



## NOTICE OF SPECIAL MEETING

A special meeting to consider the draft 2019/20 budget of the  
**District Council of Lower Eyre Peninsula**  
will be held in the Council Chambers, 32 Railway Terrace, Cummins,  
**on Friday, July 5, 2019 at 10am**

The business to be considered at the above-mentioned meeting is set out  
in the attached Agenda.

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**RODNEY PEARSON**  
**CHIEF EXECUTIVE OFFICER**

1 July 2019

**COUNCIL – 5 JULY 2019**

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# COUNCIL

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## AGENDA

**C177 WELCOME**

**C178 ACKNOWLEDGEMENT OF COUNTRY**

We acknowledge the traditional custodians of the ancestral land on which we meet today and pay our respects to elders past and present.

**C179 APOLOGIES**

**C180 OVERVIEW OF ADDITIONAL DOCUMENTS**

**C181 DEPUTATIONS**

**(1) Cummins & District War Memorial Swimming Pool**

Correspondence received from the Cummins & District War Memorial Swimming Pool advising Council that recently the Cummins Swimming Pool Committee engaged a Pool Technician to undertake a review of the Cummins Swimming Pools due to the lifting of tiles in the main pool and a layer of the toddler pool peeling away.

Following the review the technician advised that the pools have not been properly sealed which was contributing to the issues currently being experienced and to rectify this would require significant repair work.

The Cummins Swimming Pool Committee is waiting on a report from the pool technician which aims to identify the necessary remedial works, future maintenance schedules and associated costs, with this report envisaged to be received in the coming days.

The Cummins Swimming Pool Committee wishes to address Council on the matter and will be potentially requesting Council to provide some form of financial contribution towards the repairs.

**RECOMMENDATION    SCSO**  
***“Noted.”***

**C182 ANNUAL BUSINESS PLAN SUBMISSIONS**

Written submissions were invited on the draft 2019/20 Annual Business Plan and Budget from members of the public.

An online survey was published to facilitate feedback, the results of which will be collated following close of the survey on 3 July and provided to Councillors prior to the budget meeting.

To date, eight submissions have been received and a summary of the key issues raised will be provided to Councillors under separate cover, along with Council responses / comments after the 3 July submission closure date.

**RECOMMENDATION SCSO**  
***“Noted.”***

**C183 CORRESPONDENCE RECEIVED**

Council has received two letters in relation to the 2019-20 Annual Business Plan which have been folioed for Councillors information.

***(REFER FOLIO: CLABP19.07.01)***

**RECOMMENDATION SCSO**  
***“Noted”***

**C184 PUBLIC CONSULTATION MEETINGS**

Members of the public were invited to attend question and answer sessions held in the Cummins Office, the Port Lincoln Golf Club and the Coffin Bay Sporting Club on 5 June 2019 with all sessions being attended by members of the public.

At the question and answer sessions staff presented a summary highlighting the key challenges in formulating the 2019-20 Annual Business Plan and Budget, the major projects included in the budget, the anticipated rate rise and key projects that are to be undertaken within specific regions of Council.

Notes taken at the public meeting have been included in the tables below, including action taken in relation to each issue.

(Continued)

**COUNCIL – 5 JULY 2019**

**C182 PUBLIC CONSULTATION MEETINGS**

**CONT'D:**

**5 JUNE 2019 – PORT LINCOLN GOLF CLUB**

| <b>Issue / Question</b>  | <b>Council response at Meeting</b>   | <b>Action Taken / Proposed</b>  |
|--|--|---|
| Poor condition of Charlton Gully Road, Wanilla                       | The region has experienced a significant dry period whereby Council had been unable to grade contributing to the current state of the roads. | Grading in progress   |
| Request for recycling service  | Council's waste management contract is due to expire shortly with Council looking at recycling as part of a new waste management contract    | Consider recycling as part of new kerbside waste management contract in 2020. |
| Dangerous condition of Fishery Bay Road                              | Taken on notice  | Grading in progress   |
| Council should focus on basics – roads and rubbish                   | Noted  | N/A   |
| Roadside vegetation is abundant - has overgrown white posts in areas | Taken on notice  | Priorities for roadside vegetation trimming to be considered                  |
| Concern over the cost of airfares to and from Port Lincoln           | The airlines are a commercial operation that Council have no control over the charges that they impose for the service.                      | N/A   |

(Continued)

**COUNCIL – 5 JULY 2019**

**C182 PUBLIC CONSULTATION MEETINGS**

**CONT'D:**

**5 JUNE 2019 – COFFIN BAY SPORTING CLUB**

| <b>Issue / Question</b>   | <b>Council response at Meeting</b>  | <b>Action Taken / Proposed</b>   |
|---|---|--|
| Concern over vehicle speeds on the Esplanade, Coffin Bay  | Taken on notice   | Write to Coffin Bay Progress Association seeking their views on the Esplanade speed limits |
| Pleased to see Yacht Club car park sealing is proposed  | Noted   | Retained in budget   |
| Barking dogs & noise from parties   | Taken on notice   | Location of concern not known  |
| Lighting in the town centre / foreshore area would benefit events – events being moved from hall to foreshore | Taken on notice   | Consider in budget formulation   |
| Condition of Airport Lane   | Advised that Airport Lane was currently being re-sheeted                      | Resheeting of Airport Lane in progress   |
| Yacht Club propose to upgrade their jetty   | Discussion regarding options for this include a swimming enclosure / platform | Strategic Plan consideration   |
| Query regarding status of recycling   | Residents often want recycling but are reluctant to pay for the service       | Consider as part of next kerbside waste collection tender                                  |

(Continued)



**COUNCIL – 5 JULY 2019**

**C182 PUBLIC CONSULTATION MEETINGS**

**CONT'D:**

**5 JUNE 2019 – CUMMINS COUNCIL CHAMBERS**

| <b>Issue / Question</b>   | <b>Council response at Meeting</b>   | <b>Action Taken / Proposed</b>  |
|---|--|---|
| Condition of Cemetery Hill Road, Cockaleeche Hall Road, the Goat Track, Breed’s Road, Lawrence Road and Douglas Hill Road | The region had experienced a significant dry period whereby Council had been unable to grade contributing to the current state of the roads.           | Grading in progress   |
| Council barely holding their own with roads, not improving as envisaged   | Acknowledged, noting seasonal conditions have not been favourable  | Two external graders engaged until 30 June 2019 in support of Council graders |
| What has come from the Health & Ageing Report   | ECDO provided with more hours to address some of the actions arising. Council working with EPLGA Health working party to access more services          | ECDO to review the plan and consider actions                                  |
| Health was the number one prior for the community with issues such as GP retention and succession paramount.              | Taken on notice.   | Council to represent local GP’s in discussion / approaches to government      |
| General rate increased noted but many people can’t afford it  | Advised of Council’s hardship policy and the ability for people to apply for a postponement of rate payments   | N/A   |
| Railway Terrace condition   | Acknowledged cracking and drainage issues  | Strategic plan / future budget consideration                                  |
| Traffic movement through Cummins given closure of rail  | Discussed options for use of rail corridor and advised that a traffic consultant is to be engaged by DPTI to review traffic movement through the town. | Work with traffic consultant  |

**RECOMMENDATION    SCSO**  
**“Noted.”**

**C185 BUDGET CONSIDERATIONS**

**(1) 2018-19 Financial Year General Surplus / Deficit**

As part of the formulation of the 2019-20 draft Annual Business Plan and Budget staff undertook an initial general surplus / deficit calculation in April 2019 which realised a \$311,000 cash surplus exclusive of any carryover projects.

A further assessment of the general surplus / deficit conducted in late June 2019 has the general surplus estimated at \$510,000 exclusive of carry over projects being an increase of \$199,000 from the initial review.

In reviewing the general surplus it has been identified that Council has made some significant savings in the following areas:

- Administration salaries and training through under employment
- Computer and IT Support
- Routine maintenance lines
- Garbage Collection & Disposal Contract
- Plant Purchases & Repairs

It cannot be expected that such savings will be realised in future years, however the additional \$199,000 general surplus saving presents an opportunity to offset costs in future years, and the following is suggested:-

**1. Reduction in Minor Capital Structure Loan Borrowings**

The draft Annual Business Plan and Budget includes the borrowing of \$20,000 and \$60,000 to undertake the construction of the Cummins Cemetery Gazebo and the Tulka Shade Sails respectively.

Whilst the proposed structures are new capital buildings, Council's Strategic Plan and Long Term Financial Plan have these particular projects being funded from general revenue which is also inline with Council's historical practices for the funding of minor capital works.

Through funding these projects from general revenue Council will also save an additional \$20,200 in interest over a 10 year loan agreement.

It is recommended that Council allocate \$80,000 of the general surplus from the 2018/19 year to offsetting loan borrowings associated with the construction of the Cummins Cemetery Gazebo and the Tulka Shade Sails.

(Continued)

**C184 BUDGET CONSIDERATIONS**

**CONT'D:**

**(1) 2018-19 Financial Year General Surplus / Deficit**

**Cont'd:**

**2. Bratten Way Funding**

As Council are aware due to the experienced and forecast pavement failures on the Bratten Way it is forecast that Council will be required to rehabilitate 25.5 kilometres of this road at an estimated cost of \$17.62m over the next 10 years. It is envisaged that this work be undertaken on the provision of receiving Special Local Road Program (SLRP) Funding on a 2:1 basis.

Even with SLRP funding Council's modelling indicates that Council will still need use \$2.92m of general revenue and borrow \$2.95m over the life of the project.

To enable the repayment of the \$2.95m loan borrowings Council would require rate rises totalling 3.50% being 1.50% in each of 2020-21 & 2021-22 and 0.50% in 2022-23.

The modelling undertaken provides for a portion of the projects annual costs to be funded from general revenue with \$257,400 being the allocated amount in 2019-20.

Due to Council increasing its road works in the 2019-20 budget in other areas the allocation currently being attributed to the Bratten Way Rehabilitation project is \$180,500 which is \$76,900 less than initial modelling.

So that Council can best mitigate any potential rate rise associated with the repayment of the Bratten Way Rehabilitation loan borrowings it is recommended that Council allocate \$76,900 of the general surplus from the 2018/19 year to the Bratten Way Rehabilitation reserve.

***RECOMMENDATION SCSO***

***"That Council considers an allocation \$156,900 of the 2018/19 general surplus in the 2019-20 financial year as follows:***

- \$ 20,000 ***Remove Cummins Cemetery Gazebo Loan Borrowings***
- \$ 60,000 ***Remove Tulka Shade Sail Loan Borrowings***
- \$ 76,900 ***Bratten Way Rehabilitation Reserve"***

**C184 BUDGET CONSIDERATIONS**

**CONT'D:**

**(2) Information Technology Enhancements - \$20,000**

For the past 2 financial years Council has allocated \$10,000 per annum to review and improve IT systems and processes which has resulted in:

- Improved data outputs and staff efficiencies in processing payroll
- Improved systems and processes in processing routine debt collection resulting in staff efficiencies
- Upskilling staff to extract data and develop reports resulting in staff efficiencies, reliable reporting and improved system maintenance.

The 2019-20 budget does not contain any allocation for continuing the improvement of Council's IT Systems and processes, however staff believe there is merit in continuing this work with an allocation to fund following projects:

**Infringements / Expiations**

Council currently issues expiation notices for parking, animal control and fire prevention infringements which are still recorded via a manual paper / carbon copy system with no relation back to Councils financial management system Authority to ensure expiations are paid or followed up in the event of non-payment.

Council does not currently actively patrol the Port Lincoln Airport carparks and with the introduction of Council by-laws there is a potential in the future that patrols for compliance may be required around boat ramps and camping increasing the number of expiations issued for non-compliance.

To enable accurate recording and processing and to improve staff efficiencies in issuing of all expiations in the future staff recommend the implementation of the Authority Infringements / Expiations module.

**Online Camping Permits**

Council currently have two (2) managed camping grounds at Farm Beach and Louth Bay which operate on a \$10.00 per night honesty box system with carbon copy receipts acting as permits.

Given todays society is becoming more cashless staff feel that an online permit system for the camping grounds would be a welcome addition to these sites.

Campers would be directed to Council's website whereby they would select the camp ground they were staying at, input their details including vehicle registration numbers, select the range of dates that they were looking at staying and pay the calculated fee via credit card.

(Continued)

**C184 BUDGET CONSIDERATIONS**

**CONT'D:**

**(2) Information Technology Enhancements**

**Cont'd:**

The General Inspector would then have the ability to download all current camping permits and verify the vehicle registration numbers at camp grounds when undertaking routine inspections for compliance.

This system could also be enhanced to include boat ramp permits should Council seek to impose boat ramp fees in the future.

***RECOMMENDATION SCSO***

***“That Council considers an allocation of \$20,000 in the 2019-20 financial year to undertake enhancements of Council’s Information Technology Systems.”***

**(3) Supplementary Council Election - \$10,000**

With the passing of Councillor Geoff Bayly, Council policy dictates that Council will hold a ‘supplementary election’. This process will be largely run by the Electoral Commission in Adelaide who will call for nominations from the public for the single vacancy. If more than one person nominates for the position, a postal election will be held in a similar manner to the full Council elections last year, however if only one person nominates, they will be duly elected. It is recommended that Council allocate \$10,000 in the 2019-20 budget to facilitate the election process.

***RECOMMENDATION MCS***

***“That Council considers an allocation of \$10,000 to undertake a Supplementary Council Election in the 2019-20 Financial Year.”***

**C184 BUDGET CONSIDERATIONS**

**CONT'D:**

**(4) Disability Access and Inclusion Plan - \$10,000**

Council must prepare a 4-year plan in consultation with community members with disability by October 2020 under the Disability Inclusion Act 2018. The Plans must include strategies to support people with disability in the following areas:

- access to the built environs, events and facilities;
- access to information and communications;
- addressing the specific needs of people with disability in its programs and services;
- employment

As alluded to at the February Council meeting, staff will be seeking to prepare a combined plan with the City of Port Lincoln and the District Council of Tumby Bay in an effort to reduce costs, however it is still expected that Council's contribution for the preparation of this plan will be in the vicinity of \$10,000. An allocation of this amount may continue to be requested in upcoming years for any implementation requirements arising from the plan for disabled access initiatives.

***RECOMMENDATION MCS***

***"That Council considers an allocation of \$10,000 to prepare a Disability Access and Inclusion Plan in the 2019-20 financial year."***

**C186 BUDGET DOCUMENTS**

Amendments to the Draft Budget need to be considered by Council following consideration of written submissions, feedback received at the Annual Business Plan meetings and as a result of further information now known to Council.

Items identified by staff as issues that require amendment to the draft budget will be provided at the meetings.

***RECOMMENDATION CEO***

***"That the Draft Budget be amended to include the following changes:-***

.....  
.....

***And be presented for adoption at the Council meeting to be held 19 July 2019."***

## COUNCIL – 5 JULY 2019

### **C187 RATES MODELLING**

Staff have prepared three rating models for Councillors consideration using fixed charges of \$480, \$485 and \$490 which will be provided to Councillors at the meeting.

The models are designed to provide Councillors with an understanding on the impact that varying the fixed charge has on annual rates payable on a variety of properties with different capital valuations.

***RECOMMENDATION***    ***SCSO***  
***“Noted.”***

### **C188 2018-19 RATE COMPARISONS**

Staff have undertake a review of Council's 2018-19 rating levels against selected similar sized / composition Councils which will be provided under separate cover.

***RECOMMENDATION***    ***MCS***  
***“Noted.”***

### **C189 GENERAL BUSINESS**