas, are environmentally sustainable, have approval of impacted landholders, provide for community consultation, and are governed by legislation and regulation appropriate to the Limestone Coast.
	3.1.2 Partnership	In partnership with Natural Resources South East and RDALC, participate in the Climate Change Vulnerability Assessment and Planning Project.
3.2 A regional approach to landfill minimisation and innovative waste management.	3.2.1 Council Coordination	Coordinate shared resources for the Regional Waste Management Coordinator to deliver a regional approach to waste management.
	3.2.2 Delivery	In partnership with Constituent Councils, implement the South East Regional Waste Management Strategy to facilitate a regional approach to waste management.
3.3 Well-managed and protected terrestrial, wetland, coastal and marine environments, with active partnership from all responsible organisations.	3.3.1 Partnership	Partner with Natural Resources South East to deliver two Australian Government funded coastal projects: Implementing the Limestone Coast and Coorong Coastal Action Plan; and Limestone Coastwatchers.

STRATEGIC ACTIVITIES 2015-16

- 3.1.1 Local Government Resource Industry Protocol 2015: LCLGA continues to represent the region with regard to unconventional gas exploration and mining practices that are environmentally sustainable. Each member Council continues to communicate with their respective constituents and we remain open to having a mature debate about the perceived benefits of this industry whilst weighing up the impacts that may be caused to our fragile environment. The Limestone Coast is a unique part of Australia with vast groundwater reserves that should not be compromised if the best scientific evidence suggests there is a risk of environmental degradation or the chance of contamination.
- 3.1.2 Climate Change Vulnerability Assessment and Planning Project: The Limestone Coast Regional Adaptation Plan project is an initiative of RDALC, LCLGA and the SENRMB. The project was to produce a Climate Change Adaptation Plan for the whole Region with input from all levels of government, business and the community.

On the 17th December 2015, Nicole Halsey from URPS released the draft Regional Adaptation Plan for distribution and review. Within that report there was an Integrated Vulnerability Assessment (IVA). The IVA is a tool that helps to identify areas of vulnerability to the impacts of climate change. It is an evolution in purely risk based approaches to climate change adaptation because it considers both the potential impact of climate change (exposure and sensitivity) and adaptive capacity.

To progress the plan a Transitioning from Planning to Action workshop was held on the 4th April 2016 with approximately 50 people in attendance. At this forum areas of vulnerability that were identified in the assessment were presented along with a series of actions and adaptation pathways to help us deal with changes in climate expected over the next few decades.

These adaptation actions and pathways have been drafted into a Regional Climate Change Adaptation Plan, which was released in May 2016.

LCLGA is looking to establish a Climate Change Committee and utilise the actions identified in the Adaptation Plan as the basis for the Terms of Reference.

- 3.2.1 Regional Waste Management Coordinator: This is a fully funded position from the member Councils. The primary purpose of the position is to develop a regional approach to landfill minimization and innovative waste management. The management committee is made up of representatives of each of the member councils and meet bi-monthly to set priorities and monitor the work program.
- 3.2.2 Implement the South East Regional Waste Management Strategy: Initiatives for the past twelve months include; Public awareness campaigns through Bin Tagging, submission of Parliamentary Inquiry into the South Australian Waste Management Industry, liaised with Green Industries and Garage Sale Trail that saw 10 tonnes of waste material diverted from landfill.
- 3.3.1 Implement the Limestone Coast and Coorong Coastal Action Plan and Limestone Coastwatchers: LCLGA is actively involved in a number of coastal management initiatives in the Limestone Coast.

The Limestone Coast and Coorong Coastal Management Group is a sub-committee of LCLGA formed in 2003 to implement the Limestone Coast and Coorong Coastal Action Plan. The Group comprises Local Government, State Government and community representatives, and focuses on all aspects of coastal management across the region, including biodiversity protection and enhancement, pest control, coastal access and tourism.

LCLGA is the proponent for two significant regional coastal management projects funded by the Australian Government:

1. Implementing the Limestone Coast and Coorong Coastal Action Plan 2012 – 2017. \$2,300,000, funded by the Australian Government Clean Energy Future Biodiversity Fund.
2. Limestone Coastwatchers 2013 to 2018. \$980,000, funded by the Caring for our Country program.

LCLGA sub-contracts the delivery of the projects to the Department of Environment, Water and Natural Resources in the region. Combined, the projects enable DEWNR to engage a number of staff to deliver key initiatives. A Project Management Committee has oversight of the projects, which includes the LCLGA Executive Officer & Project Manager, Mayor Peter Riseley of District Council of Robe and DEWNR staff.





LIMESTONE COASTWATCHERS

- Deliver an annual holiday program to 5 coastal communities from Kingston SE through to the SA/Victorian border. This includes four coastal councils. Held in the first two weeks of January the program attracted 1227 participants in 2016, and is increasing in popularity each year. Promoted by local councils through their Visitor Information centres and sought out by holiday accommodation providers the program introduces coastal conservation to a broader audience with the aim of fostering a greater sense of ownership and appreciation of the coast.
- Delivering components of the Coastal Connections program to schools throughout the year.
- Establishing a marine debris removal and education program with a target of 250km of marine debris removal along the Limestone Coast.
- Providing support to Coastal Community Groups including funding, assistance with projects (eg. Supporting Friends of Shorebirds SE with monitoring efforts, technical advice to groups undertaking revegetation work or weed control, supported Friends of Shorebirds SE in a major exhibition "The Flyway Exchange" which was held at the Riddoch Art Gallery in 2015 and was highly successful).
- Working with councils to provide improved signage along the coast including directional signage to better inform 4WD users and trail bike users and minimise the occurrence of illegal off-roading and its negative effects on sensitive coastal environments.
- Monitoring the health of populations of threatened orchids, intertidal areas and vegetation communities across the Limestone Coast.

IMPLEMENTING THE LOWER LIMESTONE COAST AND COORONG ACTION PLAN

- An ongoing fox control program which has expanded from 25,000ha of ground-based baiting conducted 3 times annually to 60,000ha of combined ground-based and aerial treatment. The program has expanded to include the Coorong and it is anticipated that monitoring of this area will indicate improvements in nesting success over coming years.
- Targeted weed control conducted over approximately 1774ha, well in excess of the 1,100ha target for the life of the project. This includes community engagement around coastal weeds and garden escapees. The project also contributed to a new program of aerial treatment of boxthorn using the granular herbicide, Graslan. This included the Coorong and new areas of coastal crown land, massively increasing the area of boxthorn treated.
- Prescribed burning of coastal grasslands to control invasive shrubs. To date prescribed burns have been conducted over 90 ha of coastal grasslands. This maintains native herbaceous grasslands with a diversity of species in these coastal areas.
- Provides employment opportunities for Indigenous people through a labour hire agreement with Burrendies Aboriginal Corporation. Crews have been employed to assist with erosion control, weed control, plant propagation and revegetation works.
- Established a network of plant propagators locally including Millicent High School which produces at least 20,000 seedlings annually. Robe Community Nursery, Burrendies Aboriginal Corporation in Mt Gambier, Orana/Melaleuca Nursery in Meningie and other smaller nurseries all contribute to meeting plant requirements for the project. In 2016 some 50,000 seedlings will be planted across the Limestone Coast.
- Supporting a network of volunteers through provision of training, support and advice.
- Fencing of native vegetation to protect it from the damaging effects of stock grazing or illegal vehicle access.

STRATEGIC ACTIVITIES 2015-16

4. COMMUNITY AND SOCIAL WELLBEING

	DESIRED OUTCOME		LCLGA ROLE	LCLGA ACTIONS 2015-16
4.1	Regional communities have access to appropriate health and education services and facilities.	4.1.1	Advocacy	<p>Advocate for expanded mental health and drug treatment services and support in the Limestone Coast.</p> <p>Encourage and support the initiatives of Constituent Councils to be expanded regionally, particularly regarding suicide prevention and other priority issues with significant impacts on regional areas.</p> <p>Partner with Constituent Councils to deliver the Regional Public Health and Well-being Plan.</p>
4.2	Regional communities have access to programs and facilities promoting a healthy lifestyle.	4.2.1	Partnership and Delivery	<p>Partner with the Office of Recreation and Sport to deliver the STARCLUB Program for the Limestone Coast.</p> <p>Partner with Constituent Councils to deliver the Limestone Coast Regional Trails Master Plan (Stage 2).</p>
		4.3.1	Council Coordination	<p>Assist to coordinate Constituent Councils' role in Zone Emergency Management to ensure appropriate role for Local Government in emergency response and recovery. This includes membership of the Zone Emergency Management Committee and the Zone Emergency Centre.</p>
4.3	Local Government is a key regional partner in emergency management, road safety and other community safety programs.	4.3.2	Partnership and Delivery	<p>Partner with the Motor Accident Commission (MAC), and work with relevant State agencies and community road safety groups to implement the South East Road Safety Strategy, including the engagement of a Regional Community Road Safety Officer to coordinate regional efforts to reduce road crashes and trauma.</p>

4.1.1 Advocate for expanded mental health and drug treatment: At its meeting held in August 2015 LCLGA considered a Notice of Motion from the City of Mount Gambier raising the closure of a Drug and Alcohol Rehabilitation Centre in the Limestone Coast, Karabran New Life Centre.

LCLGA contributed \$2,000.00 towards a working party established by Pangula Mannamurna Inc. The working party endeavoured to develop a best practice model for drug and alcohol crisis de-tox and rehabilitation programme appropriate to the needs of the Limestone Coast community.

The Working Party have recognised that problems associated with drug use is extensive throughout the region. To facilitate this process a consultant was to research and coordinate the project, bring a model to a Limestone Coast Community Services Round Table, and prepare a presentation to key stakeholders. An outcome of the project is to obtain a fully researched and costed solution to drug and alcohol crisis and rehabilitation service appropriate for the community, complete with a strategy for implementation and ongoing management.

STRATEGIC ACTIVITIES 2015-16

- 4.2.1 Regional Public Health and Wellbeing Plan: The Limestone Coast Region of Wellbeing collaboration has been 18 months in the making led by the South Australian Health and Medical Research Institute (SAHMRI) Wellbeing & Resilience Centre and the City of Mount Gambier involving approximately 60 agencies with a potential reach of over 1,000 people within the first 18 months of the Project.

Wellbeing and resilience has been identified as a vital link to improving a significant number of priority areas in Local Government Regional Health Plans and is also recognised at a regional level as a focus area by the agencies represented at the Limestone Coast Community Services Roundtable. Further to a public health context, improving the wellbeing and resilience of our community is also considered an integral key to providing a sustainable solution for diversifying our transitioning economy.

The Region has experienced the impact of a transitioning manufacturing sector, as well as challenging conditions for the agricultural economy, with drought conditions declared in the Upper Limestone Coast for two consecutive years. The region is experiencing rising unemployment, with pockets of high socio-economic disadvantage in some parts of the region.

It is recognised that the wellbeing and resilience of the Limestone Coast community underpins all aspects of regional life. With leadership from the South Australian Health and Medical Research Institute (SAHMRI) Wellbeing & Resilience Centre, this project will embed wellbeing and resilience skills across a wide section of the community.

Barbara Cernoviskis, Ann Aldersey and LCLGA Executive Officer have been working with SAHMRI to define the project management structure, and the project scope. It was determined that the project management will sit with SAHMRI Wellbeing and Resilience Centre, with a Regional Leadership Group providing the local direction and input. LCLGA will provide coordination and leadership of this regional group.

A detailed proposal has been submitted to the Premier's office by SAHMRI.

- 4.3.1 Zone Emergency Management: LCLGA and all Constituent Councils are members of the Zone Emergency Management Committee with responsibility for regional emergency preparedness and response planning and implementation.

The LCLGA Executive Officer is the Local Government Controller on the Zone Emergency Centre. The Centre is activated in the case of a regional emergency; the role of the Local Government Controller is to provide a single point of contact for Local Government across the region for the Control Agency to enable the efficient transmission of information and coordination of resources.

Issues that have been discussed by the committee this year have included; bushfire management plans, Disaster Waste Management Scoping Study, Animals in Emergencies and State Emergency Management Committee Strategic and Business Plan 2015-16. The Executive Officer also attends the Southern Border Fire Coordination Association meetings with representation from our neighbouring shires in Victoria.

- 4.3.2 Partner with Motor Accident Commission: The Limestone Coast Local Government Regional Road Safety Partnership is unique in South Australia. LCLGA and Regional Emergency Services including SA Police Superintendent Trevor Twilley advocated and fought hard for the establishment of a 3-year pilot project that show cased the potential of this delivery model to be adopted in other regional and rural centres in South Australia.

In April 2014 the three-year partnership project fully sponsored by the South Australian MAC began and in the process achieved one of the Association's identified medium to long term goals by appointing a dedicated road safety officer. An initiative in alignment with one of the of the Association's key pillars and that of its member Councils, "Community Health and Wellbeing". It also recognises that residents of the Limestone Coast, by necessity spend substantial periods travelling on our rural roads and highways for business, social and personal reasons and are exposed to risks that others in cities and peri-urban areas rarely face or appreciate.

Our member Councils have also witnessed and reported on an increased level of community road safety responsibility through engagement in their areas. It has revived the majority of volunteer road safety groups that were seriously considering folding as has been the pattern in other areas of South Australia. Those same SE groups have reported that their new lease of life is due in no small part to the support and commitment provided by the LCLGA. This view is shared by member councils and significantly, senior management of MAC who together are committed to reducing the unacceptable and unnecessary level of road trauma that severely impacts communities.

On the 12 days of Christmas my true love said to me...

DRIVE SAFELY

We bring you these tidings of good advice knowing that Christmas is the riskiest time on Australian roads. On average the last 12 days of the year result in the highest number of fatalities. Arrive at your destinations safely to enjoy the festive season with family and loved ones.

The Limestone Coast Local Government Association, the Motor Accident Commission and the Limestone Coast network of Community Road Safety Groups wish everyone a **Happy and Safe Christmas**.



STRATEGIC ACTIVITIES 2015-16

5. LCLGA GOVERNANCE, LEADERSHIP & FINANCIAL SUSTAINABILITY

	Desired Outcome	LCLGA Role	LCLGA Actions 2015-16
5.1	LCLGA is recognised as the regional leadership body which provides a framework and coordination for other regional groups.	5.1.1 Regional Leadership	<p>Lead regional advocacy and action on priority issues, and actively engage and coordinate partner organisations' action on common regional issues, including:</p> <ul style="list-style-type: none"> ◆ Emergency Services Sector Reform ◆ Unconventional gas exploration and development in the Region <p>Facilitate active engagement and participation of Constituent Councils on issues and decisions that impact their communities.</p>
5.2	Regional Local Government is effective and cost efficient.	5.2.1 Council Coordination	<p>Deliver Stage 2 of the Regional Planning Alliance Project and the Memorandum of Understanding between all Constituent Councils.</p> <p>Identify and coordinate practical opportunities for joint investment, shared services and resources between Constituent Councils and the LGA that improve service delivery and provide cost savings.</p> <p>Coordinate and convene specialist LCLGA Working Groups to address and take action on regional issues of common interest to Constituent Councils, including:</p> <ul style="list-style-type: none"> ◆ Roads and Transport Working Group ◆ Limestone Coast Regional Trails Implementation Group ◆ Limestone Coast Economic Diversification Group ◆ Regional Waste Management Steering Committee ◆ Regional Sport and Recreation Advisory Group ◆ Regional Planning Alliance Implementation Group ◆ LCLGA Charter and Subscription Review Working Party ◆ Vocational Education, Training and Skills Working Party
5.3	A well-governed regional organisation.	5.3.1 Delivery	<p>Finalise the review of the LCLGA Charter with endorsement from all Constituent Councils.</p>

STRATEGIC ACTIVITIES 2015-16

	Desired Outcome		LCLGA Role	LCLGA Actions 2015-16
5.4	LCLGA maintains its reputation with State and Australian Governments as a leading Local Government body and effective advocate for the Limestone Coast.	5.4.1	Advocacy	<p>Lead effective and targeted advocacy campaigns on priority regional issues, in partnership with Constituent Councils, the LGA and regional organisations as appropriate.</p> <p>Continue to be active members of SAROC and the LGA Board to support LCLGA's advocacy on regional issues and issues affecting Local Government.</p> <p>Lead the region's response and input to the State and Australian Governments on key issues and opportunities, acting as a single point of contact for regional visits and requests.</p>
5.5	Effective communications with Constituent Councils, partner organisations and the community.	5.5.1	Delivery	<p>Renew the LCLGA website to a modern platform to provide an up-to-date communication tool.</p> <p>Continue LCLGA representation on key outside organisations.</p>
5.6	LCLGA financial processes are transparent and efficient, ensuring a sustainable financial position.	5.6.1	Delivery	<p>Implement an annual program of budget development, consultation, adoption and review.</p> <p>Ensure that the LCLGA Board and Constituent Councils are provided with bimonthly financial and performance reports, and an Annual Report.</p> <p>Explore approaches to attract funding for LCLGA to deliver or partner on priority regional projects, in particular the Regional Planning Alliance and Regional Trails Implementation projects.</p>

STRATEGIC ACTIVITIES 2015-16

- 5.1.1 Lead Regional Advocacy: As the peak Local Government body in the region, LCLGA continues to work closely with our local Members of Parliament, Federal Member for Barker Mr Tony Pasin, Member for Mount Gambier Mr Troy Bell, and Member for Mackillop Mr Mitch Williams, and commends the work they do on behalf of our region. Additional to maintaining these close working relationships we also maintain close contact with both the State and Federal Government and regularly meets with Ministers and senior agency staff on issues relevant to the Region. During 2015 - 2016, LCLGA maintained its close partnership with the Hon Geoff Brock MP, Minister for Local Government and Minister for Regional Development.
- 5.2.1 Regional Planning Alliance: Work is continuing with the project to investigate Regional Planning. Delays with the project have occurred principally due to the Planning, Development and Infrastructure Bill 2015 not being passed by parliament until May 2016. It is envisaged that the project will recommence in the 1st quarter of FY 2017 once the Bill has been fully assessed. Discussions with legal and the LGASA will continue prior to moving forward with the project.
- 5.3.1 Finalise the review of the LCLGA Charter: The amended Charter inclusive of the name change to the Limestone Coast Local Government Association was published within the Government Gazette in September 2015. Due to the significant cost associated with the publication of the full Charter when amendments are made, the LCLGA and other regional LGAs shall continue to lobby for changes to the Act so that a subsidiary can put a notice of the amendment in the Gazette and refer to a weblink for a full copy of the Charter.
- 5.4.1 Targeted Advocacy Campaigns on regional priorities and representation at SAROC: President of the LCLGA Mayor Erika Vickery and the Executive Officer Dominic Testoni continue to attend SAROC meetings and have input into the many regional issues that are elevated to the LGASA Board for consideration.
- 5.5.1 Renew Website and develop effective communications strategies: This project will continue into the next financial year in an effort to develop a communication strategy and platform that best targets and represents the important regional work that we undertake. Developing a modern platform for communication is seen to be essential to continually inform, not only our regional and state partners, but to broadcast our regional strengths to an international audience. The Limestone Coast region is a power house of the South Australian economy and our goal is to ensure we have the best resources available to communicate that message.
- 5.6.1 Financial Reporting and budget development: Our efforts over the past six months have seen a new reporting standard adopted by the Board with increased transparency and greater clarity with regards to our divisional and project reporting. After consultation with member Councils it was clear that this volume of work was a priority and was completed in December 2015.

We continue to hold our bi-monthly Board meetings across the Limestone Coast with the full suite of financial reports and project reports being tabled for consideration. Throughout the year many motions are also tabled for the Board's consideration and we thank those member Councils for utilising the strength of the regional body to prosecute their case to the State and Federal levels.

PROJECTS - ANNUAL REPORTS 2015-16

REGIONAL TOURISM

The regional tourism program continues to be a 3-way partnership between LCLGA, South Australian Tourism Commission and RDALC. The focus has been to facilitate activities to develop business capacity, grow tourism business through more visitation and increase length of stay. This is achieved through a comprehensive work plan which aligns with the LCLGA Strategic Priority No.2 – SUSTAINABLE ECONOMY: A thriving and well supported tourism industry, growing the regions status as a visitor destination.

The plan is underpinned by relationship management with a broad cross-section of stakeholders, including 24 tourism/business groups in the region.

A LCLGA Tourism Management Group was established to provide strategic guidance for the program while identifying opportunities to align resources – especially across the significant local government investment in tourism activities. This group will be complimented by the establishment of a Tourism Leadership Group.

HIGHLIGHTS

CONSUMER FACING ACTIVITY

As a predominately self-drive region, the Limestone Coast was represented at key consumer events including the Sydney, Brisbane, Adelaide and Melbourne Caravan and Camping Shows, plus The Great Outdoor Expo in Mount Gambier. The main activity at these shows was to influence itinerary planning with travellers with very high propensity to travel.

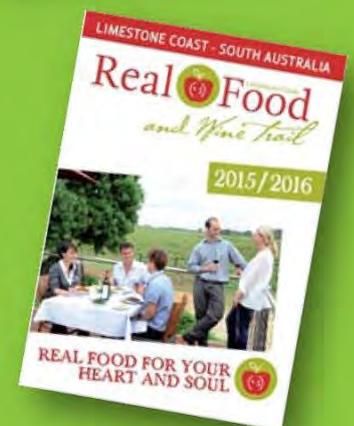
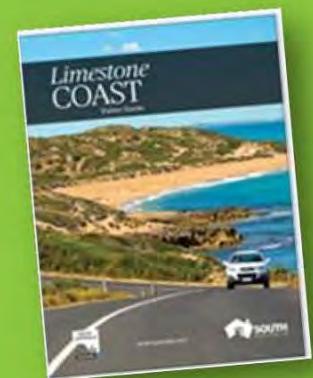
From 1 - 8th May, Tasting Australia participation involved 10 food & wine operators in either Town Square Adelaide or in-region at an event called 'from little things, big things grow'.

The TIDM assisted in the production of the Regional Visitor Guide which sees 100,000 copies distributed worldwide as well as an electronic copy housed on the southaustralia.com website. 10,000 copies of the new edition of the Regional Food & Wine Trail was also produced and distributed.

TRAVEL TRADE ACTIVITY

An important piece of work is the education and maintenance of strong working relationships with of our overseas partners who help sell holidays to our region. This year saw an intense schedule of activity to reinforce the driving holiday from Melbourne to Adelaide through the Limestone Coast. The TIDM attended the following trade events and met with over 300 key influencers or decision makers in the international trade sector via one-on-one appointments schedules.

- > SA Uncorked, Inbound Tourism Operators based in Sydney
- > SA Tourism Exchange, meeting with Wholesalers and Inbound Tourism Operators
- > Meeting Place, Sydney based wholesalers and inbound tourism operators
- > Australia Marketplace in Los Angeles
- > European Product Workshop in London
- > Australian Tourism Exchange on the Gold Coast



INDUSTRY WORKSHOPS

A series of business capacity building workshops were facilitated or delivered in the region based on the following themes: Marketing, Social Media and Branding. Where possible this was co-delivered with the peak cross-industry group The Limestone Coast Collaborative.

PROJECTS - ANNUAL REPORTS 2015-16

WASTE MANAGEMENT

Waste Management remains a critical regional issue for the seven Constituent Councils. Through the Regional Waste Management Project, LCLGA together with the seven Constituent Councils examine ways to create efficiencies in regional waste management, in particular to coordinate regional waste management initiatives. The project is administered by the Regional Waste Management Coordinator, June Saruwaka, who joined LCLGA on the 13th of October 2015.

WASTE STATISTICS FOR 2015-16

	LIMESTONE COAST REGION	CITY OF MOUNT GAMBIER	DISTRICT COUNCIL OF GRANT	DISTRICT COUNCIL OF ROBE	KINGSTON DISTRICT COUNCIL	NARACOORTE LUCINDALE COUNCIL	TATIARA DISTRICT COUNCIL	WATTLE RANGE COUNCIL
Kerbside Waste to Landfill	13,699	6,061	887	835	702	1,769	1,428	2,017
Kerbside Greenwaste (DfL)	4,330	2,591	N/A	N/A	N/A	580	N/A	1,159
Kerbside Recyclables (DfL)	4,407	2,123	357	135	195	534	304	759
Total Kerbside (DfL)	8,737	4,714	357	135	195	1,114	304	1,918
Sub Total Kerbside Collected	22,437	10,775	1,245	970	897	2,883	1,732	3,935
WTS (WtL)	2,847	797	277	109	13	627	333	691
WTS (Waste DfL)	3,419	1,040	1,072	64	154	95	207	787
Sub Total WTS Collected	6,267	1,837	1,350	173	167	722	540	1,478
Total Waste to Landfill	16,547	6,858	1,165	944	715	2,396	1,761	2,708
Total Waste Diverted from Landfill	12,156	5,754	1,429	199	349	1,209	511	2,705
Grand Total all Waste Streams	28,703	12,612	2,594	1,143	1,064	3,605	2,272	5,413

N.B: WTS – Waste Transfer Station; DfL – Diverted from Landfill; WtL – Waste to Landfill.

The above table only includes waste streams that are weighed. There are a large range of waste products diverted from landfill not included which, are managed per item. These items include mattresses, lounges, batteries, fluoro lights and globes, waste oil, paint, tyres, x-rays, mobile phones and a wide range of salvage items.

Based on the 2015/2016 figures, on average every one of the 64,105 people (ABS Census 2011) in the Limestone Coast Region generates around 448 kilograms (kg) of household waste a year. The waste includes all waste collected at the kerbside and at waste transfer stations.

PROJECTS - ANNUAL REPORTS 2015-16

ACHIEVEMENTS

REUSE - GARAGE SALE TRAILS

3 Councils from the Limestone Coast Region participated in the Garage Sale Trails. Approximately 6,700 items were listed for sale or reuse and items worth over \$12,600 were sold in the region. Over 10 tonnes of material was diverted from landfill.

COMMUNITY INFORMATION AND EDUCATION

- Community awareness and education continued throughout the region through waste awareness sessions, bin tagging, tours to the recycling centres and distribution of waste calendars.
- LCLGA commenced engagement with local businesses in a bid to reduce recyclables that are being sent to landfill. This was done following an audit undertaken at Caroline Landfill by the City of Mount Gambier in April 2015.

INFORMATION EXCHANGE

- Successfully hosted a Waste/Energy Forum on the 31st of March 2016 in conjunction with RDALC, Green Industries SA and AusIndustry. The forum was attended by a total of 47 participants. It created a platform where thought leaders, businesses and industry groups could share knowledge and information on the emerging bioeconomy.
- Promoted information exchange between Councils.
- Submitted a paper to the Parliamentary Inquiry into the South Australian Waste Management Industry, on behalf of the Constituent Councils.

CHALLENGES

SCRAP METAL PRICES

Councils in the Limestone Coast region have not been spared from unstable global scrap metal prices. In 2010, scrap metal recyclers used to pay slightly over \$200 per tonne and this dropped to \$110 per tonne in November 2014, and further decreased to \$95 per tonne in July 2015. In December 2015, Councils only managed to break even as scrap metal was collected at no cost to Councils. In May 2016 there was a slight increase in scrap metal collection to \$40 per tonne, but this has since dropped to \$27.

TRANSITION FROM ZERO WASTE SA TO GREEN INDUSTRIES SA

The change from ZERO Waste SA to Green Industries SA, resulted in reduction in support for public awareness campaigns, school education programs and waste infrastructure upgrades and improvement, which used to be supported financially by ZERO Waste SA.

PROJECTS - ANNUAL REPORTS 2015-16

SPORT AND RECREATION

Local Government recognises the importance of sporting and recreation clubs to regional communities, and is pleased to partner with the Office for Recreation and Sport to deliver the STARCLUB Program in the Limestone Coast.

The STARCLUB Program promotes involvement in recreation and sport by supporting all sporting and recreation clubs in the Limestone Coast in the areas of leadership, financial sustainability, compliance, planning and volunteer management. LCLGA hosts the STARCLUB Field Officer, who serves as an on-ground resource and a conduit between clubs, councils, associations and the Office of Recreation and Sport.

The long term goals of this program are:

- > to ensure clubs in the region are compliant with State and Federal Legislation;
- > clubs are financially stable through prudent self-management and have access to appropriate funding;
- > maintain and build on membership, players and volunteers within the club.

The STARCLUB Field Officer provides support to clubs and associations in a number of areas:

FUNDING AND FINANCIAL STABILITY

Awareness of grant availability and application support, increased eligibility through Starclub membership, and education and training regarding financial stability.

VOLUNTEER MANAGEMENT

Sourcing and retaining volunteer support, running nationally-accredited training and education locally, information on education and training courses, providing templates for job descriptions for volunteers, Volunteer Management Policy assistance, ideas to involve, recognise and reward volunteers, and providing information on Succession Plans and complaints / conflict procedure.

COMPLIANCE

Occupational Work, Health and Safety for club staff and volunteers, Child Protection, constitutions - update, review or start from scratch, incorporation, affiliation with State or national bodies, compliance with the Discrimination Act, risk management and information on licensing requirements for clubs selling alcohol.

PLANNING

Long term maintenance of facilities, Strategic Planning, job descriptions, Codes of Conduct, Good Sports Program and Play by the Rules program.



The STARCLUB Field Officer is guided by the Regional Sport and Recreation Advisory Group, established with membership from all Constituent Councils.

This Group provides direction and feedback for the STARCLUB Field Officer as well as determining issues for clubs and associations that can be dealt with on a regional level.

The STARCLUB Field Officer program delivered the following outcomes in 2015-16:

- > 29 Limestone Coast clubs became fully registered with the STARCLUB program. This is over half the states fully registered STARCLUBS
- > Grant Assistance through a Grant workshop was run in partnership with the Office of Recreation and Sport (ORS). Over 50 clubs were provided with grant application advice by a member of the ORS grant funding team.
- > STARCLUB Field Officer has had contact with over 150 clubs to provide support.
- > Child Safe Officer Training Courses were held in Kingston, Mount Gambier and Bordertown
- > The first round of the LCLGA Sporting Grants was opened in May. 10 fully registered STARCLUBS in the Limestone Coast were successful in obtaining \$1,000 for use towards events, equipment and minor facility upgrades.
- > The Tatiara Soccer Association (TSA) begun in April with a senior competition and a Junior Mini Roos competition. The Football Federation of South Australia were so pleased with the work of the TSA that 6 children from the Tatiara region were invited to play at halftime of the Socceroos World Cup Qualifying match at Adelaide Oval on the 24th March 2016

The STARCLUB Field Officer provides information and resources in the region via Twitter, Facebook, the SportSE web site and e-news, and regional radio and print media.

PROJECTS - ANNUAL REPORTS 2015-16

REGIONAL ROAD SAFETY

The LCLGA continued the partnership with the Motor Accident Commission (MAC) with the delivery of the regional road safety pilot project, a demonstration project unique in regional and rural South Australia. This successful collaboration resulted from the Association's realisation that road safety is a community health and well-being issue impacting on individuals, families, communities and the regional economy and the answer to the issue often lies within the affected community.

The Association's desire to appoint a dedicated road safety officer to work within the Limestone Coast community came to fruition in April 2014.

The project is now entering its third and final year. We are proud to report that for the year ending 30th June 2016, the Limestone Coast Community Road Safety Officer has continued his strong engagement with the region's Community Road Safety Groups, Emergency Services network, State and Local Government, MAC and the region's media.

Key outcomes for the Road Safety Program in 2015/16 include:

- Coordination of visits to Councils and Community Road Safety Groups from Mr. Roger Cook AM, Chair of the South Australian Motor Accident Commission and Mr. Michael Cornish, APM, General Manager, MAC Road Safety and Strategic Communication.
- Assisting Ministerial staff with visits to regional community groups by the Hon. Peter Malinauskas, Minister for Road Safety during Road Safety Week in May 2016 and meeting with the former Minister, the Hon. Tony Piccolo in July 2015.
- Assisting the Association, the LGA (SA) and Councils on policy matters, e.g. roadside memorials, review of rural speed limits and legislative changes.
- Projects aimed at making our roads and road users safer addressing "The Fatal Five" road safety issues were conducted throughout the year.
- Continuation of the Driver Distraction "Don't Touch It" regional radio campaign aimed at younger drivers and the illegal and unsafe use of mobile phones while driving. The initial investment in on-air advertising generated in excess of tenfold in value.
- The educative "What to Do When Confronted by a Roo" road safety message was played on WIN TV in regional South Australia in March reaching a combined population of 120,000 people. An initiative recognising that one of the key contributors to road trauma in the Limestone Coast is "Run off road, hit fixed object". Our modest investment leveraging industry contributions created a \$25,000 campaign.
- The issue of fatigue management led to the introduction of a novel approach to encouraging motorists to take time out of their journey, take a break and enjoy the benefits of what the Limestone Coast has to offer. Using a simple pastry bag, a local packaging company was approached to print tips on how to fight driver fatigue and places of interest to stop and enjoy the Limestone Coast. Local businesses came on board and bags in their thousands will be dispersed through numerous bakeries, cafes and canteens in the region.
- Supporting MACs "Be A Game Changer" Road safety campaign across the 3 football and netball leagues in the Limestone Coast.
- Expanding and continuing the "No Winners Here" road safety message beyond the Limestone Coast region. In 2015/2016 this message was displayed on 8 South Australian Community Football League pages on the popular Country Footy SA website. The message updated weekly highlighting the disproportionate level of road crashes on country roads and the resulting community trauma is now distributed to all South Australian road safety groups (Metro and Country).
- Programs addressing the needs of our emerging, younger and older drivers were also offered throughout the year. These included the Department of Planning, Transport and Infrastructure (DPTI) and the Council of the Ageing (COTA) "Moving Right Along" program for senior drivers to the confronting Road Awareness Program (RAP) delivered by the SA Metropolitan Fire Services (SAMFS) to schools in the region.
- Participation in the Rotary Young Driver Awareness (RYDA) program in September brought together 96 students from 9 secondary schools from across the Limestone Coast who benefited from professional sessions covering safe driving, knowing your car, your personality profile and the profound and enduring impact of poor decision making.
- Schools were also involved in discussions on the importance of road safety. Together with the Mount Gambier and District Road Safety Group, a road safety calendar was launched using art work promoting road safety messages from Allendale East Area School students. This project will continue in 2017 and will involve 2 other primary schools.
- Youth outreach also included sessions delivered to the Limestone Coast Youth Services network on the extent of and the impact of road trauma on our region's youth. Presentations on the impact of road trauma to Year 12 students at Grant High School were programmed to time with their English and Drama studies into the State Theatre Company's production of "Gorgon", a new work with young crash survivors at its core.



- Coordinated the roll out of Bike SA's "Be Safe, Be Seen" road safety cycling sessions in Limestone Coast work places. Their first visit to regional South Australia was an outstanding success with 203 people participating at 13 regional locations.
- Coordinated the delivery of cycling safety messages with the assistance of Cycling Victoria, the Charter Mason Giant and Avanti racing teams who were competing in the 2015 Tour of the Great South Coast. 500 students from 6 schools were fortunate to receive the cycling safety advice from young professional riders. Schools have been wait listed for 2016.
- Rotary also provided an opportunity for the Community Road Safety Officer to address a combined meeting of South Australian and Victorian Rotary clubs on road safety issues.
- Regional partnerships were formed to promote road safety messages including the Annual Limestone Coast Lights and Car Safety checked delivered by Rotary in Bordertown, Naracoorte, Millicent and Mount Gambier. The annual check held on the change over from daylight saving revealed that of the 382 vehicles presented, 60% required corrective action.
- Social media was embraced in 2016 with the creation of the Limestone Coast Local Government Association Facebook page. This site is now used to promote regular road safety messages.
- Opportunities were taken to promote important regional road safety messages in popular tourism and leisure magazines. The "Stay Another Day" tourism magazine (Distribution 20,000 copies) creatively highlighted the challenges posed by country driving.
- Similarly, the regional "Parent Talk" magazine provided an opportunity in 2016 to inform parents and care givers about the importance of correctly fitting child restraints.
- Regional media was an important partner in spreading road safety messages. We are grateful to the support of our friends in the print and electronic media and in particular, ABC SE Local Radio, who provided regular opportunities to raise road safety issues and messages, for example "Driver Reviver Stations", holiday road safety over Christmas, New Year and Easter, "Lights On", Road Safety Week, etc.
- Ongoing support was provided to our network of Community Road Safety Groups by attendance at meetings and practical support. For example, the Regional Community Road Safety Officer prepared a successful funding submission on behalf of the Tatilara that resulted in the RAA providing funds towards a Variable Message Board trailer equipped with a speed detection and advisory unit. Other examples include assisting with the breath testing of patrons at the Fork and Cork Food and Wine Festival in Mount Gambier.
- In June 2016 representatives from the region's Community Road Safety Groups came together with Local Government, Emergency Services, DPTI to participate in a Limestone Coast Road Safety Forum in Coonawarra. Mr. Charles Mountain, Senior Manager Road Safety with the RAA was the keynote speaker at the weekend forum and left the SE impressed with the enthusiasm displayed by the delegates in attendance and their willingness to work together in the interests of road safety.

PROJECTS - ANNUAL REPORTS 2015-16

ACKNOWLEDGEMENTS

LCLGA acknowledges the Constituent Council Mayors, Elected Members, Chief Executive Officers and staff for their support of the regional role of the Association.

During 2015 - 2016, the LCLGA Board engaged a small team to implement a diverse and comprehensive regional work plan: Ann Aldersey (Executive Officer to August 2015), Michaela Bell (Project Manager), Tony Elletson (LCLGA Star Club Field Officer), Rob Forgan (Community Road Safety Officer), Biddie Shearing (LCLGA Tourism Industry Development Manager) and Daniel Willmore (Regional Waste Management Coordinator to July 2015). The Team welcomed Dominic Testoni (Executive Officer in November 2015) June Saruwaka (LCLGA Regional Waste Management Coordinator in February 2016), Alice Macleod (LCLGA Administration Officer in February 2016), and Jackie Hao (LCLGA Economic Development Officer in March 2016).

LCLGA is supported by staff of RDALC, including Jan Shanahan (Finance Officer) and Alan Richardson provides media support to communicate the results of each LCLGA meeting.

The Local Government Association SA has continued to provide strong support to LCLGA and its members throughout the year. LCLGA acknowledges the contributions of SAROC members, Chief Executive Officer Matt Pinnegar and the many LGA staff that have supported LCLGA throughout the year.

The Local Government Research and Development Scheme funding has enabled LCLGA to undertake a range of additional projects throughout the year, both through additional Research and Development Fund projects and via the Regional Capacity Building Grants.

LCLGA enjoys a close working relationship with RDALC Board members and staff.

Dominic Testoni
Executive Officer



LCLGA FINANCIAL STATEMENTS



LIMESTONE COAST LOCAL GOVERNMENT ASSOCIATION

FINANCIAL REPORTS

30 JUNE 2016





Accountants, Auditors
& Business Consultants

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Simon Smith FCPA
David Sullivan CPA
Jason Seidel CA
Renaë Nicholson CA
Tim Muhlhausler CA
Aaron Coonan CA
Luke Williams CPA

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INDEPENDENT AUDITOR'S REPORT

To the members of Limestone Coast Local Government Association,

Report on the Financial Report

We have audited the accompanying financial report, being a special purpose financial report, of the Limestone Coast Local Government Association (the association), which comprises the balance sheet as at 30 June 2016, profit and loss statement for the year then ended, notes comprising a summary of significant accounting policies and the certification by the members of the committee on the annual statements presenting fairly the financial position and performance of the association.

Committee's Responsibility for the Financial Report

The committee of the association is responsible for the preparation and fair presentation of the financial report, and has determined that the basis of preparation described in Note 1 is appropriate to meet the requirements of the *Associations Incorporation Act SA 1985* and is appropriate to meet the needs of the members. The committee's responsibility also includes such internal control as the committee determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. Those standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the association's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the association's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Independence

In conducting our audit, we have complied with the independence requirements of the Australian professional accounting bodies.

Basis for Qualified Opinion

It is not practicable for the Limestone Coast Local Government Association to maintain an effective system of internal control over donations, subscriptions and other fundraising activities until their initial entry in the accounting records. Our audit in relation to fundraising was limited to amounts recorded. Consequently, we were unable to determine whether any adjustments to these amounts were necessary.

Qualified Opinion

In our opinion, except for the possible effects of the matters described in the Basis for Qualified Opinion paragraph, the financial report presents fairly, in all material respects, the financial position of Limestone Coast Local Government Association as at 30 June 2016, and its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements and the requirements of the *Associations Incorporation Act SA 1985*.

Basis of Accounting and Restriction on Distribution

Without modifying our opinion, we draw attention to Note 1 to the financial statements, which describes the basis of accounting. The financial report has been prepared to assist Limestone Coast Local Government Association to meet the requirements of the *Associations Incorporation Act SA 1985*. As a result, the financial report may not be suitable for another purpose.

GALPINS ACCOUNTANTS, AUDITORS & BUSINESS CONSULTANTS

Tim Muhlhausler CA, Registered Company Auditor
Partner

18 / 08 / 2016

LIMESTONE COAST LOCAL GOV ASSOCIATION

PO BOX 1445
MOUNT GAMBIER SA 5290
Ph: 08 87231057 Fax: 0887231286

Balance Sheet

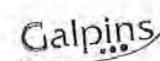
As of June 2016

ABN: 42 930 727 010

Assets	
Cheque Account	\$418,088.50
Business Access Saver Account	\$446,093.38
Petty Cash	\$250.00
Trade Debtors	\$17,648.74
Total Assets	\$882,080.62
Liabilities	
Trade Creditors	\$9,065.11
CREDIT CARDS	
Executive Officer	\$1,286.36
Bank SA Visa R Forgan	\$451.56
Bank SA Visa A Elletson	\$97.65
Bank SA Visa - June Saruwaka	\$30.00
Bank SA Visa E Vickery	\$0.02
Bank SA Visa B Shearing	\$434.94
Bank SA Visa J Hao	\$90.88
Total CREDIT CARDS	\$2,391.41
GST Liabilities	
GST Collected	\$1,816.36
GST Control Account	-\$1,395.00
GST Paid	-\$96.00
Total GST Liabilities	\$325.36
Payroll Liabilities	
PAYG Payable	\$7,388.00
Workcover Payable	\$748.58
Leave Provisions	\$22,182.16
Total Payroll Liabilities	\$30,318.74
PROJECT LIABILITIES	
Starclub Field Officer	\$38,453.39
MAC Road Safety	\$57,462.22
Regional Waste Management	\$50,123.51
Planning	\$65,004.00
Tourism	\$162,079.79
Procurement	\$7,000.00
Training	\$3,000.00
Attraction & Retention	\$25,000.00
Total PROJECT LIABILITIES	\$408,122.91
Total Liabilities	\$450,223.53
Net Assets	\$431,857.09
Equity	
Retained Earnings	\$460,311.92
Current Year Earnings	-\$28,454.83
Total Equity	\$431,857.09

This report includes Year-End Adjustments.

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LIMESTONE COAST LOCAL GOV ASSOCIATION

PO BOX 1445
MOUNT GAMBIER SA 5290
Ph: 08 87231057 Fax: 0887231286
ABN: 42 930 727 010

Profit & Loss Statement

July 2015 To June 2016

INCOME	
SUBSCRIPTIONS-MEMBER COUNCILS	
City of Mount Gambier	\$195,570.00
District Council of Grant	\$85,070.00
Kingston District Council	\$43,681.00
Naracoorte Lucindale Council	\$95,924.00
District Council of Robe	\$50,682.00
District Council of Tatiara	\$81,599.00
Wattle Range Council	\$144,849.00
Rec & Sport Funding	\$54,600.00
Funding Partner Contributions	\$135,880.08
Road Safety Project (MAC)	\$73,600.00
LGA Funding	\$88,726.00
Interest	\$9,974.37
Sundry Income	\$22,476.69
Funds C/F	\$131,865.84
DEWNR Projects	\$693,300.00
Total SUBSCRIPTIONS-MEMBER COUNCILS	\$1,907,797.98
Total INCOME	\$1,907,797.98
Gross Profit	\$1,907,797.98
EXPENSES	
Advertising & Marketing	\$11,328.23
Advocacy	\$5,580.91
Audit Fees	\$2,650.00
Bank Fees	\$915.05
Computing & IT	\$27,851.45
Consultancy	\$76,696.00
Financial/Admin/Rent	\$48,754.70
Funding External Bodies	\$86,953.00
Governance	\$25,880.38
Insurance	\$6,567.72
Meeting Expenses	\$4,029.17
Miscellaneous	\$6,970.01
Postage	\$801.86
Printing/Stationery	\$14,097.37
Programs	\$319,632.07
Seminars	\$3,214.55
Subscriptions	\$256.36
Telephones	\$6,870.93
Trade Shows	\$57,178.57
Training	\$303.48
Travel/Accommodation	\$22,306.77
Vehicles - Fuel	\$12,189.03
Vehicles - Leases	\$36,567.22
Vehicles - Insurances	\$2,868.22
Vehicles - Repairs/Maintenance	\$1,579.07
Wages	\$419,465.52
Wages - Superannuation	\$35,980.85
Wages - Workcover	\$4,158.62
Wages - FBT	\$1,305.70
DEWNR Projects	\$693,300.00
Total EXPENSES	\$1,936,252.81
Operating Profit	-\$28,454.83
Net Profit/(Loss)	-\$28,454.83

This report includes Year-End Adjustments.

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LIMESTONE COAST LOCAL GOVERNMENT ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2016

Note 1: Statement of Significant Accounting Policies

This financial statement is a special purpose financial report prepared in order to satisfy the requirements of the *Associations Incorporation Act 1985*. The Committee has determined that the association is not a reporting entity.

The financial statement has been prepared in accordance with the requirements of the *Associations Incorporation Act 1985* and the following Australian Accounting Standards.

AASB1031 Materiality

No other applicable Accounting Standards, Urgent Issues Group Consensus Views or other authoritative pronouncements of the Australian Accounting Standards Board have been applied.

The financial statement has been prepared on an accruals basis and is based on historic costs and does not take into account changing money values, or except where specifically stated, current valuations of non-current assets.

The following material accounting policies which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this financial statement.

- (a) **Income Tax**
The association is exempt from Income Tax.



COUNCIL'S AUDITED FINANCIAL STATEMENTS



Kingston District Council

GENERAL PURPOSE FINANCIAL STATEMENTS
for the year ended 30 June 2016



Kingston District Council

General Purpose Financial Statements for the year ended 30 June 2016

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Kingston District Council

General Purpose Financial Statements
for the year ended 30 June 2016

Certification of Financial Statements

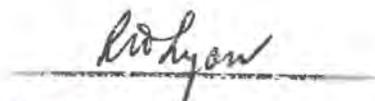
We have been authorized by the Council to certify the financial statements in their final form.

In our opinion:

- the accompanying financial statements comply with the *Local Government Act 1999*, *Local Government (Financial Management) Regulations 2011* and Australian Accounting Standards,
- the financial statements present a true and fair view of the Council's financial position at 30 June 2016 and the results of its operations and cash flows for the financial year,
- internal controls implemented by the Council provide a reasonable assurance that the Council's financial records are complete, accurate and reliable and were effective throughout the financial year,
- the financial statements accurately reflect the Council's accounting and other records.



Andrew MacDonald
CHIEF EXECUTIVE OFFICER



Reg Lyon
MAYOR

Date: 18 November 2016

Kingston District Council

Statement of Comprehensive Income for the year ended 30 June 2016

\$ '000	Notes	2016	2015
Income			
Rates Revenues	2a	3,941	3,766
Statutory Charges	2b	85	105
User Charges	2c	172	158
Grants, Subsidies and Contributions	2g	921	1,285
Investment Income	2d	44	58
Reimbursements	2e	251	159
Other Income	2f	68	63
Total Income		5,482	5,594
Expenses			
Employee Costs	3a	1,503	1,317
Materials, Contracts & Other Expenses	3b	2,393	2,391
Depreciation, Amortisation & Impairment	3c	1,633	1,572
Finance Costs	3d	71	41
Total Expenses		5,600	5,321
Operating Surplus / (Deficit)		(118)	273
Asset Disposal & Fair Value Adjustments	4	(5)	6
Amounts Received Specifically for New or Upgraded Assets	2g	137	180
Net Surplus / (Deficit) ¹		14	459
Other Comprehensive Income			
Nil			
Total Comprehensive Income		14	459

¹ Transferred to Equity Statement

The above statement should be read in conjunction with the accompanying Notes and Significant Accounting Policies.

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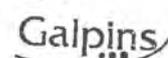
Kingston District Council

Statement of Financial Position
as at 30 June 2016

\$ '000	Notes	2016	2015
ASSETS			
Current Assets			
Cash and Cash Equivalents	5a	2,224	2,398
Trade & Other Receivables	5b	145	235
Inventories	5c	98	5
Total Current Assets		2,467	2,638
Non-Current Assets			
Financial Assets	6a	2,915	2,827
Infrastructure, Property, Plant & Equipment	7a	62,235	62,231
Total Non-Current Assets		65,150	65,158
TOTAL ASSETS		67,617	67,796
LIABILITIES			
Current Liabilities			
Trade & Other Payables	8a	318	350
Borrowings	8b	169	210
Provisions	8c	348	314
Total Current Liabilities		835	874
Non-Current Liabilities			
Borrowings	8b	3,161	3,317
Provisions	8c	92	90
Total Non-Current Liabilities		3,253	3,407
TOTAL LIABILITIES		4,088	4,281
Net Assets		63,529	63,515
EQUITY			
Accumulated Surplus		24,717	24,767
Asset Revaluation Reserves	9a	37,424	37,424
Other Reserves	9b	1,388	1,324
Total Council Equity		63,529	63,515

The above statement should be read in conjunction with the accompanying Notes and Significant Accounting Policies.

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Kingston District Council

Statement of Changes in Equity
for the year ended 30 June 2016

\$ '000	Asset			Total Equity
	Accumulated Surplus	Revaluation Reserve	Other Reserves	
2016				
Balance at the end of previous reporting period	24,767	37,424	1,324	63,515
a. Adjustments (Correction of Prior Period Errors)	-	-	-	-
Restated Opening Balance	24,767	37,424	1,324	63,515
b. Net Surplus / (Deficit) for Year	14	-	-	14
Total Comprehensive Income	14	-	-	14
c. Transfers between Reserves	(64)	-	64	-
Balance at the end of period	24,717	37,424	1,388	63,529
2015				
Balance at the end of previous reporting period	24,482	37,425	1,149	63,056
a. Adjustments (Correction of Prior Period Errors)	4	(1)	(3)	-
Restated Opening Balance	24,486	37,424	1,146	63,056
b. Net Surplus / (Deficit) for Year	459	-	-	459
Total Comprehensive Income	459	-	-	459
c. Transfers between Reserves	(178)	-	178	-
Balance at the end of period	24,767	37,424	1,324	63,515

The above statement should be read in conjunction with the accompanying Notes and Significant Accounting Policies.

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Kingston District Council

Statement of Cash Flows for the year ended 30 June 2016

\$ '000	Notes	2016	2015
Cash Flows from Operating Activities			
Receipts			
Rates Receipts		3,940	3,768
Statutory Charges		85	105
User Charges		172	158
Grants, Subsidies and Contributions (operating purpose)		921	1,285
Investment Receipts		44	58
Reimbursements		251	159
Other Receipts		517	348
Payments			
Payments to Employees		(1,516)	(1,186)
Payments for Materials, Contracts & Other Expenses		(2,818)	(2,665)
Finance Payments		(77)	(1)
Net Cash provided by (or used in) Operating Activities	11b	1,519	2,029
Cash Flows from Investing Activities			
Receipts			
Amounts Received Specifically for New/Upgraded Assets		137	180
Sale of Replaced Assets		84	117
Repayments of Loans by Community Groups		9	-
Payments			
Expenditure on Renewal/Replacement of Assets		(1,404)	(1,451)
Expenditure on New/Upgraded Assets		(322)	(233)
Loans Made to Community Groups		-	(65)
Net Cash provided by (or used in) Investing Activities		(1,496)	(1,452)
Cash Flows from Financing Activities			
Receipts			
Proceeds from Borrowings		15	90
Payments			
Repayments of Borrowings		(212)	(307)
Net Cash provided by (or used in) Financing Activities		(197)	(217)
Net Increase (Decrease) in Cash Held		(174)	360
plus: Cash & Cash Equivalents at beginning of period	11	2,398	2,038
Cash & Cash Equivalents at end of period	11	2,224	2,398

The above statement should be read in conjunction with the accompanying Notes and Significant Accounting Policies.

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Kingston District Council

Notes to and forming part of the Financial Statements for the year ended 30 June 2016

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n/a - not applicable

Notes to and forming part of the Financial Statements
for the year ended 30 June 2016

Note 1. Summary of Significant Accounting Policies

The principal accounting policies adopted by Council in the preparation of these consolidated financial statements are set out below.

These policies have been consistently applied to all the years presented, unless otherwise stated.

1 Basis of Preparation

1.1 Compliance with Australian Accounting Standards

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

The financial report was authorised for issue by certificate under regulation 14 of the *Local Government (Financial Management) Regulations 2011*

1.2 Historical Cost Convention

Except as stated below, these financial statements have been prepared in accordance with the historical cost convention.

1.3 Critical Accounting Estimates

The preparation of financial statements in conformity with Australian Accounting Standards requires the use of certain critical accounting estimates, and requires management to exercise its judgement in applying Council's accounting policies.

The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements are specifically referred to in the relevant sections of these Notes.

1.4 Rounding

All amounts in the financial statements have been rounded to the nearest thousand dollars (\$'000).

2 The Local Government Reporting Entity

Kingston District Council is incorporated under the South Australian *Local Government Act 1999* and has its principal place of business at 29 Holland Street, Kingston SE. These financial statements include the Council's direct operations and all entities through which Council controls resources to carry on its functions. In the process of reporting on the Council as a single unit, all transactions and balances between activity areas and controlled entities have been eliminated.

3 Income Recognition

Income is measured at the fair value of the consideration received or receivable. Income is recognised when the Council obtains control over the assets comprising the income, or when the amount due constitutes an enforceable debt, whichever first occurs.

Where grants, contributions and donations recognised as incomes during the reporting period were obtained on the condition that they be expended in a particular manner or used over a particular period, and those conditions were undischarged as at the reporting date, the amounts subject to those undischarged conditions are disclosed in these notes. Also disclosed is the amount of grants, contributions and receivables recognised as incomes in a previous reporting period which were obtained in respect of the Council's operations for the current reporting period.

In the month of June in recent years the Federal government has paid amounts of untied financial assistance grants, which are recognised on receipt, in advance of the year of allocation. In June 2011, one quarter of the 2011/12 allocation amounting to \$221,000 was paid in advance; in June 2012, two quarters of the 2012/13 allocation: \$444,000 and in June 2013, again two quarters of the 2013/14 allocation: \$435,000. Accordingly, the operating results of these periods have been distorted compared to those that would have been reported had the grants been paid in a consistent manner.

These amounts in advance were adjusted in the 2013/14 financial year. In the month of June 2015 two quarters of the 2015/16 allocation: being \$415,000 was paid to Council.

Notes to and forming part of the Financial Statements
for the year ended 30 June 2016

Note 1. Summary of Significant Accounting Policies (continued)

No grants for 2016/17 have been received in advance during the 2015/16 year.

4 Cash, Cash Equivalents and other Financial Instruments

Cash Assets include all amounts readily convertible to cash on hand at Council's option with an insignificant risk of changes in value with a maturity of three months or less from the date of acquisition.

Receivables for rates and annual charges are secured over the subject land, and bear interest at rates determined in accordance with the Local Government Act 1999. Other receivables are generally unsecured and do not bear interest.

All receivables are reviewed as at the reporting date and adequate allowance made for amounts the receipt of which is considered doubtful.

All financial instruments are recognised at fair value at the date of recognition. A detailed statement of the accounting policies applied to financial instruments forms part of Note 13.

5 Inventories

Inventories held in respect of stores have been valued by using the weighted average cost on a continual basis, after adjustment for loss of service potential. Inventories held in respect of business undertakings have been valued at the lower of cost and net realisable value.

5.1 Real Estate Assets Developments

Real Estate Assets developments have been classified as inventory in accordance with AASB 102 and are valued at the lower of cost or net realisable value. Cost includes the costs of acquisition, development, borrowing and other costs incurred on financing of that acquisition and up to the time of sale. Any amount by which cost exceeds the net realisable value has been recognised as an expense.

Revenues arising from the sale of property are recognised in the operating statement when settlement is completed.

Properties not acquired for development, but which Council has decided to sell as surplus to requirements, are recognised at the carrying value at the time of that decision.

5.2 Other Real Estate Held for Resale

Properties not acquired for development, but which Council has decided to sell as surplus to requirements, are recognised at the carrying value at the time of that decision.

Certain properties, auctioned for non-payment of rates in accordance with the Local Government Act but which failed to meet the reserve set by Council and are available for sale by private treaty, are recorded at the lower of the unpaid rates and charges at the time of auction or the reserve set by Council. Holding costs in relation to these properties are recognised as an expense when incurred.

6 Infrastructure, Property, Plant & Equipment

6.1 Initial Recognition

All assets are initially recognised at cost. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition.

All non-current assets purchased or constructed are capitalised as the expenditure is incurred and depreciated as soon as the asset is held "ready for use". Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition, including architects' fees and engineering design fees and all other costs incurred. The cost of non-current assets constructed by the Council includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

6.2 Materiality

Assets with an economic life in excess of one year are only capitalised where the cost of acquisition exceeds materiality thresholds established by Council for each type of asset. In determining (and in annually reviewing) such thresholds, regard is had to the nature of the asset and its estimated service life. Examples of capitalisation thresholds applied during the year are given below. No capitalisation threshold

Notes to and forming part of the Financial Statements
for the year ended 30 June 2016

Note 1. Summary of Significant Accounting Policies (continued)

is applied to the acquisition of land or interests in land.

Office Furniture & Equipment	\$1,000
Other Plant & Equipment	\$1,000
Buildings - new construction/extensions	\$1,000
Park & Playground Furniture & Equipment	\$1,000
Road construction & reconstruction	\$1,000
Paving & footpaths, Kerb & Gutter	\$1,000
Drains & Culverts	\$5,000

6.3 Subsequent Recognition

All material asset classes are revalued on a regular basis such that the carrying values are not materially different from fair value. Significant uncertainties exist in the estimation of fair value of a number of asset classes including land, buildings and associated structures and infrastructure. Further detail of these uncertainties, and of existing valuations, methods and valuers are provided at Note 7.

6.4 Depreciation of Non-Current Assets

Other than land, all infrastructure, property, plant and equipment assets recognised are systematically depreciated over their useful lives on a straight-line basis which, in the opinion of Council, best reflects the consumption of the service potential embodied in those assets.

Depreciation methods, useful lives and residual values of classes of assets are reviewed annually.

Major depreciation periods for each class of asset are listed below. Depreciation periods for infrastructure assets have been estimated based on the best information available to Council, but appropriate records covering the entire life cycle of these assets are not available, and extreme care should be used in interpreting financial information based on these estimates.

Plant, Furniture & Equipment

Office Equipment	5 to 10 years
Office Furniture	10 to 20 years
Vehicles and Road-making Equip	5 to 8 years
Other Plant & Equipment	5 to 15 years

Building & Other Structures

Buildings – masonry	50 to 100 years
Buildings – other construction	20 to 40 years
Park Structures – masonry	50 to 100 years
Park Structures – other construction	20 to 40 years

Playground equipment	5 to 15 years
Benches, seats, etc	10 to 20 years

Infrastructure

Sealed Roads – Surface	15 to 25 years
Sealed Roads – Structure	20 to 50 years
Unsealed Roads	10 to 20 years
Paving & Footpaths, Kerb & Gutter	80 to 100 years
Drains	80 to 100 years
Culverts	50 to 75 years
Bores	20 to 40 years
Reticulation Pipes – PVC	70 to 80 years
Reticulation Pipes – other	25 to 75 years
Pumps & Telemetry	15 to 25 years

6.5 Impairment

Assets that are subject to depreciation are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount (which is the higher of the present value of future cash inflows or value in use).

For assets whose future economic benefits are not dependent on the ability to generate cash flows, and where the future economic benefits would be replaced if Council were deprived thereof, the value in use is the depreciated replacement cost. In assessing impairment for these assets, a rebuttable assumption is made that the current replacement cost exceeds the original cost of acquisition.

Where an asset that has been revalued is subsequently impaired, the impairment is first offset against such amount as stands to the credit of that class of assets in Asset Revaluation Reserve, any excess being recognised as an expense.

6.6 Borrowing Costs

Borrowing costs in relation to qualifying assets (net of offsetting investment revenue) have been capitalised in accordance with AASB 123 "Borrowing Costs". The amounts of borrowing costs recognised as an expense or as part of the carrying amount of qualifying assets are disclosed in Note 3, and the amount (if any) of interest revenue offset against borrowing costs in Note 2.

Notes to and forming part of the Financial Statements
for the year ended 30 June 2016

Note 1. Summary of Significant Accounting Policies (continued)

7 Payables

7.1 Goods & Services

Creditors are amounts due to external parties for the supply of goods and services and are recognised as liabilities when the goods and services are received. Creditors are normally paid 30 days after the month of invoice. No interest is payable on these amounts.

7.2 Payments Received in Advance & Deposits

Amounts other than grants received from external parties in advance of service delivery, and security deposits held against possible damage to Council assets, are recognised as liabilities until the service is delivered or damage reinstated, or the amount is refunded as the case may be.

8 Borrowings

Borrowings are initially recognised at fair value, net of transaction costs incurred and are subsequently measured at amortised cost. Any difference between the proceeds (net of transaction costs) and the redemption amount is recognised in the income statement over the period of the borrowings using the effective interest method.

Borrowings are carried at their principal amounts which represent the present value of future cash flows associated with servicing the debt. Interest is accrued over the period to which it relates, and is recorded as part of "Payables".

9 Employee Benefits

9.1 Salaries, Wages & Compensated Absences

Liabilities for employees' entitlements to salaries, wages and compensated absences expected to be paid or settled within 12 months of reporting date are accrued at nominal amounts (including payroll based oncosts) measured in accordance with AASB 119.

Liabilities for employee benefits not expected to be paid or settled within 12 months are measured as the present value of the estimated future cash outflows (including payroll based oncosts) to be made in respect of services provided by employees up to the reporting date. Present values are

calculated using government guaranteed securities rates with similar maturity terms.

Weighted avg. discount rate	1.75% (2015, 2.10%)
Weighted avg. settlement period	1 years (2015, 1 year)

9.2 Superannuation

The Council makes employer superannuation contributions in respect of its employees to the Statewide Superannuation Scheme. The Scheme has two types of membership, each of which is funded differently. No changes in accounting policy have occurred during either the current or previous reporting periods. Details of the accounting policies applied and Council's involvement with the schemes are reported in Note 18.

10 Provisions

10.1 Provisions for Reinstatement, Restoration and Rehabilitation

Close down and restoration costs include the dismantling and demolition of infrastructure and the removal of residual materials and remediation and rehabilitation of disturbed areas. Estimated close down and restoration costs are provided for in the accounting period when the obligation arising from the related disturbance occurs, and are carried at the net present value of estimated future costs.

Although estimated future costs are based on a closure plan, such plans are based on current environmental requirements which may change. Council's policy to maximise recycling is extending the operational life of these facilities, and significant uncertainty exists in the estimation of the future closure date.

11 Leases

Lease arrangements have been accounted for in accordance with Australian Accounting Standard AASB 117.

In respect of finance leases, where Council substantially carries all of the risks incident to ownership, the leased items are initially recognised as assets and liabilities equal in amount to the present value of the minimum lease payments. The assets are disclosed within the appropriate asset

Notes to and forming part of the Financial Statements
for the year ended 30 June 2016

Note 1. Summary of Significant Accounting Policies (continued)

class, and are amortised to expense over the period during which the Council is expected to benefit from the use of the leased assets. Lease payments are allocated between interest expense and reduction of the lease liability, according to the interest rate implicit in the lease.

In respect of operating leases, where the lessor substantially retains all of the risks and benefits incident to ownership of the leased items, lease payments are charged to expense over the lease term.

- Receivables and Creditors include GST receivable and payable.
- Except in relation to input taxed activities, revenues and operating expenditures exclude GST receivable and payable.
- Non-current assets and capital expenditures include GST net of any recoupment.
- Amounts included in the Statement of Cash Flows are disclosed on a gross basis.

12 Construction Contracts

Construction works undertaken by Council for third parties are generally on an agency basis where the third party reimburses Council for actual costs incurred, and usually do not extend beyond the reporting period. As there is no profit component, such works are treated as 100% completed. Reimbursements not received are recognised as receivables and reimbursements received in advance are recognised as "payments received in advance".

For works undertaken on a fixed price contract basis, revenues and expenses are recognised on a percentage of completion basis. Costs incurred in advance of a future claimed entitlement are classified as work in progress in inventory. When it is probable that total contract costs will exceed total contract revenue, the expected loss is recognised as an expense immediately.

13 Equity Accounted Council Businesses

Council participates in cooperative arrangements with other Councils for the provision of services and facilities. Council's interests in cooperative arrangements, which are only recognised if material, are accounted for in accordance with AASB 128 and set out in detail in Note 19.

14 GST Implications

In accordance with UIG Abstract 1031 "Accounting for the Goods & Services Tax"

15 New accounting standards and UIG interpretations

In the current year, Council adopted all of the new and revised Standards and Interpretations issued by the Australian Accounting Standards Board (AASB) that are relevant to its operations and effective for the current reporting period. The adoption of the new and revised Standards and Interpretations has not resulted in any material changes to Council's accounting policies.

Kingston District Council has not applied any Australian Accounting Standards and Interpretations that have been issued but are not yet effective with the exception of AASB 2015-7 *Amendments to Australian Accounting Standards – Fair Value Disclosures of Not-for-Profit Public Sector Entities*. Generally Council applies standards and interpretations in accordance with their respective commencement dates. The retrospective application of AASB 2015-7 has exempted Council from the disclosure of quantitative information and sensitivity analysis for some valuations categorised within Level 3 of the fair value hierarchy.

At the date of authorisation of the financial report, AASB 9 *Financial Instruments* and AASB 2015-6 *Amendments to Australian Accounting Standards – Extending Related Party Disclosures to Not-for-Profit Public Sector Entities* are the only new accounting standards with a future application date that are expected to have a material impact on Council's financial statements.

From 1 July 2016 AASB 124 *Related Party Disclosures* will apply to Council, which means that Council will disclose more information about related parties and transactions with those related parties.

Notes to and forming part of the Financial Statements
for the year ended 30 June 2016

Note 1. Summary of Significant Accounting Policies (continued)

AASB 9, which replaces AASB 139 *Financial Instruments: Recognition and Measurement*, is effective for reporting periods beginning on or after 1 January 2018 and must be applied retrospectively. The main impact of AASB 9 is to change the requirements for the classification, measurement and disclosures associated with financial assets. Under the new requirements the four current categories of financial assets stipulated in AASB 139 will be replaced with two measurement categories: fair value and amortised cost and financial assets will only be able to be measured at amortised cost where very specific conditions are met.

As a result, Council will be required to measure its financial assets, including its investment in XYZ at fair value. There will be no financial impact on the consolidated financial statements.

Council is still reviewing the way that revenue is measured and recognised to identify whether AASB 15 Revenue from Contracts with Customers will have a material impact. To date no impact has been identified.

AASB 15 is effective from 1 January 2018 and will replace AASB 118 Revenue, AASB 111 Construction Contracts and a number of Interpretations. It contains a comprehensive and robust framework for the recognition, measurement and disclosure of revenue from contracts with customers.

Other amended Australian Accounting Standards and Interpretations which were issued at the date of authorisation of the financial report, but have future commencement dates are not likely to have a material impact on the financial statements.

As at the date of authorisation of the financial statements, the standards and interpretations listed below were in issue but not yet effective.

Effective for periods commencing 1 January 2016:

- AASB 14 *Regulatory Deferral Accounts*
- AASB 1057 *Application of Australian Accounting Standards*

- AASB 2014-3 *Amendments to Australian Accounting Standards-Accounting for Acquisitions of Interests in Joint Operations*
- AASB 2014-4 *Amendments to Australian Accounting Standards-Clarification of Acceptable Methods of Depreciation and Amortisation*
- AASB 2014-6 *Amendments to Australian Accounting Standards-Agriculture: Bearer Plants*
- AASB 2014-9 *Amendments to Australian Accounting Standards – Equity Method in Separate Financial Statements [AASB 1, 127 & 128]*
- AASB 2014-10 *Amendments to Australian Accounting Standards – Sale or Contribution of Assets between an Investor and its Associate or Joint Venture [AASB 10 & AASB 128]*
- AASB 2015-1 *Amendments to Australian Accounting Standards – Annual Improvements to Australian Accounting Standards 2012–2014 Cycle [AASB 1, AASB 2, AASB 3, AASB 5, AASB 7, AASB 11, AASB 110, AASB 119, AASB 121, AASB 133, AASB 134, AASB 137 & AASB 140]*
- AASB 2015-2 *Amendments to Australian Accounting Standards – Disclosure Initiative: Amendments to AASB 101 [AASB 7, AASB 101, AASB 134 & AASB 1049]*
- AASB 2015-5 *Amendments to Australian Accounting Standards – Investment Entities: Applying the Consolidation Exception [AASB 10, AASB 12 & AASB 128]*
- AASB 2014-1 *Amendments to Australian Accounting Standards (Part D)*

Effective for periods commencing 1 July 2016:

- AASB 1056 *Superannuation Entities*
- AASB 2015-6 *Amendments to Australian Accounting Standards – Extending Related Party Disclosures to Not-for-Profit Public Sector Entities [AASB 10, AASB 124 & AASB 1049]*

Notes to and forming part of the Financial Statements
for the year ended 30 June 2016

Note 1. Summary of Significant Accounting Policies (continued)

Effective for periods commencing 1 January
2017:

- AASB 2014-5 *Amendments to Australian Accounting Standards arising from AASB 15*
- AASB 2015-8 *Amendments to Australian Accounting Standards – Effective Date of AASB 15*

Effective for periods commencing 1 January
2018:

- AASB *Financial Instruments (December 2009)*
- AASB 15 *Revenue from Contracts with Customers*
- AASB 2010-7 *Amendments to Australian Accounting Standards arising from AASB 9 (December 2010)*
- AASB 2014-1 *Amendments to Australian Accounting Standards (Part E)*
- AASB 2014-7 *Amendments to Australian Accounting Standards arising from AASB 9 (December 2014)*

Effective for periods commencing 1 January
2019:

- AASB 16 *Leases*

16 Comparative Figures

To ensure comparability with the current reporting period's figures, some comparative period line items and amounts may have been reclassified or individually reported for the first time within these financial statements and/or the notes. Reclassifying previous year's comparative period line items was not practical for all line items. For these items, the previous year's balance may be disclosed as zero.

17 Disclaimer

Nothing contained within these statements may be taken to be an admission of any liability to any person under any circumstance.

Kingston District Council

Notes to and forming part of the Financial Statements for the year ended 30 June 2016

Note 2. Income

\$ '000	Notes	2016	2015
(a). Rates Revenues			
General Rates			
General Rates		3,153	3,018
Less: Mandatory Rebates		(18)	(28)
Less: Discretionary Rebates, Remissions & Write Offs		(34)	(28)
Total General Rates		3,101	2,962
Other Rates (including Service Charges)			
Natural Resource Management Levy		89	86
Waste Collection		375	355
Community Wastewater Management Systems		364	353
Total Other Rates		828	794
Other Charges			
Penalties for Late Payment		8	6
Legal & Other Costs Recovered		4	4
Total Other Charges		12	10
Total Rates Revenues		3,941	3,766
(b). Statutory Charges			
Development Act Fees		18	28
Building Assessment Fees		-	15
Town Planning Fees		28	24
Health & Septic Tank Inspection Fees		17	11
Animal Registration Fees & Fines		15	16
Other Registration Fees		1	-
Sundry		-	11
Other		6	-
Total Statutory Charges		85	105
(c). User Charges			
Cemetery/Crematoria Fees		28	22
Hall & Equipment Hire		5	-
Property Lease		15	-
Sales - General		2	-
Sangarb Dump Fees		13	15
Boat Ramp Fees		38	30
Aero Fees		5	5
Caravan Fees		54	53
Hire Fees		4	17
Truck Wash Income		10	15
Sundry		2	1
Total User Charges		172	158

Kingston District Council

Notes to and forming part of the Financial Statements
for the year ended 30 June 2016

Note 2. Income (continued)

\$ '000	Notes	2016	2015
(d). Investment Income			
Interest on Investments			
- Local Government Finance Authority		39	53
- Banks & Other		-	1
- Loans to Community Groups		5	4
Total Investment Income		44	58
(e). Reimbursements			
Roadworks		30	-
Private Works		17	3
Joint Undertakings		122	131
Diesel Fuel Rebate		30	13
Other		52	12
Total Reimbursements		251	159
(f). Other Income			
Sundry		68	63
Total Other Income		68	63
(g). Grants, Subsidies, Contributions			
Amounts Received Specifically for New or Upgraded Assets		137	180
Other Grants, Subsidies and Contributions		4	283
Untied - Financial Assistance Grant		434	407
Roads to Recovery		452	180
Sundry		31	-
Individually Significant Item - Additional Grants Commission Payment (refer below)		-	415
Total Grants, Subsidies, Contributions		1,058	1,465
The functions to which these grants relate are shown in Note 12.			
(i) Sources of grants			
Commonwealth Government		574	180
State Government		484	1,285
Total		1,058	1,465
(ii) Individually Significant Items			
Grant Commission (FAG) Grant Recognised as income		-	415

In the month of June 2015 two quarters of the 2015/16 allocation of the Grants Commission FAG grants by the Federal Government being \$415k was paid to Council.

Kingston District Council

Notes to and forming part of the Financial Statements
for the year ended 30 June 2016

Note 3. Expenses

\$ '000	Notes	2016	2015
(a). Employee Costs			
Salaries and Wages		1,135	1,082
Employee Leave Expense		241	155
Superannuation - Defined Contribution Plan Contributions	18	118	81
Superannuation - Defined Benefit Plan Contributions	18	19	27
Workers' Compensation Insurance		64	63
Other		9	-
Less: Capitalised and Distributed Costs		<u>(83)</u>	<u>(91)</u>
Total Operating Employee Costs		<u>1,503</u>	<u>1,317</u>
Total Number of Employees (full time equivalent at end of reporting period)		19	18
(b). Materials, Contracts and Other Expenses			
(i) Prescribed Expenses			
Auditor's Remuneration			
- Auditing the Financial Reports		16	11
Elected Members' Expenses		86	83
Election Expenses		1	9
Operating Lease Rentals - Cancellable Leases		4	-
Subtotal - Prescribed Expenses		<u>107</u>	<u>103</u>
(ii) Other Materials, Contracts and Expenses			
Contractors		1,254	1,011
Energy		80	-
Maintenance		83	864
Legal Expenses		13	7
Levies Paid to Government - NRM levy		88	84
Levies - Other		11	-
Parts, Accessories & Consumables		65	-
Professional Services		123	-
Joint Undertakings		122	134
Sundry		93	188
Insurance		153	-
Fuel		79	-
Contributions		107	-
Water		15	-
Subtotal - Other Material, Contracts & Expenses		<u>2,286</u>	<u>2,288</u>
Total Materials, Contracts and Other Expenses		<u>2,393</u>	<u>2,391</u>

Kingston District Council

Notes to and forming part of the Financial Statements
for the year ended 30 June 2016

Note 3. Expenses (continued)

\$ '000	Notes	2016	2015
(c). Depreciation, Amortisation and Impairment			
(i) Depreciation and Amortisation			
Buildings & Other Structures		444	433
Infrastructure		884	848
- CWMS		121	120
Plant & Equipment		157	140
Furniture & Fittings		13	12
Minor Plant & Equipment		10	9
Office Equipment		4	10
Subtotal		1,633	1,572
(ii) Impairment			
Nil			
Total Depreciation, Amortisation and Impairment		1,633	1,572
(d). Finance Costs			
Interest on Borrowings		71	41
Total Finance Costs		71	41

Note 4. Asset Disposal & Fair Value Adjustments

Infrastructure, Property, Plant & Equipment

Assets Renewed or Directly Replaced			
Proceeds from Disposal		84	117
Less: Carrying Amount of Assets Sold		(89)	(111)
Gain (Loss) on Disposal		(5)	6
Net Gain (Loss) on Disposal or Revaluation of Assets		(5)	6

Kingston District Council

Notes to and forming part of the Financial Statements for the year ended 30 June 2016

Note 5. Current Assets

\$ '000	Notes	2016	2015
(a). Cash & Cash Equivalents			
Cash on Hand at Bank		145	128
Deposits at Call		2,079	2,270
Total Cash & Cash Equivalents		2,224	2,398
(b). Trade & Other Receivables			
Rates - General & Other		77	76
Accrued Revenues		12	43
Debtors - General		32	81
GST Recoupment		-	14
Loans to Community Organisations		24	21
Total Trade & Other Receivables		145	235
(c). Inventories			
Stores & Materials		98	5
Total Inventories		98	5

Note 6. Non-Current Assets

(a). Financial Assets

Receivables			
Loans to Community Organisations and Other External Organisations		2,915	2,927
Total Financial Assets		2,915	2,927

In 2005/06 Council purchased some land on behalf of Cape Jaffa Developments. Council took out a loan for the Cost price of this land. The intention of this transaction was for Council to be an intermediary in this process by borrowing the funds and lending this to Cape Jaffa Developments. Over time as part of Councils rolling revaluation process this land has been revalued resulting in the asset in Councils balance sheet being significantly overvalued. As per the Agreements in place Council does not receive any proceeds from the Sale of the blocks at Cape Jaffa.

As a result of this it has been determined to restate the Financial Statements to correctly reflect the value receivable from Cape Jaffa Developments being the Loan that Council took out with the Local Government Finance Authority.

Notes to and forming part of the Financial Statements
for the year ended 30 June 2016

Note 7a (i). Infrastructure, Property, Plant & Equipment

	Fair Value Level	as at 30/6/2015				Asset Movements during the Reporting Period				as at 30/6/2016			
		At Fair Value	At Cost	Accumulated Dep'n	Carrying Value	New / Upgrade	Reversals	WDV of Asset Disposals	Depreciation Expense (Note 3c)	At Fair Value	At Cost	Accumulated Dep'n	Carrying Value
\$ '000													
Capital Work in Progress	3	6,216	-	-	6,216	46	20	-	-	6,217	66	-	6,217
Land - Community	2	4,713	-	-	4,713	-	-	-	-	4,713	-	-	4,713
Buildings & Other Structures	3	8,458	779	2,608	6,620	80	185	-	(187)	8,458	1,044	2,785	8,707
Buildings & Other Structures	2	12,628	2	4,908	7,720	-	-	-	(257)	12,628	2	5,165	7,483
Infrastructure	3	33,927	3,636	8,016	29,547	143	1,034	-	(884)	33,927	4,815	8,900	29,842
- CWMS		-	8,917	1,543	5,374	3	3	-	(121)	-	6,926	1,633	5,283
Plant & Equipment		-	3,183	1,275	1,908	-	144	(88)	(157)	-	3,166	1,388	1,807
Furniture & Fittings		-	231	169	62	16	-	-	(13)	-	246	183	63
Minor Plant & Equipment		-	200	141	59	9	-	-	(10)	-	209	151	58
Office Equipment		-	322	319	3	37	-	-	(4)	-	359	323	38
Total Infrastructure, Property, Plant & Equipment		65,940	15,270	18,979	62,231	322	1,451	(88)	(1,633)	66,944	16,853	20,569	62,235
Comparatives		76,017	3,531	17,818	62,230	233	1,451	(111)	(1,572)	85,940	15,270	18,979	62,231

Note 7a (ii). Investment Property

Nil

Notes to and forming part of the Financial Statements
for the year ended 30 June 2016

Note 7b. Valuation of Infrastructure, Property, Plant & Equipment &
Investment Property

\$ '000

Valuation of Assets

The fair value of assets and liabilities must be estimated in accordance with various Accounting Standards for either recognition and measurement requirements or for disclosure purposes.

AASB 13 Fair Value Measurement requires all assets and liabilities measured at fair value to be assigned to a "level" in the fair value hierarchy as follows:

Level 1: Unadjusted quoted prices in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2: Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3: Inputs for the asset or liability that are not based on observable market data (unobservable inputs).

Refer to Note 7a for the disclosure of the Fair Value Levels of Infrastructure, Property, Plant and Equipment Assets.

Information on Valuations

Accounting procedure: Upon revaluation, the current new replacement cost and accumulated depreciation are restated such that the difference represents the fair value of the asset determined in accordance with AASB 13 Fair Value Measurement: accumulated depreciation is taken to be the difference between current new replacement cost and fair value. In the case of land, fair value is taken to be the current replacement cost.

Certain land, and the buildings and structures thereon, are shown above as being based on fair value hierarchy level 2 valuation inputs. They are based on prices for similar assets in an active market, with directly or indirectly observable adjustments for specific advantages or disadvantages attaching to the particular asset.

Valuations of Crown land, community land and land subject to other restrictions on use or disposal, shown above as being based on fair value hierarchy level 3 valuation inputs, are based on prices for similar assets in an active market, but include adjustments for specific advantages or disadvantages attaching to the particular asset that are not directly or indirectly observable in that market, or the number and / or amount of observable adjustments of which are so great that the valuation is more fairly described as being based on level 3 valuation inputs.

There is no known market for buildings, infrastructure and other assets. These assets are valued at depreciated current replacement cost. This method involves:

- The determination of the cost to construct the asset (or its modern engineering equivalent) using current prices for materials and labour, the quantities of each being estimated based on recent experience of this or similar Councils, or on industry construction guides where these are more appropriate.
- The calculation of the depreciation that would have accumulated since original construction using current estimates of residual value and useful life under the prime cost depreciation method adopted by Council.

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

Notes to and forming part of the Financial Statements
for the year ended 30 June 2016

Note 7b. Valuation of Infrastructure, Property, Plant & Equipment &
Investment Property (continued)

\$ '000

Valuation of Assets (continued)

Other Information

At 1 July 2004 upon the transition to AIFRS, Council elected pursuant to AASB 1.19 to retain a previously established deemed cost under GAAP as its deemed cost. With subsequent addition at cost, this remains as the basis of recognition of non-material asset classes.

Upon revaluation, the current new replacement cost and accumulated depreciation are re-stated such that the difference represents the fair value of the asset determined in accordance with AASB 13 Fair Value Measurement: accumulated depreciation is taken to be the difference between current new replacement cost and fair value. In the case of land, current replacement cost is taken to be the fair value.

Highest and best use

All of Council's non financial assets are considered as being utilised for their highest and best use.

For land which Council has an unfettered right to sell, the "highest and best use" recognises the possibility of the demolition or substantial modification of some or all of the existing buildings and structures affixed to the land.

Much of the land under Council's care and control is Crown land or has been declared as community land under the provisions of the Local Government Act 1999. Other types of restrictions also exist.

For land subject to these restrictions, the highest and best use is taken to be the "highest and best use" available to Council, with a rebuttable presumption that the current use is the "highest and best use". The reason for the current use of a large proportion of Council's assets being other than the "highest and best use" relates to Council's principal role as the provider of services to the community, rather than the use of those assets for the generation of revenue.

For buildings and other structures on and in the land, including infrastructure, "highest and best use" is determined in accordance with the land on and in which they are situated.

Transition to AASB 13 - Fair Value Measurement

The requirements of AASB 13 Fair Value Measurement have been applied to all valuations undertaken since 1 July 2013 as shown by the valuation dates by individual asset classes below.

Fair value hierarchy level 2 valuations: Certain land, and the buildings and structures thereon, are shown above as being based on fair value hierarchy level 2 valuation inputs. They are based on prices for similar assets in an active market, with directly or indirectly observable adjustments for specific advantages or disadvantages attaching to the particular asset.

Notes to and forming part of the Financial Statements
for the year ended 30 June 2016

Note 7b. Valuation of Infrastructure, Property, Plant & Equipment &
Investment Property (continued)

£ '000

Valuation of Assets (continued)

Fair value hierarchy level 3 valuations of land: Valuations of Crown land, community land and land subject to other restrictions on use or disposal, shown above as being based on fair value hierarchy level 3 valuation inputs, are based on prices for similar assets in an active market, but include adjustments for specific advantages or disadvantages attaching to the particular asset that are not directly or indirectly observable in that market, or the number and/or amount of observable adjustments of which are so great that the valuation is more fairly described as being based on level 3 valuation inputs.

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

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

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

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

Land & Land Improvements

Council being of the opinion that it is not possible to attribute a value sufficiently reliably to qualify for recognition, land under roads has not been recognised in these reports. Land acquired for road purposes during the year is initially recognised at cost, but transferred to fair value at reporting date, effectively writing off the expenditure.

Freehold land and land over which Council has control, but does not have title, is recognised on the cost basis. No capitalisation threshold is applied to the acquisition of land or interests in land.

Land improvements, including bulk earthworks with an assessed unlimited useful life, are recognised on the cost basis, originally deriving from a valuation at 30 June 1997 at current replacement cost. Additions are recognised at cost.

Kingston District Council

Notes to and forming part of the Financial Statements
for the year ended 30 June 2016

Note 7b. Valuation of Infrastructure, Property, Plant & Equipment &
Investment Property (continued)

\$ '000

Valuation of Assets (continued)

Buildings & Other Structures

Buildings and other structures were revalued as at 30 June 2012 by Maloney Field Services, Property Consultants and Valuers.

Infrastructure

Transportation Assets

Transportation assets were valued by Maloney Field Services, Property Consultants and Valuers at depreciated current replacement cost during the reporting period ended 30 June 2012.

Stormwater Drainage

Stormwater drainage infrastructure was valued by Maloney Field Services, Property Consultants and Valuers at depreciated current replacement cost during the reporting period ended 30 June 2012.

Community Wastewater Management System Infrastructure

Community wastewater management system infrastructure was valued by Maloney Field Services, Property Consultants and Valuers at depreciated current replacement cost during the reporting period ended 30 June 2012.

Plant, Furniture & Equipment

These assets are recognised on the cost basis.

All other Assets

These assets are recognised on the cost basis.

Kingston District Council

Notes to and forming part of the Financial Statements for the year ended 30 June 2016

Note 8. Liabilities

\$ '000	Notes	2016		2015	
		Current	Non Current	Current	Non Current
(a). Trade and Other Payables					
Goods & Services		257	-	182	-
Payments Received in Advance		13	-	13	-
Accrued Expenses - Employee Entitlements		7	-	56	-
Accrued Expenses - Finance Costs		34	-	40	-
Accrued Expenses - Other		7	-	59	-
Total Trade and Other Payables		318	-	350	-
(b). Borrowings					
Borrowings		169	3,161	210	3,317
Total Borrowings		169	3,161	210	3,317
All interest bearing liabilities are secured over the future revenues of the Council					
(c). Provisions					
Employee Entitlements (including oncosts)		348	92	314	90
Total Provisions		348	92	314	90

Kingston District Council

Notes to and forming part of the Financial Statements for the year ended 30 June 2016

Note 9. Reserves

\$ '000	1/7/2015	Increments (Decrements)	Transfers	Impairments	30/6/2016
(a). Asset Revaluation Reserve					
Land - Other	7,500	-	-	-	7,500
Buildings & Other Structures	15,820	-	-	-	15,820
Furniture & Fittings	1,777	-	-	-	1,777
Office Equipment	3,783	-	-	-	3,783
Sewerage	8,544	-	-	-	8,544
Total Asset Revaluation Reserve	37,424	-	-	-	37,424
Comparatives	37,424	-	-	-	37,424

\$ '000	1/7/2015	Tfrs to Reserve	Tfrs from Reserve	Other Movements	30/6/2016
(b). Other Reserves					
LSL & AL	158	-	-	-	158
IT & T	9	-	-	-	9
Roadwork Compensation	129	3	-	-	132
Old School Oval Upgrade	49	1	-	-	50
Rubble Reserve	204	4	(90)	-	118
Boat Haven / Ramp	44	-	-	-	44
Kingston Jetty	20	-	-	-	20
Kingston CWMS	503	137	-	-	640
Cape Jaffa Maintenance Reserve	120	7	-	-	127
Kingston Grazing Committee	88	2	-	-	90
Total Other Reserves	1,324	154	(90)	-	1,388
Comparatives	1,146	178	-	-	1,324

PURPOSES OF RESERVES

Asset Revaluation Reserves

The asset revaluation reserve is used to record increments and decrements arising from changes in fair value of non current assets (less any subsequent impairment losses, where applicable).

LSL & AL

LSL & AL Reserve is for future cash requirements upon staff leaving Council employment.

IT & T

IT & T Reserve is for future information technology and communications replacement on a rolling three year replacement program.

Kingston District Council

Notes to and forming part of the Financial Statements for the year ended 30 June 2016

Note 9. Reserves (continued)

\$ '000

PURPOSES OF RESERVES (continued)

Roadwork Compensation

Roadwork Compensation is funds held by Council on transfer of DTEI roads to Council and are held for future asset replacement or urgent capital maintenance.

Old School Oval Upgrade

Old School Oval Upgrade is held for future oval upgrades.

Works in Progress Reserve

Works in Progress Reserve was funds held from incomplete works and projects from the current financial year and were to be spent in the following year. All incomplete projects will be rebudgeted in future years.

Boat Haven / Ramp

Boat Haven / Ramp Reserve is funds set aside for future capital maintenance of boat launching and retrieval infrastructure.

Kingston Jetty

Kingston Jetty Reserve is funds set aside for future capital maintenance of the Jetty that results from a storm event.

Kingston CWMS

Kingston CWMS is for future asset replacement and capital maintenance.

Cape Jaffa Maintenance Reserve

Cape Jaffa Maintenance Reserve is for future maintenance activities associated with Cape Jaffa Anchorage.

Note 10. Assets Subject to Restrictions

Council does not hold any assets subject to restrictions

Kingston District Council

Notes to and forming part of the Financial Statements
for the year ended 30 June 2016

Note 11. Reconciliation to Statement of Cash Flows

\$ '000	Notes	2016	2015
(a). Reconciliation of Cash			
Cash Assets comprise highly liquid investments with short periods to maturity subject to insignificant risk of changes of value. Cash at the end of the reporting period as shown in the Statement of Cash Flows is reconciled to the related items in the Balance Sheet as follows:			
Total Cash & Equivalent Assets	5	2,224	2,398
Less: Short-Term Borrowings	8	-	-
Balances per Statement of Cash Flows		2,224	2,398

(b). Reconciliation of Change in Net Assets to Cash from Operating Activities

Net Surplus/(Deficit)		14	459
Non-Cash Items in Income Statements			
Depreciation, Amortisation & Impairment		1,633	1,572
Grants for Capital Acquisitions (Treated as Investing Activity Receipts)		(137)	(180)
Net (Gain) Loss on Disposals		5	(8)
		1,515	1,845
Add (Less): Changes in Net Current Assets			
Net (Increase)/Decrease in Receivables		93	(52)
Net (Increase)/Decrease in Inventories		(93)	39
Net Increase/(Decrease) in Trade & Other Payables		(32)	90
Net Increase/(Decrease) in Unpaid Employee Benefits		36	107
Net Cash provided by (or used in) operations		1,519	2,029

(c). Non-Cash Financing and Investing Activities

Nil

(d). Financing Arrangements

Unrestricted access was available at balance date to the following lines of credit:

Bank Overdrafts	100	100
Corporate Credit Cards	16	16
LGFA Cash Advance Debenture Facility	304	304

The bank overdraft facilities may be drawn at any time and may be terminated by the bank without notice.

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Kingston District Council

Notes to and forming part of the Financial Statements
for the year ended 30 June 2016

Note 12a. Functions

Functions/Activities	Income, Expenses and Assets have been directly attributed to the following Functions / Activities. Details of these Functions/Activities are provided in Note 12(b).												
	INCOME		EXPENSES		OPERATING SURPLUS (DEFICIT)		GRANTS INCLUDED IN INCOME		TOTAL ASSETS HELD (CURRENT & NON-CURRENT)				
	Actual 2016	Actual 2015	Actual 2016	Actual 2015	Actual 2016	Actual 2015	Actual 2016	Actual 2015	Actual 2016	Actual 2015			
\$ '000													
Business Undertakings	448	-	13	-	435	-	-	-	-	-	-	-	-
Administration	3,465	3,910	1,480	1,055	2,276	2,355	-	-	822	5,314	5,328	-	-
Public Order & Safety	-	17	146	41	(146)	(24)	-	-	-	263	264	-	-
Health	13	14	35	37	(22)	(23)	-	-	1	670	672	-	-
Economic Affairs	-	200	297	194	(297)	16	-	-	-	1,511	1,515	-	-
Housing & Community Amenities	37	795	87	881	(30)	(112)	-	-	10	7,162	7,181	-	-
Winning, Manufacturing & Const	98	78	-	164	96	(86)	-	-	-	-	-	-	-
Other Purposes NEC	73	109	-	380	23	(281)	-	-	-	10,020	10,047	-	-
Social Security & Welfare	-	-	93	25	(96)	(25)	-	-	-	1,701	1,706	-	-
Transport & Communication	958	400	2,083	1,713	(1,125)	(1,313)	991	300	29,685	29,764	-	-	
Sport & Recreation	36	39	603	531	(767)	(792)	-	-	-	11,286	11,319	-	-
Environment	418	62	891	-	(463)	62	30	62	-	-	-	-	-
Total Functions/Activities	5,482	5,594	5,600	5,321	(118)	273	921	1,285	67,615	67,796			

Revenues and expenses exclude net gain (loss) on disposal or revaluation of assets, net gain (loss) from joint ventures & associated entities, amounts received specifically for new or upgraded assets and physical resources received free of charge.

Kingston District Council

Notes to and forming part of the Financial Statements for the year ended 30 June 2016

Note 12b. Components of Functions

£ '000

The activities relating to Council functions are as follows:

ADMINISTRATION

Governance, Administration n.e.c., Elected Members, Organisational, Support Services, Accounting/Finance, Payroll, Housing for Council Employees, Human Resources, Information Technology, Communication, Rates Administration, Records, Occupancy, Contract Management, Customer Service, Other Support Services, Revenues, LGGC – General Purpose, and Separate and Special Rates.

PUBLIC ORDER & SAFETY

Supervision of various by-laws, fire prevention, CFS and animal control

HEALTH

Food Control, operation of community health programs and health centre.

ECONOMIC AFFAIRS

Land Development activities, caravan park operations, off-street parking, tourism , boat haven operations.

HOUSING & COMMUNITY AMENITIES

Rubbish collection services, operation of tip, effluent drainage, public toilets, street cleaning and lighting, town planning, stormwater drainage, land development, maintenance of cemeteries and aged housing complex.

MINING, MANUFACTURING & CONST

Building Act requirements, quarry operations.

OTHER PURPOSES

Public Debt transactions, plant and machinery operations, depot expenses, vandalism costs, and private works.

SOCIAL SECURITY & WELFARE

Operation of Senior Citizen's centre, aged hostel, other voluntary services.

TRANSPORT & COMMUNICATION

Construction and maintenance of roads, bridges, footpaths, parking and signs

SPORT & RECREATION

Maintenance of halls, library operations, national estates, parks and gardens, recreation and sporting venues, museum.

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Notes to and forming part of the Financial Statements
for the year ended 30 June 2016

Note 13. Financial Instruments

\$ '000

Recognised Financial Instruments

Bank, Deposits at Call, Short Term Deposits

Accounting Policy:

Carried at lower of cost and net realisable value; interest is recognised when earned.

Terms & Conditions:

Deposits are returning fixed interest rates between 1.75% and 2% (2015: 2.05% and 2.5%).

Carrying Amount:

Approximates fair value due to the short term to maturity.

Receivables

Rates & Associated Charges

(including legals & penalties for late payment)

Note: These receivables do not meet the definition of "financial instruments" and have been excluded from the following disclosures.

Accounting Policy:

Carried at nominal values less any allowance for doubtful debts. An allowance for doubtful debts is recognised (and re-assessed annually) when collection in full is no longer probable.

Terms & Conditions:

Secured over the subject land, arrears attract interest of 0.5833% (2015: 0.6458%). Council is not materially exposed to any individual debtor, credit risk exposure is concentrated within the Council's boundaries in the State.

Carrying Amount:

Approximates fair value (after deduction of any allowance).

Receivables

Fees & Other Charges

Accounting Policy:

Carried at nominal values less any allowance for doubtful debts. An allowance for doubtful debts is recognised (and re-assessed annually) when collection in full is no longer probable.

Terms & Conditions:

Unsecured, and do not bear interest. Council is not materially exposed to any individual debtor, credit risk exposure is concentrated within the Council's boundaries.

Carrying Amount:

Approximates fair value (after deduction of any allowance).

Kingston District Council

Notes to and forming part of the Financial Statements
for the year ended 30 June 2016

Note 13. Financial Instruments (continued)

\$ '000

Recognised Financial Instruments

Receivables

Other Levels of Government

Accounting Policy:

Carried at nominal value.

Terms & Conditions:

Amounts due have been calculated in accordance with the terms and conditions of the respective programs following advice of approvals, and do not bear interest. All amounts are due by Departments and Agencies of State and Federal Governments.

Carrying Amount:

Approximates fair value.

Receivables

Retirement Home Contributions

Accounting Policy:

Carried at nominal values less any allowance for doubtful debts. An allowance for doubtful debts is recognised (and re-assessed annually) when collection in full is no longer probable.

Terms & Conditions:

Amounts due have been calculated in accordance with the terms and conditions of the respective legislation.

Carrying Amount:

Approximates fair value (after deduction of any allowance).

Liabilities

Creditors and Accruals

Accounting Policy:

Liabilities are recognised for amounts to be paid in the future for goods and services received, whether or not billed to the Council.

Terms & Conditions:

Liabilities are normally settled on 30 day terms.

Carrying Amount:

Approximates fair value.

Kingston District Council

Notes to and forming part of the Financial Statements
for the year ended 30 June 2016

Note 13. Financial Instruments (continued)

\$ '000

Recognised Financial Instruments

Liabilities

Retirement Home Contributions

Accounting Policy:

To avoid inconvenience when complying with the separate audit requirements imposed by the relevant legislation, amounts are carried at nominal values.

Terms & Conditions:

Pursuant to Commonwealth legislation certain intending residents are required to contribute amounts on an interest free basis. The amounts are subject to certain deductions as prescribed by the legislation, the balance being repaid on termination of tenancy.

Carrying Amount:

Approximates fair value for short tenancies; may be non-materially overstated for longer tenancies.

Liabilities

Interest Bearing Borrowings

Accounting Policy:

Carried at the principal amounts. Interest is charged as an expense as it accrues.

Terms & Conditions:

Secured over future revenues, borrowings are repayable (describe basis); interest is charged at fixed (or variable - describe) rates between 3.5% and 6.5% (2015: 4.4% and 7.5%).

Carrying Amount:

Approximates fair value.

Liabilities

Finance Leases

Accounting Policy:

Accounted for in accordance with AASB 117.

Kingston District Council

Notes to and forming part of the Financial Statements
for the year ended 30 June 2016

Note 13. Financial Instruments (continued)

\$ '000	Due < 1 year	Due > 1 year & ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
2016					
Financial Assets					
Cash & Equivalents	2,224	-	-	2,224	2,224
Receivables	145	-	-	145	145
Other Financial Assets	-	66	2,849	2,915	2,915
Total Financial Assets	2,369	66	2,849	5,284	5,284
Financial Liabilities					
Payables	311	-	-	311	311
Current Borrowings	169	-	-	169	169
Non-Current Borrowings	-	579	3,072	3,651	3,161
Total Financial Liabilities	480	579	3,072	4,131	3,641

\$ '000	Due < 1 year	Due > 1 year & ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
2015					
Financial Assets					
Cash & Equivalents	2,398	-	-	2,398	2,398
Receivables	150	66	2,875	3,091	3,072
Total Financial Assets	2,548	66	2,875	5,489	5,470
Financial Liabilities					
Payables	294	-	-	294	294
Current Borrowings	211	-	-	211	210
Non-Current Borrowings	-	2,680	802	3,482	3,317
Total Financial Liabilities	505	2,680	802	3,987	3,821

The following interest rates were applicable to Council's Borrowings at balance date:

	30 June 2016		30 June 2015	
	Weighted Avg Interest Rate	Carrying Value	Weighted Avg Interest Rate	Carrying Value
Other Variable Rates	5.31%	2,846	4.25%	2,846
Fixed Interest Rates	4.25%	484	5.40%	681
		3,330		3,527

Net Fair Value

All carrying values approximate fair value for all recognised financial instruments. There is no recognised market for the financial assets of the Council.

Kingston District Council

Notes to and forming part of the Financial Statements for the year ended 30 June 2016

Note 13. Financial Instruments (continued)

\$ '000

Risk Exposures

Credit Risk represents the loss that would be recognised if counterparties fail to perform as contracted. The maximum credit risk on financial assets of the Council is the carrying amount, net of any allowance for doubtful debts. All Council investments are made with the SA Local Government Finance Authority and are guaranteed by the SA Government. Except as detailed in Notes 5 & 6 in relation to individual classes of receivables, exposure is concentrated within the Council's boundaries, and there is no material exposure to any individual debtor.

Market Risk is the risk that fair values of financial assets will fluctuate as a result of changes in market prices. All of Council's financial assets are denominated in Australian dollars and are not traded on any market, and hence neither market risk nor **currency risk** apply.

Liquidity Risk is the risk that Council will encounter difficulty in meeting obligations with financial liabilities. In accordance with the model Treasury Management Policy (LGA Information Paper 15), liabilities have a range of maturity dates. Council also has available a range of bank overdraft and standby borrowing facilities that it can access.

Interest Rate Risk is the risk that future cash flows will fluctuate because of changes in market interest rates. Council has a balance of both fixed and variable interest rate borrowings and investments. Cash flow fluctuations are managed holistically in seeking to minimise interest costs over the longer term in a risk averse manner.

Note 14. Commitments for Expenditure

\$ '000

	Notes	2016	2015
Expenditure committed for (excluding inventories) at the reporting date but not recognised in the financial statements as liabilities:			
Audit Services		50	66
Recyclable Collection		343	21
Rubbish Collection		923	59
Lawn Mowing		166	191
Waste Transfer Station		15	37
Employee Remuneration Contracts		519	842
Other		113	-
Other		18	-
		<u>2,147</u>	<u>1,216</u>
These expenditures are payable:			
Not later than one year		787	80
Later than one year and not later than 5 years		1,360	1,136
Later than 5 years		-	-
		<u>2,147</u>	<u>1,216</u>

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Galpins

Kingston District Council

Notes to and forming part of the Financial Statements for the year ended 30 June 2016

Note 15. Financial Indicators

\$ '000	Amounts	Indicator	Prior Periods	
	2016	2016	2015	2014
<p>These Financial Indicators have been calculated in accordance with <i>Information paper 9 - Local Government Financial Indicators</i> prepared as part of the LGA Financial Sustainability Program for the Local Government Association of South Australia.</p>				
1. Operating Surplus Ratio				
Operating Surplus	(116)	(2%)	5%	(2%)
Total Operating Revenue	5,482			
<p><i>This ratio expresses the operating surplus as a percentage of total operating revenue.</i></p>				
1a. Adjusted Operating Surplus Ratio				
In recent years the Federal Government has made advance payments prior to 30th June from future year allocations of financial assistance grants, as explained in Note 1. The Adjusted Operating Surplus Ratio adjusts for the resulting distortion in the disclosed operating result for each year.	(116)	(2%)	(3%)	(2%)
	5,482			
2. Net Financial Liabilities Ratio				
Net Financial Liabilities	(1,196)	(22%)	(23%)	(16%)
Total Operating Revenue	5,482			
<p><i>Net Financial Liabilities are defined as total liabilities less financial assets (excluding equity accounted investments in Council businesses). These are expressed as a percentage of total operating revenue.</i></p>				
3. Asset Sustainability Ratio				
Net Asset Renewals	1,320	93%	94%	77%
Infrastructure & Asset Management Plan required expenditure	1,417			
<p><i>Net asset renewals expenditure is defined as net capital expenditure on the renewal and replacement of existing assets, and excludes new capital expenditure on the acquisition of additional assets.</i></p>				

Notes to and forming part of the Financial Statements
for the year ended 30 June 2016

Note 15. Financial Indicators - Graphs (continued)

<p>1. Operating Surplus Ratio</p> <table border="1"> <thead> <tr> <th>Year</th> <th>Ratio %</th> </tr> </thead> <tbody> <tr> <td>2014</td> <td>-1.58%</td> </tr> <tr> <td>2015</td> <td>4.88%</td> </tr> <tr> <td>2016</td> <td>-2.15%</td> </tr> </tbody> </table>	Year	Ratio %	2014	-1.58%	2015	4.88%	2016	-2.15%	<p>Purpose of Operating Surplus Ratio</p> <p>This indicator is to determine the percentage the operating revenue varies from operating expenditure</p>	<p>Commentary on 2015/16 Result</p> <p>2015/16 Ratio -2%</p> <p>In 14/15 Council received Federal Government Grants in advance, however in 15/16 this hasn't occurred, which is reflected in the adjusted operating surplus ratio.</p>
Year	Ratio %									
2014	-1.58%									
2015	4.88%									
2016	-2.15%									
<p>1a. Adjusted Operating Surplus Ratio</p> <table border="1"> <thead> <tr> <th>Year</th> <th>Ratio %</th> </tr> </thead> <tbody> <tr> <td>2014</td> <td>-1.58%</td> </tr> <tr> <td>2015</td> <td>-2.54%</td> </tr> <tr> <td>2016</td> <td>-2.15%</td> </tr> </tbody> </table>	Year	Ratio %	2014	-1.58%	2015	-2.54%	2016	-2.15%	<p>Purpose of Adjusted Operating Surplus Ratio</p> <p>This indicator is to determine the percentage the operating revenue (adjusted for timing differences in the Financial Assistance Grant) varies from operating expenditure</p>	<p>Commentary on 2015/16 Result</p> <p>2015/16 Ratio -2%</p> <p>In 14/15 Council received Federal Government Grants in advance, however in 15/16 this hasn't occurred.</p>
Year	Ratio %									
2014	-1.58%									
2015	-2.54%									
2016	-2.15%									
<p>2. Net Financial Liabilities Ratio</p> <table border="1"> <thead> <tr> <th>Year</th> <th>Ratio %</th> </tr> </thead> <tbody> <tr> <td>2014</td> <td>-16%</td> </tr> <tr> <td>2015</td> <td>-23%</td> </tr> <tr> <td>2016</td> <td>-22%</td> </tr> </tbody> </table>	Year	Ratio %	2014	-16%	2015	-23%	2016	-22%	<p>Purpose of Net Financial Liabilities Ratio</p> <p>This indicator shows the significance of the net amount owed to others, compared to operating revenue</p>	<p>Commentary on 2015/16 Result</p> <p>2015/16 Ratio -22%</p> <p>A negative Net Liabilities Ratio means that Council has more investments than borrowings.</p>
Year	Ratio %									
2014	-16%									
2015	-23%									
2016	-22%									
<p>3. Asset Sustainability Ratio</p> <table border="1"> <thead> <tr> <th>Year</th> <th>Ratio %</th> </tr> </thead> <tbody> <tr> <td>2014</td> <td>77%</td> </tr> <tr> <td>2015</td> <td>94%</td> </tr> <tr> <td>2016</td> <td>93%</td> </tr> </tbody> </table>	Year	Ratio %	2014	77%	2015	94%	2016	93%	<p>Purpose of Asset Sustainability Ratio</p> <p>This indicator aims to determine if assets are being renewed and replaced in an optimal way</p>	<p>Commentary on 2015/16 Result</p> <p>2015/16 Ratio 93%</p> <p>Council is currently reviewing all of its asset management plan and this ratio will change into the future.</p>
Year	Ratio %									
2014	77%									
2015	94%									
2016	93%									

Kingston District Council

Notes to and forming part of the Financial Statements for the year ended 30 June 2016

Note 16. Uniform Presentation of Finances

\$ '000	2016	2015
<p>The following is a high level summary of both operating and capital investment activities of the Council prepared on a simplified Uniform Presentation Framework basis.</p> <p>All Councils in South Australia have agreed to summarise annual budgets and long-term financial plans on the same basis.</p> <p>The arrangements ensure that all Councils provide a common 'core' of financial information, which enables meaningful comparisons of each Council's finances.</p>		
Income	5,482	5,594
<i>less</i> Expenses	(5,600)	(5,321)
Operating Surplus / (Deficit)	(118)	273
<i>less</i> Net Outlays on Existing Assets		
Capital Expenditure on Renewal and Replacement of Existing Assets	1,404	1,451
<i>less</i> Depreciation, Amortisation and Impairment	(1,633)	(1,572)
<i>less</i> Proceeds from Sale of Replaced Assets	(84)	(117)
Subtotal	(313)	(238)
<i>less</i> Net Outlays on New and Upgraded Assets		
Capital Expenditure on New and Upgraded Assets (including Investment Property & Real Estate Developments)	322	233
<i>less</i> Amounts Received Specifically for New and Upgraded Assets	(137)	(180)
<i>less</i> Proceeds from Sale of Surplus Assets (including Investment Property & and Real Estate Developments)	-	-
Subtotal	185	53
Net Lending / (Borrowing) for Financial Year	10	458

Notes to and forming part of the Financial Statements
for the year ended 30 June 2016

Note 17. Superannuation

\$ '000

The Council makes employer superannuation contributions in respect of its employees to Statewide Super (formerly Local Government Superannuation Scheme). There are two types of membership, each of which is funded differently. Permanent and contract employees of the South Australian Local Government sector with Salarylink benefits prior to 24 November 2009 have the option to contribute to the Accumulation section and/or Salarylink. All other employees (including casuals) have all contributions allocated to the Accumulation section.

Accumulation only Members

Accumulation only members receive both employer and employee contributions on a progressive basis. Employer contributions are based on a fixed percentage of ordinary time earnings in accordance with superannuation guarantee legislation (9.50% in 2015/16; 9.50% in 2014/15). No further liability accrues to the Council as the superannuation benefits accruing to employees are represented by their share of the net assets of the Fund.

Salarylink (Defined Benefit Fund) Members

Salarylink is a defined benefit scheme where the benefit payable is based on a formula determined by the member's contribution rate, number of years and level of contribution and final average salary. Council makes employer contributions to Salarylink as determined by the Fund's Trustee based on advice from the appointed Actuary. The rate is currently 6.3% (6.3% in 2014/15) of "superannuation" salary.

In addition, Council makes a separate contribution of 3% of ordinary time earnings for Salarylink members to their Accumulation account. Employees also make member contributions to the Salarylink section of the Fund. As such, assets accumulate in the Salarylink section of the Fund to meet the member's benefits, as defined in the Trust Deed, as they accrue.

The Salarylink section is a multi-employer sponsored plan. As the Salarylink section's assets and liabilities are pooled and are not allocated by each employer, and employees may transfer to another employer within the local government sector and retain membership of the Fund, the Actuary is unable to allocate benefit liabilities, assets and costs between employers. As provided by AASB 119.32(b), Council does not use defined benefit accounting for these contributions.

The most recent actuarial investigation was conducted by the Fund's actuary, A C Miller, FIAA, of Russell Employee Benefits Pty Ltd as at 30 June 2014. The Trustee has determined that the current funding arrangements are adequate for the expected Salarylink liabilities. However, future financial and economic circumstances may require changes to Council's contribution rates at some future time.

Contributions to Other Superannuation Schemes

Council also makes contributions to other superannuation schemes selected by employees under the "choice of fund" legislation. All such schemes are of the accumulation type, where the superannuation benefits accruing to the employee are represented by their share of the net assets of the scheme, and no further liability attaches to the Council.

Notes to and forming part of the Financial Statements
for the year ended 30 June 2016

Note 18. Contingencies & Assets/Liabilities Not Recognised in the Balance Sheet

The following assets and liabilities do not qualify for recognition in the Balance Sheet, but knowledge & is considered relevant to the users of the financial report in making and evaluating decisions about the allocation of scarce resources.

1. LAND UNDER ROADS

As reported in the Financial Statements, Council is of the opinion that it is not possible to attribute a value sufficiently reliably for these assets to qualify for recognition, and accordingly land under roads has not been recognised in the reports. Land acquired for road purposes during the year is initially recognised at cost, but transferred to fair value at reporting date, effectively writing off the expenditure.

At reporting date, Council controlled xxx km of road reserves of average width xx metres.

2. POTENTIAL INSURANCE LOSSES

Council is a multi-purpose organisation providing a large range of building, parks infrastructure, playgrounds and other facilities accessible to the public. At any time, it is likely that claims will have been made against Council that remain unsettled.

Council insures against all known insurable risks using a range of insurance policies, each of which is subject to deductible "insurance excesses", the amount of which varies according to the class of insurance.

Council has recognised the potential losses arising from claims known at reporting date based on average historical net cost (including insurance excess) of similar types of claims. Other potential claims not reported to Council may have existed at reporting date.

3. BANK GUARANTEES

Council has guaranteed certain loans and other banking facilities advanced to community organisations and sporting bodies, amounting to \$2,200,000 (2015: \$2,948,000) at reporting date.

Council does not expect to incur any loss arising from these guarantees.

4. LEGAL MATTERS

Council is the planning consent authority for its area under the Development Act 1993 (as amended). Pursuant to that Act, certain persons aggrieved by a planning decision of the Council may appeal. It is normal practice that parties bear their own legal costs. At the date of these reports, Council had notice of 0 appeals against planning decisions made prior to reporting date. All known costs have been recognised, but the amount of further costs cannot be known until the appeals are determined.

Note 19. Events after the Balance Sheet Date

Events that occur after the reporting date of 30 June 2016, up to and including the date when the financial statements are "authorised for issue" have been taken into account in preparing these statements.

Council has adopted the date of receipt of the Auditors' Report as the appropriate "authorised for issue" date relating to these General Purpose Financial Statements.

Accordingly, the "authorised for issue" date is 25/11/16.

Council is unaware of any material or significant "non adjusting events" that should be disclosed.



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& Business Consultants

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Jason Seidel CA
Renae Nicholson CA
Tim Muhlhausler CA
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under Professional Standards Legislation

INDEPENDENT AUDITOR'S REPORT

To the members of Kingston District Council

Report on the Financial Report

We have audited the accompanying financial report of Kingston District Council (the Council), which comprises the balance sheet as at 30 June 2016, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the Council Certificate of Kingston District Council.

Council's Responsibility for the Financial Report

The Council is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations), the Local Government Act 1999 and the Local Government (Financial Management) Regulations 2011 and for such internal control as the Council determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. Those standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Council's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Council's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Council, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Independence

In conducting our audit, we have complied with the independence requirements of the Australian professional accounting bodies.

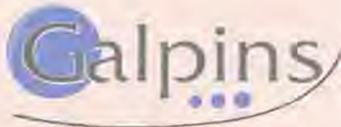
Opinion

In our opinion, the financial report presents fairly, in all material respects, the financial position of Kingston District Council as at 30 June 2016, and its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards, Local Government Act 1999 and Local Government (Financial Management) Regulations 2011.

GALPINS ACCOUNTANTS, AUDITORS & BUSINESS CONSULTANTS

Tim Muhlhausler CA, Registered Company Auditor
Partner

24 / 11 / 2016



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INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE KINGSTON DISTRICT COUNCIL

Independent Assurance Report on the Internal Controls of the Kingston District Council

We have audited the compliance of the Kingston District Council (the Council) with the requirements of *Section 125 of the Local Government Act 1999* in relation only to the Internal Controls established by the Council to ensure that financial transactions relating to the receipt, expenditure and investment of money, acquisition and disposal of property and incurring of liabilities for the period 1 July 2015 to 30 June 2016 have been conducted properly and in accordance with law.

The Council's Responsibility for the Internal Controls

The Council is responsible for implementing and maintaining an adequate system of internal controls, in accordance with *Section 125 of the Local Government Act 1999* in relation to Internal Controls to ensure that the receipt, expenditure and investment of money, the acquisition and disposal of property, and incurring of liabilities have been conducted properly and in accordance with law.

Our Responsibility

Our responsibility is to express an opinion on the Council's compliance with *Section 125 of the Local Government Act 1999* in relation only to the Internal Controls established by the Council to ensure that financial transactions relating to the receipt, expenditure and investment of money, acquisition and disposal of property and incurring of liabilities, based on our procedures. Our engagement has been conducted in accordance with applicable Australian Standards on Assurance Engagements ASAE 3100 Compliance Engagements, issued by the Australian Auditing and Assurance Standards Board, in order to state whether, in all material respects, the Council has complied with Section 125 of the Local Government Act 1999 in relation only to the Internal Controls specified above for the period 1 July 2015 to 30 June 2016. ASAE 3100 also requires us to comply with the relevant ethical requirements of the Australian professional accounting bodies.

Our procedures included obtaining an understanding of controls in relation to the receipt, expenditure and investment of money, the acquisition and disposal of property and the incurring of liabilities, evaluating management's assessment of these controls, assessing the risk that a material weakness exists, and testing and evaluating the design and implementation of controls on a sample basis based on the assessed risks.

Limitation on Use

This report has been prepared for the members of the Council in accordance with *Section 129 of the Local Government Act 1999* in relation to the Internal Controls specified above. We disclaim any assumption of responsibility for any reliance on this report to any persons or users other than the members of the Council, or for any purpose other than that for which it was prepared.

Limitations of Controls

Because of the inherent limitations of any internal control structure it is possible that, even if the controls are suitably designed and operating effectively, the control objectives may not be achieved so that fraud, error, or non-compliance with laws and regulations may occur and not be detected.

An assurance engagement on controls is not designed to detect all instances of controls operating ineffectively as it is not performed continuously throughout the period and the tests performed are on a sample basis. Any projection of the outcome of the evaluation of controls to future periods is subject to the risk that the controls may become inadequate because of changes in conditions, or that the degree of compliance with them may deteriorate.

Independence

In conducting our engagement, we have complied with the independence requirements of the Australian professional accounting bodies.

Opinion

In our opinion, the Kingston District Council has complied, in all material respects, with *Section 125 of the Local Government Act 1999* in relation to Internal Controls established by the Council in relation to the receipt, expenditure and investment of money, acquisition and disposal of property and incurring of liabilities so as to provide reasonable assurance that the financial transactions of the Council have been conducted properly and in accordance with law for the period 1 July 2015 to 30 June 2016.

GALPINS ACCOUNTANTS, AUDITORS & BUSINESS CONSULTANTS



Tim Muhlhausler CA, Registered Company Auditor
Partner

24 / 11 / 2016

Kingston District Council

General Purpose Financial Statements for the year ended 30 June 2016

Certification of Auditor Independence

To the best of our knowledge and belief, we confirm that, for the purpose of the audit of Kingston District Council for the year ended 30 June 2016, the Council's Auditor, Galpins Accountants, Auditors & Business Consultants has maintained its independence in accordance with the requirements of the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011* made under that Act.

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



Andrew MacDonald
CHIEF EXECUTIVE OFFICER



Des Murray
PRESIDING MEMBER, AUDIT COMMITTEE

Date: 11 November 2016.

Kingston District Council

General Purpose Financial Statements
for the year ended 30 June 2016

Statement by Auditor

I confirm that, for the audit of the financial statements of Kingston District Council for the year ended 30 June 2016, I have maintained my independence in accordance with the requirements of APES 110 – Code of Ethics for Professional Accountants, Section 290, published by the Accounting Professional and Ethical Standards Board, in accordance with the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011* made under that Act

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



Tim Mauhausler
Galpins Accountants, Auditors & Business Consultants

Dated this 24th day of November 2016.

Kingston District Council

GENERAL PURPOSE FINANCIAL STATEMENTS
for the year ended 30 June 2016





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