

ANNUAL REPORT 2008



DISTRICT COUNCIL OF YANKALILLA

2007-2008 ANNUAL REPORT

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THE DISTRICT

The District Council of Yankalilla covers a geographical area of approximately 750 square kilometres. Natural features include a unique and attractive undulating landscape, a visually dominating coastline with cliffs, sand dunes and isolated beaches, creek systems, conservation parks and forests.

POPULATION GROWTH

The District Council of Yankalilla has been experiencing strong growth over the last five years. ABS figures for 2005-2006 indicated that Yankalilla was one of the fastest growing council areas in South Australia.

The current residential population totals 4,327, and is higher than ABS projected growth figures. An annual growth rate of 2.4% was experienced between 2001 and 2006 and an annual growth rate of 3.2% is anticipated for the next five years.

The greatest growth has been seen in pre-retirement and retirement sectors, with the 40 – 59 and over 65 age groups being the most predominant increases. A report released by the Productivity Commission in 2005 predicted that by 2045 26.8% of coastal populations would be aged over 65 years.

Whilst a residential population of around 5,000 is not considered to raise any significant issues, the community is comprised of a high percentage of non-resident ratepayers. ABS 2006 Census data indicates that 47% of houses were not occupied on census night.

A socio-economic survey undertaken in 2004 indicated that 33% of non-resident ratepayers intended to become permanent residents within 5 years (2009). The community also swells to approximately 10,000 people during the summer holiday season which creates challenges for provision of community facilities and infrastructure.

Based upon the projected population growth rates and over 130 dwellings approved each year, the currently zoned residential land will be fully developed within five years.

ECONOMY

Economic activity ranges from the traditional dairying, beef and sheep farming to more recent expansion in viticulture, niche manufacturing and tourism. Development is concentrated in the region's larger centres of Yankalilla and Normanville, and these support retail, commercial and aged care facilities. A variety of smaller townships pepper the landscape and are home to agriculture and tourism activities.

The Census indicated the predominant areas of employment were in agriculture, forestry and fishing, retail trade and accommodation, cafes and restaurants, reflecting the importance of tourism to the area. The agriculture figures also reflect a growing wine sector.

The manufacturing, construction and health and community sectors were the next highest areas of employment and indicate the continued growth of the area and accompanying community facilities required.

The predominance of pre and post retirement sectors is reflected in lower average household income figures, however home ownership is higher in Yankalilla than South Australia.

The natural beauty of the area, coastal beaches and walking trails attract both residents and visitors and has supported the development of tourism festivals such as the Leafy Sea Dragon Festival which provide a contribution to the regional economy. A growing art and culture sector provides further opportunities for tourism.

FUTURE PLANNING

The District Council of Yankalilla will continue to be challenged by strong population growth, changing demographics and the resulting community and infrastructure pressures.

Continued development will create increasing pressure on competing land uses and interface issues. Demands on community, educational and health services are expected to increase along with transport needs and water, power and telecommunications facilities.

Promotion of appropriate forms of development that adhere to sound environmental practices and create employment opportunities will require balancing with the desire to maintain the essential character of the area and its pristine environment.

Forward planning and management of this growth in a balanced and sustainable way will be a key objective for Council. Competing pressures on Council expenditure will require sound financial management and sustainability practices.

Maintaining and building upon the sense of place that underpins a cohesive and interactive community will need to be taken into consideration in longer term planning for the District.

The Strategic Directions and goals of Council aim to address these issues in a balanced and sustainable manner.

STRATEGIC DIRECTION

COMMUNITY VISION

Council is committed to the ongoing management of the area and its assets and providing for the community to create the following vision:

The District Council of Yankalilla is a key destination for residents and visitors with a distinct sense of place, a dynamic community, and values that support sustainable social and economic development.

This vision will be accomplished by achieving the following goals:

COMMUNITY WELLBEING

- Provide a well-planned District that supports community needs and enhances the visitor experience.

INFRASTRUCTURE

- Build and maintain infrastructure and assets that support existing and future community and business needs.

ECONOMIC DEVELOPMENT

- Encourage appropriate growth that protects the environment and creates a vibrant and active community and employment opportunities.

ENVIRONMENT

- Promote and value the natural environment through adherence to sustainability principles for the benefit of current and future communities.

RECREATION, ARTS AND CULTURE

- Support and encourage the development of facilities, events and programs that enhance the recreational experience and cultural vibrancy of the community.

GOVERNANCE

- Implement sound corporate governance and financial management strategies in the delivery of council services.

THE COUNCIL

Council is composed of nine Councillors representing four wards. The members of Council, pursuant to Section 51 of the Local Government Act 1999, elect one of their members as Mayor who holds the position of Presiding Officer of Council as well as representing a ward. The Mayor receives a deliberative vote as a Councillor but not a casting vote.

Council elections were held in November 2006 and as a result of those elections and a supplementary election held in 2007 the following community representatives were elected to Council for the next four years.

The periodic elections held in November 2006 saw 8 candidates seeking election in the 4 Council wards. Voter participation in the electoral process was 41.54 % of the total number of electors on the electoral roll and while this % is lower than is ideal it could be as a result of no election being held in the Flinders Ward and that 48 % of those eligible to vote do not reside within the Council district.

Councillor Contacts as at June 2008

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COUNCIL FACILITIES

Administration Centre

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Ph: 8558 0200
Fax: 8558 2022
Email: council@yankalilla.sa.gov.au
Web: www.yankalilla.sa.gov.au

Normanville Beach Caravan Park

Jetty Road
PO Box 867
Normanville SA 5204
Ph: 8558 2038
Fax: 8558 3573
Email: normbch@ozemail.com.au
Web: www.yankalilla.sa.gov.au

Community Chambers

Shop 5, Normanville Plaza
Edward Street
Normanville SA 5204

Works Depot

Kemmiss Hill Road
Yankalilla SA 5203
Ph: 8558 3043
Fax: 8558 2955

Visitor Information Centre

104 Main South Road
Yankalilla SA 5203
Ph: 8558 2999
Email: tourism@yankalilla.net.au

Normanville Beach Cafe

Beach Reserve
Jetty Road
Normanville SA 5204
Ph: 8558 2575

Yankalilla Waste Depot

Yankalilla to Victor Harbor Road
Yankalilla SA 5203

Rapid Bay Campground

Rapid Bay Road
Rapid Bay SA 5204
Ph: 8598 3003

Yankalilla/Normanville Wastewater Treatment Plant

Lot 801 Hay Flat Road
Normanville SA 5204

Myponga Wastewater Treatment Plant

Sec 240+ Myponga Beach Road
Myponga SA 5202

Community Library

Yankalilla Area School
Main South Road
Ph: 8558 0888 Yankalilla SA 5203
Email: yas@yankas.sa.edu.au

EXTERNAL COMMITTEES, BOARDS & ASSOCIATIONS

Council participates in a number of External Committees, Boards and Associations and the membership on the groups comprises of Councillors, staff and the public.

Currently they are:

- Fleurieu Regional Development Inc
- Fleurieu Tourism Marketing Board
- Local Government Association of SA
- National Sea Change Task Force
- Community Library Management Board
- Community Development Reference Group
- Tourism Reference Group
- Fleurieu Community Road Safety Group
- Fleurieu Alliance
- Southern & Hills Local Government Association
- Fleurieu Waste Management Group
- Southern & Hills Local Government Association Roads Working Party
- Fleurieu Community Services Committee

MANAGEMENT OF THE DISTRICT

The Council conducts its business along corporate lines, which has similarities to those within the private sector.

The Council (which is the elected members) acts in a similar manner to a Board of Directors and is the principal decision making body. They are responsible for setting the strategic direction of the Council as outlined in Council's Strategic Plan "Future Directions", and establish policies to guide Council and staff in the day to day operation of Council's business.

The Council is responsible to the community and its Strategic Plan and policies reflect the community's wishes.

EXECUTIVE

The Council's Chief Executive is appointed by Council to manage the operational requirements of the Council in accordance with the directions detailed within the Council's Strategic Plan, and policies.

Council's Chief Executive and three Senior Managers comprise Council's Executive Management Team.

The Executive Management Team and other relevant Officers have delegated authority to make operational and routine decisions to administer Council policy.

Council Officers also formulate policy options and recommendations for Council consideration.

STRATEGIC PLANNING

Strategic Planning provides the platform and base from which all Council's decisions are made.

Council, through a process of consultation with staff and the community, developed and adopted a Strategic Plan, "Future Directions 2006 - 2009".

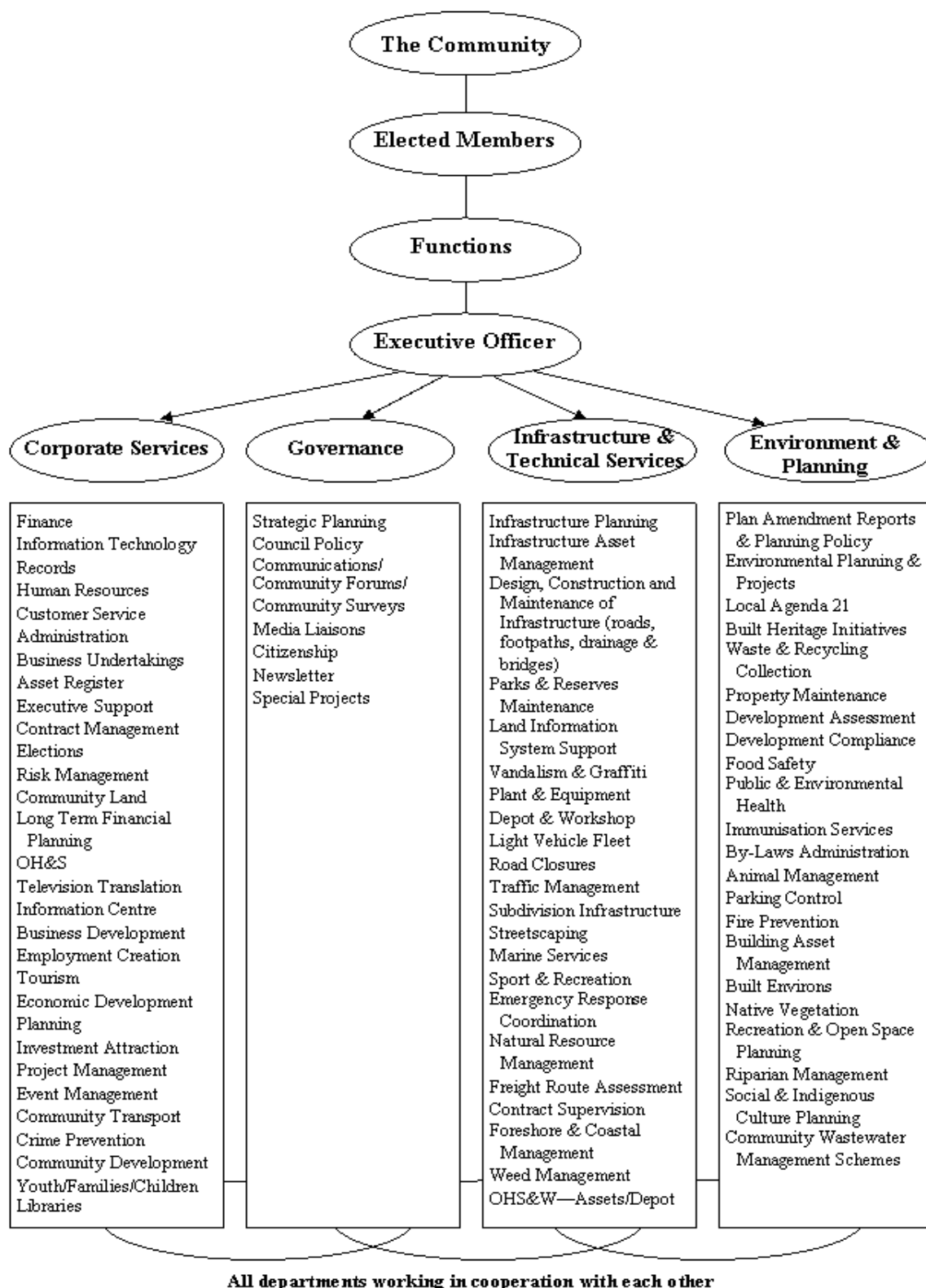
Local Government undertakes strategic planning to achieve a desired vision for their community. This can only be achieved through close co-operation, support and partnerships with those individuals and external organisations that can influence decision-making and delivery of services.

The establishment of our common vision and organisational mission has enabled the development of key goals for the organisation, which have in turn provided the framework for development of outcomes and strategies.

Individual actions or processes have been developed to implement strategies. These actions or processes are defined on an annual basis to form business plans.

This Strategic Plan spans a four year period but will be reviewed on an annual basis. Managers will use the Strategic and Business Plans in the delivery of services and to assist staff in linking their professional performance and development to the goals of the organisation.

The Operational Structure of the District Council of Yankalilla is detailed in the flow chart below.



COUNCIL MEETINGS

Members of the public are encouraged to attend and observe Council and should they wish to speak to Council about a current issue they can do so at the Public Forum, which is at 12.00 noon on the day of the Council meeting.

Councils holds one ordinary Council meeting per month on the third Thursday of each month commencing at 10.00 am.

COUNCIL COMMITTEES / WORKING GROUPS

In accordance with the provision of the Local Government Act Council have established the following committees pursuant to o Section 41 of the LG Act:

- Audit Committee - membership comprises of two elected members of Council and an independent presiding officer.

Council established a Development Assessment Panel pursuant to section 56A of the Planning Act and Regulations. This panel replaced the Council operated committee and considers all development applications that are not dealt with by staff in accordance with the staff's delegated authority provided by Council.

Council conducted a review of its committee structure and have established two reference Groups whose function is to provide an opportunity to discuss strategic issues in an information structure:

- Infrastructure Working Group
- Strategy and Policy Working Group

These groups have no delegated power and are not bound by the provisions of the Local Government Act 1999:

Council has the following advisory working groups that provide Council with input and advice within their specific field. These groups have no delegated power and are not bound by the provisions of the Local Government Act 1999:

- Yankalilla and District Dunes Working Group
- Yankalilla Tourism Reference Group
- Community Services Reference Group

COMMUNITY LEADERSHIP

In order to provide more effective representation of our community at a State and Federal level, Council has joined with the City of Victor Harbor, Alexandrina Council and Fleurieu Regional Development to form the Fleurieu Alliance.

Council's membership on the Alliance comprises of the Chief Executive and Council Mayor who meet every two months with their peers from City of Victor Harbor and Alexandrina Councils. The membership of the Alliance also includes the State and Federal politicians representing the area and until May 2007 an independent Chairman. The function of meeting Chair is now undertaken on a rotational basis by the Mayors. The function of the Alliance is to consider regional issues of a political nature.

The Alliance provides Council with a unique opportunity to meet with our neighbouring Councils and State and Federal representatives. This is an opportunity that does not occur in many regions of the state and the continuance of the Alliance will have long term benefits for the region and the local community.

POLICY DEVELOPMENT

Council has continued to review its policies throughout the 2007-2008 financial year and adopted or amended the following policies as part of that process.

- Elected Member Training and Development Policy
- Contract and Purchasing Policy
- Council Projects Policy Operational guidelines for Business Activities on Council land – Mobile Food Vending
- Records Management Policy and Procedures
- Use of External Auditors for Non Audit services
- Employment of former employees of the Auditors

All Council's policies are available for inspection at the Council Office during office hours.

COMMUNITY CONSULTATION

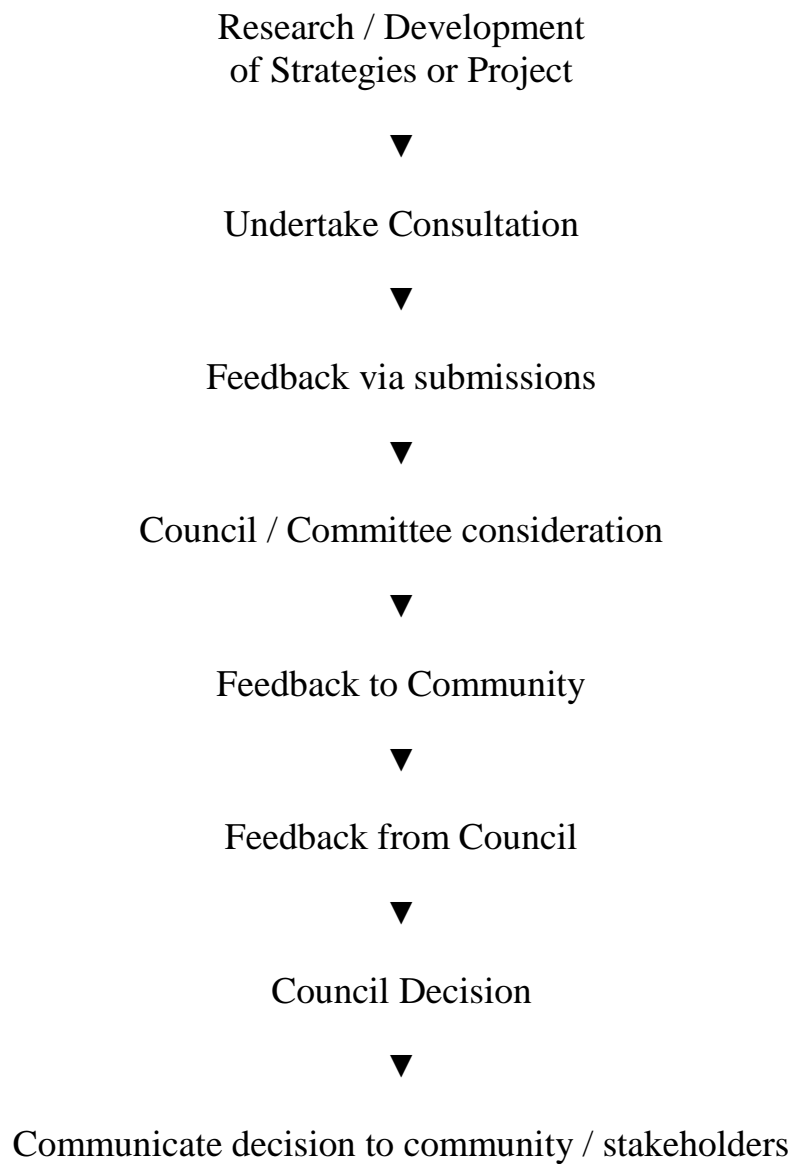
Council is committed to the principle of community consultation and an increased effort has been made to:

- Lift Council's profile within the community,
- Better inform the community of Council's operations, and
- Involve the community in Council's decision making process.

Council uses the local media, (the Victor Times, the Yankalilla Bay Regional News, and the Adelaide Advertiser) together with Council's website to provide information and seek the community's views on issues currently before Council.

Council has continued to produce a Council newsletter to provide more detailed information to the community. This newsletter is produced 11 times a year. Council has made a decision not to just inform the community but to put views forward that would invite reaction and feedback from the community so that Council is in a better position to take action that is reflective of the community's opinions.

The following diagram outlines how Council views its consultation activities in relation to the decision making process.



SIGNIFICANT PROJECTS UNDERTAKEN BY COUNCIL

During 2007-2008 Council undertook or were closely involved the following projects and initiatives.

Administration Centre /Civic Centre upgrade

Council accepted a tender from AJ Chappell Pty Ltd to undertake the redevelopment of the Administration Centre and Civic Centre and stage 1 of the project was completed and handed over to Council on the 20th March 2008. Stage 2 involving the demolition and reconstruction of the existing Administration Centre was 80 % completed by the 30th of June 2008 and together with stage 3 are expected to be completed in August 2008. At the 30th June 2008 the project was running well within budget allocations.

Visitor Information Centre

Council determined the new Visitor Information Centre will be located within the Yankalilla Historical Museum precinct. Design of the new centre has been completed and development approval has been sought. It is anticipated that the building will be completed in 2008-2009.

Youth and Community Centre

This work commenced during the year with Council staff acting as site managers for the project with the building anticipated to be completed in early July 2008. The centre will provide space in which youth activities can be conducted as well as office space and community facilities that can be accessed by all members of the community and community groups. Council hope that the provision of office space will also present opportunities for health service providers to be able to provide services for the community that have previously only been accessible outside the Council district.

Community Transport

Council engaged Willunga Transport to provide an intra Council community transport system to provide transport between the outlying towns and Yankalilla and Normanville one day a week. Council anticipate that the service will operate for twelve months and that a review of the effectiveness of the service will be undertaken during 2008-2009.

Records Management

Council received a poor result in relation to an audit conducted by State Records of Council's record management and as result of this committed to engaging a consultant to review the process associated with the way Council managed its records and provide recommendations as to how to improve this aspect of Council's operations.

In response to these recommendations, Council employed a Records Management Officer and is developing policies to assist managing this function.

These actions coupled with the incorporation of purpose built records management facilities with the administration redevelopment will mean the Council improves its performance in the management of information to enable this information to be correctly recorded and easily retrievable .

Asset Management Plans

During 2007-008 Council staff undertook the preparation of asset management plans for the following classes of assets;

- (a) Infrastructure Assets
- (b) Council building assets
- (c) Community Wastewater system assets

This information once completed in 2008 will be incorporated within Council's long term financial planning and will assist Council in making future budget allocations to ensure the correct maintenance of the community's assets.

District Plan 2030

Council commenced a project during 2007-2008 to develop a plan for the entire district that would detail how the district would grow and the services that would need to be put in place to manage growth within the next 20 years.

Council undertook a public launch of the project and invited the communities comments in relation to what they would like to see occur within the district in the next twenty years. As a result of the information gathered and a need to contribute to the State Governments Outer Metropolitan Planning Strategy, Council resolved to divide the District Plan 2030 into a plan for the townships of Normanville, Yankalilla and Carrickalinga in the first instance. Once that section of the plan has been completed Council will continue the process throughout the remainder of the district.

Council has planned to complete the first stage of this plan, including further consultation with the community, in 2008-2009.

Tourism Development – Regional Product Development Officer

The four Councils that comprise the Fleurieu region, Onkaparinga, Alexandrina, Victor Harbor and Yankalilla commissioned a Tourism Strategic Plan in cooperation with the SA Tourism Commission which outlined the future direction of Tourism within the region.

The Strategic Plan identified many actions to assist in the development of the tourist industry within the region and that the implementation of these the actions would require the engagement of a regional product development officer. During 2007-2008 Council contributed to the employment of this officer who is charged with prioritising the actions within the Strategic Plan and then working towards their implementation.

Refuse Management

Post Closure Plan Yankalilla Refuse Depot

Working with consultants, Council's Environmental Health Officer responsible for the operation of Council's Waste Services, prepared a Post Closure Plan which detailed how Council will manage the Yankalilla Refuse Depot now that it has been closed and unable to take putrescible waste. The draft Post Closure Plan was submitted to the Environment Protection Authority for their consideration and approval and once this is obtained in 2008-2009, Council will be able to commence work in accordance with the plan.

Construction of Waste Transfer Station Yankalilla Refuse Depot

During 2007- 2008 Councils undertook the construction of a Waste Transfer Station with the Yankalilla Refuse Depot. This project was result of the decision not to continue the landfill capability at the refuse depot due to the cost involved in the construction of new landfill cells. Therefore all waste deposited is now sorted, the recyclable material removed and any non recyclable material transported to Pedlars Creek Refuse Depot.

This building project included undercover facilities for the depositing and sorting of waste together with provision of facilities to easily manage green waste and metal waste in a neat and tidy manner. The building project was supervised in house by Council's Environmental Officer and the construction was undertaken by local contractors in accordance with his direction.

The result of this project is a modern facility that is easy to maintain, meets the conditions of Council's waste license issued by the EPA and is easy to use by the community.

Regional Waste Authority

Council have continued to work with the Kangaroo Island Council, City of Victor Harbor and Alexandrina Council to establish a Regional Waste Authority to improve the range, quality and costs of waste services across the region. Representatives of the Councils together with consultants have been working on a proposal to which they hope to be able to present to the member Councils in early 2008 for consideration.

Community Wastewater Management Scheme (CWMS) Carrickalinga

During 2007-2008 Council's consultant, Tonkin Consulting undertook to prepare Preliminary Design and Cost Estimates in relation to a CWM scheme for the Carrickalinga Township.

Council will be considering the design presented together with the ability to fund the project in 2008-2009 which will involve extensive consultation with the community.

Road Infrastructure Projects

Council undertook the following road asset infrastructure projects in 2007-2008:

- Unsealed Road upgrades
- Asset renewal – Paradise Drive Wirrina – funded from the State Government Disaster Fund
- Road construction – Aldridge and Martin Road
- Road Construction – Stone Road /Range Road Intersection – Black spot funding
- Footpath construction – Main South Road Yankalilla, Williss Drive Normanville, Flinders Drive Cape Jervis
- Pedestrian Bridge Bungala River Willis Drive
- Drainage Construction – Valley Heights Drive
- Road Construction – Valley Heights Drive

These projects were undertaken by Council staff using contractors where Council did not have the skills or equipment in house.

Road Bridges Inspection Report

During the year a Road Bridges Inspection Report was undertaken by Tonkin Consulting.

Council has 68 Bridges / Major Culverts with an estimated total value of \$7.4 M under its care and control.

A total of 8 Bridges were identified as having passed their serviceable design life with a recommendation that a Bridge Replacement Program be developed by Council. All but one of the bridges is an existing timber structure.

The Infrastructure & Technical Services Department will use this information from this report for the preparation of the Council's Transport Infrastructure Asset Management Plan, the development of a future bridge maintenance program and a bridge replacement program.

Rapid Bay Jetty

Since the closure of the jetty on Christmas Eve 2004 and the announcement by the State Government to fund the \$3.9m in September 2006, finally in May 2008 the Department for Transport, Energy & Infrastructure (DTEI) announced that the contract for the construction of the Rapid Bay jetty had been awarded to Bardavcol and Maritime Constructions. Work was to commence immediately with completion by Christmas 2008, weather permitting.

Council has prepared conceptual drawings for possible development of the foreshore to compliment or service the jetty construction.

SCHEDULE 4 INFORMATION

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- Consideration of Issues in Confidence
- Measuring Council's Performance
- Rate Rebates
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- Audited Financial Statements for the year ending 30th June 2008

Registers

Council maintains the following registers

- Register of Members Interests
- Register of Elected Members Allowances and Benefits
- Register of Salaries and Allowances
- Register of Officer's Interests
- Register of Public Roads
- Register of Community Land
- Register of Council's By-Laws
- Register of Appointments
- Register of Fees and Charges
- Register of Properties and Assessments

Codes

Council maintains the following codes of practice

- Code of Conduct for Elected Members
- Code of Conduct for Employees
- Code of Practice for Access to Council Meetings and Documents
- Internal Review of Council decisions

Policies

Council's policy documents are available on Council's website and are contained within the Policy Manual available at the Council Office.

Administrative Documents

- Council Agendas
- Council Minutes
- Annual Business Plan
- Annual Report
- Annual Financial Statements
- Occupational Health and Safety Policies and Procedures Manual
- Development Plan
- Schedule of Fees and Charges

These documents are available for public inspection at the Council Office during office hours. Copies of these documents can be obtained from the office at a cost.

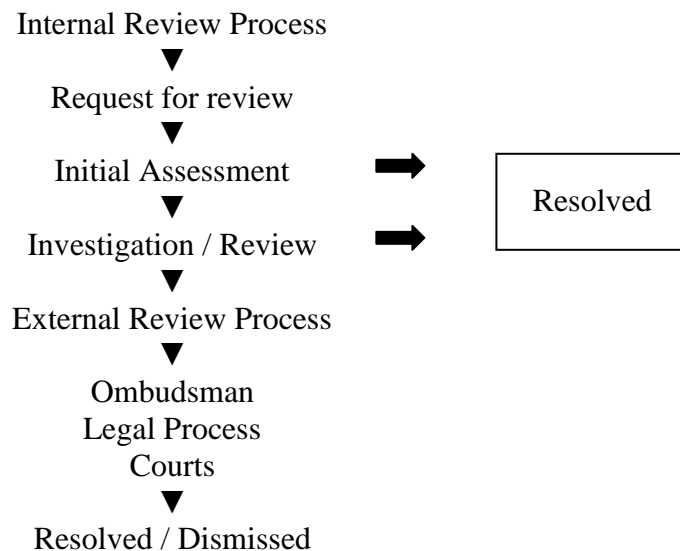
Many of these documents are available on the Council's website:

www.yankalilla.sa.gov.au.

Internal Review of Council Decisions

The District Council of Yankalilla is committed to transparent decision making processes and to providing access to a fair and objective procedure for the internal review of decisions.

Grievances may arise as a result of dissatisfaction with a decision about a policy, procedure, service or fee. All attempts will be made to resolve grievances quickly and efficiently without the need for formal applications for review to be lodged. The procedure provides guidance for dealing with formal requests for internal review of decisions of Council, its employees and other people acting on behalf of Council.



Council did not receive any request for an internal Review of a decision pursuant to Section 270 of the Local Government Act 1999 during 2007 - 08.

Subsidiaries

Council has not established any subsidiaries pursuant to Section 42 of the Local Government Act 1999.

Council is a member of the Southern & Hills Local Government Association formed as a Regional Subsidiary pursuant to Section 43 and Schedule 2 of the Local Government Act 1999.

A copy of the Southern and Hills Local Government Association 2007-2008 Annual Report is attached.

By-laws

Council polices the following By-laws:

- By Law No. 1 – Permits and Penalties
- By Law No. 2 – Moveable Signs
- By Law No. 3 – Roads
- By Law No. 4 – Local Government Land
- By Law No. 5 – Dogs and Cats

The main area of change with respect to Council's By-Law making powers is that Council is no longer able to impose conditions upon the actions people undertake on their own land as By-Laws can only be used to control behaviour upon public land.

Council reviewed its By-Laws in 2002 - 03 and as part of the review Council were mindful of not establishing a By-Law which either restricted competition or gave an unfair commercial advantage to any party.

Equal Employment Opportunity Program

Council monitor the effectiveness of its Equal Employment Opportunity program relating to induction and employment procedures to ensure that the principles of equal opportunity and good human resource management procedures are followed.

Review of Local Government Land Classification

All Local Government land became classified as Community Land when the Local Government Act 1999 came into effect from 1st January 2000.

Register of Community Land

The District Council of Yankalilla has prepared a Register of Community Land containing the following information:

- Legal description and location of the land
- Commonly known name of land (if applicable)
- The area of the land
- The owner of the land. In most cases this will be The District Council of Yankalilla but there are also several parcels of land owned by the Crown but under Council's control and management
- Details of any leases or licences applicable to the Community Land
- Copies of Community Land Management Plans under the following categories:

Part 1 - Reserves

- Town Reserves General
- Town Buffer Reserves
- Town Drainage Reserves
- Coastal Reserves
- Broad acre Reserves
- Broad acre Reserves Native Vegetation

Part 2 – Community Facilities

Second Valley Soldiers Memorial Hall
Bullaparinga Cemetery
Yankalilla Cemetery
Rapid Bay Oval & Clubrooms

Part 3 – Commercial and Business Facilities

Normanville Beach Café and Surf Life Saving Club
Normanville Beach Camping Area “The Basin”
Rapid Bay Camping Ground

Part 4 – Not otherwise classified

Operational
Country Fire Services
Land with no restrictions

Senior Officer’s Remuneration

The Executive Management Team is comprised of four officers, three of which are employed on a permanent basis. The position of Chief Executive is a contract position for five years.

The salary packages relating to these positions make provision for the following:

Salary in a band of \$88,000 to \$103,600
Plus provision of a motor vehicle, superannuation, professional membership fees and telephone reimbursements.

Employees of the District Council of Yankalilla are paid in accordance with registered Enterprise Agreements.

The Register of Salaries and Allowances is available for inspection at the Council Office during office hours located at 1 Charles Street, Yankalilla.

Elected Members’ Allowances, Reimbursement of Expenses, Facilities and Support

The District Council of Yankalilla has procedures in place to ensure that the reimbursement of expenses and the provision of allowances, facilities and support to the Elected Members is accountable, transparent and in accordance with the Local Government Act 1999 and the Local Government (Members’ Allowances and Benefits) Regulations 1999.

Allowances

Section 76 of the Local Government Act 1999 and Regulation 4 prescribe that all Elected Members are entitled to receive an allowance. This allowance is set annually by the Council, within the limits imposed by the Regulations. The allowance is to help Elected Members cover the cost of performing and discharging their official functions and duties.

The following allowances were set by Council and were paid on a monthly basis in arrears pursuant to Regulation 4(2).

Principal Member	\$48,000 per year
Deputy Mayor	\$15,000 per year
Elected Members	\$12,000 per year

The Principal Member also receives a phone allowance and a fuel card.

Training

The District Council of Yankalilla has adopted an Elected Member Training Policy and in accordance with this policy the elected members of Council undertook the following training courses and information sessions during 2006-2007.

- Elected Member Training – including the subjects of conflict of interest and governance
- Development Assessment Panel operations
- Operation of Audit Committees
- Financial sustainability and asset management overview
- Competencies for Local Government managers
- Audit Committee Chairperson forum
- Community Engagement
- Public Speaking
- Rate Setting for Council Members

Independent Members of Committee – Allowances

The District Council of Yankalilla pays allowances to the following members of Council committees who are not elected members.

Audit Committee

Independent Committee Chairman	\$300 per meeting
--------------------------------	-------------------

Development Assessment Panel

Independent Panel Chairman	\$300 per meeting
Independent Panel Members	\$300 per meeting

Audit Provisions

Council established an Audit Committee pursuant to section 41 of the Local Government Act.

The membership of the Audit Committee comprises of two elected members of Council and an independent presiding officer. The Presiding Member of Council is an ex-officio member. The Manager of Corporate Services acts as the executive officer for this committee.

Dean Newberry and Partners was appointed in 2007/08 to undertake the 2007/08 audit of Council's financial statements for an annual fee of \$8,500.

Dean Newberry and Partners provides no other financial services for Council.

Electoral Representation

At the closure of the electoral roll February 2007, there were 5,730 electors on the combined State and Council electoral role for the Council area.

Therefore the representative quota for a Councillor is 636 electors.

As a comparison, the last published representative quotas for Councils of a comparative size were:

Council	Electors per Councillor
Barunga West	295
Ceduna	280
Goyder	579
Kangaroo Island	503
Kingston	249
Lower Eyre Peninsula	616
Mount Remarkable	455
Peterborough	194
Southern Mallee	217
Tumby Bay	290
Yankalilla	670

Council undertook a review of its electoral representation in accordance with Section 12 of the Local Government Act 1999 during 2002/03 and after consideration of the public submissions received:

- Retained the number of Councillors as nine
- Retained the position of the Presiding Officer of Council being elected by the members of Council
- Altered the Ward numbers and names as detailed:
 - Carrickalinga Ward 2 Councillors
 - Bungala Ward 3 Councillors
 - Hewett Ward 2 Councillors
 - Flinders Ward 2 Councillors

Council will conduct a further review during 2008-2009 by way of the preparation of a representation options paper which will examine the advantages and disadvantages of various options in relation to:

- Number of Elected Members.
- Number (if any) of wards
- Method of Election of Mayor.

There are procedures available for electors to make public initiated submissions on representation. Section 28 of the Local Government Act 1999 allows a group of at least 20 eligible electors to submit to Council a submission that the Council consider a proposal to alter the composition of Council or the representative structure of the Council.

Competitive Tendering

The District Council of Yankalilla is committed to ensuring a fair, transparent and accountable process in the provision of services, purchasing of goods and services and in the disposal of land and other assets. Council contracts out a number of services in order to achieve savings as well as providing services that are unable to be provided directly by Council staff.

The District Council of Yankalilla aims to ensure that its method of:

- Service provision, including the carrying out of works,
- Purchasing goods, and
- The sale and disposal of land and other assets,

Are cost effective and meet the needs of the community and represent best value for money.

The District Council of Yankalilla's Contracts /Tenders and Purchasing Policy addresses the key elements of the conduct of Council affairs in these areas and the principles that will guide its decision making processes.

This Policy has been developed and adopted in accordance with Section 49 of the Local Government Act 1999.

Competition Principles

Council operates the Normanville Beach Caravan Park on a commercial basis ensuring competitive neutrality.

Council received no complaints regarding breaches of competition principles and therefore has conducted no structural reform of the operation of the businesses.

All Council's by-laws have been reviewed to ensure that they place no barrier to market entry or conduct and don't discriminate between competitors.

Service Provision

In fulfilling Council's service provision role, the following principles will apply:

- Consistency with and relevance to Council's Strategic Management plans.
- Determination of service delivery approaches on the basis of best short and long term value (i.e. quality and cost standards will be met, the service will be responsive to the needs of the community and will be accessible to those for whom it is intended).

-
- Adoption of efficiency, effectiveness, accountability and transparency measures.
 - Adoption of principles of human resource management and compliance with Industrial Awards and relevant Enterprise Agreements having regard to Councils employee relations objectives.
 - The appropriateness and necessity for Council to retain control over the way in which services are provided and its response to emergency situations.
 - Compliance with statutory obligations and the National Competition Policy.
 - The desire to retain an appropriate level of staffing.

Service Provision Options

Council has identified the following options for the provision of services:

- Competitive Tendering – exposing the provision of Council’s services to competition through a formal tendering process irrespective of whether the service has been traditionally provided by Council employees or an external provider. The tendering process may involve “in house” staff tendering with external providers for specific projects, services and activities.
- Contracting out or outsourcing – to an external provider.
- Contestability – involving staff in identifying and adopting productivity improvements in service delivery designed to meet service standards determined through performance measurement, benchmarking and market testing.

In identifying the circumstances in which to apply the above options Council will consider:

- Council’s Strategic Management Plan goals and objectives
- Council’s Enterprise Agreement
- Maintenance of control of specific services by Council
- The effects of tendering or contracting out a service on the local economy and maintenance of an appropriate level of staffing
- The number of competitors in the market place – are there sufficient competitors to ensure that a monopoly situation will not arise?

Purchasing of Goods and Services

In fulfilling Council’s purchasing role the following principles will apply:

- Consistency with and relevance to Council’s Strategic Management Plan
- Transparency and accountability in purchasing procedures and practices to ensure that Council purchases at the best price and that all potential suppliers are given equal opportunity to provide the required goods and services
- Opportunities to enhance local economic development and growth
- Compliance with statutory and other obligations
- Commercial confidentiality

Purchasing Options

Generally, Council will purchase goods through adoption of the following approaches:

- Direct purchase – where there is only a single supplier or the particular circumstances of the purchase warrant a single supplier
- Quotation – seeking quotations from two or more suppliers
- Selected tender – seeking tenders from a limited number of suppliers on the basis of location, previous performance, the result of an Expression of Interest process etc.
- Open tender – seeking tenders from the market at large through an open invitation process e.g. advertisement.

In identifying the circumstances in which to apply these options, Council will consider a number of issues:

- The number of known suppliers of the goods or services
- The existence of local suppliers of goods or services and the impact on the local economy if the goods or services are purchased from outside the Council area
- The total estimated value of the purchase
- Delegation limits taking into consideration accountability, responsibility, operational efficiency and urgency of supply
- Previous experience with suppliers
- Compliance with statutory obligations

Consideration of Issues in Confidence

Council is very conscious of the need to be open and accountable when considering the many issues placed before it, but there are circumstances, which pursuant to Section 90 and section 91 of the Local Government Act 1999, need to be dealt with by Council in confidence.

A summary of these issues dealt with by Council in 2006 - 07 are as follows:

Council Meeting Date	Subject	Relevant section LG Act.
19 th July 2007	Carrickalinga Community Waste Water Management Scheme	Section 90(3) (k) – consideration of Tenders
20 th September 2007	Normanville Beach Cafe – lease negotiations	Section 90(3) (h) – consideration of legal advice.
18 th October 2007	Normanville Beach Cafe – lease negotiations	Section 90(3) (h) – consideration of legal advice.
15 th November 2007	Purchase of land 44 Main South Road Myponga	Section 90 (3)(d) –commercial information of a confidential nature
13 th December 2007	Australia Day Awards	Section 90 (3)(d) –commercial information of a confidential nature
21 st February 2008	Tourist Development Services	Section 90 (3)(a) –personal affairs of an employee

21 st February 2008	Normanville Beach Café Lease	Section 90 (3)(h) – consideration of legal advice
21 st February 2008	Normanville Beach Caravan Park – Business Case –	Section 90 (3)(h) – consideration of legal advice
17 th April 2008	Purchase of land	Section 90 (3)(d) –commercial information of a confidential nature
17 th April 2008	Normanville Beach Café Lease	Section 90 (3)(h) – consideration of legal advice
15 th May 2008	Jetty Caravan Park Normanville – Lease negotiations	Section 90(3)(d) – commercial information of a confidential nature

Measuring Council’s Performance

Council measures its performance against its strategic objectives using financial and non financial measures.

Council’s strategic objectives are contained within its Strategic plan and further detailed within Council’s Annual Business Plan.

Financial performance

The 2007-08 Annual Business Plan contained the following objectives:

The 2007/08 Annual Business Plan has been measured against these indicators

Description	Suggested Target	Performance		
		07/08 (Est.)	06/07 (Est.)	05/06 (Act)
1. Operating Surplus (Operating income less operating expenses)	To achieve an operating breakeven position or better over any 5 year period	(\$ 234.1k)	\$ 249k	\$ 203k
2. Operating Surplus Ratio (What % major controllable income sources varies form day to day expenses)	Operating Surplus of between 0-15% over any 5 year period	(4 %)	5 %	4 %

Description	Suggested Target	Performance		
		07/08 (Est.)	06/07 (Est.)	05/06 (Act)
<p>3. Net Financial Liabilities (Creditors less investments and debtors)</p>	<p>A Council's indebtedness should be managed to ensure that its liabilities and associated costs can be met without the prospect of disruptive service cuts and/or excessive rate increases (i.e. without impinging on its financial sustainability)</p> <p>No right or wrong target aim for between 0 and operating revenue taking into account long term asset and financial planning</p>	\$ 9.1m	\$ 6.2m	\$ 3.9m
<p>4. Net Financial Liabilities Ratio (How significant is the net amount, owed compared with income?)</p>	<p>As per Net Financial Liabilities there is no optimal single number or even narrow range for this indicator. It very much depends on a Council's current and projected future circumstances and aspirations. What it important is that a Council understands and is comfortable with its ratio and that it has been determined based on future community needs and long-term financial sustainability</p> <p>No right or wrong target aim for between 0 and 100%</p>	120 %	85 %	57 %
<p>5. Interest Cover Ratio (How much income is used to pay interest?)</p>	<p>Greater than zero but less than 10%</p>	4 %	4.6 %	3.6 %

Description	Suggested Target	Performance			
		07/08 (Est.)	06/07 (Est.)	05/06 (Act)	
6. Asset Sustainability Ratio (Are assets being replaced at the rate they are wearing out?)	Capital outlays on renewing/replacing assets net of proceeds from sale of replace assets is greater than 90% but less than 110% of depreciation over rolling 3 year periods.	Dep	\$ 1.1m	\$ 987k	\$ 1.2m
	Capital outlays on renewing/replacing assets net of proceeds from sale of replaced assets is greater than 90% but less than 110% of the level proposed in the I& over rolling 3 year periods	Exp	\$ 4.8m	\$ 2.7m	\$ 1.6m
		Ratio	419 % Ex Admin Build 113 %	272 %	134 %
7. Asset Consumption Ratio (The average proportion of “as new condition” left in assets)	Greater than 40% but less than 80%		88 %	91 %	91 %

Strategic Plan Performance

Strategy	Achievements
<p>COMMUNITY WELLBEING</p> <ul style="list-style-type: none"> ▪ Provide a well-planned District that supports community needs and enhances the visitor experience. 	<p>Provision of Community Transport System Construction of Youth and Community Centre. Redevelopment of Administration Centre. Employment of Community Transport Coordinator Increase in funding for Community Grants Planning and design for the relocation of the Visitor Information Centre within the Museum precinct Commencement of the development of a District plan 2030. Yankalilla/Normanville traffic study.</p>
<p>INFRASTRUCTURE</p> <ul style="list-style-type: none"> ▪ Build and maintain infrastructure and assets that support existing and future community and business needs. 	<p>Unsealed road upgrades. Road Construction Paradise Drive. Road construction Martin/Aldridge Roads. Road construction Stone Rd. Range Rd. intersection Footpath Construction main road Yankalilla. Footpath Construction Flinders Drive. Footpath Construction Willis Drive Pedestrian Footbridge Bungala River Williss Drive. Stormwater Drainage Valley Heights Drive. Road Construction Valley Heights Drive. Asset renewal Paradise Drive. Collection of data for the District Asset Management Plan</p>
<p>ECONOMIC DEVELOPMENT</p> <ul style="list-style-type: none"> ▪ Encourage appropriate growth that protects the environment and creates a vibrant and active community and employment opportunities. 	<p>Support for the Normanville Main Street Traders Association Employment of a Regional Tourism Product Development Officer Support for the Fleurieu Regional Development Review of the management structure of the Normanville Beach Caravan Park.</p>
<p>ENVIRONMENT</p> <ul style="list-style-type: none"> ▪ Promote and value the natural environment through adherence to sustainability principles for the benefit of current and future communities. 	<p>Production of a Post Closure Plan for the Yankalilla Refuse Depot. Construction of a Waste Transfer Station at Yankalilla. Design of Carrickalinga wastewater Management Scheme.</p>

Strategy	Achievements
<p>RECREATION, ARTS AND CULTURE</p> <ul style="list-style-type: none"> Support and encourage the development of facilities, events and programs that enhance the recreational experience and cultural vibrancy of the community. 	<p>Preparation of a Reserve Development plan. On ground works undertaken at the Inman Valley Hall.</p>
<p>GOVERNANCE</p> <ul style="list-style-type: none"> Implement sound corporate governance and financial management strategies in the delivery of council services. 	<p>Preparation of Records Management plan. Employment of Records Management Officer.</p>

Projections and Targets for 2007- 2008

Strategic Plan Targets for 2008- 2009

Strategy	Targets
<p>COMMUNITY WELLBEING Provide a well-planned District that supports community needs and enhances the visitor experience.</p>	<p>Complete the redevelopment of the Administration Centre. Complete the development of the Youth and Community Centre. Construct Visitor Information Centre. Allocation of Community Grants. Continue with the development of the District Plan 2030. Review of the provision of Community Transport.</p>
<p>INFRASTRUCTURE Build and maintain infrastructure and assets that support existing and future community and business needs</p>	<p>Construction Footpath Main street Yankalilla. Construction Footpath Williss Drive. Storm Water Drainage Main Street Myponga. Storm water Drainage Riverview Drive. Unseal road Re sheeting. Traffic Control signage and road marking. Road construction Reservoir Road. Road Construction Parawa Road. Sealed road crack sealing. Storm Water Drainage Bower Road. Culvert improvements on unsealed road network.</p>
<p>ECONOMIC DEVELOPMENT Encourage appropriate growth that protects the environment and creates a vibrant and active community and employment opportunities.</p>	<p>Financial support for the Leafy Sea Dragon Festival. Tourism promotion Signage on the Fleurieu Way.</p>

Strategy	Targets
<p>ENVIRONMENT Promote and value the natural environment through adherence to sustainability principles for the benefit of current and future communities.</p>	<p>Management of Councils unmade road reserves. Construction of a Wash Down Bay Council Depot. Reserve development Grundy Court reserve. Reserve development projects identified by the Reserve Development Plan. Improvements and upgrades associated with the Community waste water Management Schemes.</p>
<p>RECREATION, ARTS AND CULTURE Support and encourage the development of facilities, events and programs that enhance the recreational experience and cultural vibrancy of the community.</p>	<p>Assist the Yankalilla Memorial Park Committee undertake future planning. Upgrade public lighting Second Valley Jetty. Fore shore redevelopment Second Valley.</p>
<p>GOVERNANCE Implement sound corporate governance and financial management strategies in the delivery of council services.</p>	<p>Assessment of Council plant and vehicles. Preparation of a governance model to support regional cooperation. Replacement of Councils Information Technology hardware and corporate systems. Electoral representation review.</p>

Rate Rebates

Council has provided no rate rebates for retirement villages due to there being no facilities within the Council area.

Freedom of Information Statement

This information statement is published in accordance with the requirements of Section 131 of the Local Government Act 1999.

Structure and Functions of Council

Full Council consisting of nine Ward Councillors is the decision making body of Council on all policy matters.

Council's presiding member is a Mayor elected by the Council from one of its membership pursuant to Section 51 of the Local Government Act 1999. The mayor has a deliberative vote by virtue of the person being a Councillor but no casting vote.

Council meets on the 3rd Thursday of each month and meetings commence at 10.00 am.

Council have established the following standing committees in accordance with the provisions of the Local Government Act 1999:

- Audit Committee
- Development Assessment Panel

This committee meets every 2 months on the first Wednesday of the month, and in accordance with the provisions of the Local Government Act these meeting are open to the public.

Council also has the following advisory working groups that provide Council with input and advice within their specific field. These groups have no delegated power and are not bound by the provisions of the Local Government Act 1999.

- Yankalilla and District Dunes Working Group
- Yankalilla Tourism Reference Group
- Infrastructure Working Group.
- Strategic, Policy & Planning Working Group.
- Community Services Reference Group
- Ex HMAS Hobart Working Group
- Grants Assessment Working Group
- Asset Management Working Group
- Bushfire Prevention Committee

Agendas of all Council meetings are placed on public display and website no less than three days prior to the Council meetings. Minutes are placed on display within five days of the Council meetings.

Delegations

The Chief Executive and other officers of Council have delegated authority from Council to make decisions on a number of specified administrative and policy matters. These delegations are listed in the Delegations Register.

Role of Council

In keeping within the legislative requirements, the role of Council is:

- To determine policies to be applied by Council in exercising its discretionary powers
- To determine the type, range and scope of projects to be undertaken by Council, and
- To develop comprehensive management plans budgets, financial controls and performance objectives and indicators for the operation of Council.

The Council makes decisions, which direct or determine its activities and functions. Such decisions include the approval of works and services to be undertaken and the resources, which are to be made available to undertake such works and services.

Services for the Community

Council makes decisions on policy issues relating to services that are provided for members of the public. Those services currently include:

Roads /Footpaths/Kerbing	Stormwater Drainage
Traffic Control Devices	Cycle Tracks
Off Street Parking	Street Lighting
Street Tree Planting	Street Sweeping
Garbage Collection	Refuse Depot
Street Litter Bins	Public Seating
Public Toilets	Parks and Reserves
Community Halls	Library
Foreshore Facilities	Playgrounds
Immunisation Programs	Foreshore Café
Caravan Parks/Campground	Parking Controls
Dog Control	Home and Community Care
Environmental Health	Recreation/Sporting Facilities
Planning Controls	Building Approval
Community Grants	Tourism
Economic Development	

Community Consultation

The Yankalilla Council consults with its community on issues that are of interest to the community. Council's Public Consultation Policy states that notification of consultation will be given in the Victor Times and Yankalilla Bay Regional News and four weeks are provided for responses to be received.

Council also produces a monthly newsletter that is posted to all ratepayers. This newsletter informs the community about Council's projects and activities and seeks feedback from the community on a wide variety of issues.

Public Participation

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

- Deputations – with the permission of the Mayor a member of the public can address Council personally or on behalf of a group of residents.
- Presentations to Council - with prior notification and arrangement with the Mayor a member of the public can address the Council on any issue relevant to Council.
- Petitions – written petitions can be addressed to Council on any issue within Council jurisdiction.
- Written requests – a member of the public can write to Council on any Council policy, activity or service.
- Elected members – members of the public can contact their elected members to discuss any issue relevant to council.
- Public Forum – a period of time is set aside at each council meeting for members of the public to address Council on any issue without prior notification.

Access to Council Documents

The following documents are available for inspection at the Council office at no cost.

- Council Agendas
- Council Minutes
- Policy Manual
- Corporate Plans
- Strategic Plan
- Budget
- Annual Financial Statements
- Annual Report
- Delegation Register
- Parking Register
- Council By-Laws
- Development Plan
- Planning Applications by consent
- Development Application Register
- Assessment Book
- Register of public streets and roads
- Register of Fees and Charges

Members of the public may obtain copies of these documents and the charges applicable are shown.

Other Information Requests

Requests for other information not detailed above will be considered in accordance with Council's policy of providing information and the Freedom of Information provisions of the Local Government Act 1999.

Under Freedom of Information legislation an application fee must be forwarded with a completed request form unless the applicant is granted an exemption.

Freedom of Information requests should be addressed to:

Freedom of Information Officer
PO Box 9
YANKALILLA SA 5203

Forms are available at the Council Offices 1 Charles Street, Yankalilla SA 5203.

Applications will be processed in accordance with the Freedom of Information Legislation timelines.

In the year ended 30th June 2007, Council received no applications under the Local Government (Freedom of Information) Act 1991.

RATING POLICY

VALUATIONS

How the value is determined

Under the Valuation of Land Act the Valuer-General currently revalues every property in the state on an annual basis.

The Valuer-General keeps a database of all properties within the state, which includes information on land use and the physical details of the land and any improvements.

The data is updated regularly, with changes obtained from a variety of sources, and the data is then compared to the sales and other market evidence in a given locality. This information and analysis is used to calculate the value of a property.

For further information visit www.landservices.sa.gov.au and click on Valuation.

Method Used to Value Land

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.

Council has decided to continue to use capital value as the basis for valuing land within the Council area. Council considers that this method of valuing land provides the fairest method of distributing the rate burden across all ratepayers on the following basis:

- The equity principle of taxation requires that ratepayers of similar wealth pay similar taxes and ratepayers of greater wealth pay more tax than ratepayers of lesser wealth.
- Property value is a relatively good indicator of wealth and the capital value of property, which closely approximates the market value, provides the best indicator of wealth.

Notional Values

Certain properties may be eligible for a notional (concessional) value under the Valuation of Land Act 1971, where the property is the principal place of residence of a ratepayer. This can relate to certain primary production land or where there is state heritage recognition. A notional value is generally less than the capital value and therefore will result in reduced rates, unless the minimum rate is applicable.

Please note that Council has no role in this process. Application for a notional value must be made to the Office of the Valuer General.

For further information visit www.landservices.sa.gov.au and click on Valuation.

Adoption of Valuations

Council has adopted the valuations made by the Valuer General as at 28th June 2007 and provided to Council.

Objection to Valuation

If you are dissatisfied with the valuation made by the Valuer General then you may object to the Valuer General in writing, within 60 days of receiving this notice of the valuation, explaining the basis of the objection – provided 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.

Your written objection should include the address of the property, your contact number, details regarding the condition of the improvements on the property, along with any recent market evidence.

The address of the State Valuation Office is:

State Valuation Office
GPO Box 1354
ADELAIDE SA 5001
Email: lsg.objections@saugov.sa.gov.au
Telephone: 1300 653 345

For further information visit www.landservices.sa.gov.au and click on Valuation.

Please note that Council has no role in this process. It is important to be aware that the lodgement of an objection does not change the due date for payment of rates and charges.

RATING

Council's Revenue Raising Powers

All land within a Council area, except for land specifically exempt (e.g. Crown land, Council occupied land and other land prescribed in the Local Government Act 1999– refer to Section 147 of the Act), is rateable. The Local Government Act provides for a Council to raise revenue for the broad purposes of the Council through a general rate or differential general rates, which apply to all rateable properties.

Council can raise separate rates for specific areas of the Council, or service rates or charges for specific services.

Council also raises revenue through fees and charges, which are set giving consideration to the cost of the service provided and equity issues.

Rate Modelling

To enable Council to raise the revenue required as identified within its budget, Council undertook an extensive rate modelling exercise and looked at all options that could be applied that would not require Council to undertake a rate review.

This involved making adjustments to the urban and rural rates in the \$ and minimum rate, ascertaining the total revenue needed and then determining the impact on individual ratepayers.

As mentioned before, the inconsistent and in some cases substantial increases in property valuations made this task extremely difficult. At the completion of the modelling exercise Council has adopted rates in the \$ that it believes are fair and reasonable, recognising that in certain circumstances some property owners will have to pay considerable increases because their property value has increased substantially.

Differential General Rates

Council's Budget contains rate revenue of \$5,450,476 net of remissions in a total budget of \$14,224,040.

Council has decided to impose differential general rates based on the planning zone where the property is located.

Council has declared an urban differential general rate of 0.4227 cents in the dollar for all properties located within the Residential, Commercial, Town Centre, Cape Jervis Port, Rural Living, Coastal, Country Township, Tourist Accommodation, Wirrina Cove, Historic (Conservation) Rapid Bay, Extractive Industry and Historic (Conservation) Randalsea zones.

For all other properties outside of the above zones Council has declared a rural differential general rate of 0.3804 cents in the dollar.

Council has assessed the reduced level of available services for rural properties and consequently the rate in the dollar for these properties has been set at 90% of the urban rate. Generally land in this category is classified as follows:

- the land tends to be remote from many of the services provided by Council in townships;
- most rural properties do not receive a door to door waste collection or recycling service, but do have access to a collection service;
- most rural properties do not have footpaths or street lighting; and
- most rural properties are served by gravel, rather than sealed roads.

There are 3763 urban properties, and 1241 rural properties within the Council area.

Minimum Rate

Council has decided to impose a minimum rate of \$600. It will affect 17.6% of rateable properties. The minimum rate is levied against the whole of an allotment (including land under a separate lease or licence) and only one minimum rate is levied against two or more

pieces of adjoining land (whether intercepted by a road or not) if they are owned by the same owner and occupied by the same occupier.

The reasons for imposing a minimum rate are:

- Council considers it appropriate that all rateable properties make a contribution to the cost of administering Council's activities.
- Council considers it appropriate that all rateable properties make a contribution to the cost of creating and maintaining the physical infrastructure that supports each property.

Where a ratepayer believes that they may be eligible for a reduction due to adjoining properties, they may lodge a request, in writing, to Council. It is important to note that a request for an adjoining property reduction to minimum rate does not change the due date for the payment of rates and charges.

Service Charge

Council provides a Community Wastewater Management Scheme (CWMS) to properties within the following localities:

- Yankalilla / Normanville
- Links Lady Bay
- Second Valley
- Carrickalinga Sands
- Myponga Beach
- Lady Bay Shores
- Beachside Caravan Park
- Normanville Beach Caravan Park
- Cape Jervis

The full cost of operating and maintaining these services is recovered from a service charge applied to those properties that are connected to the system, or are able to be connected to the system.

Where the service is provided to non-rateable land a service charge is levied against the land.

The service charges applicable for the 2007/08 financial year are as follows:

CWMS Location	Per Unit	Vacant land
Yankalilla / Normanville	\$405.00	\$405.00
Links Lady Bay	\$405.00	\$405.00
Lady Bay Shores	\$405.00	\$405.00
Carrickalinga Sands	\$405.00	\$405.00
Second Valley	\$275.00	\$275.00
Myponga Beach	\$405.00	\$405.00
Cape Jervis	\$405.00	\$405.00

Council has adopted the philosophy that all users and potential users should contribute equally to the establishment, operation, maintenance, improvement and replacement (including by future capital works) of each CWM Scheme.

Council has established a bio solids depot adjacent to the rubbish dump for the disposal of septic tank waste. Further details on the scheme and the service charge are available at the Council Office.

Natural Resource Management Levy

Council is required under the Natural Resource Management Act to collect a levy from the properties affected to assist in funding the operations of the NRM Board. It does so by imposing a separate rate of approximately 0.0041 cents in the dollar against all properties within the district.

Council is operating as a revenue collector for the NRM Board in this regard and does not retain this revenue or determine how the revenue is spent. For further information, contact the NRM Board on 8273 9100 or visit www.amlrnrm.sa.gov.au

Rate Concessions

- **Pensioners**

If you are an eligible pensioner you may be entitled to a concession on your rates of up to 60% of the amount of the rates or \$190.00 whichever is the lesser, and for CWMS service charges 60% of the amount of the charge or \$85.00 whichever is the lesser, plus \$10.00.

Application forms, which include information on the concessions, are available from the Council Office, SA Water and its District Offices and the State Taxation Office. An eligible pensioner must hold a Pensioner Concession Card, State Concession Card or be a TPI Pensioner.

- **Self Funded Retirees**

If you are an eligible self funded retiree you may be entitled to a rebate on your rates of 60% of the amount of the rates or \$100.00 whichever is the lesser. Further information regarding this concession should be made to Revenue SA by phoning 1300 366 150 or visit www.revenuesa.sa.gov.au

- **Unemployed Persons**

The Families SA may assist with the payment of Council rates for your principal place of residence (remissions are not available on vacant land or rental premises). For further information please contact:

Families SA
Children, Youth and Family Services
3-10 Crozier Road
VICTOR HARBOR SA 5211
Telephone: 8552 2011
or visit www.families.sa.gov.au

Applications are administered by the State Government, not Council. It is important to note that an application for concession does not change the due date for the payment of rates. A refund will be paid to you if Council is advised that a concession applies and the rates have already been paid.

Ratepayers can only claim concessions on the rates and charges applicable to their principal place of residence.

Council Rebates & Remissions

Whilst Council recognises that rates are principally a wealth tax, Council is sympathetic to the financial burden placed upon residents as a result of rapid increases in property values and other circumstances.

Council has introduced policies which will enable eligible ratepayers to obtain further financial relief from rate payments.

- **Maximum Increase to General Rates (Capping) Policy 2007/08**
This is available to eligible resident ratepayers and provides a capping for rates increases from rates paid in 2006/07.
 - 7.5% for pensioners / self funded retirees / other recipients of Centrelink benefits
 - 15% for residents
- **Rebate for Exceptional Circumstances Drought Relief 2007/08**
This is available to eligible owners of primary production properties who are recipients of an Exceptional Circumstances Drought Relief Grant.

Please enquire in person at the Council Office, by phoning 8558 0200 or emailing rates@yankalilla.sa.gov.au to obtain a copy of the policies and application forms.

All enquiries are treated confidentially.

Payment of Rates

In accordance with the provisions of the Local Government Act 1999 Council provides the opportunity for all ratepayers to pay rates in quarterly instalments.

The quarterly instalments are of equal or approximately equal value and Council will forward a rates notice at least 30 days prior to the instalment payment being due.

Instalments are due on the following dates:

<u>Instalment</u>	<u>Due date</u>
1 st instalment	01/09/07
2 nd instalment	01/12/07
3 rd instalment	01/03/08
4 th instalment	01/06/08

Council will accept payment of rates in full in advance.

Council's service charge relating to the CWMS will be included with the quarterly rate notices.

Rates may be paid as follows:

- Bpay – payment by telephone or via the Internet – contact your Financial Institution to make this payment from your cheque, savings or credit card account
- Post Billpay – payment may be made at any Australia Post Office
- Phone – using a credit card, through Australia Post Billpay
- Bank – payment may be made at any branch of Bank SA
- Mail – by cheque or money order made out to the District Council of Yankalilla, PO Box 9, Yankalilla SA 5203
- In person at the Council office during the hours of 8.30am to 5.00pm Monday to Friday (by cash, cheque, EFTPOS or credit card)

Any ratepayer who may, or is likely to, experience difficulty with meeting the standard payment arrangements is invited to contact the Council Office by phoning 8558 0200, or by emailing rates@yankalilla.sa.gov.au to discuss alternative payment arrangements. Such enquiries are treated confidentially by Council and Council is sympathetic to individual circumstances.

Overpayment of Rates

Council will not pay interest on any voluntary overpayment of rates, and will not refund any amount less than \$20.00 due to costs involved in processing refunds. Any credit balance will be applied against the next instalment of rates.

Late Payment of Rates

The Local Government Act 1999 provides that Councils impose an initial penalty of 2% on any rate instalment not paid on or before the due date.

Upon the expiration of each month after the date the instalment first becomes due an additional interest charge of a prescribed amount will be calculated on the outstanding amount, including any interest that has previously been levied.

Council is prepared to consider remitting penalties for late payment of rates where ratepayers can demonstrate hardship.

Should the rates remain unpaid for more than 21 days after the due date then Council may refer the debt to a debt collection agency for collection. The debt collection agency charges collection fees to the ratepayer.

When Council receives a payment in respect of overdue rates Council applies the money received, in accordance with the Local Government Act 1999, 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 1999 permits Council, on 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 they are invited to contact the Council office to discuss the matter. Such enquiries are treated confidentially by Council.

Postponement of Rates – Seniors

Section 182A of the Local Government Act 1999 ensures ratepayers who hold a State Seniors card (or who are eligible to hold a State Seniors card and have applied for one) are able to apply to Council to postpone payment of a prescribed proportion of rates on their principal place of residence.

Postponed rates remain as a charge on the land and are not required to be repaid until the property is sold or disposed of. For further information contact Council on 8558 0200, visit www.yankalilla.sa.gov.au or email rates@yankalilla.sa.gov.au

Other Rebates of Rates

Section 159-165 of the Local Government Act 1999 requires Councils to rebate the rates payable on some land. Specific provisions are made for land used for health services, community services, religious purposes, public cemeteries, the Royal Zoological Society and educational institutions. In addition, discretionary rebates may be applied by the Council under Section 166 of the Act.

Sale of Land for Non Payment of Rates

The Local Government Act 1999 provides that a Council may sell any property where the rates have been in arrears for 3 years or more. The Act sets out the procedure to be followed in such actions.

Council is required to notify the owner of the land of its intention to sell the land, provide the owner with details of the outstanding amounts and advise the owner of its intention to sell the land if payment of the outstanding amount is not received within one month.

Contact details for further information

Miss Sherry Oakley
Rates/Records Officer
Ph: 8558 0200
Fax: 8558 2022
Email: rates@yankalilla.sa.gov.au

District Council of Yankalilla
1 Charles Street
Yankalilla SA 5203

DISCLAIMER

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.

Where a ratepayer believes that Council has failed to properly apply this policy they should raise the matter with the Council Office. If, after this initial contact, a ratepayer is still dissatisfied they should write to the Chief Executive, District Council of Yankalilla, PO Box 9, Yankalilla SA 5203.

The District Council of Yankalilla



**FINANCIAL STATEMENTS
FOR THE YEAR
ENDED 30th JUNE 2008**

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