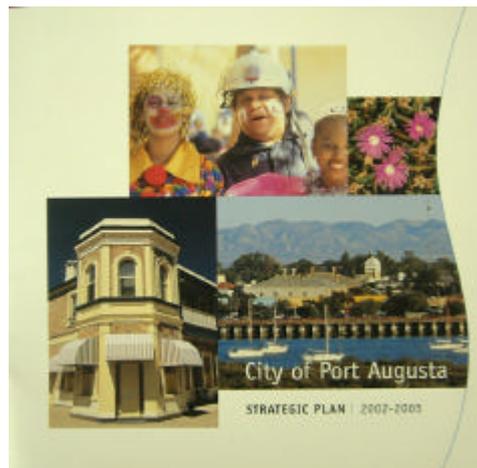


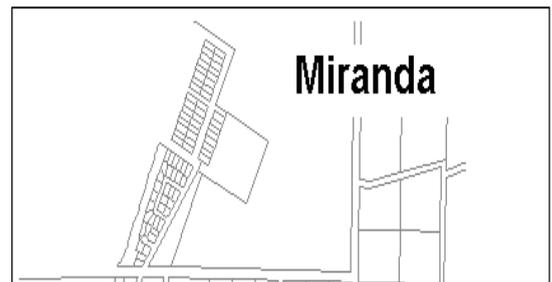
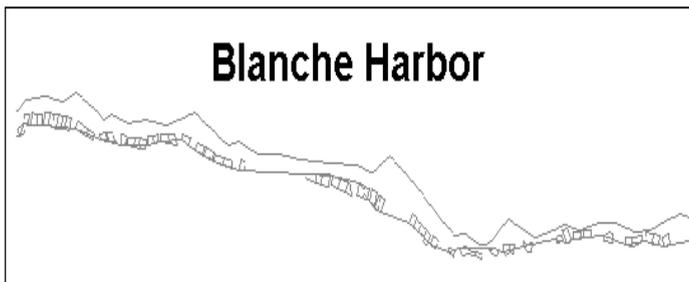
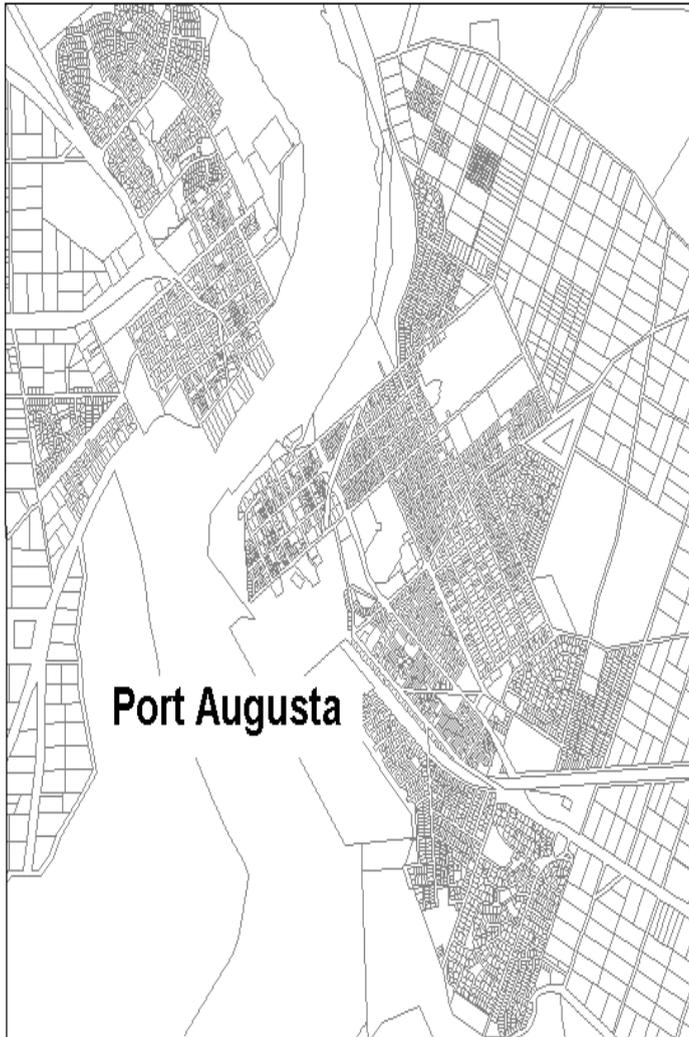
[www.portaugusta.sa.gov.au](http://www.portaugusta.sa.gov.au)

# Annual Report Corporation of the City of Port Augusta



02/03

Email : [admin@portaugusta.sa.gov.au](mailto:admin@portaugusta.sa.gov.au)



# Council Boundaries

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## 1.0 OUR MISSION

To create and sustain a safe and vibrant community where people want to live, work, play and visit.

## 2.0 OUR VISION

A harmonious, unique, vibrant community and environment.

## 3.0 OUR GOALS

The Port Augusta City Council's Strategic Plan was adopted by Council on the 9<sup>th</sup> September 2002, a copy of which is located on Council's website at [www.portaugusta.sa.gov.au](http://www.portaugusta.sa.gov.au) under eSERVICES. Our Strategic Plan goals are :-

- |        |  |
|--------|--|
| Goal 1 | Our community feels safe   |
| Goal 2 | Best practice in community programs  |
| Goal 3 | A positive and progressive image of our City   |
| Goal 4 | Economic growth for long-term benefit  |
| Goal 5 | Optimise use and management of the City's financial and physical resources                                       |
| Goal 6 | Effective maintenance, management and enhancement of the City's infrastructure assets                            |
| Goal 7 | Effective management and maintenance of the City's unique environment  |
| Goal 8 | A professional, effective, efficient and customer-focused organisation, responsive to the needs of the community |

Each of these goals have a number of key strategies and performance objectives attached to them. All initiatives identified and implemented against each key strategy/performance objective are submitted to Council through the relevant Key Committee for adoption. All activities that have been implemented in line with the above goals during the reporting period and projections for the 2003/2004 financial year are detailed in Appendix E.

Reporting mechanisms will be developed to provide feedback on outcomes and benefits for all activities during 2003/2004.

## 4.0 CITY MANAGER'S REPORT

2002/2003 has been a most productive and busy year. As the relatively new City Manager, I am pleased to indicate that the year was indeed one of strong achievement with a number of large projects getting underway or coming to completion. In any organisation, the staff are the most valued asset and things just simply don't happen without the dedication and resourcefulness of a good staff working towards Council's stated goals and objectives.

Whilst significant projects and change have been exciting, I should highlight the fact that the day to day operations of Council are equally as important. Without the efforts of the entire staff (trainees, volunteers and other supporters), undertaking various tasks, (many of which are deemed to be the non-traditional services by Local Government), the City would simply not function. Rates, roads and rubbish (the three R's) are acknowledged as important and necessary functions of Council, but the Port Augusta City Council can be

equally proud of its non-traditional services such as; Aged Care, Child Care, Children with Special Needs, Substance Misuse Services and Sobering Up Unit, and the expanding services within our new Social Vision Unit.

One of the boldest actions of the Council for the year was the decision to make a significant allocation (in excess of \$½m) to establish a new operational division of the Council, known as the Social Vision Unit. The Unit has the task of implementing the Social Vision Action Plan and other appropriate strategies. The Unit is addressing two of the top three goals (from the Strategic Plan) i.e. Goal 1 "Our Community Feels Safe" and Goal 3 "A Positive and Progressive Image of our City". Already there is clear evidence of achievements in this area.

Following the adoption of the Strategic Plan, this led to two important innovations by Council. Council Wards were subsequently abolished (and the General Elections in May 2003 were conducted for the first time in a "no ward" environment); and the Portfolio System was taken up in earnest with portfolios being allocated to Elected Members in line with the 8 key goals within the Strategic Plan.

Goal 4 of the Strategic Plan – "Economic Growth for Long-Term Benefit" has been an area in which I have taken a personal interest. Notably, work on the foreshore (eastside) has been significant. With the assistance of an external Consultant (David Shetliffe) and the Northern Regional Development Board (Andrew Eastick), the Oasis Apartments (John Culshaw, Pentroth Pty. Ltd.) was all but set-up and ready for construction by the end of the reporting year. Projects of this scale have a long gestation period and it will be very satisfying to see the "turning of the first sod".

I don't believe it is an overstatement in saying that the proposed Oasis Apartments, plus the extensive proposed Council landscaping of the foreshore will be a major milestone in Port Augusta's history. The development of the foreshore will indeed be the catalyst for other future exciting projects. Other significant economic development related projects that have been tackled during the year, and are at various stages of completion or involving preliminary facilitation, include :-

- Facilitation of Betta Electrical Store (expected to be under construction early 2004)
- Facilitation of proposed Discount Department Store (DDS) (expected to be under construction mid 2004)
- Facilitation of proposed Boat Mooring Facility (expected to be under construction early 2004)
- Facilitation of proposed Lifestyle/Retirement Village (expected to be under construction late 2004)
- Intermodal/Industrial Estate – slow progress but expected to gain momentum due to the Alice Springs/Darwin Rail Link which is expected to be completed late 2003
- Pichi Richi Railway – support and funding by Council for the refurbishment of the locomotive known as the NM25. Also there has been significant financial assistance provided by Council towards the escalating public liability insurance.
- Town Hall – ongoing work in facilitating the proposed refurbishment.

I look forward to the new financial year – 2003/2004 with strong optimism. With a number of new initiatives coming on-stream (with considerable facilitation and background work already undertaken), the transformation of the foreshore, coupled with social reforms (emanating from the work of the Social Vision Unit), means that Port Augusta is a "changing City" with tremendous potential for a sustained long-term future of growth and prosperity. I look forward to being part of it. Finally, other work of Council and its staff is detailed in the following pages of this report; and I want to sincerely thank everyone for their contribution over the year.

**JOHN STEPHENS**  
**CITY MANAGER (CHIEF EXECUTIVE OFFICER)**

**5.0 MEMBER INFORMATION**

**5.1 COUNCIL MEMBERSHIP 2002/2003 (at 30<sup>th</sup> June 2003)**

**20/05/03 – 30/06/03**  
**NO WARDS**

**MAYOR**

Mrs. N.J. Baluch (Joy)  
76 Stirling Road, Port Augusta  
(PO Box 538, Port Augusta)

**COUNCILLORS**

Cr. G. Clark (Geoff)  
U 9/10 Mitchell Terrace, Port Augusta West  
(PO Box 1781, Port Augusta)

Cr. J. Veen (John)  
16 Edith Street, Stirling North  
(PO Box 2057, Port Augusta)

Cr. F.J. Paynter (Fran)  
24 Sanderson Street, Port Augusta West

Cr. A.T. Mitchell (Tony)  
22 Eyre Highway, Port Augusta West  
(PO Box 310, Port Augusta)

Cr. C.F. Hutchison (Colleen) **DEPUTY MAYOR**  
57 Augusta Terrace, Port Augusta  
(PO Box 340, Port Augusta)

Cr. A.F. Morris (Alan)  
Lot 3 Eyre Highway, Port Augusta West  
(PO Box 2269, Port Augusta)

Cr. P.E. Greagen (Phil)  
3 Mulhall Street, Port Augusta  
(PO Box 1705, Port Augusta)

Cr. M. Penglase (Mick)  
3 High Street, Port Augusta  
(PO Box 660, Port Augusta)

Cr. C.R. Pycroft (Christene)  
7 Woodroffe Court, Port Augusta West

## **5.2 RESIGNATION - CR. DENNIS BAILEY (Effective 14<sup>th</sup> JUNE 2002)**

After serving as a Councillor for 7 years, Cr Dennis Bailey reluctantly resigned his position as Councillor for West Ward, following his acceptance of an employment position in the Northern Territory.

Nominations were called for this position, closing at 12 noon on 12<sup>th</sup> September 2002 with only one nomination being received. Therefore, Edith Anne Kroes was declared elected unopposed for the West Ward.

## **5.3 ELECTED MEMBER'S ALLOWANCES & BENEFITS**

### *5.3.1 Member's Allowances*

- The Mayoral Allowance was set at \$20,000pa, payable monthly in arrears;
- The Deputy Mayor and the Presiding Member of the City Image Committee, as well as the Infrastructure & Environment Committee allowances were set at \$5,200pa, payable monthly in arrears;
- The Council Member's Allowance was set at \$4,000pa, payable quarterly in arrears.

### *5.3.2 Member's Reimbursement of Expenses*

The reimbursement of travelling expenses and childcare expenses was provided to all members, where and if appropriate, in accordance with the Local Government (Members Allowances & Benefits) Regulations 1999.

### *5.3.3 Expenses Requiring Council Approval*

The Council decided that the Mayor be provided with a mobile phone, facsimile and a computer (which was connected to the Council network system at the Municipal Office), in performing or discharging official duties and functions.

### *5.3.4 Provision of Facilities & Support*

Where a member is required to attend a day time meeting or travel to a function on behalf of the Council during normal working hours, either :-

- a) a Council vehicle is to be provided; or
- b) if another person is required to take the place of a member for work or business reasons, a proportion of the costs of that replacement is reimbursed on evidence being provided to the Chief Executive Officer; or
- c) a combination of both.

The reimbursement will either be the actual cost (on evidence being provided), or a sum equal to the relevant proportion of the average weekly wage. The responsibility for claiming reimbursement rests with the Council member, but must be submitted within a reasonable time of the event occurring.

## 5.4 **ELECTOR REPRESENTATION REVIEW**

Pursuant to Section 12 (4) of the Local Government Act 1999, the Port Augusta City Council conducted an Elector Representation Review during the reporting period.

The review included the following processes :-

5.4.1 Public Consultation was undertaken via The Advertiser, the Transcontinental, Council's Website and Government Gazette.

**Note: This process resulted in 2 submissions being received with 1 indicating they wished to be heard in respect to their submission.**

5.4.2 Council at its Special Meeting held on 20<sup>th</sup> November 2002 after taking into consideration submissions made during its public consultation process, resolved to adopt the following proposal in relation to the structure of Port Augusta City Council :-

- a) Mayor as the principal member of the Council; and
- b) There will be nine (9) elected members; and
- c) Council will have **no Wards**.

5.4.3 A Certificate in the form of a letter dated 26<sup>th</sup> November 2002 from the State Electoral Office concluded that the review had been conducted appropriately and had applied with the requirements of Section 12 of the Local Government Act, 1999.

5.4.4 Section 12 (18) provides for the revised representation arrangements to take effect as from the day of the first general election held after the expiration of five months from notice in the SA Government Gazette, which was 5<sup>th</sup> December 2002.

5.4.5 The new structure for Council commenced with the "Swearing In" of the new Council on the 20<sup>th</sup> May 2003.

## 5.5 **REPRESENTATION QUOTA**

<b>Council</b>	<b>Number of Electors</b>	<b>Elected Members including Mayor and Area Councillors if Applicable</b>	<b>Ratio Elected Members to Electors 1:00</b>
<b>Port Augusta</b>	<b>9819</b>	<b>10</b>	<b>981</b>
Port Pirie	12548	13	965
Murray Bridge	13331	10	1333
Victor Harbor	12180	11	1107
Port Lincoln	10092	11	917

## 6.0 **INFORMATION STATEMENT**

### 6.1 **STRUCTURE AND FUNCTIONS OF THE COUNCIL**

#### 6.1.1 *Full Council*

Full Council, consisting of nine (9) Councillors and the Mayor, is the decision making body on all matters. Ordinary meetings of the full Council are held on every third Monday of the month at 7:00 pm (except public holidays when meetings are held on the following evening) and members of the public are welcome to attend.

### 6.1.2 Key/Standing Committees

Key/Standing Committees are established in an endeavour to streamline Council business. In most cases the majority of discussion and debating happens within the Committee structures, as they are not as formal as a normal Council meeting. It is more likely that visitors have an opportunity to place information before Committees rather than Council meetings. However, visitors must make prior arrangements with the Mayor, Chairperson of the Standing Committee or the Chief Executive Officer, to meet with the relevant Committees.

As at the 30<sup>th</sup> June 2003, the current Key/Standing Committees are:-

- City Image Committee
- Infrastructure & Environment Committee

### 6.1.3 Other Committees/Advisory Committees

Other committees of the Council meet from time to time to make recommendations to the full Council.

The Local Government Act provides that Council may establish Committees consisting of, or including, persons who are not members of the Council for the purposes of enquiring into and reporting to the Council on any matters within the Council's responsibilities (ie. Advisory Committees).

As at the 30<sup>th</sup> June 2003, Other Committees/Advisory Committees include:-

- a) Aboriginal Advisory Committee (*sub-Committee of the Social Vision Committee*)
- b) Development Assessment Panel (assessment of development applications)
- c) OHS&W Working Committee
- d) PA Junior Sports Assistance Foundation
- e) Social Vision Committee
- f) Fire Safety Committee (established pursuant to the provisions of the Development Act 1993 and makes its own decisions)

### 6.1.4 Sitting Fees – Aboriginal Advisory Committee Members

The Council decided to set the following level of sitting fees for Members of the Aboriginal Advisory Committee:-

- Chairperson or Acting Chairperson \$40 per meeting; and
- Other Members \$30 per meeting.

### 6.1.5 Proceedings of Council and Council Committees

A meeting of a council or a council committee must be conducted in a place open to the public. A Council committee includes a sub-committee and an advisory committee established by the council.

A council or council committee may order that the public be excluded from attendance at the meeting in order to enable the meeting to consider in confidence:-

- Section 90(3) (a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead);
- Section 90(3)(b) information the disclosure of which –
  - (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
  - (ii) would, on balance, be contrary to the public interest;
- Section 90(3)(c) information the disclosure of which would reveal a trade secret;
- Section 90(3)(d) 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 of a third party; and
  - (ii) would, on balance, be contrary to the public interest;
- Section 90(3)(e) matters affecting the security of the council, members or employees of the council, or council property, or the safety of any person.
- Section 90(3)(f) information the disclosure of which could reasonably be expected to prejudice the maintenance of law, including by affecting (or potentially affecting) the prevention, detection or investigation of a criminal offence, or the right to a fair trial;
- Section 90(3)(g) matters that must be considered in confidence in order to ensure that the council does not breach any law, order or direction of a court or tribunal constituted by law, any duty of confidence, or other legal obligation or duty;
- Section 90(3)(h) legal advice;
- Section 90(3)(i) information relating to actual litigation, or litigation that the council or council committee believes on reasonable grounds will take place, involving the council or an employee of the council;
- Section 90(3)(j) information the disclosure of which:–
  - (i) would divulge information provided on a confidential basis by or to a Minister of the Crown, or another public authority or official (not being an employee of the council, or a person engaged by the council); and
  - (ii) would, on balance, be contrary to the public interest;
- Section 90(3)(k) tenders for the supply of goods, the provision of services or the carrying out of works;
- Section 90(3)(l) – Gazette 22/5/03 Page 2015.

- Section 90(3)(m) – information relating to a proposed amendment to a Development Plan under the Development Act 1993 before a Plan Amendment Report relating to the amendment is released for public consultation under that Act;
- Section 90(3)(n) – information relevant to the review of a determination of a council under the Freedom of Information Act 1991.

A person who, knowing that an order is in force, enters or remains in a room in which a meeting of the council or council committee is being held is guilty of an offence and liable to a penalty not exceeding \$500 and if such a person fails to leave the room on request it is lawful for an officer of the council or a member of the police force to use reasonable force to remove him or her from the room. In this case, the 'public' includes officers of the council, but does not include members of the council or council committee or any other person permitted to be in the room by the council or council committee.

Where an order is made to exclude the public, a note must be made in the minutes of the making of the order and of the grounds on which it is made, as well as, the duration of the order.

During the reporting period, Council considered 14 items in confidence. Of the 14 items considered 2 became public decisions and no confidential orders were issued. From the remaining 12 items, 7 remained confidential for a period of 3 month or less, none were for the period 3-6 months and 5 items remained in confidence for a period of 6-12 months.

The reasons for considering the 14 items in confidence are summarised below (9 times there were multiple reasons for confidentiality and 5 times for a single reason) :-

Subsection	No of times used
a	1
b	1
c	7
d	5
e	3
f	-
g	-
h	5
i	1
j	-
k	-
l	1
m	-
n	-

#### 6.1.6 Notice of Meetings

In the case of the Corporation of the City of Port Augusta (it being a Municipal Council), ordinary Council and committee meetings may not be held before 5:30 pm, unless the Council or committee resolves otherwise by a resolution supported unanimously by all members of the Council or committee.

At least three days before the date of meetings, the Chief Executive Officer must give notice of the meeting and supply a copy of reports to all members and cause a copy of the agenda to be placed on public display.

The purpose of displaying the information is to inform interested parties of the matters to be considered, in order that they could in whatever way appropriate, make their views known to Council, or attend the meeting to hear the debate and the outcome.

#### 6.1.7 *Minutes*

The Chief Executive Officer must cause minutes to be kept of the proceedings at every meeting of the council or council committee. Each member must within five days after the meeting, be supplied with a copy of all minutes of the proceedings.

A copy of the minutes must be placed on public display in the principal office within five days after the meeting. Any person is entitled to inspect the minutes, reports to the Council or committee and the budget or other financial statement adopted by the Council. A person is entitled upon payment of a fee fixed by the Council, to obtain a copy of any documents available for inspection.

## 6.2 PUBLIC PARTICIPATION

### 6.2.1 *Council Meetings*

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

- a) *Elected Members*  
Members of the public can contact their Elected Members of Council to discuss any issue relevant to Council.
- b) *Written Requests*  
A member of the public can write to the Council on any Council practice, procedure, activity or service.
- c) *Petitions*  
Written petitions can be addressed to the Council on any issue within the Council's jurisdiction.
- d) *Deputations*  
A request to appear must include a statement of the reasons why the deputation wishes to appear. With the permission of the Committee Chairperson or the Mayor, a member of the public can address a Committee or the Council personally or on behalf of a group of residents. A deputation may consist of one person.

### 6.2.2 *Community Consultation*

There are now statutory requirements for public consultation on a range of issues, as well as general local items of interest (eg. foreshore redevelopment, bylaws, Social Vision & Action Plan etc) :-

- a) *Reserve Development*  
Local residents may be consulted on the types of facilities and equipment during the design of some reserves.

b) *Meetings of Electors*

All residents and electors are eligible to attend meetings to decide leasing arrangements for Council reserves by local community groups.

c) *Development Applications*

Residents are notified of some Development Applications requiring the approval of the Development Assessment Panel (a requirement of the Development Act 1993).

A number of applications are exempted from public notification by the Development Act. When an application is publicly notified, residents have the opportunity both to write to Council expressing their view of the application and to subsequently address the Council before a decision is made.

**6.3 ACCESS TO COUNCIL DOCUMENTS***6.3.1 Documents Available for Inspection*

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

a) *Local Government Act 1999*

Section 131(8)	Annual Report	Free
Section 79(4)	Members Allowances	\$5-00 per entry
Section 84(3)	Notice of Council Agenda	20¢ per page
Section 88(3)	Notice of Committee Agenda	20¢ per page
Section 91(6)	Minutes & Reports	\$20-00 per month or 20¢ per page (payable monthly in advance)
Section 105	Register of Staff Salaries	\$5-00 per entry
Section 174(2)	Assessment Book	\$5-00 per entry
Section 231(4)	Street Register	\$5-00 certified copy or 20¢ per page

b) *Local Government (Elections) Act 1999*

Section 15(15)	Voters Roll	\$5-00 per unit
----------------	-------------	-----------------

*6.3.2 Fees & Charges as at 30<sup>th</sup> June 2003*a) *Dog & Cat Management Act 1995*

Registration Pensioner owned dogs	\$10	Registration De-sexed dogs	\$10
Registration	\$20	Therapeutic Dogs	\$-
Working Dogs	\$5	Registration Pensioner De-sexed	\$5
Guide Dogs	\$-	Greyhounds (registered)	\$10

Seizure & Detention	\$10 each or part 24 hours
Pound Fees	\$30

**Dog offences :-**

wandering at large	\$75
any other expiation	\$75 (min)
late payment of expiation fee	\$30

*b) Development Act Application Fees*

<u>CLASS</u>	<u>STRUCTURE</u>	<u>\$ per m<sup>2</sup></u>
1	House and Similar	\$1-59
2	Flats, Home Units	\$1-59
3	Other Residential Buildings & Residential Parts of Buildings	\$2-12
4	A Residence in a Building Class 5,6,7,8, or 9	\$1-59
5	Offices	\$2-12
6	Shops	\$2-12
7	Storage Buildings	\$1-41
8	Laboratories, Factories Workshops, certain Laboratories & Workshops	\$1-41
9a	Public Health Care Buildings	\$2-41
9b	An Assembly Building	\$2-19
10	Out Building and other miscellaneous structures	\$0.48

*c) Demolition*

Divide the appropriate figure for the class of building by 5.  
 (eg.) Class 1 = \$1-59 ÷ 5 = .31¢ per m<sup>2</sup>.

*d) Retaining Walls or Unusual Structures*

Surface area of wall or structure (ie. height × length) × .48¢ per m<sup>2</sup>.

*e) Lodgement Fees*

- \$30-20 (work under \$5,000)
- \$71-90 (work \$5,000 - \$10,000)
- \$71-90 (work \$10,000 – \$100,000)
- \$71-90 (work over \$100,000)

f) *Planning Fees*

\$18-75 (work up to \$5000)  
 \$18-75 (work \$5,000 - \$10,000)  
 \$61-50 (work \$10,000 - \$100,000)  
 (over \$100,000 is 0.1% of development cost)  
 If the use is "non-complying" \$61-50

g) *Building Fees*

\$33-30 (work under \$5,000)  
 \$33-30 (work \$5,000 - \$10,000)  
 work \$10,000 – \$100,000 (depends on floor area)  
 work over \$100,000 (depends on floor area)

h) *Certificate of Occupancy*

\$6-50 (everything other than Class 10 and in excess of \$5,000)

i) *Development Inspection Fees*

Development Act S.31(3) :	Development Plan	\$27-00
Development Regulations R.34(2) :	Application Copies	\$20-00
Development Regulations R.99(4)(5) :	Document Inspections	\$20-00
Development Regulations R.100(4) :	Register Inspection	\$20-00

j) *Cemetery Fees (includes GST)*

<u>Stirling North</u>	lawned section	\$1,331.00
<u>Cemetery</u>	un-lawned section	\$803.00
	Infant/baby – 4'6" grave	\$655.50
	cremated remains Niche Wall	\$720.50
<u>Port Augusta</u>	grave sites (hand dug)	\$407.00
<u>(Carlton Pde)</u>	grave sites (backhoe)	\$341.00
	re-open grave sites (hand dug)	no re-open grave
	re-open grave sites (concrete tops)	no re-open grave
	cremation section (including plaque)	not applicable
<u>Westside Cemetery</u>	grave sites (hand dug)	\$583.00
	grave sites (backhoe)	\$473.00
	re-open grave sites (hand dug)	\$583.00
	re-open grave sites (concrete tops)	\$720.50
	cremation section (including plaque)	\$720.50

### 6.3.3 *Other Information Requests*

Requests for other information not included in clause 6.3.1 above will be considered in accordance with the Freedom of Information provisions of the Local Government Act. Under this legislation, an application fee and a search fee of \$21.50 must be forwarded with the completed request form as provided for in Regulation No. 275 of 1991. Should the applicant require copies of any document inspected pursuant to a Freedom of Information request, the charges set out in clause 6.3.1 will apply.

As at the 30<sup>th</sup> June 2003, the officer responsible for Freedom of Information Requests was:-

**Mr. JG Stephens, City Manager  
Port Augusta City Council (PO Box 1704)  
PORT AUGUSTA SA 5700**

Forms are available on request from the Council Offices during normal working hours (9am – 5pm).

Applications will be responded to as soon as possible within the statutory 30 days of Council receiving the properly completed Freedom of Information Request Form, together with the application and search fees.

In 2002/2003 Council received no Freedom of Information requests.

### 6.3.4 *Amendment of Council Records*

A member or the public may gain access to Council documents to make amendments concerning their personal affairs by making a request under the Freedom of Information Act 1991 (Section 31). A member of the public may then request a correction to any information about themselves that is incomplete, incorrect, misleading or out of date by completing a Freedom of Information Request Form, as indicated above, outlining such information as is necessary to complete the Council's records or bring them up-to-date.

## **6.4 REGISTERS, CODES OF PRACTICE & STATUTORY PROCEDURES**

### 6.4.1 *Registers*

The following are standard registers required to be kept by Council:-

- a) Members' Register of Interest;
- b) Members' Register of Allowances & Benefits;
- c) Officers' Register of Remuneration, Salaries and Benefits;
- d) Officers' Register of Interest;
- e) Community Land;
- f) Public Roads;
- g) Bylaws

### 6.4.2 *Statutory Codes of Practice*

- a) Access to Council Meetings, Council Committees & Council Documents
- b) Council Employees Code of Conduct
- c) Council Members Code of Conduct

6.4.3 *Statutory Policy/Procedure :-*

- a) Internal Review of Council Decisions
- b) Making of Orders
- c) Contracts and Tender Procedures
- d) Public Consultation Policy
- e) Rating Policy

6.4.4 *Local Government (Elections) Act 1999*

- a) Campaign Donation Returns prepared by candidates

**6.5 LISTING OF COUNCIL'S POLICIES**

- [POLA0033](#) AM Ramsay Village & Nerrilda Nursing Home - Admission & Discharge
- [POLA0004](#) AM Ramsay Village – Smoking
- [POLA0090](#) Annual Reports Submitted by Officers of the Council
- [POLA0005](#) Apprentices - Expenses
- [POLA0089](#) Australian Arid Lands Botanic Garden – Environmental Protection Requirements
- [POLA0142](#) Australian Arid Lands Botanic Garden – Living Collections
- [POLA0008](#) Australian Workers Union - Membership
- [POLA0113](#) Business Rate Rebate
- [POLA0086](#) Cemetery Management
- [POLA0003](#) Central Oval Hire
- [POLA0011](#) Child Care Centre - Child Care
- [POLA0015](#) Common Effluent Drains
- [POLA0144](#) Community Assistance Program (Men's Shed)
- [POLA0095](#) Community Donations
- [POLA0098](#) Community Rate Rebate
- [POLA0141](#) Council Building Inspection Policy
- [POLA0077](#) Council Member's Grievances against Employees
- [POLA0016](#) Council Representatives on Boards & Organisations
- [POLA0085](#) Council Volunteers
- [POLA0048](#) Development Act - Additional Building Work

- [POLA0051](#) Development Act - Carparks
- [POLA0052](#) Development Act - Cut-off Date for Applications
- [POLA0054](#) Development Act - Notice to Councillors
- [POLA0055](#) Development Act - Painting of Buildings
- [POLA0056](#) Development Act - Painting of Buildings
- [POLA0060](#) Development Act - Relocation of Transportable Dwellings
- [POLA0061](#) Development Act - Relocation of Transportable Dwellings
- [POLA0129](#) Discipline/Termination of Employees (Procedures)
- [POLA0138](#) Emergency Facilities & Procedures
- [POLA0127](#) Employees – General Grievance Procedures
- [POLA0094](#) Equal Employment Opportunity
- [POLA0128](#) Excavation & Reinstatement of Council Roads, Footpaths or Properties
- [POLA0126](#) Foreshore Beaches, Jetties & Launching Ramps
- [POLA0025](#) Hoardings
- [POLA0026](#) Housing Rentals - Review
- [POLA0028](#) Leases
- [POLA0131](#) Library Security
- [POLA0132](#) Library – Unattended Children
- [POLA0029](#) Limited Liquor Licence Applications – Processing of (was Licenced Premises)
- [POLA0032](#) Miranda
- [POLA0036](#) Nerrilda Nursing Home - Complaints Mechanism
- [POLA0039](#) Nerrilda Nursing Home - Smoking
- [POLA0040](#) Nerrilda Nursing Home - Health Focus Day Therapy Centre
- [POLA0047](#) Pigeon Keeping
- [POLA0064](#) Plant, Machinery & Equipment - Sporting & Community Bodies
- [POLA0137](#) Pool – Unattended Children
- [POLA0134](#) Probationary Appointment & Assessment
- [POLA0121](#) Public Consultation

<a href="#">POLA0125</a>	Rating - Flats
<a href="#">POLA0143</a>	Rating Policy 2002/2003
<a href="#">POLA0002</a>	Rating - Recoveries
<a href="#">POLA0068</a>	Rating - Sporting Clubs & Associations
<a href="#">POLA0133</a>	Recruitment & Selection
<a href="#">POLA0140</a>	Reporting of Hazards (Potential Injury to Members of the Public)
<a href="#">POLA0136</a>	Risk Management
<a href="#">POLA0069</a>	Sale of Land Etc.
<a href="#">POLA0088</a>	Sexual Harassment
<a href="#">POLA0071</a>	Shacks - Blanche Harbour Area
<a href="#">POLA0072</a>	Shacks - Standards of Development
<a href="#">POLA0092</a>	Special Event Permit
<a href="#">POLA0012</a>	Special Needs Program (Miriam High Special Needs Centre)
<a href="#">POLA0115</a>	Staff Appointments (Interviews) Cost Reimbursement
<a href="#">POLA0074</a>	Staff - Australian Reserve Forces
<a href="#">POLA0075</a>	Street Names
<a href="#">POLA0076</a>	Street Trees
<a href="#">POLA0081</a>	Taxi Operations - Number of Taxi Plate Licences
<a href="#">POLA0082</a>	Temporary Dwellings
<a href="#">POLA0139</a>	Unattended Children (Wadlata & AALBG)
<a href="#">POLA0063</a>	Vehicles - Air-conditioning
<a href="#">POLA0084</a>	Work Performed by Contractors

## **7.0 MANAGEMENT AND STAFFING**

### **7.1 SENIOR EXECUTIVE OFFICERS (SEO'S)**

As at the 30<sup>th</sup> June 2003, the Senior Executive Officers of the Council were:-

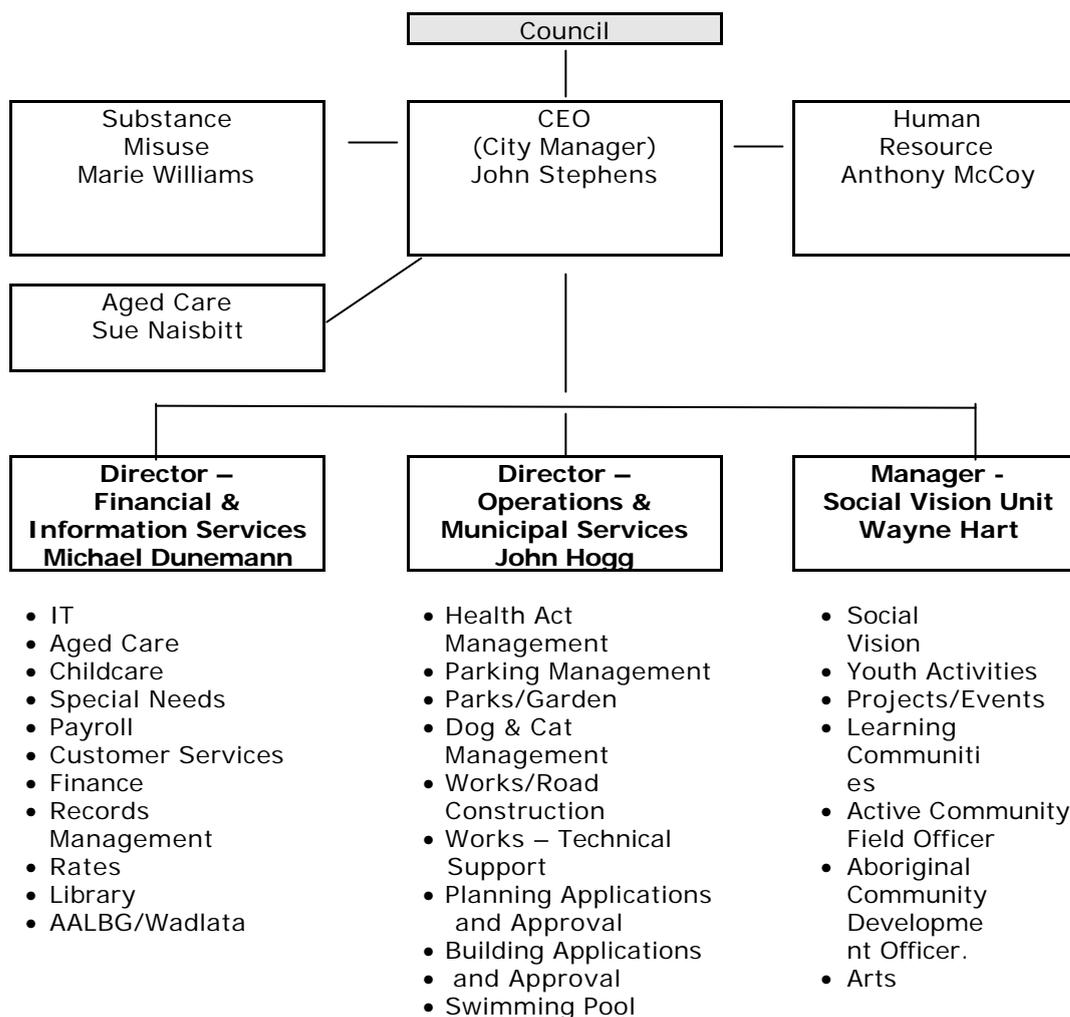
- Chief Executive Officer;
- Director – Operations & Municipal Services;
- Director – Finance & Information Services; and
- Director – Governance & Corporate Services - vacant

The summary of allowances, bonuses and benefits available to the Senior Executive Officers are as follows:-

- Fixed term contract of employment - 1 SEO;
- Award Salary – 1 SEO;
- Over Award Salary – 1 SEO;
- Private use of a Council vehicle – 1 SEO;
- Reimbursement of "out of pocket expenses" – 3 SEO's.

**7.2 DECISION MAKING STRUCTURE OF COUNCIL**

Council's organisational structure is under review and in early 2003/04 some changes are expected, particularly with the formation of a new Directorship called, Director - Social Vision and City Image. This structure set out hereunder was the interim structure following the resignation of the Director - Governance and Corporate Services and pending the re-organisation in early 2003/04.



Team	Males	Females	Total
City Manager's Team	19	110	129
Financial & IT Team	9	66	75
Municipal & Operations Team	50	13	63
Social Vision Team	5	2	7
<b>TOTALS</b>	<b>83</b>	<b>191</b>	<b>274</b>
Percentages	30%	70%	100%

Council Teams comprise the following male/female ratio's :-

During 2002/2003 Council also placed 6 trainees within the organisation.

### **7.3 HUMAN RESOURCE MANAGEMENT**

#### *7.3.1 Equal Employment Opportunity*

- (i) Council believes that under the present terms of recruitment and selection within all sections of Council, that selection will be in accordance with the provisions of the Equal Opportunity Act.

All selection is based on the merit system. The interview process is conducted by a panel with a minimum of 3 persons. The panel is to include both male and female members when necessary. Council's Recruitment Policy (POLA0133) is reviewed on a regular basis.

Council's Human Resource Manager has delegated authority as Panel Leader on all appointments within Council and is also the Equal Employment Opportunity Officer.

- (ii) Council has made a commitment to employ 5 indigenous trainees every year over the next 3 years with the introduction of the Structure Training and Employment Program (STEP).

#### *7.3.2 Risk Management*

The Corporation of the City of Port Augusta seeks to manage its risk exposure to an optimum standard. Council's commitment to risk management as such remains ongoing with review and training a regular feature.

The 5 hierarchy's of control remain the basis of Council's management within this area :-

- a) substitution;
- b) elimination;
- c) engineering;
- d) administration;
- e) personal protective equipment (PPE)

Council currently enjoys the top level of rating within the Local Government Association exempt employer WorkCover status of Level 3.

#### *7.3.3 Enterprise Bargaining Agreements*

New Enterprise Agreements were negotiated during 2002/2003 for ASU and AWU employees. The new clauses in the Agreements include :-

##### *7.3.3.1 ASU Agreement # 4 – Date of effect 10/6/03 to 9/6/04*

- a) 4% salary increase, such percentage to reflect National Wage Case that was before the Commission at that time
- b) Salary sacrificing of salary to superannuation
- c) Commitment to Strategic Plan
- d) Council meets costs on accident and sickness insurance – date of effect 18/8/03

7.3.3.2 *AWU Agreement # 4 – Date of effect 1/4/03 to 31/3/04*

- a) 4% wage increase effective from 1/4/03, such increase to be paid representing 12.5% above the existing award wage rate at all times
- b) Salary sacrificing towards superannuation
- c) Commitment to Strategic Plan
- d) Council meets costs on accident and sickness insurance.

## **8.0 NATIONAL COMPETITION POLICY**

The City of Port Augusta as nothing (ie. a nil return) to report on the matters as outlined below for this period :-

- 8.1 The determination of significant business activities, and the creation or cessation of significant business activities;
- 8.2 The application (or change in application) of competitive neutrality;
- 8.2 The review and reform of bylaws, including bylaws created or repealed;
- 8.4 Complaints about the application of competitive neutrality;
- 8.5 The structural reform of public monopolies.

## **9.0 COMPETITIVE TENDERING STATEMENT**

During the 2002/2003 reporting period the following tenders were formally advertised and accepted for the provision of goods and services by the Port Augusta City Council :-

- 9.1 Impounding Vehicles
- 9.2 Joint Local Government Tender for Electricity
- 9.3 Cleaning Contracts – Public Conveniences and Other Buildings
- 9.4 Security Contract
- 9.5 Sewerage Treatment Plant
- 9.6 Supply of Articulated Motor Grade Cat 120H
- 9.7 Storeroom Extension – Nerrilda Nursing Home
- 9.8 Back Up Electrical Power Engine Generator – A.M. Ramsay Village

## **10.0 REBATE OF RATES**

- 10.1 The Local Government Act requires Councils to rebate the rates payable on some land. Specific provisions are made for land used for health services, community services, religious purposes, public cemeteries, the Royal Zoological Society and educational institutions. Discretionary rebates may be applied by the Council under Section 166 of the Act. Council's Rate Rebate Policies, Business Rate Rebate (POLA0113) and Community Rate Rebate (POLA0098) are available for inspection at the Council Office or from the Council website – [www.portaugusta.sa.gov.au](http://www.portaugusta.sa.gov.au). See Appendix D for Rating Policy 2002/2003.
- 10.2 Section 23 (4) (b) of the Local Government (Implementation) Act 1999 requires that a report in relation to retirement villages rates be submitted in the Council's Annual Report for the relevant financial year. In the reporting period, no applications for rate rebates were received from retirement villages operators/owners.

## 11.0 COMMUNITY LAND

During the reporting period, Council in line with Section 193 of the Local Government Act, 1999 took the necessary steps to arrange for the exclusion of land from the classification as Community Land prior to the expiry date 31<sup>st</sup> December 2002.

Notification of all parcels of land that were approved by the Minister, and revoked by Council on the 12<sup>th</sup> December 2002 to be excluded from the Community Land classification were advertised in the SA Government Gazette dated 19<sup>th</sup> December 2002.

Council continues to work on the process of implementing Management Plans for all Community Lands as per Section 196 of the Local Government Act, 1999 which are due to be completed prior to 31<sup>st</sup> December 2004.

## 12.0 MAJOR ACHIEVEMENTS/ACTIVITIES

### 12.1 CUSTOMER SERVICE CHARTER

The Port Augusta City Council developed and implemented with input from all sections of Council a Customer Service Charter. This initiative shows Council's commitment to providing our community with excellent customer service. Our Customer Service Charter reads:

#### 12.1.1 *Council's Mission*

To create and sustain a safe and vibrant community where people want to live, work, play and visit.

#### 12.1.2 *Our Philosophy*

To maintain a professional, effective, efficient and customer-focused organisation that is responsive to the needs of our Community.

#### 12.1.3 *Our Customer Service Values*

- a) To treat all our customers courteously and respectfully, as we would wish to be treated
- b) To aim to exceed your expectations
- c) To act on our commitments as quickly as practicable
- d) To understand your concerns by always listening to what you have to say
- e) To continue to improve and evaluate our customer service, through consultation with you the customer in person or through customer surveys
- f) To positively use your complaints as an opportunity for change and ensure that the problem does not re-occur
- g) Implement Council-wide continuous improvement approach.

#### 12.1.4 *We will :-*

- a) Greet you with a smile upon your arrival
- b) Answer all enquiries promptly and completely

- c) Establish your name and use it in all of our dealings wherever possible
- d) All Customer Service staff will wear name badges and will advise you of the relevant staff names in all dealings that we have with you; when staff are out in the community we will identify ourselves by producing our ID cards
- e) Listen carefully to all our customers and identify your needs by asking questions and confirming all details
- f) Ensure our staff meet customer service standards at all times
- g) Have a clear and realistic understanding of community needs and issues
- h) Understand and acknowledge the social and cultural complexities of our unique community
- i) Always follow up on service commitments that we make on behalf of you
- j) Be punctual for meetings and appointments and notify you if we are unable to attend.

12.1.5 *When answering the telephone we will :-*

- a) Answer your call promptly
- b) Have a smile in our voice when we welcome you to the City of Port Augusta
- c) Greet you with "Good Morning/Good Afternoon, City of Port Augusta and our name"
- d) We will endeavour to understand your concerns and where appropriate act accordingly to rectify the situation promptly
- e) Acknowledge your call on the same day if possible, and certainly within twenty four (24) hours
- f) Accurately record and monitor your query on our customer action request system.

12.1.6 *Key Service Standards*

- a) All Customer Action Requests received will be acted upon immediately if possible
- b) If the request will take longer we will notify you the customer, thanking you for your request and informing you when work/request will be completed.

12.1.7 *We will always:-*

- a) Ensure the provision of services and facilities that reflect the needs and the demographic composition of the community
- b) Give a commitment to provide a service by a specific date

- c) Notify you of any changes to timeframes
- d) Consult you if major works are to occur in your street.

## 12.2 PORTFOLIO SYSTEM FOR COUNCILLORS

Following changes to the elector representation of Council, and as part of the Council's "reform package", Elected Members indicated they wished to embrace the Council Member Portfolio System of the Community Government model. Council believes that this unique innovation will:-

- 12.2.1 Provide members with a focus in line with Council's Strategic Plan.
- 12.2.2 Promote some community leadership, and facilitate communication between the Council and its community.
- 12.2.3 Be a new challenge.
- 12.2.4 Be exciting and rewarding in a "change" environment.
- 12.2.5 Encourage community connect with the Council, in the best interests of the Council and its community.

The Mayor, as the Principal Member, has not been allocated a specific portfolio. The Mayor needs the freedom to undertake her Mayoral duties and is of course available to provide advice, assistance and support to all Members as required.

The Member Portfolio Allocation is as outlined below:-

<b>Elected Member (Councillor)</b>	<b>Goal</b>	<b>Strategic Plan Goal/Portfolio</b>
<b><i>City Image Committee</i></b>		
Cr. Michael Penglase (8642 4268)	<b>Goal 1</b>	Our <b>community</b> feels <b>safe</b>
Cr. Fran Paynter (8642 2597)	<b>Goal 2</b>	Best practice in <b>community programs</b>
Cr. Alan Morris (8641 0369)	<b>Goal 3</b>	A positive and progressive <b>image</b> of our city
Cr. John Veen (0428 842 173)	<b>Goal 8</b>	A professional, effective, efficient & <b>customer-focused</b> organisation, responsive to the needs of the community
<b><i>Infrastructure &amp; Environment Committee</i></b>		
Cr. Tony Mitchell (8642 5069) & Cr. Colleen Hutchison - Deputy Mayor (8642 2217)	<b>Goal 4</b>	<b>Economic growth</b> for long-term benefit
Cr. Geoff Clark (8642 2050)	<b>Goal 5</b>	Optimise use & management of the City's <b>financial &amp; physical resources</b>
Cr. Phil Greagen (0419 665 106)	<b>Goal 6</b>	Effective maintenance, management & enhancement of the City's <b>infrastructure</b> needs
Cr. Chris Pycroft (8642 2787)	<b>Goal 7</b>	Effective management & maintenance of the City's unique <b>environment</b>



**12.3 SOCIAL VISION UNIT**

The establishment of a new operational division of the Council, known as the Social Vision Unit occurred in 2002/2003. This section has had many successes since its launch in December 2002. Some of their highlights have been :-

- 12.3.1 Employment of General Manager - Social Vision Unit, Mr Wayne Hart, on 4<sup>th</sup> November 2002. Wayne is responsible for assembling the Social Vision Unit team, facilitate partnerships with government agencies, non-government agencies and stakeholders to enable the recommendations of the Social Vision and Action Plan to be implemented.
- 12.3.2 Official opening of Social Vision Unit by Her Worship the Mayor Joy Baluch on 12<sup>th</sup> December 2002.
- 12.3.3 Employment of Learning Communities Co-ordinator, Susan Surguy as part of the Social Vision Unit team in January 2003. This is a part-time position with funding from Adult Community Education.
- 12.3.4 Employment of Active Field Officer, Jason McInerney as part of the Social Vision Unit team in June 2003. This position is funded by the Department of Sport and Recreation and is shared with Whyalla City Council.
- 12.3.5 Employment of Projects and Events Co-ordinator, Sean Holden as part of the Social Vision Unit team in May 2003. This position is funded by the Department of Sport and Recreation and is also shared with Whyalla City Council.
- 12.3.6 Employment of two aboriginal trainees for the Social Vision Unit, as part of Port Augusta City Council's commitment to indigenous training and employment.
- 12.3.7 Inclusion of the General Manager Social Vision Unit as part of the Port Augusta Senior Officers Group (a State Government initiative) due to the importance and interaction of the Social Vision and Action Plan across multi agency responsibilities.
- 12.3.8 The success of the 2002/2003 Summer Activities Program which saw a partnership of the Social Vision Unit with government agencies, non-government agencies and volunteers to present meaningful activities focused on youth and families, over the summer holiday period.
- 12.3.9 High level of establishment of partnerships between the Social Vision Unit and government agencies, non-government agencies, private representative group, business and the community.
- 12.3.10 Initial thrust into the 159 recommendations of the Social Vision and Action Plan across its 8 major clusters.

**12.4 CENTRAL OVAL RECLAIM WATER PROJECT**

The Port Augusta City Council has commenced an innovative project to process raw sewage from the SA Water Sewerage system in the City and produce quality filtered "Class B" reclaimed water for use on parklands and ovals. The waste water treatment plant, will recover the water in the raw sewage extracted from the SA water pump station in Seaview Road, Port Augusta, using a technique known as "sewer mining".

A reclaimed water reticulation system will be installed to irrigate the surrounding parklands, the Education Department Oval (Braddock Park) and the Council owned Central Oval.

The proposal also includes provision to extend the reticulation system to irrigate parklands in the City Centre, as well as the upgraded Foreshore Area. It is anticipated that when fully operational, the waste water treatment plant will produce over 100 megalitres of filtered "Class B" reclaimed water annually.

Another very important achievement that this project can also be proud of, is the fact that it will reduce the effluent discharged into upper Spencer Gulf by approximately 25% which is a major environmental improvement for our surrounding waterways.

The project is the first time SA Water, local government and private enterprise have combined to use existing SA Water sewerage infrastructure and new treatment technology, to take a very innovative step towards the future, in ensure we minimise the impact on our natural resources, by reducing waste and recycling wherever possible.

The project is estimated to cost \$900,000 with the State Government, through the Minister of Lands, Water & Biodiversity providing funding of \$300,000. Tenders were called during November 2002 with six competitive tenders being received. Construction is estimated to commence in December 2003 and be completed in February 2004.

#### 12.4.1 *How the system will work*

The Seaview Road pumping station is situated approximately 600 metres from the Central Oval, Braddock Park and parklands location. An Aeroflo 1200 sewage treatment plant will be installed within the Central Oval complex. The treatment plant will be initially supplied with 350 kilolitres (rising to 400 kilolitres over time) of sewage per day from the Seaview Road pumping station collection chamber via a suction pipe connected to a mono pump and rising main to the Central Oval treatment plant.

The plant will filter all effluent to remove suspended solids followed by chlorination for disinfection. Class 'B' irrigation water is suitable for irrigation by sprinklers during night hours only and is subject to buffer distance requirements. With the use of sub-surface irrigation, Class 'B' treated wastewater can be used at all times.

## 12.5 **REFURBISHMENT OF LOCOMOTIVE KNOWN AS NM25**

The NM25 project has been completed with the Minister for Tourism and Mayor Joy Baluch officially unveiling the locomotive on Anzac Day 2003.

Minor commissioning difficulties have delayed the release of the locomotive into revenue service until the commencement of the 2004 tourist season.

## 13.0 APPENDICES

- 13.1 Appendix A Summary of Financial Statements 2002/2003
- 13.2 Appendix B Summary of Budget 2003/2004
- 13.3 Appendix C Member Attendance Record 2002/2003
- 13.4 Appendix D Council's Rating Policy 2002/2003
- 13.5 Appendix E Strategic Plan – Performance Indicators

2002/2003

Corporation of the  
City of Port Augusta  
admin@portaugusta.sa.gov.au

# Appendix A



## Summary of Financial Statements 2002/2003

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



## CITY OF PORT AUGUSTA

### OPERATING STATEMENT FOR THE YEAR ENDED 30 JUNE, 2003

	Note	2003 \$	2002 \$
<b>OPERATING REVENUE</b>			
Rates			
General		5,144,869	4,638,209
Other		237,120	217,540
Statutory Charges		158,651	164,825
User Charges		1,904,298	1,750,879
Operating Grants and Subsidies		7,476,305	8,015,315
Investment Income		92,376	89,825
Reimbursements		202,286	266,367
Other		1,033,920	677,334
		<u>16,249,824</u>	<u>15,820,294</u>
<b>OPERATING EXPENSES</b>			
Wages and Salaries	3	7,677,025	7,075,921
Contractual Services	4	2,862,959	3,604,618
Materials	5	2,304,576	2,728,010
Finance Charges		300,379	285,265
Depreciation	6	2,362,455	2,378,404
Loss on Disposal of Non-Current Assets		104,999	123,308
Other	7	1,945,570	1,782,034
		<u>17,557,962</u>	<u>17,977,560</u>
<b>Operating (Loss)/Surplus before Capital Revenues</b>		<u>(1,308,138)</u>	<u>(2,157,266)</u>
<b>CAPITAL REVENUES</b>			
Capital Grants, Subsidies and Monetary Contributions		524,318	3,004
<b>Operating Surplus after Capital revenues and before Extraordinary items</b>		<u>(783,820)</u>	<u>(2,154,262)</u>
<b>CHANGE IN COMMUNITY WEALTH RESULTING FROM OPERATIONS</b>		<u>(783,820)</u>	<u>(2,154,262)</u>

*The above operating statement should be read in conjunction with the accompanying notes.*

## CITY OF PORT AUGUSTA

### STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2003

	Note	2003 \$	2002 \$
<b>CURRENT ASSETS</b>			
Cash	8	751,611	924,298
Receivables	9	1,683,617	1,219,386
Prepayments	9	50,477	76,084
Inventories	10	140,929	146,730
<b>TOTAL CURRENT ASSETS</b>		<u>2,626,634</u>	<u>2,366,498</u>
<b>CURRENT LIABILITIES</b>			
Bank Overdraft	8	292,967	
Creditors and Provisions	11&12	1,422,711	1,266,244
Loans	13	1,446,811	1,239,500
<b>TOTAL CURRENT LIABILITIES</b>		<u>3,162,489</u>	<u>2,505,744</u>
<b>NET CURRENT ASSETS</b>		<u>(535,855)</u>	<u>(139,246)</u>
<b>NON-CURRENT ASSETS</b>			
Land	14	5,684,365	5,684,365
Buildings, Structures & Reserve Infrastructure	14	19,443,948	19,811,526
Infrastructure	14	17,241,524	18,370,856
Equipment	14	1,531,628	1,362,750
Furniture and Fittings	14	1,083,924	890,221
Receivables	14		10,242
Capital Works in Progress	14	1,149,014	121,436
<b>TOTAL NON-CURRENT ASSETS</b>		<u>46,134,403</u>	<u>46,251,396</u>
<b>NON-CURRENT LIABILITIES</b>			
Creditors and Provisions	12	760,165	701,476
Loans	13	3,593,756	3,382,228
<b>TOTAL NON-CURRENT LIABILITIES</b>		<u>4,353,921</u>	<u>4,083,704</u>
<b>NET ASSETS</b>		<u>41,244,627</u>	<u>42,028,446</u>
<b>EQUITY</b>			
Accumulated Surplus		3,945,218	4,729,037
Reserves		37,299,409	37,299,409
<b>TOTAL EQUITY</b>		<u>41,244,627</u>	<u>42,028,446</u>

*The above statement of financial position should be read in conjunction with the accompanying notes.*

## CITY OF PORT AUGUSTA

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### STATEMENT OF CHANGE IN EQUITY FOR THE 30 JUNE 2003

	Note	2003 \$	2002 \$
<b>ACCUMULATED SURPLUS</b>			
Balance at beginning of period		4,729,037	6,883,300
Change in financial position resulting from operations (Deficit)/Surplus		(783,820)	(2,154,262)
<b>Balance at end of period</b>		<u>3,945,218</u>	<u>4,729,037</u>
<b>ASSET REVALUATION RESERVE</b>			
Balance at beginning of period		37,299,409	37,299,409
-Revaluation increment			
-Revaluation decrement			
<b>Balance at end of period</b>		<u>37,299,409</u>	<u>37,299,409</u>
<b>TOTAL EQUITY</b>		<u>41,244,627</u>	<u>42,028,446</u>

*The above statement should be read in conjunction with the accompanying notes.*

**CITY OF PORT AUGUSTA****STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 30 JUNE 2003**

<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>	<b>Note</b>	<b>2003 \$</b>	<b>2002 \$</b>
		Inflows	(Outflows)
<b>Payments</b>			
Interest Received		(14,691,595)	(15,024,062)
GST Paid		(269,003)	(251,300)
GST Remitted		(353,411)	(814,582)
		(869,751)	(345,197)
<b>Receipts</b>			
Interested Receivd		16,117,164	15,385,773
GST Collected		92,376	89,825
GST Received		845,085	392,402
		329,350	739,151
<b>NET CASH PROVIDED BY OPERATING ACTIVITIES</b>	8	<u>1,200,215</u>	<u>172,010</u>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
<b>Receipts</b>			
Loans Received		1,680,000	1,600,000
Loan Repayments from Community Groups		9,339	34,324
Accommodation Bonds		90,732	159,837
<b>Payments</b>			
Principal on Loans		(1,234,300)	(1,104,666)
Accommodation Bonds		(79,269)	(192,669)
<b>NET CASH PROVIDED BY FINANCING ACTIVITIES</b>		<u>466,502</u>	<u>314,745</u>
<b>CASH FLOWS FROM OTHER ACTIVITIES</b>			
<b>Receipts</b>			
Capital Grants, Subsidies		94,318	3,004
Sale of Equipment		451,157	361,691
<b>Payments</b>			
Purchase of Land			-
Purchase of Buildings		(351,221)	-
Purchase of Infrastructure		(221,640)	(293,359)
Purchase of Equipment		(840,620)	(769,910)
Purchase of Furniture and Fittings		(229,067)	(97,752)
Purchase of Capital Works in Progress		(1,035,298)	(121,436)
<b>NET CASH USED IN OTHER ACTIVITIES</b>		<u>(2,132,371)</u>	<u>(917,762)</u>
<b>NET INCREASE(DECREASE) IN CASH HELD</b>		<u>(465,654)</u>	<u>(248,926)</u>
<b>CASH AT BEGINNING OF REPORTING PERIOD</b>		924,298	1,173,224
<b>CASH AT END OF REPORTING PERIOD</b>	8	<u><u>458,644</u></u>	<u><u>924,298</u></u>

*The above statement of cash flows should be read in conjunction with the accompanying notes.*

2002/2003

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# Appendix B



## Summary of Budget 2003/2004

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





## Budget Program Summary

PROGRAM	Expenditure	Revenue	Capital	PROGRAM	Expenditure	Revenue	Capital
<b>MANAGEMENT PROGRAMS</b>				<b>INFRASTRUCTURE PROGRAMS</b>			
Governance & Economic Dev	361,200	2,630,000	-	Special Needs Program	336,100	315,600	-
City Management	461,300	85,000	-	DVA Shed Program	6,300	4,000	-
Corporate Services	631,100	90,000	35,000	Halls	50,500	15,000	-
Debt Servicing	1,749,000	1,100,000	-	Civic Centre	100,700	500	-
New Loan Borrowings	-	-	-	Housing	50,000	39,500	-
<b>REGIONAL &amp; ECONOMIC DEVELOPMENT</b>				Cemeteries	121,000	106,000	-
Contributions to Regional Dev	354,000	-	-	Sanitation & Garbage	460,000	-	-
<b>SOCIAL VISION PROGRAMS</b>				Senior Citizens	8,500	-	-
Social Vision Administration	260,600	-	-	Freshores	9,000	-	400,000
Youth Activities Service	118,300	80,000	-	Public Conveniences	60,000	-	-
Crime Prevention Program	55,000	35,000	-	Street Lighting	220,000	-	-
Aboriginal Community Dev Prgms	77,700	-	-	Lakes Management	15,000	-	-
Programs & Events	161,000	2,000	-	Other Property & Services	641,500	71,700	-
Learning Communities Program	17,000	12,000	-	Bus Service	332,300	242,000	-
Active Field Officer Program	8,000	-	-	Aerodromes	65,500	45,000	-
Volunteers Program	53,000	-	-	Maintenance of Roads, Bridges et	1,400,000	465,000	270,000
Fountain Gallery	74,700	45,000	-	Street Sweeping	95,000	-	-
Substance Misuse Service	358,500	358,500	-	Footpaths	131,000	-	-
Sobering Up Unit	502,900	502,900	-	Parking	10,500	-	-
<b>COMMUNITY PROGRAMS</b>				Stormwater Drainage	30,000	249,000	140,000
Community Donations	35,000	-	-	Effluent Drainage	157,000	-	-
Junior Sports Foundation	7,000	-	-	Parks & Gardens	559,000	23,500	-
Sporting Clubs	10,000	-	-	Ovals	139,500	-	-
<b>CULTURAL PROGRAMS</b>				ETSA Oval Complex	232,500	140,000	-
Wadlata Operating	200,500	135,000	160,000	<b>INDIRECT</b>			
Wadlata Sounents	267,500	235,100	-	Machinery Operating	297,000	794,000	777,000
Arid Lands Operating	107,000	-	-	Depot & Nursery	436,800	-	10,000
Arid Lands Interpretive Centre	391,900	288,200	-	Engineering	239,600	-	-
Outback Tucker Box	135,500	140,500	-	<b>TOTAL</b>			
Information Bays	4,000	-	-	Discount on Rates	17,367,300	12,392,400	1,925,800
Library Service	349,200	57,500	-	Unfunded Depreciation	160,000	1,410,000	-
<b>ENVIRONMENTAL PROGRAMS</b>				<b>TOTAL OTHER FUNDING</b>			
General Inspection	72,400	32,000	-	REQUIRED FROM RATES	160,000	1,410,000	-
Immunsation Program	4,000	4,000	-	<b>REQUIRED FROM RATES</b>			
Other General Services	18,000	-	-		5,650,700	-	-
Environmental Health	85,400	-	-				
Town Planning	82,900	30,700	-				
Building Act	149,000	22,300	-				

The summary to the left outlines all Council programs and functions for 2003/2004 and the budget allocation for those programs and functions.

The budget contains the following capital works:-

- ◆ Development of the Foreshore Precinct
- ◆ Purchase of 2 new trucks.
- ◆ Construction of Nextor Street.
- ◆ Sealing of a further section of the Shook Road.
- ◆ Upgrades to the Wadlata Interpretive Centre
- ◆ The improvement and beautification of the southern entrances to the City.
- ◆ Provision for new playground equipment in Clodstone Square.
- ◆ Upgrades to equipment at Nerrilda & A.M. Romney Village

The budget consolidates decisions taken as part of the Strategic Plan adopted in 2002. There is a major focus on social vision programs which aim to improve the Cities image and address issues of public safety. The City Ambassadors program has been consolidated within the Social Vision Program.

Council has maintained its commitment to areas such as regional and economic development, community development and employment initiatives.

A discount incentive scheme was introduced in 2001/2002 as a result of the State Government introducing quarterly rate billing. This discount incentive for the early payment of rates has been continued and a discount of 5% is available if the full rate account is paid by the date of the first quarterly instalment, 5th September, 2003.



2002/2003

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# Appendix C



## Attendance Record of Elected Members 2002/2003

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



# CORPORATE & COMMUNITY SERVICES/CITY IMAGE COMMITTEE

## Attendance Schedule (JULY 2002 – JUNE 2003)

<b>P</b>	= Present
<b>Ap</b>	= Apology (apology recd from Cr. by Staff, either directly from Cr. or via other staff member)
<b>Ab</b>	= Absent (no apology submitted by Cr.)
<b>L</b>	= Leave of Absence (Cr. has to submit this in writing)
<b>RES</b>	= Resigned from Council

**Committee Members July 2002 – April 2003**  
 Mayor Baluch, Crs Clark, Williams, Morgan, Solomon,  
 Hutchison, Kroes, Greagen, Penglase, Pycroft

**First Meeting of New Council 26/05/03**  
**Committee Members May 2003 – June 2003**  
 Mayor Baluch, Crs Clark, Veen, Paynter, Mitchell,  
 Hutchison, Morris, Greagen, Penglase, Pycroft

	Clark	Williams	Morgan	Solomon	Hutchison	Kroes	Greagen	Penglase	Pycroft	Baluch
<b>08/07/02</b> MIFA0107	P	P	P	Ap	P	Ab	P	P	Ab	P
<b>05/08/02</b> MIFA0108	P	P	P	P	P	Ab	Ap	P	P	P
<b>02/09/02</b> MIFA0109	P	P	Ap	Ap	P	Ab	P	P	P	Ap
<b>30/09/02</b> MIFA0110	P	Ap	P	P	P	Ab	Ap	P	P	Ap
<b>28/10/02</b> MIFA0111	P	P	P	P	Ap	P	P	P	P	P
<b>25/11/02</b> MIFA0112	P	P	P	Ab	P	P	P	P	P	P
<b>13/01/03</b> MIFA0113	P	Ap	P	P	P	P	P	P	P	P
<b>03/02/03</b> MIFA0114	P	Ap	P	P	P	P	P	P	P	P
<b>03/03/03</b> MIFA0115	P	Ap	P	P	Ap	P	P	P	P	Ap
<b>07/04/03</b> MIFA0116	P	P	P	P	P	P	P	Ap	P	P
<b>02/06/03</b> MIFA0117	P	P (Veen)	P (Paynter)	P (Mitchell)	P	P (Morris)	P	P	P	P



# WORKS & DEVELOPMENT / INFRASTRUCTURE & ENVIRONMENT COMMITTEE

## Attendance Schedule (JULY 2002 – JUNE 2003)

<b>P</b>	= Present	<b>Ab</b>	= Absent (no apology submitted by Cr.)
<b>Ap</b>	= Apology (apology rcvd from Cr. by Staff, either directly from Cr. or via other staff member)		
<b>L</b>	= Leave of Absence (Cr. has to submit this in writing)		
<b>RES</b>	= Resigned from Council		

**Committee Members July 2002 – April 2003**  
 Mayor Baluch (ex officio), Crs Clark, Williams, Morgan, Solomon, Hutchison, Kroes, Greagen, Penglase, Pycroft

**First Meeting of New Council 26/05/03**  
**Committee Members May 2003 – June 2003**  
 Mayor Baluch, Crs Clark, Veen, Paynter, Mitchell, Hutchison, Morris, Greagen, Penglase, Pycroft

	Clark	Williams	Morgan	Solomon	West Ward	Greagen	Penglase	Pycroft		
<b>01/07/02</b> MIWA0112	Cancelled	Cancelled	Cancelled	Cancelled	-	Cancelled	Cancelled	Cancelled		
<b>29/07/02</b> MIWA0113	P	P	P	P	-	P	P	P		
<b>26/08/02</b> MIWA0114	P	P	P	P	-	P	Ap	P		
<b>23/09/02</b> MIWA0115	P	P	P	AB	Anne Kroes P	Ap	P	P		
<b>21/10/02</b> MIWA0116	P	P	P	P	P	P	P	Ap		
<b>18/11/02</b> MIWA0117	P	P	P	P	P	P	P	P		
<b>13/01/03</b> MIWA0118	Clark P	Williams Ap	Morgan P	Solomon P	Hutchison P	Kroes P	Breagen P	Penglase P	Pycroft P	Mrs Baluch P
<b>10/02/03</b> MIWA0119	P	P	P	P	P	P	P	P	P	Ap
<b>10/03/03</b> MIWA0120	P	P	P	P	P	P	Ap	P	P	P
<b>10/04/03</b> MIWA0121	P	P	P	P	P	P	P	Ap	Ap	
<b>10/06/03</b> MIWA0122	Clark P	Veen P	Paynter P	Mitchell P	Hutchison P	Morris P	Greagen P	Penglase P	Pycroft P	Mrs Baluch P

FORAD260

# COUNCIL MEETINGS

## Attendance Schedule (JULY 2002 – JUNE 2003)

**P = Present**  
**Ab = Absent (no apology submitted by Cr.)**  
**Ap = Apology (apology rcvd from Cr. by Staff, either directly from Cr. or via other staff member)**  
**L = Leave of Absence (Cr. has to submit this in writing)**  
**RES – Resigned from Council**

**ROWS SHADED YELLOW were Special Council Meetings**  
**ROWS SHADED RED were normal meeting with Confidential Matters**  
**ROWS SHADED BLUE were Special Confidential Council Meetings**  
**ROWS SHADED GREEN were Special Council Meeting with Confidential Matters**

	Baluch	Clark	Williams	Morgan	Solomon	Hutchison	Bailey	Greagan	Penglase	Pycroft
15/07/02 MICA0180	Ap	P	P	P	P	P		P	P	P
12/08/02 MICA0181	P	P	P	L	P	P		P	P	P
19/08/02 MICA0182	P	P	P	P	P	P		P	P	P
09/09/02 MICA0183	P	P	P	P	P	P		P	P	P
16/09/02 MICA0184	P	P	P	Ap	P	P		P	P	Ap
08/10/02 MICA0185	P	P	P	P	P	P	Kroes P	P	P	P
23/10/02 MICA0186	P	P	P	A	A	A	P	P	A	P
04/11/02 MICA0187	A	P	P	P	A	P	P	P	P	A
20/11/02 MICA0188	P	P	P	P	P	P		P	P	P
25/11/02 MICA0189	P	P	P	P	P	P		P	P	P
02/12/02 MICA0190	P	P	P	P	P	P	P	A	P	P
12/12/02 MICA0191	P	A	P	P	P	P	P	P	P	P

## COUNCIL MEETINGS (CON'T)

### Attendance Schedule (JULY 2002 – JUNE 2003)

**P = Present**  
**Ab = Absent (no apology submitted by Cr.)**  
**Ap = Apology (apology rcvd from Cr. by Staff, either directly from Cr. or via other staff member)**  
**L = Leave of Absence (Cr. has to submit this in writing)**  
**RES – Resigned from Council**

ROWS **SHADED YELLOW** were **Special Council Meetings**  
 ROWS **SHADED RED** were normal meetings with **Confidential Matters**  
 ROWS **SHADED BLUE** were **Special Confidential Council Meetings**  
 ROWS **SHADED GREEN** were **Special Council Meeting with Confidential Matters**

	Baluch	Clark	Williams	Morgan	Solomon	Hutchison	Kroes	Greagen	Penlase	Pycroft
20/01/03 MICA0192	P	P	P	P	P	P	P	P	P	P
17/02/03 MICA0193	P	Ap	P	P	P	P	P	P	P	P
17/03/03 MICA0194	P	P	P	P	P	P	P	P	P	Ap
26/03/03 MICA0195	P	P	P	P	P	Ab	P	P	P	P
22/04/03 MICA0196	P	P	P	P	P	P	Ap	P	P	P
26/05/03 MICA0197	P	Ap	Veen P	Paynter P	Mitchell P	P	Morris P	P	P	P
16/06/03 MICA0198	P	P	P	P	Ap	P	P	P	P	P
30/06/03 (BUDGET) MICA0199	P	P	P	P	P	P	P	Ap	P	P



2002/2003

Corporation of the  
City of Port Augusta

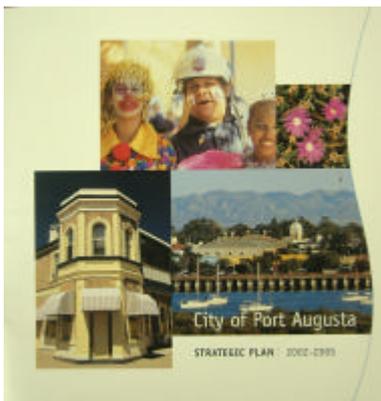
admin@portaugusta.sa.gov.au

# Appendix D



## Rating Policy 2002/2003

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





# Rating Policy 2002/2003

POLA0143

*Endorsed by Council 24/06/02*

**INTRODUCTION**

This document sets out the policy of the City of Port Augusta for setting and collecting rates from it's community. The policy covers :-

- method used to value land
- adoption of valuations
- business impact statement
- differential general rates
- minimum rate
- maximum rate
- service rate charge
- pensioner concessions
- unemployed persons concessions
- payment of rates
- late payment of rates
- remission and postponement of rates
- rebate of rates
- sale of land for non-payment of rates

**STRATEGIC FOCUS**

In setting its rates for the 2002/2003 Financial Year, the Council has given consideration for :-

- The Draft Strategic Plan, which was adopted in June, 2002. This Plan sets out the strategic focus of the Council over the next three years. The budget is the key annual financial component of this Strategic Plan. The current budget and those of recent years have been framed with a view of lowering long term indebtedness, maintaining a measured approach to pavement and infrastructure management and providing impetus for regional economic development. A key strategy has also been a continued commitment to ensure that community based initiatives do not cease because of a lack of financial resources, e.g. Port Augusta Aquatic Centre, Port Augusta Golf Course. Council has also accepted other roles in relation to Substance Misuse and Youth Activities.

The Strategic Plan sets the key goal areas as community safety and City image and these goal areas will be a major focus over the next three years.

- The determination that strong leadership is required if it is to overcome many of the issues confronting the City. To that end it has resolved to:-
  - Create a new operational unit of Council to deliver the recommendations of the Social Vision and Action Plan;
  - Improve the economy of the City by fostering regional development initiatives;
  - Continue the development of a significant Capital Works Program such as the foreshore redevelopment and the construction of the Shack Road;
  - Retain community based programs that attract visitors to the City and the Region;
  - Enhance existing trainee/apprentice programs that support young people in the community.
- The budget for the 2002/2003 financial year;
- The impact of rates on the community, including :-
  - householders, businesses and primary producers;

- the broad principle that the rate in the dollar should be the same for all properties except where there is clearly a different level of services available to ratepayers or some other circumstance which warrants variation from the broad principle (refer section on Differential General Rates);

- issues of equity arising from circumstances where ratepayers are not provided with the level of infrastructure or services of other areas;
- the levy of an effluent drainage charge for properties connected to the effluent drainage system
- The need to increase rate levels for the 2002/2003 financial year the Council by 9.86%.

*The Strategic Plan documents and the Council's budget are available for inspection at the Front Counter of the Council Office, and the Public Library, 4 Mackay Street, Port Augusta and via the internet at <http://eservice.portaugusta.sa.gov.au/eservice>.*

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

**John Stephens**  
**City Manager**  
**City of Port Augusta**  
**PO Box 1704**  
**PORT AUGUSTA SA 5700**

#### **ANNUAL ADOPTION OF THE POLICY**

Section 171 of the Local Government Act requires a Council to prepare and adopt each year, in conjunction with settling the rates, a "Rates Policy". The policy must be available at the principal office of the Council and a summary version must be distributed with the rate notice.

This policy is available for inspection at the Front Counter of the Council Office, 4 Mackay Street, Port Augusta SA 5700.

## RATING POLICY/STATEMENT

### METHOD USED TO VALUE LAND

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

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

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

Site value methodology of rating will be reviewed over the next twelve months, to determine if it provides a fairer method of distributing the rate burden across all ratepayers.

Council must comply with the provisions of the Local Government Act as amended, which stipulates that Council can only levy the minimum rate to less than 35% of rateable properties. The distribution of property values is widely varied and the requirements set out above will mean variations in rates levied can be significant.

### ADOPTION OF VALUATIONS

The Council has adopted the valuations made by the Valuer-General as provided to the Council on 23rd May 2002. If a ratepayer is dissatisfied with the valuation made by the Valuer-General then they may object to the Valuer-General in writing, within 60 days of receiving this notice of the valuation, explaining the basis for the objection - provided they have not :-

- a) previously received a notice of this valuation under the Local Government Act, in which case the objection period is 60 days from the receipt of the first notice; or
- b) previously had an objection to the valuation considered by the Valuer-General.

The address of the Office of the Valuer-General is "Office of the Valuer-General, GPO Box 1354, ADELAIDE SA 5001", and the telephone number is 1300 653 345.

**NOTE - The Council has no role in this process. It is also important to note that the lodgement of an objection does not change the due date for payment of rates.**

### BUSINESS IMPACT STATEMENT

The Council has considered the impact of rates on business and associated activity in the area. In considering the impact, Council assessed the following matters :-

- Council's policy on "Business Rate Rebates" ([POLA0113](#));
- Council's policy on "Community Rate Rebates" ([POLA0098](#));
- Council's policy on the rating of flats ([POLA0125](#));
- the support provided to the Northern Regional Development Board Inc., which in turn supports small business operations in the City and adjoining areas;
- Council's Purchasing, Contracts & Tendering policy ([POLA0123](#)), which provides preference for any supplier in the region where price and quality offered by two (2) or more suppliers are equal;

- Council's commitment to the continuing development of Port Augusta as a transport interchange and important regional service centre (Plan Amendment Report Review almost completed);
- the equity of the distribution of the rate burden between classes of ratepayers by resolving to continue the setting of a single general rate for all properties in urban areas, thus not disadvantaging businesses by reverting to the previous situation of the early to mid 1990's where a higher differential rate applied.

**DIFFERENTIAL GENERAL RATES**

All land within a council area, except for land specifically exempt (eg. crown land, council occupied land and other land prescribed in the Local Government Act), is ratable. The Local Government Act provides for a Council to raise revenue for the broad purposes of the Council through a general rate which applies to all ratable properties. At its meeting of 24 June, 2002 the Council resolved to raise rate revenue of \$5,272,000 in a total revenue budget of \$17,103,400. As a result of this decision the Council has set general rates in the dollar to raise the necessary revenue by way of utilising the land code categories adopted by the Valuer-General of, ie :-

- Residential
- Commercial – Shop
- Commercial – Office
- Commercial – Other
- Industry Light
- Industry Other
- Primary Production
- Vacant Land
- Other Use

The use to which the land is put may govern the differential rate. If a property owner is of the opinion that the description is incorrect, he/she may object. The objection must be in writing and lodged within 21 days of the date of the notice and addressed to "The City Manager, Corporation of the City of Port Augusta, PO Box 1704, PORT AUGUSTA SA 5700".

Category	Land Use	Rate in \$	Minimum	Maximum
<b>Urban</b>	Residential	.066	554.00	1436.00
	Commercial - Shop	.066	554.00	-
	Commercial - Office	.066	554.00	-
	Commercial - Other	.066	554.00	-
	Industry - Light	.066	554.00	-
	Industry - Other	.066	554.00	-
	Primary Production	.00520	554.00	-
	Vacant Land	.066	554.00	-
	Other Use	.066	554.00	-
<b>Non-Urban</b>	Residential	.044	554.00	957.00
	Commercial - Shop	.044	554.00	-
	Commercial - Office	.044	554.00	-
	Commercial - Other	.044	554.00	-
	Industry - Light	.044	554.00	-
	Industry - Other	.044	504.00	-
	Primary Production	.00520	-	-

	Vacant Land	<b>.022</b>	-	-
	Other Use	<b>.044</b>	<b>554.00</b>	-

<b>Shacks</b>	Residential	<b>.044</b>	<b>554.00</b>	<b>554.00</b>
	Primary Production	<b>.00520</b>	-	-
	Vacant Land	<b>.022</b>	-	-
	Other Use	<b>.044</b>	<b>554.00</b>	-

### **MINIMUM RATE**

A Council may impose a minimum amount payable by way of rates, provided that it has not imposed a Fixed Charge. Where two or more adjoining properties have the same owner, and are occupied by the same occupier only one minimum rate is payable by the ratepayer. Where a Council imposes a minimum rate it must not apply to more than 35% of properties in the council area including the % of properties affected by tiered rating.

The Council has decided to impose a minimum rate of \$554.00. The reasons for imposing a minimum rate are :-

- Council considers it appropriate that all rateable properties make a contribution to the cost of administering the Council's activities and creating and maintaining the physical infrastructure that supports each property
- Minimum rates have been applied for many years and their continuation together with the rating impacts/trends that apply provide a consistent approach to rating levels

The minimum rate will affect 33.78% of rateable properties and will raise 22.15% of the total rate revenue.

### **MAXIMUM RATE**

Council has determined that a maximum rate be applicable to properties that have a land use code of residence. The maximum rate payable for urban properties is \$1,456 and for non-urban properties \$957.

In setting these maximum rate levels, Council took into account :-

- the very wide range of values applied to residential properties in the municipality.
- the unreasonable rate impost that would be applied to a number of properties, without a maximum rate.
- an increase in values of up to \$1,000 per property, in the areas for properties where the maximum rate is applicable.

### **SERVICE RATE / CHARGE**

The Council provides a septic tank effluent disposal system (STED) to 1384 properties within the Council area. A service charge of \$160.00 will apply to properties connected to the STED schemes installed in the Willsden, Augusta Park, Hospital Road, Zanuckville, Conwaytown, Transcontinental Estate and Stirling North Railway Siding areas.

### **PENSIONER & SELF FUNDED RETIREES CONCESSIONS**

If you are an eligible pensioner or self funded retiree, you may be entitled to a rebate on your rates, if you do not currently receive one. Application forms, which include information on the concessions, are available from the Council's Civic Centre at 4 Mackay Street, Port Augusta SA 5700. They are also available from the SA Water Corporation and its District Offices and the State Taxation Office. An eligible pensioner or self funded retiree must hold a Pension Card, State Concession Card or be a T.P.I. Pensioner. You must also be responsible for the payment of rates on the property for which you are claiming a concession.

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

**UNEMPLOYED PERSONS CONCESSIONS**

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

### **PAYMENT OF RATES**

Rates levied for the year may be paid in four quarterly instalments, due and payable by **6<sup>th</sup> September 2002, 6<sup>th</sup> December 2002, 7<sup>th</sup> March 2003 and 6<sup>th</sup> June 2003**. Separate notices relating to instalments due in December 2001, March 2002 and June 2002 will be issued to property owners in October 2002, January 2003 and April 2003

However, payment of the total rates levied on a property for the 2002/2003 financial year by the 6<sup>th</sup> September 2002, will attract a discount equivalent to 5% of the total rates declared on the property.

Rates may be paid at the Civic Centre, 4 Mackay Street Port Augusta between the hours of 9am and 5pm, Monday to Friday. EFTPOS facilities are available.

Rates may also be paid via the internet [www.portaugusta.sa.gov.au](http://www.portaugusta.sa.gov.au) (select eServices button) or by telephone on 1300 303 201 (ANZ Bank bill pay, Council's info pay number is 4321). Payments by post can be made to PO Box 1704 Port Augusta SA 5700.

Any ratepayer who may, or is likely to, experience difficulty with meeting the standard payment arrangements is invited to contact Michelle Dobson, Rates Officer on 86419100 to discuss alternative payment arrangements. Such inquiries will be dealt with in the strictest confidence.

The Council has adopted a policy that where the payment of rates will cause a ratepayer demonstrable hardship, the Council is prepared to make extended payment provisions or defer the payment of rates.

### **LATE PAYMENT OF RATES**

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

The Council allows a further two working days after the due date for payment as a grace period. The Council remits the late payment penalties allowed by the Local Government Act if payment is received within the grace period.

The Council is prepared to remit fines/penalties for late payment of rates for a limited range of circumstances such as financial hardship due to unemployment or sickness, sudden hospitalisation and similar situations. Written applications for remission of fines are to be forwarded to the Rates Department.

The Council issues an overdue account for payment of rates when rates are overdue ie. un-paid by the due date. Should rates remain unpaid for more than 30 days after the issue of the overdue account then the Council refers the debt to a debt collection agency for collection. The debt collection agency charges collection fees that are recoverable from the ratepayer. When the Council receives a payment in respect of overdue rates the Council applies the money received as follows :-

- first – to satisfy any costs awarded in connection with court proceedings;
- second – to satisfy any interest costs;
- third – in payment of any fines imposed;
- fourth – in payment of rates, in chronological order (starting with the oldest account first).

### **REMISSION AND POSTPONEMENT OF RATES**

Section 182 of the Local Government Act permits a Council, on the application of the ratepayer, to partially or wholly remit rates or to postpone rates, on the basis of hardship. Where a ratepayer is suffering hardship in paying rates he/she is invited to contact a Rates Officer, on 86419100 to discuss the matter. Although arrangements for late payment of rates is negotiable, remission of rates in whole or part is rarely approved due to the inequitable situation for the rest of the community.

**REBATE OF RATES**

The Local Government Act requires Councils to rebate the rates payable on some land. Specific provisions are made for land used for health services, community services, religious purposes, public cemeteries, the Royal Zoological Society and educational institutions.

Discretionary rebates may be applied by the Council under Section 166 of the Act. Council currently provides discretionary rebates for council owned land that is leased or licensed such as that used by sporting bodies and community organisations.

Council will consider all applications for rebate under Section 166 of the Act on merit.

### **SALE OF LAND FOR NON-PAYMENT OF RATES**

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

Except in extraordinary circumstances, the Council begins the sale of land for arrears of rates after 4 years. A copy of the Council's policy is available from our Rates Officer (Michelle Dobson) on 86419100, or by writing to the Rates Office, City of Port Augusta at PO 1704 Port Augusta SA 5700

### **APPLICATION OF THE POLICY**

Where a ratepayer believes that the Council has failed to properly apply this policy it should raise the matter with the Council. In the first instance contact a Rates Officer on 86419100 to discuss the matter. If, after this initial contact, a ratepayer is still dissatisfied they should write to the Chief Executive Officer, City of Port Augusta, PO Box 1704, Port Augusta SA 5700.

A rate cannot be challenged on the basis of non-compliance with this policy and must be paid in accordance with the required payment provisions.

## APPENDIX #1

## CITY OF PORT AUGUSTA – RATING POLICY SUMMARY 2002/2003

This is a summary version of the formal rating policy document adopted by the Council. The complete policy statement is available free on request. The Council's Budget and other strategic documents are available for inspection at the front counter of the Civic Centre, and the Public Library, 4 Mackay Street, Port Augusta SA 5700.

Further Information

Any queries in relation to this summary or requests for additional information regarding rates payments, remissions or objections should be directed to the Rates Officer, telephone 86419100, unless otherwise indicated.

Strategic Focus

In setting its rates for 2002/2003 Financial Year, the Council has considered its Draft Strategic Plan, the current economic climate, the specific issues faced by our community, the Budget for the 2002/2003 Financial Year and the impact of rates on the community. For the 2002/2003 Financial Year, the Council has decided to increase rate income, compared to last year, by 9.86%. However, if payment of all outstanding and current rates levied is made by 6th September 2002, a rebate of 5% of the rates levied for 2002/2003 will be granted by Council.

Business Impact Statement

The Council has considered the impact of rates on businesses within the Council area. In considering the impact, Council assessed those elements of the Council's Management Plans relating to business development, the equity of the distribution of the rate burden between ratepayers, Council's policy on facilitating local economic development and specific Council projects for the coming year that will benefit businesses.

Method Used to Value Land

All land within a Council area, except for land specifically exempt (eg. Crown Land, Council occupied land), is rateable. The Port Augusta City Council has decided to continue to use site value as the basis for valuing land within the Council area. However, the Council has adopted the valuations made by the SA Valuer-General as provided to the Council on 23rd May 2002. If you are dissatisfied with a property valuation then an objection may be made to the Valuer-General in writing, within 60 days of receiving notice of the valuation, explaining the basis for the objection – provided that you have not :-

- a) previously received a notice of this valuation under the Local Government Act 1999, in which case the objection period is 60 days from the receipt of the first notice; or
- b) previously had an objection to the valuation considered by the Valuer-General.

The address of the Valuer-General is "Office of the Valuer-General, GPO Box 1354, ADELAIDE SA 5001", or email [objections@saugov.sa.gov.au](mailto:objections@saugov.sa.gov.au) and the telephone number is 1300 653 345. **The Council has no role in this process.** It is important to note that the lodgement of an objection does not change the due date for payment of rates. Council has however, indicated that during the current Financial Year it will review the method used to value land. The community will be invited to participate in that review.

General Rates & a Minimum Rate

At its meeting on 24th June 2002, the Council decided to raise \$5.152m rate revenue in a total revenue budget of \$17.1m. As a result of this decision, the Council has set different general rates in the dollar to raise the necessary revenue. Generally, the amount of rates payable is determined by multiplying the relevant rate in the dollar and the site value of the property. However, a minimum rate of \$554 will be applied, ie. every ratable property will pay at least this much. A maximum or "capped" rate for a residential property has also been established at \$1,436 for urban areas and \$957 for non-urban areas.

Service Charge

The Council provides a septic tank effluent disposal system to a number of properties within the Council area. The Council will recover the cost of operating this system through a service charge of \$160 for each connected Property Unit.

### Pensioner & Self Funded Retiree Concessions

If you are an eligible pensioner or self funded retiree, you may be entitled to a remission on your rates. Application forms (including information on the concessions) are available from the Front Counter of the Council Office, or by phoning the Council on 86419100. It is important to note that seeking a remission does not change the due date for payment of rates.

### Unemployed Persons Concessions

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

### Payment of Rates

The payment of rates will be by four (4) instalments due on the **6th September 2002, 6th December 2002, 7th March 2003 and 6th June 2003**. Separate notices relating to instalments due in December 2002, March 2003 and June 2003 will be issued in October 2002, January 2003 and April 2003. However, payment of the total rates levied on a property for 2001/2002 financial year by the 7th September 2001 will attract a discount equivalent to 5% of the total rates declared on the property for the year. Rates may be paid :-

- by post - PO Box 1704, PORT AUGUSTA SA 5700; or
- by telephone – ANZ Bank Billpay on 1300 303 201, info pay number 4321, or visit [www.portaugusta.sa.gov.au](http://www.portaugusta.sa.gov.au); or
- in person – Council Office, 4 Mackay Street, PORT AUGUSTA SA 5700, during the hours of 9am – 5pm, Monday to Friday (EFTPOS facilities are available).

Any ratepayer who may, or is likely to, experience difficulty with meeting the standard payment arrangements is invited to contact the Council to discuss alternative payment arrangements. Such inquiries are treated confidentially.

### Late Payment of Rates

The Local Government Act provides that Councils impose an initial fine of 2% on any payment for rates, whether by instalment or otherwise, that is received late. A payment that continues to be late is then charged a prescribed interest rate (approximately 1%) on the expiration of each month that it continues to be late. The Port Augusta City Council allows a further two (2) working days grace period after the due date for payment. The Council remits the late payment penalties if payment is received within the grace period. The Council issues an overdue account for payment of rates when rates are overdue, ie. unpaid by the due date.

Should rates remain unpaid more than 30 days after the issue of the overdue account, then the Council refers the debt to a debt collection agency for collection. The debt collection agency charges collection fees that are recoverable from the ratepayer.

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

- first – to satisfy any costs awarded in connection with Court proceedings;
- second – to satisfy any interest cost;
- third – in payment of any fines imposed; and
- fourth – in payment of rates, in chronological order (starting with the oldest account first).

### Remission & Postponement of Rates

The Local Government Act permits a Council, on the application of a ratepayer, to partially or wholly remit rates or to postpone rates, on the basis of hardship. Where a ratepayer is suffering hardship in paying rates, he/she is invited to contact the Rates Officer on 86419100 to discuss the matter. Such inquiries are treated confidentially by the Council. Although arrangements for extended payment of rates is negotiable, remission of rates in whole or part is rarely approved due to the inequitable situation for the rest of the community.

### Rebate of Rates

The Local Government Act requires Council to rebate the rates payable on some land. Specific provisions are made for land users for health services, community services, religious purposes, public cemeteries, the Royal Zoological Society and educational institutions. Council also will consider discretionary rebates where circumstances warrant.

### Sale of Land for Non-Payment of Rates

The Local Government Act provides that a Council may sell any property where the rates have been in arrears for three (3) years or more.

The Council is required to notify the owner of the land of its intention to sell the land if payment of the outstanding amount is not received within a given period, and provide the owner with details of the outstanding amounts. Except in extraordinary circumstances the Council enforces the sale of land for arrears of rates after four (4) years – a copy of the policy is available from the Front Counter of the Council Office.

Disclaimer

A rate cannot be challenged on the basis of non-compliance with this policy and rates must be paid in accordance with the required payment provisions.

2002/2003

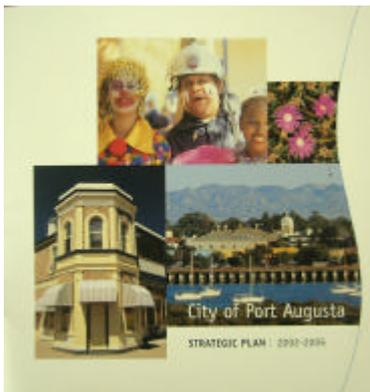
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City of Port Augusta  
admin@portaugusta.sa.gov.au

# Appendix E



## Strategic Plan— Performance Indicators 02/03

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



## STRATEGIC PLAN – PERFORMANCE INDICATORS

### GOAL 1 – OUR COMMUNITY FEELS SAFE

KEY STRATEGIES	2002/2003 KEY INITIATIVES
1.1 Create and resource a new operational division to implement the Social Vision Action Plan and other appropriate strategies	<ul style="list-style-type: none"> <li>• The Social Vision Unit was officially launched on 12th December 2002 by her Worship the Mayor at the Fountain Gallery. The Unit consists of the General Manager, Personal Assistant, Projects and Events Coordinator, Aboriginal Community Development Officer, Youth Activities Coordinator, Learning Community Coordinator, Active Field Officer, CASA Arts Officer, 2 Indigenous Trainees and Crime Prevention Officer (until June 2003).</li> </ul>
1.2 Improve the safety of the City through the implementation of the Social Vision Action Plan, Which aims to support, develop and deliver resource initiatives that reduce crime and promote community safety	<ul style="list-style-type: none"> <li>• The SVU is working through the recommendations of the SV&amp;AP</li> <li>• It is noted that the Local Crime Prevention Program was ceased by the State Govt as at 30 December 2002. The SVU has been negotiating (along with Whyalla CC) to be part of the proposed Regional Model for 2003/2004</li> <li>• The 2002/2003 Summer Activities Program, Friday Night Disco Bus, Home Audit Pack and PAYSS program are just some examples of SVU partnership initiatives for a safer City</li> <li>• Our partnerships with the Attorney Generals Dept, SAPOL, ATSYS, AAC, DEET, FAYS and other key agencies are a crucial component to this strategy</li> </ul>
1.3 Develop an accurate database for collecting and reporting crime statistics	<ul style="list-style-type: none"> <li>• This is a SAPOL (South Australian Police) function. The SVU is a proud and proactive partner of SAPOL on many initiatives for the community</li> </ul>
1.4 Establish community consultative mechanisms to involve the community in achieving a safer City for all	<ul style="list-style-type: none"> <li>• The SVU has established a City Safe Project Reference Group with a wide range of community representation, to engage on projects under the SV&amp;AP</li> <li>• The SVU Unit also has close links with the Aboriginal Advisory Committee who are able to present advice on Indigenous perspectives as required</li> <li>• Public consultation on issues such as the Port Augusta Dry Areas Review has and continues to be undertaken in accordance with Pt Augusta City Councils Policy. In addition an 'open door' policy is in place at the SVU and members of the public often attend to discuss their concerns or issues</li> </ul>

	<ul style="list-style-type: none"> <li>The SVU is part of many steering committees and forums on social and justice issues, in collaboration with government and non-government agencies, allowing a spectrum of views to be gained.</li> </ul>
1.5 Gauge a clear understanding of the community's perception of their safety ensuring a realistic and appropriate demographic composition is consulted	<ul style="list-style-type: none"> <li>See 1.4 above.</li> </ul>
1.6 Encourage active commitment to collaboration and team-based problem solving across Council	<ul style="list-style-type: none"> <li>The SVU is pro-actively engaged with all parts of Council to ensure the delivery of quality service to the community. There are also regular team meetings of the various departments within the SVU itself</li> <li>The General Manager has been an active member with the Senior Management Group of Council, and has maintained regular consultation with Council's elected members to resolve issues</li> </ul>
1.7 Utilise partnerships between Council, government and non-government agencies to positively impact on community safety	<ul style="list-style-type: none"> <li>SVU has very quickly established a broad range of partnerships across government agencies and non-government agencies and is a proactive member of many steering committees and the Port Augusta Senior Officers Group</li> </ul>
1.8 Implement a community awareness program to alter/change perception of safety internally and externally	<ul style="list-style-type: none"> <li>SVU has been active with other agencies, the media and initiatives such as the home audit pack, to change the way Port Augusta is viewed and how people feel</li> </ul>

## STRATEGIC PLAN – PERFORMANCE INDICATORS

### GOAL 2 – A HARMONIOUS, UNIQUE, VIBRANT COMMUNITY AND ENVIRONMENT.

KEY STRATEGIES	2002/2003 KEY INITIATIVES
2.1 Review the City's role in the delivery of services	<ul style="list-style-type: none"> <li>• Accreditation Site Visit Nerrilda Nursing Home – July 2002</li> <li>• Accreditation Site Visit A.M. Ramsay Village – May 2003</li> <li>• Accreditation Site Visit Childcare Centre – October 2002</li> <li>• RCS Validation Nerrilda and Ramsay Village – August 2002</li> <li>• Special Needs – HACC National Service Standards, Dept Human Services Excellence Framework</li> <li>• Developed and implemented Customer Service Charter</li> </ul>
2.2 Identify and attract additional funding sources to facilitate the achievement of various projects and programs	<ul style="list-style-type: none"> <li>• Implementation of South Australian Curriculum Standards (SACSA) for programming at Childcare Centre – 2002/2003 and ongoing</li> <li>• Introduction of Toy Library Service achieved through Morialta Trust funding of \$3,000. Official opening of a free toy and puzzle library service on 30<sup>th</sup> April 2003</li> </ul>
2.3 Develop a strategic direction for events, arts, leisure, recreation and heritage that encourages a unique, vibrant and participative community	<ul style="list-style-type: none"> <li>• The SVU Projects and Events coordinator commenced in May 2003 and will interact with other SVU staff (particularly the Country Arts SA Arts Officer, Active Field Officer, Aboriginal Community Development Officer and Youth Activities Coordinator) the Port Augusta community, Heritage SA and Council partners, to promote a vibrant environment</li> </ul>
2.4 Implement an education and promotion strategy around the role that community programs play in broader social development	<ul style="list-style-type: none"> <li>• The SVU has a strategy of public awareness of the activities of all sections of the Unit, through media, public engagements and monthly activity reports to Council (which are available to the public). The Social Vision and Action Plan is also available on the Council website</li> </ul>
2.5 Raise the community's awareness of services available within the community	<ul style="list-style-type: none"> <li>• Introduction of Resident's Newsletter – this is a bi-monthly publication which is placed in the Transcontinental Newspaper</li> <li>• Community Information – regular production of Community Diary enhanced by also being available on the internet via Council's website</li> </ul>

## STRATEGIC PLAN – PERFORMANCE INDICATORS

### GOAL 3 – A POSITIVE AND PROGRESSIVE IMAGE OF OUR CITY

KEY STRATEGIES	2002/2003 KEY INITIATIVES
3.1 Review and improve marketing/media strategies	<ul style="list-style-type: none"> <li>The SVU has been pivotal in the development of the tourism 'Peak Body' concept for Port Augusta with strategic partners, Port Augusta FOCUS, NRDB and the SATC. This will see all areas involved in tourism represented by an overseeing body. For 2003/04 Council will commit funds towards employing a destination tourism marketing manager, specifically for Port Augusta and will continue to enhance our media strategies</li> </ul>
3.2 Beautify the entranceways and central corridor of the City	<ul style="list-style-type: none"> <li>The SVU brought together other areas of Council, Country Arts SA, Northern Regional Development Board and Transport SA and a specialist public arts consultant, to develop a design plan for the central corridors of the City. Stage 1 concept drawings, consistent with the foreshore development, have been endorsed by Council and Transport SA for the area between Bird and Pink Lakes.</li> </ul> <p>For 2003/04 final working drawings and works are expected to commence by the end of 2003. Complete Stage 1 of the corridors project (the southern corridor) and hand over to Infrastructure to construct and Stage 2 will see further design and works carried out.</p>
3.3 Re-develop main foreshore and associated areas	<ul style="list-style-type: none"> <li>Stage 1 of the Foreshore Redevelopment has commenced with Stage 2 expected to be commenced in 2003/04.</li> </ul>
3.4 Improve and expand current tourism facilities	<ul style="list-style-type: none"> <li>Upgrade to AALBG facilities- physical works to commence during 2003/04.</li> </ul>
3.5 Raise Port Augusta resident's awareness of local attractions to ensure everybody is a tourism ambassador	<ul style="list-style-type: none"> <li>This will be a focus of the Peak Body when formed in 2003/04.</li> </ul>
3.6 Embrace and promote the cultural diversity within the community	<ul style="list-style-type: none"> <li>SVU staff embrace this as an important component of the SV&amp;AP and work is ongoing in the promotion of the cultural diversity within the community</li> </ul>

## STRATEGIC PLAN – PERFORMANCE INDICATORS

### GOAL 4 – ECONOMIC GROWTH FOR LONG-TERM BENEFIT

KEY STRATEGIES	2002/2003 KEY INITIATIVES
4.1 Actively promote the City's Development Plan as "Open for Business"	<ul style="list-style-type: none"> <li>• This has been a very successful campaign during the year based on substantial economic growth throughout the City.</li> <li>• Partnerships with NRBD and Focus has promoted the culture of "Open for Business"</li> </ul>
4.2 Identify the viability of and develop an incentive scheme to attract businesses	<ul style="list-style-type: none"> <li>• Policies are in place relating to Rate Concessions.</li> <li>• Other work is expected with the advent of the new Manager, Legislation and Economic Development which is to be filled in late 2003</li> </ul>
4.3 Support development initiatives that provide for enhanced economic outlook and employment opportunities	<ul style="list-style-type: none"> <li>• Development initiatives currently being supported :-  Oasis Apartments development  Foreshore Redevelopment Stage 1 &amp; Stage II  Construction of Betta Electrical Store  New Discount Department Store  Boat Mooring Facility  Lifestyle/Retirement Village  Intermodal/Industrial Estate  Pichi Richi Railway funding to refurbish locomotive known as the NM25  Proposed Business Incubator for Port Augusta  Seek grant for refurbishment of Town Hall</li> </ul>
4.4 Develop strong and active partnerships with external organisations/agencies around tourism issues	<ul style="list-style-type: none"> <li>• SVU has been active in forming partnerships around tourism - covered at 3.1 above. 2003/04 will see the Social Vision Unit SVU instigating meetings of tourism cluster groups and see the Tourism Peak Body through to an incorporated body representing the voice of Port Augusta operators, with its own marketing</li> </ul>
4.5 Further develop and create key tourist infrastructure and attractions	<ul style="list-style-type: none"> <li>• On-going negotiations with regard to future of Port Augusta Town Hall</li> <li>• Proposed upgrade of AALBG</li> <li>• General economic development projects</li> </ul>
4.6 Maintain commitment to the Northern Regional Development Board	<ul style="list-style-type: none"> <li>• Financial support to NRDB for continued commitment to enhance our economic growth</li> </ul>
4.7 Maintain membership of peak industry bodies	<ul style="list-style-type: none"> <li>• Council has maintained its commitment to Peak Industry Bodies. Refer to 3.1 re: proposed Port Augusta Peak Tourism Body</li> </ul>

## STRATEGIC PLAN – PERFORMANCE INDICATORS

### GOAL 5 – OPTIMISE USE AND MANAGEMENT OF THE CITY'S FINANCIAL AND PHYSICAL RESOURCES

KEY STRATEGIES	2002/2003 KEY INITIATIVES
5.1 Review organisational structure to ensure effective delivery of services, achievement of strategic goals and optimal use of physical and financial resources	<ul style="list-style-type: none"> <li>• The SVU has continued to evolve over the six months since its inception. Staff have been employed in key positions to cover strategic areas of the City's Plan. In many cases this has been in financial partnership/s with other agencies for optimised use of resources, even to the extent of sharing with another Council</li> <li>• In 2003/04 a organisational review and restructure is proposed</li> </ul>
5.2 Develop and standardise appropriate, sustainable financial policies and strategic financial plans to ensure the City's long term financial viability	<ul style="list-style-type: none"> <li>• Restructure of financial services team reviewed and new structure implemented. Management Plans are to be developed during 2003/04</li> </ul>
5.3 Further develop a responsible risk management strategy to identify, monitor and proactively review financial and physical risk	<ul style="list-style-type: none"> <li>• Risk Management on-going. Training provided to staff. During 2003/04 it is proposed to establish a Risk Management Committee and develop a five year financial Risk Management Plan</li> </ul>
5.4 Implement Council-wide continuous improvement approach	<ul style="list-style-type: none"> <li>• Develop Continuous improvement database program for Nerrilda Nursing Home to identify all ongoing continuous improvement activities in line with Accreditation guidelines</li> <li>• SVU has an ongoing commitment to continuous improvement. The restructure of Council Directorates is a good example of the way forward. The new structure which sees the SVU incorporated into the Social Vision and City Image Directorate, will take effect on 1<sup>st</sup> July 2003</li> <li>• Introduction of a school holiday activities program at the Library. This service has been very successful with a range of programs and activities for school aged children, ranging from Science Investigation Centre, cartooning workshops and a circus day</li> <li>• Improvements to the Library Interior with new furniture and alterations to the circulation desk and front doors</li> <li>• Library Workroom upgrade – relocation of storage to an off-site location allowing improved facilities for staff and improvements in service to the community</li> <li>• Introduction of Saturday morning storytelling – a successful and very popular introduction of preschool storytelling with local group "Frozzled"</li> </ul>

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KEY STRATEGIES	2002/2003 KEY INITIATIVES
5.4 Cont.....	<ul style="list-style-type: none"> <li>• Library bus celebrated one year of operation in December 2003, allowing community members to visit the Library on a regular basis</li> <li>• Involvement in many community events including Playgroup in the Park</li> <li>• Solar Hot Water Rebate – coordination of rebate for community with Environment Protection Authority</li> <li>• Training sessions for elected Members</li> </ul>
5.5 Obtain external funding	<ul style="list-style-type: none"> <li>• Substantial external funding has been obtained through various agencies and grants for numerous and wide-ranging SVU projects, programs, events and staffing arrangements – both as once only funds and contracted recurrent funding. External funding will continue to be sought for projects during 2003/04, two of these are :-  Foreshore Redevelopment – Stage 1 Central Oval Reclaimed Water Project</li> </ul>

## STRATEGIC PLAN – PERFORMANCE INDICATORS

### GOAL 6 – EFFECTIVE MAINTENANCE, MANAGEMENT AND ENHANCEMENT OF THE CITY'S INFRASTRUCTURE ASSETS

KEY STRATEGIES	2002/2003 KEY INITIATIVES
6.1 Develop appropriate plans, strategies and management systems to ensure Public Infrastructure Assets are maintained to an acceptable level	<ul style="list-style-type: none"> <li>• New Back up Generator for Ramsay Village – December 2002</li> <li>• New Storeroom at Nerrilda Nursing Home – June 2003</li> <li>• Special Needs Centre – Northern and Far Western Regional Health Service Expansion – commenced March 2003</li> <li>• Install electric front door at Ramsay Village</li> <li>• Ongoing Road Construction Program</li> <li>• Ongoing Footpath Maintenance/Construction Program</li> <li>• Continued involvement in Treenet Trials and prepare a tree planting/replacement program</li> <li>• Proposed projects for 2003/04 include: <ul style="list-style-type: none"> <li>Childcare Centre \$4,000 Morialta Trust Grant – October 2002</li> <li>Childcare Centre \$8,490 Community Benefit SA Grant – June 2003</li> <li>Pavement Management System Upgrade to Stormwater in Commercial Road and Seaview Road</li> <li>New stormwater for Stirling North</li> <li>Investigate parkland area in Stirling North</li> <li>Investigate recreational areas in Miranda/Shack Area</li> <li>Safety Management Systems – Aerodrome 2003-2007</li> </ul> </li> </ul>
6.2 Identify opportunities for most effective use of existing infrastructure facilities	<ul style="list-style-type: none"> <li>• Investigation into impact of water restrictions and the provision of a plan of contingencies.</li> </ul>
6.3 Encourage community ownership and pride in existing infrastructure areas including park, gardens and footpaths	<ul style="list-style-type: none"> <li>• Volunteer parks program</li> </ul>
6.4 Identify additional and ongoing funding sources	<ul style="list-style-type: none"> <li>• Applications for various grants from Sport and Recreation, Bike South, Coast Protection, Transport SA, Country Arts, Planning SA</li> <li>• Ongoing identification of grant opportunities as they arise</li> </ul>

## STRATEGIC PLAN – PERFORMANCE INDICATORS

### GOAL 7 – EFFECTIVE MANAGEMENT AND MAINTENANCE OF THE CITY'S UNIQUE ENVIRONMENT

KEY STRATEGIES	2002/2003 KEY INITIATIVES
7.1 Promote waste minimisation, recycling and reuse programs for the community and businesses	<ul style="list-style-type: none"> <li>Investigate, document and call tenders for the establishment of a "Reclaim Water Project" to be located at Central Oval. 2003/04 will see the Construction of sewage treatment plant at Central Oval, using a technique known as "sewer mining" to extract water from sewage contained in existing SA Water Sewerage infrastructure</li> </ul>
7.2 Encourage Council programs to have environmental protection/sustainability components that reflect best practice	As above
7.3 Change Council boundaries to include the Gulf Waters north of Douglas Bank into the Council area	<ul style="list-style-type: none"> <li>Some work undertaken about resolution to this water. Further work is continuing</li> </ul>
7.4 Review all aspects of Shack Area management	<ul style="list-style-type: none"> <li>As part of a total city exercise this area is under review in terms of valuation and rating. A Community based review group will be reporting on its findings in 2003/04.</li> </ul>
7.5 Develop the Australian Arid Lands Botanic Garden as a vehicle to promote environmental management	<ul style="list-style-type: none"> <li>Develop and management of Arid Land gardens</li> <li>Seek funding for AALBG Tourism to upgrade infrastructure. In 2003/04 there will be further work on the design and construction of infrastructure to improve maintenance programs for AALBG inline with funding requirements</li> </ul>

## STRATEGIC PLAN – PERFORMANCE INDICATORS

### GOAL 8 –A PROFESSIONAL, EFFECTIVE, EFFICIENT AND CUSTOMER-FOCUSED ORGANISATION, RESPONSIVE TO THE NEEDS OF THE COMMUNITY

KEY STRATEGIES	2002/2003 KEY INITIATIVES
8.1 Develop and implement regular customer and staff surveys	<ul style="list-style-type: none"> <li>No specific work on this but it is proposed to develop customer surveys for future use during Public Consultation Processes</li> </ul>
8.2 Develop a customer charter for all programs	<ul style="list-style-type: none"> <li>Customer Services Charter implemented for all of Council</li> </ul>
8.3 Develop and implement a performance management system and reward system for all staff	<ul style="list-style-type: none"> <li>Reward system introduced in recognition of staff service at annual function.</li> <li>Training conducted around customer service and team building for all staff</li> </ul>
8.4 Review appropriate representation, community access and statutory compliance to ensure governance	<ul style="list-style-type: none"> <li>Review all Direct and Indirect Care Staff competencies at Nerrilda Nursing Home and AM Ramsay Village in line with the restructure of the Health Services Employees Award</li> <li>Ongoing work relating to all Council Programs</li> </ul>
8.5 Review and develop information systems and maximise the use of technology	<ul style="list-style-type: none"> <li>Upgrade undertaken to Councils eservices computer system to provide reliable and constant access to our information processes</li> <li>Laptop computers provided for all elected members.</li> <li>Other future work includes :-  Wide area network for telephony and data. Review document management system and identify alternatives</li> </ul>
8.6 Ensure the provision of services and facilities that reflect the needs and the demographic composition of the community	<ul style="list-style-type: none"> <li>The SVU currently has two Indigenous trainees as part of Councils commitment to aboriginal employment</li> <li>The Aboriginal Community Development Officer and Youth Activities Co-ordinator have direct responsibilities for their respective demographic, whilst other members of the SVU offer services across the community</li> <li>The SVU also liaises with the Aboriginal Advisory Committee, ATSIC (now ATSI) and DAARE on indigenous issues on a regular basis</li> </ul>