



The Corporation of the Town of Walkerville



Annual Report 2008/2009

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About Walkerville

The Walkerville Council has been in existence for over 150 years, being proclaimed in July 1855. The community is very proud of its history and the "village" character of the council area.

Walkerville is situated on the north-eastern border of the Adelaide CBD and is the smallest council within the metropolitan area, covering only 3.5 square kilometres. It was one of the earliest settled areas outside of central Adelaide.

The Town, consisting of the suburbs of Medindie, Gilberton, Vale Park and Walkerville has a population of just over 7,000 residents. It is predominantly a place where people live with 92% of its assessments being residential. Many of these properties date back to the mid 1800s and provide a variety of dwelling styles ranging from single fronted cottages to mansions of a grand scale.

There are two State Government Primary Schools, being Walkerville and Vale Park, and three independent schools, Wilderness School, St Andrew's School and St Monicas.

The main areas of commercial activity are located along major arterials and Walkerville Terrace. Main North Road, provides for showrooms and bulky goods, while Walkerville Terrace and North East Road provide neighbourhood services with a range of shops, post office, hotels and consulting rooms.

The River Torrens is the boundary between the Town of Walkerville and City of Norwood, Payneham and St Peters. The Linear Park is a highly valued recreational and environmental asset. The Council is also home to the Levi Park Caravan Park which is located on the banks of the River Torrens. A range of accommodation facilities is available, from powered tent sites to luxury cabins and fully serviced suites within the State Heritage listed Vale House.



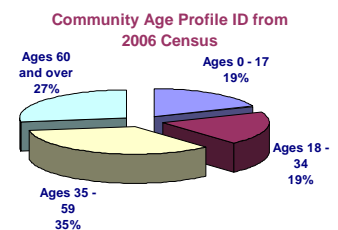
The Sponge located at the Council Offices

At the 2006 Census, the population of the Town of Walkerville was 7,008 persons. This represents an increase in population since the previous Census undertaken in 2001, when the population was 6,846 persons.

Population projections for the Town of Walkerville indicate that

the population will continue to grow, albeit at a slow rate. It is estimated that by 2021, the population will increase to 7,576 persons¹.

Below is a graph detailing Walkerville Council's age profile from the 2006 Census. The largest group is those aged 35-59. Just over 27% of Walkerville residents are aged over 60 years of age and this trend is almost certain to continue. An ageing population is going to require additional assistance and services in order for these people to remain living independently in their own home.



One of the more interesting facts about the Town of Walkerville is the sizeable share of the population aged 75 and over, especially in the 75-84 year age group compared to the Australian Statistics Data. This is related to the relatively high number of aged care facilities and retirement living units in the Council area.

¹ Planning SA, Population Projections Inquiry System, accessed 18/11/09

CORPORATE VISION STATEMENT

“Maintain and build upon the social, physical, and environmental heritage of Walkerville for the benefit of the community”

“Be at the forefront of best practice and customer service to work with the people of the Town to enhance their quality of life”

“Preserve an urban form and built environment which protect the best from the past, but meet contemporary needs and create a high amenity living and working environment”

“Turn major thoroughfares into attractive landscaped boulevards with the adverse impact of transport minimised”

“Create an attractive and vibrant town centre which reflects the values and spirit of Walkerville in a manner which services the needs of the community”

“Provide a range of responsive community services and facilities to meet identified needs”

“Implement environmentally sustainable development and practices by council and community”

“Develop the Town’s infrastructure to a high standard to achieve high levels of amenity and safety”



MISSION STATEMENT

**“To enhance the identity,
character and quality
of life of Walkerville,
through care,
integrity and service”**

Message from the Mayor



Mayor David Whiting

It is with great pleasure that I present my message for 2008/2009. It has been a privilege to be able to represent Walkerville Council as its Mayor this year.

The environment has continued to be a key focus with strong emphasis on stormwater harvesting and revegetation projects. Walkerville is a leader in the eastern region on stormwater harvesting and is excited at future plans which will provide a fantastic sustainable benefit for the community.

Work on revegetation projects continues in many areas and I have particularly enjoyed my involvement with the Vale Park and Gilberton Our Patch programs which have been revegetating sections of the Linear Park with indigenous species. Work has been undertaken in conjunction with local schools, Greening Australia, Conservation Volunteers Australia

and the Youth Conservation Corp which has also carried out other valuable projects throughout the area. I commend the work of these amazing volunteer groups.

We have embarked on a major process aimed at ensuring the right steps are taken today to ensure that the social, cultural and economic environment in the Walkerville Council area is everything we would wish over the next 20 to 50 years. These steps were unveiled in the Urban Master Plan, a detailed snapshot of what the town will look like in the future.

Key elements of the Urban Master Plan include retail and economic growth, more flexible public spaces for community activity, more public art, traffic movement, developing welcoming gateways/entrances and creating walking trails with associated story boards. It's a very exciting Plan and, like the rest of the Walkerville community, I will watch with interest as it goes through its various stages and approval. I encourage all members of our community to get involved as we move towards a brighter Walkerville into the future.

A key platform of Council is to work closely and collaboratively with our neighbours in the eastern region. On November 5, 2008, we entered into an alliance with six other councils to improve efficiencies and services. The Eastern Regional Alliance Mayors and Chief Executive Officers are working collaboratively in waste services and emergency

planning, State and Federal relations, joint purchasing and contracting arrangements, stormwater management, climate change initiatives, inspectorial services and other areas where there are shared objectives, duplications and opportunities for savings.

This alliance is a positive initiative for local people as we will better represent the interests of our local residents at both a Federal and State level. Being a small Council, the Alliance offers an excellent way to achieve more efficient and cost-effective Council services and representation. Importantly, it maintains the local identities of each Council area.

I'm also happy to report that Council is also looking at upgrading the Library and we are working towards Federal funding to help achieve this aim.

One of the things I have been very keen on as Mayor is to help local business grow and prosper. During the year Council joined the Eastside Business Enterprise Centre (EBEC), one of nine small business advisory centres located in the metropolitan area funded in part by both the State Government and local councils. A number of seminars and courses for local businesses have proved popular and have been invaluable for networking and learning more about running a business.

Council appointed Mark Crabtree as Youth Development Officer and he is working with key stakeholders to improve services for young people in our

community. Mark's appointment is another example of Council working co-operatively with its neighbours – the position is shared with the City of Prospect.

During the year Council financially assisted a number of young people to represent South Australia in their chosen field of expertise. Our support is provided through the Individual Sport Academic and Cultural Sponsorship Grants program.

We have also helped eligible not-for-profit community-based groups by providing grants of up to \$1000 to carry out projects which make a positive contribution to community life.

Volunteering is very strong in the community and Council is very grateful for the magnificent work of the many volunteers who support our Town and our residents. They are the backbone of our vibrant, caring community.

An important community initiative I was pleased to launch is the Community Lunch Programme which provides local social programmes for eligible HACC (Home and Community Care) residents. Through Council's Strategic Planning process one of the main goals is to provide "a physical and social environment that supports our older residents and contributes to people feeling safe."

Finally, I would like to thank the Deputy Mayor and Councillors for their efforts on behalf of the Walkerville community and the dedicated staff who work very hard to implement Council's vision.

I assure you Council will continue to work hard to provide a range of services for the community and to ensure Walkerville residents get the maximum benefit for their rate dollars.

David Whiting

Chief Executive Officer's Statement



Kiki Magro, Chief Executive Officer

Much of my first six months in your town has been spent meeting and learning about the people and the groups that make Walkerville such a thriving community.

To hear firsthand the thoughts, fears and thanks of residents is inspiring and instructive. It is essential to my job as your Council Chief Executive Officer.

Council must engage and understand the community that it services if it is to deliver what it wants and needs. Our town may be small but Council's commitment to its community is big.

Council wants to shape Walkerville the way that you want it shaped. Council has put a lot of effort this year into the way that it consults, collaborates and communicates, which also means that it is important that people

understand what we advise, inform and ask of them.

Indeed, clear and no-nonsense communication is a top priority in the Walkerville Strategic Plan 2008-2018. We are focussed on eradicating baffling or bureaucratic language in our communication with our residents, businesses and community organisations.

I have been heartened to see our commitment to be open and honest pay dividends and, for our part in Council, we find people are really receptive to this new approach.

On the theme of community collaboration, 2008/09 has also seen Walkerville's relationship with the region and neighbouring councils strengthen substantially.

Our strong involvement with the Eastern Regional Alliance of seven councils – Prospect, Tea Tree Gully, Campbelltown, Norwood, Payneham & St Peters, Walkerville, Burnside and Unley – is evidence of Council's commitment to collaboration. This regional partnership, forged in December 2008, offers tremendous possibilities for a small town like Walkerville.

Sharing resources, ideas and even employees with our partner councils paves the way for improved, increased and more cost-effective services that will benefit everyone in the eastern region.

Walkerville Council is delighted to be playing an instrumental role in

the development of an urban stormwater harvesting project across the seven councils. This is a landmark initiative that will benefit the environment and strengthen the reputation of Adelaide's eastern region as forward-thinking, innovative and capable of collaboration.

This year also saw Council unveil its Urban Master Plan, which is a vision for the Walkerville of tomorrow.

Our goal of creating a vibrant and diverse place to live, work, shop and visit during the next 20 to 50 years is an exciting prospect. We must ensure that Walkerville retains its essential charm and nurtures a bustling business and residential area that continues to welcome people to Walkerville.

Council continues to invite and encourage all ideas and comments from you and everyone else in our community.

Our plans to redevelop the library and civic centre have met with much enthusiasm as we continue in our drive to ensure the heart of the town, Walkerville Terrace, is the beautiful and elegant precinct we all want.

Walkerville has tremendous potential and this year has seen us begin to unlock that potential.

We have done it by working as a team and in partnership with our residents, ratepayers, businesses and community groups.


All of us at Council look forward to working with and for you.

Elected Members




Mayor
David Whiting

Elected Members Medindie/Gilbert Ward



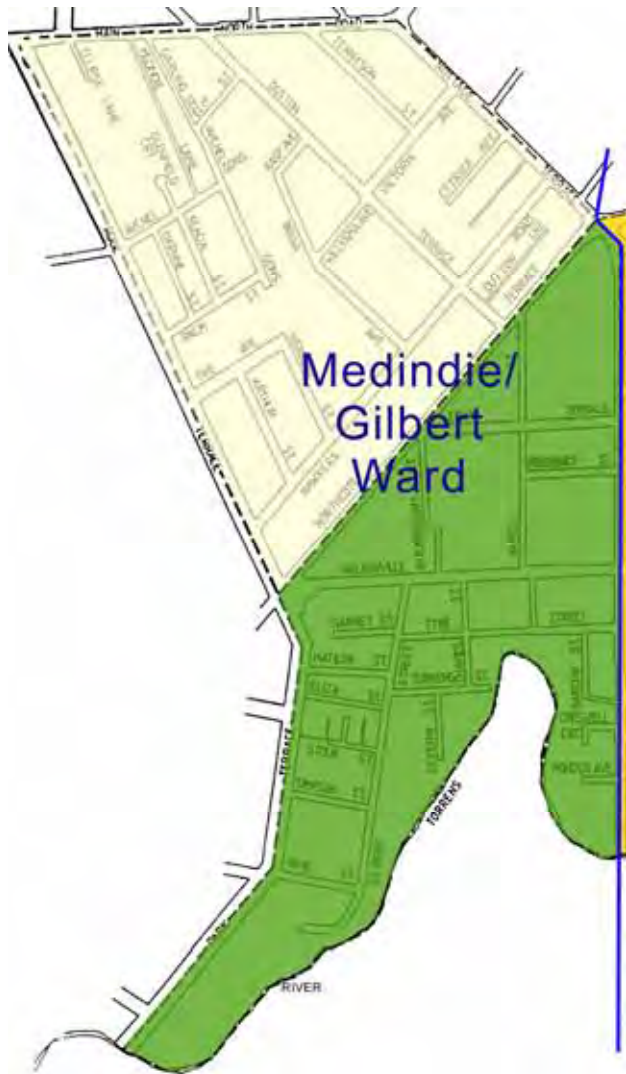
Cr
Rex Adams




Cr
Carolyn Wigg




Cr
Paul Wilkins

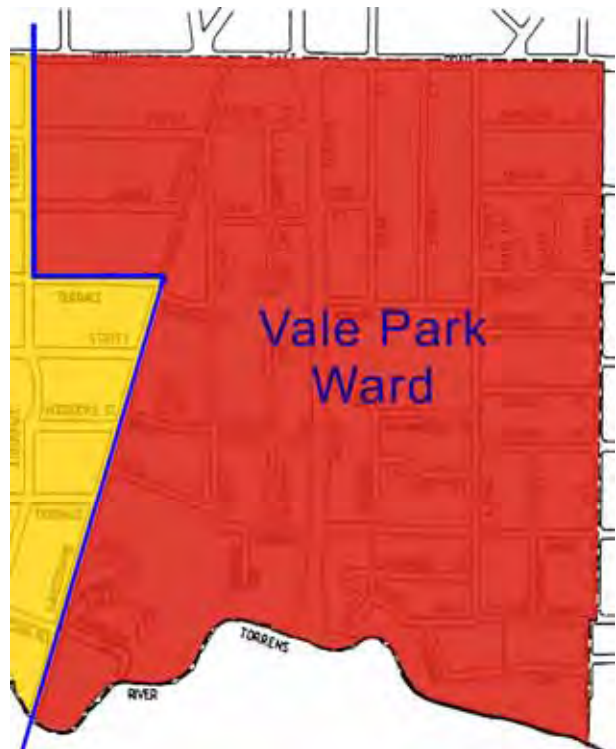


Elected Members Vale Park Ward


	<p>Cr</p> <p>Gianni Busato</p>
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	<p>Cr</p> <p>Tony Reade</p>
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	<p>Cr</p> <p>Heather Wright</p>
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Elected Members Walkerville Ward



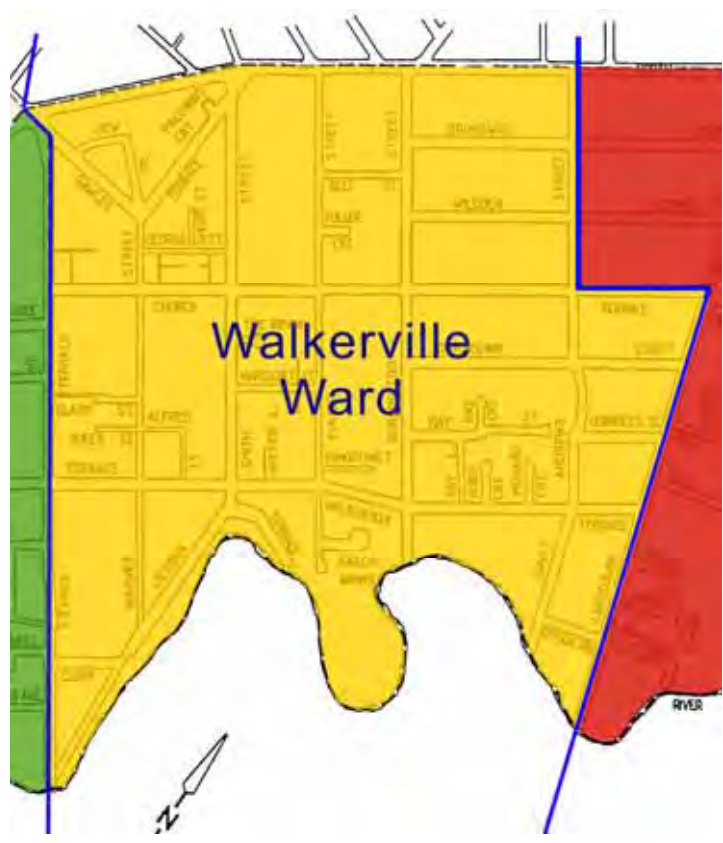
Cr
Philip
Cheesman



Cr
John Rich



Cr
James
Williams



Elected Council

Decision making structure - committees

The Council is the main decision making body. The Council, pursuant to Section 41 of the Local Government Act 1999, may establish committees:

- To assist the Council in the performance of its function;
- To inquire into and report to the Council on matters within the ambit of the Council's responsibilities;
- To provide advice to the Council;
- To exercise, perform or discharge delegated powers, functions or duties.

When establishing a Committee, the Council determines the reporting and other accountability requirements that are to apply to the Committee.

Current committees are:

Development Assessment Panel

Council's Development Assessment Panel pursuant to 56A of the Development Act 1993 operates and has delegated authority from Council to carry out the assessment of development applications. The Development Assessment Panel carries out its duties within the provisions of the Development Act to make decisions on development applications with due regard to Council's Development Plan.

The Development Assessment Panel consists of three Councillors and four independent

members and meet every second Monday of each month.

Membership:

Ms Skye MacDonald (Presiding Member from 31 November 2008)

Mr Bill Chandler (Presiding Member to 11 August 2008)

Ms Stephanie Johnston

Mr Douglas Johnston

Mr Keith Neighbour (replaced Mr Chandler 3 November 2008)

Mr Philip Cheesman

Ms Carolyn Wigg, and

Mr Gianni Busato

The Presiding Member receives \$400 per meeting and Independent Members receive \$300 per meeting. Elected Members receive no sitting fee.

Town of Walkerville Audit Committee

The Corporation of the Town of Walkerville's Audit Committee was established on 19 February 2007.

The principal objective of the Audit Committee is to add value to and improve, the Corporation of the Town of Walkerville's operations by assisting the Council to meet its legislative and probity requirements as required by the Local Government Act 1999 and other relevant Legislation, Standards and Codes.

The primary role of the Audit Committee is to assist the Council in the effective conduct of its responsibilities in respect to financial reporting, management of risk, maintaining a reliable system of internal controls and facilitating the organisation's ethical development.

The Independent Members of the Audit Committee each receive a \$300 per meeting sitting fee. Elected Members receive no sitting fee.

As part of the Council's governance obligations to its citizens the Council has constituted an Audit Committee to facilitate:

- the enhancement of the credibility and objectivity of internal and external financial reporting;
- propose and provide advice relevant to a review of the Council's Strategic Management Plans and Annual Business Plan;
- the review and reporting on any matter relating to financial management or the efficiency and economy with which the Council manages its resources;
- effective management of financial and other risks and the protection of the Council's assets;
- compliance with laws and regulations as well as use of best practice guidelines;
- the provision of an effective means of communication

between the external auditor, management and the Council;

- proposing and reviewing the exercise of powers under Section 130A of the Local Government Act 1999;
- review of Annual Financial Statements to ensure that they present fairly the state of affairs of the Council;
- liaising with the Council's Auditor;
- reviewing the adequacy of accounting, internal control reporting and other financial management systems and practices of the Council on a regular basis.

Membership:

- Cr Philip Cheesman (Chairperson)
- Mr Matthew Walsh
- Mr John Maslen
- Cr Carolyn Wigg
- Mayor David Whiting (left 2 February 2009)
- Cr James Williams (from 2 February 2009)

Building Fire Safety Committee

The objective of the Building Fire Safety Committee is to investigate whether fire safety in existing buildings throughout the Council area is being adequately maintained and where it is considered inadequate also to require it to be upgraded so as to provide an acceptable level of fire safety. As the role of the BFSC relates to fire safety in older existing buildings, priority for inspections are made on a risk assessment basis related to types of buildings that constitute a high fire safety risk. For example, buildings that provide overnight accommodation for unrelated

persons or where occupants may not be highly mobile or where large numbers may congregate and not be familiar with their surroundings or other buildings deemed to be a risk because of their circumstances.



A Koala in the carpark of the Council Offices

Membership:

- David Nash with Rene Arens as his deputy. Both are with Tonkin Engineering and hold the prescribed qualifications in building surveying
- Rod Bahr with Rod Kersten as his deputy. Both are Fire Safety Officers with South Australian Metropolitan Fire Service and were nominated by the Chief Officer of SAMFS; and
- Council's Development Officer (Building)

Other committees which were created/disbanded during 2008/2009:

- Chief Executive Officer Performance Review Committee
- Chief Executive Officer Recruitment Committee
- Town Centre Committee
- Development Assessment Panel Independent Advisory Committee

Attendances at Council meetings

There were a total of 23 council meetings during this financial year, of which 18 were general Council meetings, and 5 were Special meetings of Council.

Mayor Whiting attended 16 Council Meetings; 3 Special Meetings.

Cr Adams attended 12 Council Meetings; 3 Special Meetings.

Cr Busato attended 16 Council Meetings; 5 Special Meetings .

Cr Cheesman attended 18 Council Meetings; 5 Special Meetings.

Cr Reade attended 18 Council Meetings; 5 Special Meetings.

Cr Rich attended 13 Council Meetings; 2 Special Meetings.

Cr Wigg attended 18 Council Meetings; 3 Special Meetings.

Cr Wilkins attended 17 Council Meetings; 5 Special Meetings.

Cr Williams attended 18 Council Meetings; 5 Special Meetings.

Cr Wright attended 16 Council Meetings; 2 Special Meetings.

Elected member allowances

Annual allowances paid to members:

July to November 2008:

Mayor:	\$15,000.00
Deputy Mayor:	\$4,690.00
Presiding member of a standing committee:	\$4,690.00
Elected members:	\$3,750.00

From November 2008:

Mayor: \$18,750.00

Deputy Mayor: \$5,862.00

Chairperson: \$5,862.00

Elected members: \$4,687.00

Other benefits included training and attendance at conferences pertaining to Council's roles and functions.

As per Council's Elected Members Allowances, Benefits, Facilities & Support Policy, the Mayor has the following facilities and support to assist with performing or discharging official functions and duties: mayoral office space; laptop computer; internet service; mobile telephone (including reimbursement of council related phone calls); home phone rental, copy paper and clerical assistance as required.

Elected Members Training/Conferences

During the 2008/2009 financial year a budget of \$20,000 was set aside for training and development and attendance at seminars/conferences for elected members. Various courses/conferences were undertaken throughout the year at a cost of \$21,226. Courses/Seminars undertaken by Elected Members were:

Mayor David Whiting

- 2008 ICTC Conference
- Inaugural ACLG Conference
- NELA – Planning Law Seminar
- 2008 ALGA Constitutional Summit
- 2008 LGA AGM & Associated Workshops
- Australia Day National Conference

Cr Tony Reade

- NELA – Planning Law Seminar
- LGA Conference & General Meeting - Nation Building the Local Foundations
- 2008 ALGA Constitutional Summit

Cr Heather Wright

- ALGWA Biennial National Conference
- "Six of the Best" Seminars
- 2008 LGA AGM & Associated Workshops

Cr Carolyn Wigg

- Council & Committee Meeting Procedures & Charing Skills Training
- 2009 Mainstreet Conference
- Residential Development Code Implementation

- ALGWA Biennial National Conference
- LGA Conference & General Meeting – Nation Building the Local Foundations

Cr Philip Cheesman

- Whistleblowers & Fraud Training
- "Six of the Best" Seminars
- Residential Development Code Implementation

Cr John Rich

- Waste Management Association of Australia Conference
- 2008 ICTC Conference
- Future of Local Government Summit (FOLG5)
- 2009 National General Assembly Conference

Cr Rex Adams

- 4th Annual Water Symposium & General Meeting

Governance

Governance

The governance area of Council has the primary responsibility for the provision of governance support to the elected membership. Services provided by the administration team include:

- Governance
- Policy
- By-Laws
- Human Resources

Council is committed to a high standard of corporate governance and accountability and seeks continuous improvement.

Executive Management Team

The role of Council's Executive Management Team was to provide advice to Council on strategies and policy direction, to implement Council decisions and to ensure that Council complied with its statutory obligations. Management and staff were also responsible for carrying out the regulatory and service roles of a local government body.

The Executive Management Team comprised the Chief Executive Officer, three General Managers and the Executive Assistant.

Council staff operated under a system of delegated authority according to their level of training and responsibility. This promoted accountability and allowed for the smooth functioning of operational and administrative activities.

Allowances paid to members of the Executive Management Team (excluding Executive Assistant) included a cash salary, fully maintained motor vehicle and statutory superannuation.

Human Resources

Council continues to retain a balance of well trained and responsive Council employed staff and the use of contractors for specialised projects and services. Council also has shared arrangements with other neighbouring Councils. This extends to a shared regional grants officer, a joint youth officer with Prospect as well as shared service provision and a regional risk coordinator. The use of employed staff, contractors and shared service arrangements ensures that projects are carried out using specialist equipment and skills of contractors where necessary, whilst retaining a core workforce that can respond quickly and efficiently to localised problems and concerns.

All employees were employed under an Enterprise Agreement and relevant industrial awards or a common law contract of employment.

Employees continue to undertake appropriate training to ensure they are equipped with the knowledge and skills required to service the community efficiently.

As at the 30th June 2009, Council employed a total of 30 people, 19 full time and 11 part time/casual employees.

Equal Opportunity

Council is an equal opportunity employer and will employ the best person for the advertised position. Employees are encouraged to attend training courses to improve their skills base and their opportunity for advancement in the Local Government Industry.

Strategic Planning

During 2007/2008 the Council concluded the process to prepare the Strategic Management Plan 2008-2018 that commenced in 2006. The Plan, prepared in consultation with the community, sets a framework for the future of the Town. Council's budget is prepared having regard to the Strategic Management Plan to ensure that financially the plan and objectives of Council are supported.

Key goals include:

- (1) A well informed community that regularly uses our services and participates in events and activities
- (10) Accessible local services that support social interaction and promote physical activity
- (14) Efficient and effective use of financial resources to maintain a good standard of infrastructure and assets for present and future generations.
- (15) Continue to act as ethical and responsible decision makers

- (16) Provide consultative processes where the community feels satisfied that they have been included and their contribution valued.

Risk Management / Occupational Health Safety & Welfare

The annual Risk Management Review was conducted by the Local Government Mutual Liability Scheme. Walkerville's results were 89.2% which was just above last year's score of 87.8%.

Occupational Health Safety & Welfare continued to be a major commitment for the Council with the safety of its workers of paramount importance. As part of that commitment, Council negotiated with Converge International to become Council's Employee Assistance Provider. Council worked closely with the Local Government Association Workers Compensation Scheme with its annual review and to formulate an action plan.

Eastern Region Alliance

The Eastern Region Alliance was formed in November 2008, a cooperative alliance between City of Burnside, City of Campbelltown, City of Prospect, City of Norwood, Payneham & St Peters, City of Tea Tree Gully, City of Unley and The Corporation of the Town of Walkerville. The Councils meet regularly to identify opportunities for improved services.

Codes & Registers

Under the *Local Government Act 1999* Council is required to keep a list of registers and codes of conduct / practice.

Code of Practice – Procedures at Meetings

The Local Government (Procedures at Meetings)

Regulations 2000 specify certain procedures to be undertaken during the operation of Council meetings. These procedures govern:

- the meetings of a council;
- the meetings of a council committee performing regulatory activities;
- the meetings of any other council committee.

The Regulations provide that the Council may develop a 'Code of Practice' where Council chooses to establish its own procedures at these meetings where those procedures are capable of variation by a prescribed number of Elected Members as determined by the Act (refer to Section 86(8b) and 89(1b)). This Code of Practice includes the procedures which are specified within the regulations as capable of variation and which have been so varied by the Council and where the Council has determined that the Act and/or Regulations are silent. Council reviewed the Code of Practice – Procedures at Meetings in 2008.

Code of Conduct – Elected Members

This Code of Conduct is a public declaration of the principles of good conduct and standards of behaviour that this Council believes the community could reasonably expect of its Members of Council.

Code of Conduct – Employees

This Code of Conduct is a public declaration of the principles of good conduct and standards of behaviour the Walkerville Council has decided its stakeholders could reasonably expect Council employees to demonstrate in the performance of their duties and functions. This code is required

by the Local Government Act 1999, section 110.

Code of Practice – Access to Meetings and Documents

This Code of Practice is a public declaration relating to public access to Council and Committee meetings and to the minutes of those meetings. This Code is required by the Local Government Act 1999, section 92.

Council's Policy Documents and Codes of Conduct / Practice provides a comprehensive guide for Council's procedures and conduct of Council Members and Administration. Council has policies governing:

- Advertising charges
- Bluestone kerbing
- Budget - implementation of programs
- Building inspections
- Building on or near boundary alignments
- Circulation of agendas and minutes to the media & other groups
- Code of conduct for Council Employees
- Code of conduct for Elected Members
- Code of Practice – access to council meetings, council committees & council documents
- Communication Strategy
- Community fund guidelines
- Computer network, internet and email access/usage policy and guidelines
- Consultation – public
- Contracts and tenders
- Customer Service Standards

- Development - building over easements
- Development - extensions of planning consents
- Development - public notification
- Development / Building work - repair damage
- Development Act Delegations
- Dog & Cat Management - control of cats
- Education, training, seminars & conferences
- Elected Members' allowances, benefits, facilities and support
- Elected Members' training and development
- Election signs – control of
- Emergency Risk Management
- Environmental Management
- Equal employment opportunity
- Equipment – disposal of surplus
- Fines / charges – waiving of
- Footpath and nature strip maintenance
- Grants Information
- Individual sport, academic & cultural guidelines
- Internal Control
- Internal review of council decisions
- Investments & review of investments
- Memorial Gardens – use for wedding ceremonies / photographs
- Order making
- Outdoor dining
- Parking permits - residential
- Parks, gardens & reserves – use of
- Playground risk management
- Possums - trapping and the destruction of
- Public Question Time
- Records Management
- Risk Management
- Roundabout and protuberance landscaping
- Sign-post erection
- Signs and minor traffic devices
- Sponsorship – accepting & provision of
- Staff - annual leave
- Staff - immunisation against influenza
- Staff - membership of professional associations
- Staff - sick leave
- Staff – uniforms / corporate wardrobe
- Stobie pole decoration
- Street lighting
- Telecommunications overhead infrastructure
- Temporary road closure – events on roads
- Town Hall / Meeting Room - free hire to community groups / educational bodies
- Tree policy
- Undergrounding of powerlines
- Vandalism and graffiti management
- Volunteers
- Walkerville News Third Party Advertising
- Walkerville Oval & Levi Oval - hire of
- Wesleyan Cemetery - restoration of gravesites
- Wesleyan Cemetery - Smith Street
- Wilderness Home Help Fund
- Whistleblowers Policy & Procedure

By Laws

The following by-laws made under the Local Government Act, 1999 are in operation within the Council area.

By-law No. 1 Permits & Penalties

To provide for a permit system and continuing penalties in Council by-laws, to clarify the construction of such by-laws and to repeal by-laws.

By-Law No 2 – Local Government Land

For the management and regulation of the use and access to Local Government land (other than streets and roads) vested in or under the control of the Council, including the prohibition and regulation of particular activities on local government land.

By-Law No 3 – Roads

For the management, control and regulation of certain activities on roads.

By-Law No 4 – Moveable Signs

To set standards for moveable signs on streets and roads and to provide conditions for and the placement of such signs.

By-Law No 5 – Dogs

For the Management and Control of dogs within the Council area.

A review of Council's by-laws commenced in February 2007 as required by the Local Government Act 1999. The review concluded in 2008/2009 with the adoption of updated by-laws.

Full copies of the by-laws are available from the Council office or can be downloaded from Council's website www.walkerville.sa.gov.au

Voter Representation:

Council's current representation quota is one Cr for every 597 electors – 10 Elected Members for 5970 electors.

The Town of Walkerville is the only remaining Town Council within metropolitan Adelaide and there are no other Councils of a similar size and type with which to compare the representation quota.

Under Section 12 of the Local Government Act 1999, Council commenced its Elector Representation review in 2008 which continued during the 2009 year. The review is in line with provisions of Section 12 of the Local Government Act 1999. Council prepared a representation option paper which was released for public consultation. Following that consultation period Council must prepare a report outlining the consultation and responses and any proposal Council considers should be carried out in relation to the review. The review

will be finalised and gazetted in December 2009.

Competitive Neutrality, Significant Business Activities and Structural Reform of Public

The competition principles applicable to Local Government under the Competition Principles Agreement require that each Local Government authority issue a Clause 7 Statement which in the last year, Council advises that it:

- Has no significant businesses defined as Category 1 businesses under Competitive Neutrality Principles.
- Has no by-laws which place barriers on market entry, conduct or discriminates between competitors;
- Has received no complaints alleging a breach of competitive neutrality principles by the agency;
- Has not been involved in any structural reform of monopolies.

Confidentiality

While the Local Government Act requires meetings of Council or any of its Committees to be open to the public, from time to time some matters need to be discussed in confidence. Confidential matters are covered by Sections 90 and 91 of the Local Government Act, Council has adopted a Code of Practice relating to the principles, policies, procedures and practices that the Council applies for the purposes of the operation of Sections 90

and 91. The Code of Practice – Access to Council Meetings, Council Committees and Council Documents has specific accountability mechanisms, including the requirement to provide a summary of the use of the confidentiality provisions in Council's annual report.

A total of 22 confidential items were tabled at meetings under Section 90 and Section 91. Most of these related to the Supreme Court Act litigation.

Contracts and Tenders

Council reviewed and adopted its Contracts and Tenders policy in June 2007 and 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.

The Corporation of the Town of Walkerville aims to ensure that its methods of:

- service provision (including the carrying out of works);
- purchasing goods;
- selling and disposal of land and or other assets.

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

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

INFRASTRUCTURE & ENVIRONMENT

WASTE MANAGEMENT

Domestic Waste Collection

Walkerville Council is a member of the Eastern Waste Management Authority (East Waste), a regional subsidiary comprised of six metropolitan Councils, established to collect and dispose of municipal waste. East Waste provides a three bin service to Walkerville residents:

- a 140 litre waste bin collected weekly
- a 240 litre bin for recyclables collected fortnightly
- a 240 litre green organic bin collected fortnightly

An average of 54.03% of waste collected by East Waste is diverted from landfill and either recycled or reused.

Cr Busato is Council's representative on the Board of the Eastern Waste Management Authority.

Hard Waste Collection

The annual Hard Waste collection occurred in October 2008 with 98 tonnes of waste collected over a four day period.

ROAD MAINTENANCE AND RENEWAL

Road Reconstruction

The reconstruction of Acacia Street, Daphne Street, Medindie and Waterman Avenue, Vale Park (northern end), was undertaken during the year. The road reconstruction work included the

excavation of the existing road pavement, kerbing and bitumen footpaths and construction of new road pavement, concrete kerb & gutter and brick paved footpaths. The following quantities of work were involved:

- 4,224 square metres of road pavement was reconstructed
- 1,056 lineal metres of kerbing was constructed
- 1,688 square metres of footpath was brick paved

A further 890 square metres of footpath was reconstructed at several locations (Northcote Terrace, Ascot Avenue, Smith Street, Park Terrace, Fife Street and Levi Park)

The road reconstruction work equates to 1.45% of the total road network.

Storm Water Drainage

In conjunction with the reconstruction of Acacia Street and Daphne Street, Medindie the opportunity was taken to install 150m of stormwater pipe in Palm Street, from Acacia Street to Robe Terrace to overcome the potential for flooding during extreme flow events.

Road Maintenance

Council conducts periodic audits of road infrastructure to locate failed areas or areas of risk that need to be attended to. During 2008/2009 10.3 kilometres of roadway (road seal, kerb & gutter and footpath) was inspected and damaged or failed areas were

identified and repaired where required.

RESERVES & RECREATION AREAS

The following Reserve & Recreation area Projects were undertaken during the year:

Walkerville YMCA

The following projects were undertaken to ensure compliance with standards and to improve safety:

- Install a fire protection service within the YMCA building.
- Upgrade the power supply and distribution board for the YMCA building
- Upgrade YMCA building security

Walkerville Bowling Club

Provide financial assistance for the erection of new lighting for greens 1 & 2.

Walkerville Lawn Tennis Club

Provide financial assistance to construct a new clubroom to replace the existing shelter shed adjacent to the tennis courts.

Linear Park Access

The following projects were undertaken to improve access to the Linear Park:

- Undertake surveys and prepare a design for the reconstruction of the Linear Park Shared Use Path from St. Andrews Street to Fuller

Street and from Gilbert Street low level bridge to Hackney Bridge.

- Work with SA Water to prepare a design for the stabilisation of a section of river bank downstream from the Gilberton low level bridge.

Reserve Irrigation

- Install new technology to improve the quality of bore water used to irrigate the Walkerville Oval.
- Modify the Walkerville Oval bore and the Fife Street bore so that water can be pumped direct to a water tanker if required.
- Install rain water tanks at the Council depot to irrigate the native plant nursery.

Willow Bend Reserve

- Prepare design and call tenders for the construction of a new toilet block at Willow Bend Reserve, adjacent to Ascot Avenue.
- Resurface the Willow Bend Tennis Courts and upgrade the tennis court back stops and netting.
- Commence planning for the renewal of Willow Bend reserve infrastructure – barrier fencing, shelters, seating and revegetation.

Reserve Maintenance

Council maintains approximately 12.4 hectares of reserve area which includes formal gardens, ovals and passive reserves. The River Torrens Linear Park, Walkerville Oval and Levi Park are the most significant reserve areas. Activities undertaken by council's maintenance team include, grass cutting, tree maintenance, lighting maintenance and revegetation works.

HIGHBURY LANDFILL AUTHORITY

East Waste, a regional authority comprising Burnside, Walkerville and Norwood, Payneham & St Peters Councils, was established to collect and dispose of municipal waste. East Waste operated a landfill at Highbury from 1971 to 1996 and at cessation of operations at the landfill, Highbury Landfill Authority (HLA) was established to administer the closure of the site. Walkerville Council has a 9.24% share in HLA. Mayor David Whiting was Council's representative on the HLA Board during 2008/2009.

- During the year the HLA Board achieved the following outcomes:
- The capping of the landfill site with a geosynthetic clay liner that is impervious to water and landfill gas was completed.
- Six kilometres of trenches under the geosynthetic clay liner to ensure that the gas that is not extracted by the extraction system is vented to the atmosphere.
- Revegetation of the capped site with native vegetation.
- The landfill site was completely fenced and stabilisation of banks was completed.
- Maintain the continual monitoring of surface water, ground water and landfill gas, including the gas extraction for power generation.
- Responded to the Ministerial DPA to rezone the land adjacent to the landfill for residential development. HLA has requested that the EPA buffer distance for landfills of 500m be

maintained and that approval not be given until a complete environmental audit has been undertaken and signed off as fit for purpose by an environmental auditor.

WASTE CARE SA

Waste Care SA, a regional subsidiary comprising six metropolitan Councils, established the Wingfield Resource Recovery Centre (WRRRC) in 2004 and has contracted Transpacific Industries Ltd (TPI) to operate the business of receiving, re-using, recycling and disposal of waste. The recent acquisition of Cleanaway Australia by TPI has resulted in an increase in the tonnage of waste received at the WRRRC. Council was represented on the Waste Care Board by Cr Cheesman.

During the year the WCSA Board achieved the following outcomes:

- WCSA worked with TPI to increase the tonnage of waste delivered to WRRRC.
- WRRRC is now fully tenanted with the operations of AMCOR and Jefferies being established on the site during the year
- The Jefferies organics operation based at WRRRC now processes 100,000 tonnes of kerbside collected garden waste annually.
- The WRRRC received over 1 million tonnes of waste in the past 12 months and recycled in excess of 80% of this material.

LEVI PARK CARAVAN PARK – Harris Road, Vale Park

Pursuant to Schedule 8 section 9 of the Local Government Act 1999, Council must preserve the

Caravan Park, the Moreton Bay Fig Tree and Vale House. The nature and use of the park is not to be altered by Council without approval of the Minister.

The following works were undertaken within the Caravan Park during 2008/2009:

- Three new cabins were installed at the river end of Morphett Avenue.
- Maintenance pruning of all trees within the park, in accordance with arborists recommendations, was undertaken to minimise risk to the public and extend the life of the trees took place.
- Council considered a review of the parks operations and undertook an assessment of the condition of assets within the Park. It was resolved that a detailed analysis of the park and its operations would be undertaken in 2009/2010.

ASSET MANAGEMENT

Council is required to prepare asset management plans for infrastructure and major assets for a period of at least ten years. During the year the following work was undertaken:

- Council staff undertook asset management training courses conducted by the Local Government Association.
- Council, in conjunction with the Eastern Region of Councils, purchased Road Surface Management (RSM) software and specific modules of the Conquest Asset Management Software. The existing council data has now been transferred to RSM and Conquest and work commenced on the

preparation of a 10 year road works program.

- Maloney Field Service completed an asset data base of all buildings, storm water drainage, reserves and structures within the Town. This work is beyond the normal accounting requirements for assets and looks at components of assets, condition rating and replacement values.

COMMUNITY LAND MANAGEMENT PLANS

Community Land Management Plans were adopted in 2004. They were reviewed in April 2009. The changes were minor and will have no impact on the interests of the Community.

DEPOT OPERATIONS

Council's maintenance team of seven employees is based at 42 Fuller Street, Walkerville. The maintenance team is responsible for the routine maintenance of road infrastructure, reserves and public buildings. The team is also responsible for the administration and monitoring of numerous contracts for the maintenance and renewal of council infrastructure.

The following is a brief summary of the maintenance team's activities during the past 12 months –

Street Tree Maintenance

130 mature street trees were pruned by council staff and a further 50 were pruned by contractors. A total of 180 trees (5% of Council's 3,650 street trees).

All street trees planted over the past three years were formatively pruned. All street trees less than 3 years old were watered regularly during the summer months.

Street Cleaning

Council employees air broom footpath litter into the kerb prior to collection by the street sweeper. The sweeping cycle is a minimum of 4 weeks based upon need and reduces to weekly during heavy leaf fall periods. A footpath sweeper has been contracted to sweep footpaths in high litter areas such as Northcote Terrace and the shopping area of Walkerville Terrace.

Weed Control

A summer and winter weed control program is conducted by a council contractor. The weed control contract included all street verges and the River Torrens Linear Park.

Litter Bins

A total of 97 litter bins located throughout the Town in streets and on reserves are emptied either weekly or twice weekly depending on demand. The work is contracted out.

Doggy-do-bags

15 doggy-do-bag dispensers are located throughout the Town on streets and in reserves. The replacement of bags is undertaken by Council employees.

Bus Stop Shelters

A Park Terrace bus stop (stop 6 inbound) was upgraded to provide greater space within the Park Terrace reserve and improve the surface adjacent to the stop by removing the bitumen and replacing with brick paving. It is intended that all 15 council shelters will be replaced over the next six years. A further 15 shelters are supplied and maintained by Adshel in return for the right to place advertising in the shelter.

Street Sign Maintenance

Each year an audit of approximately 20% of the Town's

street signs is carried out and faded or damaged signs are replaced. During 2008/2009 the Vale Park area (Lansdowne Terrace to Fife Street) was audited and signage replaced where required.

Line marking

During the past 12 months the suburb of Vale Park (Lansdowne Terrace to Fife Street) was relined. The Town is relined on a three year basis.

FORWARD PLANNING

The following work has been undertaken in preparation for future infrastructure renewal –

- Survey and design for the reconstruction of Arthur Street and The Avenue in preparation for construction in 2009/2010 and 2010/2011 respectively.
 - Preparation of a project brief in conjunction with Planning SA and the City of Norwood, Payneham & St Peters in relation to the joint funding of an open space strategy
- plan for the River Torrens Linear Park.
 - Survey and design for the construction of a replacement toilet block at Willow Bend Reserve.
 - Survey and design for the reconstruction of the River Torrens Linear Park and access ramps from Fuller Street to St Andrews Street and lower Gilberton.
 - Data collection and analysis for a review of traffic control treatments.



Roundabout located on Walkerville Terrace

Corporate Services & Compliance

Corporate Services

The corporate services area of Council has the primary responsibility for the provision of administrative support to all other Council service departments as well as customer service provision to the community.

Services provided by the Corporate Services team include:

- Financial Management
- Rates and Property Administration
- Information Technology and Records Management
- Customer Service and Administrative Support

Community Safety

Council provides community safety awareness within the Town through a contract arrangement with the City of Prospect. Areas covered include parking, animal management, lost dogs, overhanging growth and European wasp.

Council continues to work with local schools to ensure that the safety of children is paramount and our Community Safety Officers monitor the area to ensure compliance with legislation.

Dog and Cat Management

Council in association with the Dog and Cat Management Board, continued to provide educational programs to the community for responsible pet ownership and urban animal management to ensure the safety of residents and the wellbeing of animals.

During the period 914 dogs were registered within the Town compared with 898 dogs for the previous year.

Finance

The Town of Walkerville continues to be largely dependent on residential rates income to fund its operations, more so than most other councils in South Australia. This is largely attributed to the fact that Walkerville has a high percentage of residential properties and a limited capacity to raise revenue from alternative sources, such as fees and charges and receives minimal government grants.

The finance department coordinated the preparation of the Council budget for Council approval. Council operated within tight budget constraints to keep rate increases to a sustainable level. (refer to Audited Financial Statements).

During the 2007/2008 year, Council commenced work on its 10 year financial plan and 10 year asset management plan. These were adopted for the first time in November 2008. As part of this process, both Tonkin Consulting & Maloney Field Services were engaged to assist with providing valuations and condition ratings of assets. These will assist Council and the community with its long term future direction.

Rates & Property

Property values are used as a basis for determining what share of the total rate revenue individual ratepayers are to pay. The

property values used by the Council are independently set by the Valuer General. Ratepayers can object to the valuation if they believe it is inaccurate.

Rates are determined based on the capital value of the property, which includes both the value of the land and the value of any buildings or other structures.

Rates are the major source of revenue for council, accounting for approx 80% of Council's revenue. Other sources of income include grants, but unfortunately one of the grants being the Federal Assistance Grant is distributed upon formulae designed to achieve broad equity across SA that accordingly results in the Town of Walkerville receiving only a fixed minimum amount per capita. Other sources include Statutory Charges, User Charges, and Reimbursements. Due to Council's size, these are only minimal income sources.

Council again acted as a collection agency for the Natural Resources Management Levy. These funds are used by the Board to manage resources. Council was reimbursed \$2,584 to offset Council's ongoing costs of levy collection.

Rating Policy

Rating Administration was responsible for maintaining a data base of approximately 3450 properties within the Town of Walkerville, for billing and collection of rate payments and the administration of Council's Rating Policy (appendix A)

Development Assessment

Development Assessment again formed the main focus for the compliance department. A total of 288 applications were received during the 2008/2009 financial year which was 12% less than those received during the 2007/2008 financial year. This reduction in numbers can be attributed to the global financial crisis. However it is worth noting that this number is still slightly higher than the number of applications (276) that were received during the 2006/2007 financial year.

The combined value of these applications is some \$9,623,000.

Inspections pursuant to the Council's building policy and for compliance purposes also forms a critical aspect of development assessment and during the financial year staff undertook 412 inspections. Although this is lower than the 455 inspections conducted the previous financial it far exceeds the minimum requirement of 20% of all building applications stipulated in Council's inspection policy.

Walkerville has continued to experience a relatively buoyant residential real estate market and staff were required to complete 260 property searches. This number was similar to the number of property searches received during 2007/2008 financial year (267). These searches are provided to the vendor and form part of the statement they are required to provide to intending purchasers and include amongst other matters, information relating to zoning, planning approvals, planning policies, and rates.

Development Assessment Panel

The Development Assessment Panel (DAP) met on five occasions considering a total of 17 items.

The Panel members also attended a joint workshop session with Council members to discuss the Residential and General DPA and the Residential Code.

There were two appeals lodged with the Environment, Resources and Development Court (ERD Court) against DAP decisions, one of which proceeded to the Supreme Court whilst the other was resolved prior to it proceeding to a hearing in the ERD Court.

There was also one third party appeal lodged against one of Council's DAP decisions which was also resolved prior to the hearing in the ERD Court.

Planning Policy

Good progress was made on Council's General and Residential Development Plan Amendment (DPA).

There were two workshops and a bus tour held which included elected members, Development Assessment Panel members and senior staff in August 2008 and in March 2009.

These workshops were positive with staff receiving a favourable response to the DPA.

On this basis, Council resolved for the DPA to proceed in preparation for it to go on public and agency consultation which will occur in the 2009/2010 financial year.

The Residential Code was implemented by the State Government during this financial year and Council's administrative

processes were reviewed to accommodate the changes.

The changes resulted in the following:

1. Increased the amount of 'development' which will be exempt from requiring approval.
2. Introduced a range of development which only requires Building Rules assessment.
3. Introduced a 'Residential Development Code' which will increase the amount of complying development.

The Residential Code also set out to protect "character areas" which are not heritage areas, but where certain development could have an impact on the desired character of a particular area.

These "character areas" needed to be nominated by Councils by the end of March 2009, and need to meet certain criteria before the Minister agrees to the nominated "character areas".

Once these areas are nominated, the Minister will advise Council whether or not it can proceed to the second step (Part B) which involves "Recording and Interrogation of Character Areas (Site Analysis)". Part B requires a more detailed analysis of streetscapes to 'interrogate' the potential character areas.

As a consequence, a workshop was held with elected members, Development Assessment Panel members and senior staff in early March and a submission nominating the "character areas" was made to the Minister for Urban Development & Planning by the end of March 2009.

As part of the planning reforms the State Government also

commenced with a number of Local Government Workshops in preparation for the draft 30 year Plan for the Greater Adelaide.

These workshops were attended by Senior Council Staff and Mayor David Whiting.

The draft 30 year Plan for the Greater Adelaide is due for release in July 2009.

Heritage Advisory service

Council continued with the Heritage Advisory Service that is jointly funded by Heritage SA. The service is designed to assist owners of listed properties to access the services of Council's heritage architects to seek to ensure that development of the property can occur to make it functional for the 21st century in a manner that is respectful of its heritage qualities. During the period 30 applications were referred under this service.

Looking Forward

The following is expected to occur during the coming year:

- The General and Residential DPA will undergo the public and agency consultation process and should be authorised during the 2009/2010 financial year.
- The Minister will advise Council whether the nominated "character areas" will be accepted for Council to proceed to the second step which involves "Recording and Interrogation of Character Areas (Site Analysis)". This will require a more detailed analysis of streetscapes to 'interrogate' the potential character areas.
- Council will need to provide comments to the outcomes of the draft 30 Year Plan for the Greater Adelaide. The Council

will be working closely with other Eastern Region Alliance Councils in relation to this matter.

- Council will progress its Section 30 Development Plan Review.

ENVIRONMENT

Environmental Health

The Eastern Health Authority provides a wide range of environmental health functions for the Corporation of the Town of Walkerville. The Authority's staff is engaged in a variety of services for which councils have legal responsibility including the Public and Environmental Health Act 1987; the Food Act 2001; the Supported Residential Facilities Act 1992; the Environment Protection Act 1993 and the Local Government Act 1999.

On the fourth Wednesday afternoon of every month (except December) the Eastern Health Authority staff hold an immunisation clinic at the Walkerville Council. During this financial year, the Eastern Health Authority continued its school based immunisation programme, 342 vaccinations were administered in Walkerville schools. The public immunisation clinic at Walkerville has continued to be busy with 220 people using the service in 2008/2009.

The Eastern Health Authority is governed by a Board of Management consisting of two elected members from each of the five constituent councils, namely the City of Burnside, City of Campbelltown, City of Norwood, Payneham & St Peters, the City of Prospect and the Corporation of the Town of Walkerville. Cr Carolyn Wigg and Cr Heather Wright represent the Town of Walkerville on the Board of Management.

Freedom of Information

Council is required under Section 9(1) and (1a) of the Freedom of Information Act 1991 to publish annually an Information Statement (refer to appendix B). Included in this Statement is a list of Council documents which are accessible to the community as required by law.

Freedom of Information Applications

In accordance with the Local Government Act 1999 under Schedule 4 1(gb) states that Council must report on the applications made to Council under the Freedom of Information Act 1991 during the relevant financial year containing the information required by the regulations. Council received a total of nil Freedom of Information applications throughout the 2008/2009 financial year.

Customer Service

Council's friendly customer service officers provided information to visitors and ratepayers to our Council offices and in response to telephone and email enquiries. The customer service centre dealt with queries relating to all aspects of Council, waste services, dog registrations, parking, and development.

An after hours telephone answering service was provided to members of the public with a 24 hour 7 day a week response to their emergency.

Information Technology & Records Management

Council upgraded hardware during the financial year to ensure our infrastructure is reliable and provides an efficient environment to assist staff with their work processes.

Our customer service officers are using a Customer Request

system to lodge and manage requests for service. The process is then tracked to completion of the task.

Council continued to keep our website as a prime source of communication with our residents.

Records management continues to be actioned in accordance with General Disposal Schedule 20 for Local Government Authorities in South Australia. Permanent and non-permanent records were moved to State Records and an

approved service provider for storage.

Library & Community Services

Community Fund

Last year Council allocated grants to sixteen community groups totalling \$9,059 for a range of projects which assisted them with the purchase of minor items and to provide valuable services for our community.

Additionally, Council has supported local young people from the Individual Sport Academic and Cultural Fund totalling \$1,300 who have either represented the State in their chosen field of expertise or participated in competitions.

Home and Community Care (HACC) Services

Walkerville Council, in conjunction with the City of Prospect provides home assist services for the elderly, disabled, frail residents and their carers to remain living independently. Trained staff visit and assess the needs of the person and deliver the appropriately required services eg domestic assistance, social support, home maintenance, transport (ie to medical appointments), home modification and advocacy. Council's Home Assist programme is mainly funded through the Home and Community Care (HACC) programme, which is a joint Commonwealth and State Government programme, as well as the local government. With an 'ageing population' it is not surprising that there is an increasing demand for home assist services.

Community Bus

Council also offers a community bus service (which is also financially supported through the Home and Community Care programme). This weekly service is run each Friday and the outsourced bus service picks up residents from their home, takes them to the North Park shopping centre and returns them to their home. This service, being a HACC funded service is available for elderly, frail residents and their carers.

Volunteers

The Walkerville Council is very fortunate to have many residents within their community who regularly volunteer their time and services to assist local schools, churches and community groups. There are also a number of volunteers who assist Council at both the library and cemetery. Council takes the opportunity to thank the volunteers for their valuable contributions at an annual luncheon, this year it was held in May 2009.

Community Information

Community Information is provided on a regional basis – Norwood Payneham & St Peters, Prospect and Walkerville – and is a great example of regional collaboration. The information can be found at the SWAP Library website (see www.swaplib.sa.gov.au) or alternatively hard copies can be accessed at the Walkerville Public Library.

Youth

Walkerville Council in conjunction with the City of Prospect employs a Youth Services Officer who assists with co-ordinating valuable programs for younger members of our community.

Regional Youth Week Event 2009

The Cities of Prospect, Norwood Payneham & St Peters, Burnside and the Town of Walkerville held a regional youth week event.

The events coordinate a range of programs to assist you to stay positive, keep active, cope with life's challenges' focus on building youth resilience, promoting healthy choices in relation to lifestyle and alcohol and other drug use as well as raising awareness of existing local youth and health services, and promoting youth participation opportunities.

SWAP

The SWAP Library Network is a very successful collaboration across four local government areas – Walkerville, Norwood Payneham & St Peters, Prospect and Campbelltown – and operates a shared library management system. During 20 years of operation the SWAP Library Network has grown to include the joint purchase of various online resources, marketing initiatives, and joint program delivery.

Projects initiated by SWAP this financial year include:

- PC replacement: across the network and within a four week timeframe over 230 personal computers were installed.
- PC Bookings Systems Upgrade: installed as part of the PC replacement rollout and which streamlined administrative processes.
- Disaster Recovery Plan: engaged a consultant to undertake a Business Impact Analysis (BIA) assessment to develop a Business Continuity Plan in the event of a disaster. The BIA outlined several options for consideration which are being explored further.
- Network Design Review: commenced work on this project with further investigations still to be undertaken before an outcome is reached.
- Telecommunications Review: A new contract was signed in November 2008 for the provision of telecommunication services.

The SWAP Library Network Committee meets twice a year to discuss issues such as the annual budget, strategic direction and any major policy issues relating to the network. This information is then reported to the constituent councils with recommendations to the councils in relation to these matters.

Library

The current Walkerville Public Library was established in 1963 and continues to grow and respond to the needs of all members of the community and offers exceptional library service. The library is a well respected community asset and is well patronized by locals and visitors alike.

During 2008/2009 over 64,500 people visited the Walkerville Library who borrowed in excess of 114,500 items from the library's collection. In addition to borrowing items people also enjoyed a wide range of other library facilities such as computer use (with free internet access), wireless internet access, coloured printing and photocopying, faxing, local history information, online databases and various daily newspapers.

As of 30 June 2009 the size of the library collection was 23,969 items and 6,551 people were registered users of the Walkerville Library.

The library hosts a range of very successful children's programs. These include:

- Baby Bounce and Rhyme sessions (0-2 years of age)
- Toddler Read and Rhyme sessions (2-3 years of age)
- Weekly story time sessions (children under 5 years of age)
- School Holiday Programs – various activities
- Children's Book Week – held annually in August with a focus on Australian children's literature.

The Library also hosts a monthly Book Group for adults who have a robust discussion about selected book titles.

The Walkerville Library in conjunction with The Advertiser Big Book Club hosted visiting author Liz Harful, who spoke about her Blue Ribbon Cookbook which focuses on the stories behind the recipes of rural and regional country shows. Over 60 people attended this event.

Children's Book Week

This hugely successful week long event was attended by over 1,000 primary school aged children. The theme for Book Week was 'Fuel your mind' and the students did just that as they listened to some Australian award winning contemporary literature and participated in craft activities.

As part of a SWAP Library Network initiative visiting storyteller George Kavanagh spent time across four local government areas and addressed over 320 students in the Walkerville community.

Community Events

A number of events were held in 2008/2009 including the Volunteers Reception and Australia Day celebrations.

Town of Walkerville Miniature Christmas Pageant Presentation

Approximately 1,500 people visited and \$1,600 was raised at this year's Town of Walkerville Miniature Christmas Pageant which was open to the public and schools from Wednesday, 12 November through to Sunday, 16 November 2008.

In conjunction with local resident Mr Peter J Golding, Council was pleased to support the seventh Miniature Pageant. There were over sixty floats displayed in the Town Hall. Channel 9 promoted the Pageant through its community announcements. Money raised was donated to Channel 9's Telethon.

Carols in the Village

On Wednesday, 10 December 2008 the Walkerville Primary School, Vale Park Primary School choirs and the Kensington & Norwood Spring Gully Brass Band performed at the annual

Carols in the Village. Father Christmas arrived and the youngsters had the opportunity to meet him and receive a bag of free sweets. Many families enjoyed the festivities and joined in the carol singing.

Awards

Volunteer of the Year Award 2009

In May 2009 Council held its Volunteer of the Year luncheon to recognise and thank the numerous community groups and volunteers who assist our Council in providing services to the community.

This year's winner of the Volunteer of the Year Award was Pam Walker who is actively involved with the Neighborhood Watch Program, Friends of the Walkerville Library, Celiac Society and the South Australian Leukemia Foundation.

We commend Pam on her contribution to the community.

Australia Day Awards

On 26 January 2009 over 120 people attended and enjoyed Council's Australia Day celebrations, which were held in the Walkerville Town Hall.

The morning proceedings commenced with Mayor David Whiting performing the Australian citizenship ceremony for 5 residents and the valuable assistance from Mr Barrie Redman for playing the piano for the proceedings. Our new Australian citizens were former residents of a diverse range of countries.

At the conclusion of the citizenship ceremony Mayor Whiting recognised two special individuals who have supported the Walkerville community for many years. Mrs Barbara Healy who has donated more than 30 years of her time volunteering especially with Meals on Wheels and Ladies Probus. Council also then honored Mrs Anne De Wit as

Citizen of the Year. Sadly Mrs De Wit had passed away prior to receiving the award which was accepted by her husband Jan. Mrs Anne De Wit had energetically and generously given her time to both St Andrews Church and Wilderness School for more than 20 years.

Walkerville Council highly regards the valuable time and commitment of these generous individuals who give of themselves to help others.

Earth Hour 2008

Council resolved to endorse to participate in this year's "Earth Hour" campaign on Saturday, 28 March 2009. The aim of this international campaign is to highlight to individuals and businesses the effects of global warming.

Audited Financial Statements



The Corporation of the Town of Walkerville

Audited Financial Statements 2008 - 2009

The Corporation of the Town of Walkerville

General Purpose Financial Reports for the year ended 30 June 2009

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The Corporation of the Town of Walkerville

INCOME STATEMENT for the year ended 30 June 2009

	Notes	2009 \$	2008 \$
INCOME			
Rates	2	4,776,685	4,427,781
Statutory charges	2	158,061	156,533
User charges	2	444,794	440,993
Grants, subsidies and contributions	2	348,724	402,647
Investment income	2	141,550	131,633
Reimbursements	2	14,981	13,224
Other income	2	31,751	39,865
Net gain - joint ventures & associates	17	2,762	4,936
Total Income		<u>5,919,308</u>	<u>5,617,612</u>
EXPENSES			
Employee costs	3	1,615,358	1,506,365
Materials, contracts & other expenses	3	2,670,353	2,749,346
Finance costs	3	69,997	78,026
Depreciation, amortisation & impairment	3	1,290,189	1,296,553
Net loss - joint ventures & associates	17	362,992	214,960
Total Expenses		<u>6,008,889</u>	<u>5,845,250</u>
OPERATING SURPLUS / (DEFICIT)		(89,581)	(227,638)
Net gain (loss) on disposal or revaluation of assets	4	(72,595)	(85,346)
NET SURPLUS / (DEFICIT)		<u>(162,176)</u>	<u>(312,984)</u>

This Statement is to be read in conjunction with the attached Notes.

The Corporation of the Town of Walkerville

BALANCE SHEET for the year ended 30 June 2009

	Notes	2009 \$	2008 \$
ASSETS			
Current Assets			
Cash and cash equivalents	5	2,592,916	2,335,428
Trade & other receivables	5	213,764	154,278
Inventories	5	<u>6,196</u>	<u>6,470</u>
		2,812,876	2,496,176
Non-current Assets held for Sale			
Total Current Assets		<u>2,812,876</u>	<u>2,496,176</u>
Non-current Assets			
Financial Assets	6	243,694	262,971
Equity accounted investments in Council businesses	6	96,487	116,215
Infrastructure, Property, Plant & Equipment	7	73,921,330	73,806,968
Other Non-current Assets	6	<u>118,836</u>	<u>-</u>
Total Non-current Assets		<u>74,380,347</u>	<u>74,186,154</u>
Total Assets		<u>77,193,223</u>	<u>76,682,330</u>
LIABILITIES			
Current Liabilities			
Trade & Other Payables	8	950,057	740,779
Borrowings	8	135,562	127,206
Provisions	8	<u>253,604</u>	<u>293,515</u>
Total Current Liabilities		<u>1,339,223</u>	<u>1,161,500</u>
Non-current Liabilities			
Borrowings	8	889,371	1,024,932
Provisions	8	21,453	13,797
Liability - Equity accounted Council businesses	8	<u>342,436</u>	<u>167,619</u>
Total Non-current Liabilities		<u>1,253,260</u>	<u>1,206,348</u>
Total Liabilities		<u>2,592,483</u>	<u>2,367,848</u>
NET ASSETS		<u>74,600,740</u>	<u>74,314,482</u>
EQUITY			
Accumulated Surplus		34,553,905	33,493,151
Asset Revaluation Reserve	9	40,032,785	39,584,352
Other Reserves	9	<u>14,050</u>	<u>1,236,979</u>
TOTAL EQUITY		<u>74,600,740</u>	<u>74,314,482</u>

This Statement is to be read in conjunction with the attached Notes.

The Corporation of the Town of Walkerville

STATEMENT OF CHANGES IN EQUITY for the year ended 30 June 2009

	2009 \$	2008 \$
	Notes	
ACCUMULATED SURPLUS		
Balance at end of previous reporting period	33,493,151	33,563,281
Net Surplus / (Deficit) for Year	(162,176)	(312,984)
Transfers to Other Reserves	-	(915,616)
Transfers from Other Reserves	<u>1,222,929</u>	<u>1,158,470</u>
Balance at end of period	<u>34,553,905</u>	<u>33,493,151</u>
ASSET REVALUATION RESERVE		
	9	
Balance at end of previous reporting period	39,584,352	30,045,506
Gain on revaluation of infrastructure, property, plant & equipment	540,224	9,538,846
Transfer to Accumulated Surplus on sale of infrastructure, property, plant & equipment	(91,791)	-
Balance at end of period	<u>40,032,785</u>	<u>39,584,352</u>
OTHER RESERVES		
	9	
Balance at end of previous reporting period	1,236,979	1,479,833
Transfers from Accumulated Surplus	-	915,616
Transfers to Accumulated Surplus	<u>(1,222,929)</u>	<u>(1,158,470)</u>
Balance at end of period	<u>14,050</u>	<u>1,236,979</u>
TOTAL EQUITY AT END OF REPORTING PERIOD	<u>74,600,740</u>	<u>74,314,482</u>
<i>Total of all revenues recognised directly in Equity</i>	<i>540,224</i>	<i>9,538,846</i>
<i>Total of all expenses recognised directly in Equity</i>	<i>-</i>	<i>-</i>
NET CHANGE IN EQUITY	<u>540,224</u>	<u>9,538,846</u>

This Statement is to be read in conjunction with the attached Notes

The Corporation of the Town of Walkerville

CASH FLOW STATEMENT for the year ended 30 June 2009

	Notes	2009 \$	2008 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
<u>Receipts</u>			
Operating receipts		5,810,271	5,460,894
Investment receipts		141,549	131,633
<u>Payments</u>			
Operating payments to suppliers & employees		(4,346,860)	(4,302,278)
Finance payments		(69,997)	(96,427)
Net Cash provided by (or used in) Operating Activities	10	1,534,963	1,193,822
CASH FLOWS FROM INVESTING ACTIVITIES			
<u>Receipts</u>			
Sale of assets		55,029	16,595
Repayments of loans by community groups		18,053	18,066
<u>Payments</u>			
Expenditure on renewal/replacement of assets		(1,110,788)	(930,786)
Capital contributed to associated entities		(112,565)	-
Net Cash provided by (or used in) Investing Activities		(1,150,271)	(896,125)
CASH FLOWS FROM FINANCING ACTIVITIES			
<u>Receipts</u>			
Proceeds from Borrowings		-	-
<u>Payments</u>			
Repayments of Borrowings		(127,205)	(119,364)
Net Cash provided by (or used in) Financing Activities		(127,205)	(119,364)
Net Increase (Decrease) in cash held		257,488	178,333
Cash & cash equivalents at beginning of period	10	2,335,428	2,157,095
Cash & cash equivalents at end of period	10	2,592,916	2,335,428

This Statement is to be read in conjunction with the attached Notes

The Corporation of the Town of Walkerville

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS For the year ended 30 June 2009

Note 1 – SIGNIFICANT ACCOUNTING POLICIES

The principal accounting policies adopted in the preparation of the financial report are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

1 Basis of Preparation

1.1 Compliance with Australian equivalents to International Financial Reporting Standards

This general purpose financial report has been prepared in accordance with Australian equivalents to International Financial Reporting Standards (AIFRS) as they apply to not-for-profit entities, other authoritative pronouncements of the Australian Accounting Standards Board, Urgent Issues Group Interpretations (UIGs) and relevant South Australian legislation.

The financial report was authorised for issue by certificate under clause 11 of the Local Government (Financial Management) Regulations 1999 dated 2 November 2009.

1.2 Historical Cost Convention

Except as stated below, these financial statements have been prepared in accordance with the historical cost convention modified by the revaluation of selected non-current assets, financial assets and financial liabilities for which the fair value basis of accounting has been applied.

1.3 Critical Accounting Estimates

The preparation of financial statements in conformity with AIFRS requires the use of certain critical accounting estimates, and requires management to exercise its judgement in applying Council's accounting policies. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements are specifically referred to in the relevant sections of this Note.

1.4 Rounding

All amounts in the financial statements have been rounded to the nearest dollar.

2 The Local Government Reporting Entity

The Town of the Corporation of Walkerville is incorporated under the SA Local Government Act 1999 and has its principal place of business at 66 Walkerville Terrace, Gilberton.

3 Income recognition

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

Where grants, contributions and donations recognised as incomes during the reporting period were obtained on the condition that they be expended in a particular manner or used over a particular period, and those conditions were undischarged as at the reporting date, the amounts subject to those undischarged conditions are disclosed in these notes.

4 Cash, Cash Equivalents and other Financial Instruments

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

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

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2009

Note 1 – SIGNIFICANT ACCOUNTING POLICIES

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

All financial instruments are recognised at fair value at the date of recognition. A detailed statement of the accounting policies applied to financial instruments forms part of Note 12.

5 Inventories

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

6 Infrastructure, Property, Plant & Equipment

6.1 Transitional Provisions

As at 1 July 2008, Council has elected not to recognise any values for land under roads acquired before the commencement of AASB 1051 Land Under Roads.

6.2 Initial Recognition

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition, including architects' fees and engineering design fees and all other costs incurred. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Council includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Capital works still in progress at balance date are recognised as other non-current assets and transferred to infrastructure, property, plant & equipment when completed ready for use.

6.3 Materiality

Assets with an economic life in excess of one year are only capitalised where the cost of acquisition exceeds materiality threshold of \$1,000 as established by Council.

6.4 Subsequent Recognition

Certain asset classes are revalued on a regular basis such that the carrying values are not materially different from fair value. For infrastructure and other asset classes where no active market exists, fair value is determined to be the current replacement cost of an asset less, where applicable, accumulated depreciation calculated on the basis of such cost to reflect the already consumed or expired future economic benefits of the asset. Further detail of existing valuations, methods and valuers are provided at Note 7.

All non current assets other than receivables and investments, are revalued in accordance with the Local Government (Financials Management) Regulations 1999.

However, if at any time management considers that the carrying amount of an asset materially differs from its fair value then the asset will be revalued regardless of when the last valuation took place. Non current physical assets that are acquired between revaluations are held at cost until the next valuation, where they are revalued to depreciated replacement cost.

Revaluation increments arising upon revaluing the above mentioned non-current asset classes to their depreciated replacement cost are credited directly to the asset revaluation reserve.

6.5 Depreciation of Non-Current Assets

Other than land and the Historical Collection, all infrastructure, property, plant and equipment assets recognised are systematically depreciated over their useful lives in a manner which reflects the consumption of the service potential embodied in those assets.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2009

Note 1 – SIGNIFICANT ACCOUNTING POLICIES

Depreciation is recognised on a straight-line basis. Major depreciation periods for each class of asset are shown below. Depreciation periods for infrastructure assets have been estimated based on the best information available to Council.

Building & Other Structures	2 to 100 years
Library Books	10 years
Infrastructure	
Pavement Types	70 to 100 years
Surface Types	15 to 50 years
Kerb & Water Table	70 years
Footpath Types	15 to 40 years
Stormwater Drainage	65 to 100 years
Other Infrastructure	20 years
Structures	25 to 100 years
Reserve Furniture	4 to 80 years
Plant & Equipment	5 years
Furniture & Fittings	2 to 19 years

6.6 Impairment

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

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

7 Trade & Other Payables

7.1 Goods & Services

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

7.2 Payments Received in Advance & Deposits

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

8 Borrowings

Loans are carried at their principal amounts. Interest is accrued over the period to which it relates, and is recorded as part of "Payables".

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2009

Note 1 – SIGNIFICANT ACCOUNTING POLICIES

9 Employee Benefits

9.1 Salaries, Wages & Compensated Absences

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

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

An accrual is made for 50% of unused sick leave at the end of each financial year as it is payable to employees on resignation or retirement.

9.2 Superannuation

The Council makes employer superannuation contributions in respect of its employees to the Local Government Superannuation Scheme. The Scheme has two types of membership, each of which is funded differently. No changes in accounting policy have occurred during either the current or previous reporting periods. Details of the accounting policies applied and Council's involvement with the schemes are reported in Note 16.

10 Joint Ventures and Associated Entities

Council participates in cooperative arrangements with other Councils for the provision of services and facilities. Such regional subsidiaries are subject to joint control within the meaning of AASB 128.2/AASB 131.3. As such, the interests in these subsidiaries were initially recorded at cost in 2006/2007 and have been adjusted in 2008/2009 to reflect the share of net assets of the jointly controlled entities.

11 Leases

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

In respect of finance leases, where Council substantially carries all of the risks incident to ownership, the leased items are initially recognised as assets and liabilities equal in amount to the present value of the minimum lease payments. The assets are disclosed as assets under lease, and are amortised to expense over the period during which the Council is expected to benefit from the use of the leased assets. Lease payments are allocated between interest expense and reduction of the lease liability, according to the interest rate implicit in the lease.

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

12 GST Implications

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

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

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2009

Note 1 – SIGNIFICANT ACCOUNTING POLICIES

13 Comparative Information

Comparative information has been reclassified to be consistent with the current year disclosure of equivalent information in accordance with AIFRS.

14 New Accounting Standards

Certain new accounting standards and UIG interpretations have been published that are not mandatory for the 30 June 2009 reporting period.

- | | |
|------------------------------|--|
| ➤ AASB 3 | Business Combinations |
| ➤ AASB 101 | Presentation of Financial Statements |
| ➤ AASB 123 | Borrowing Costs |
| ➤ AASB 127 | Consolidated and Separate Financial Statements |
| ➤ AASB 2007-6 | Amendments to Australian Accounting Standards arising from AASB 123 |
| ➤ AASB 2007-8 & AASB 2007-10 | Amendments to Australian Accounting Standards arising from AASB 101 |
| ➤ AASB 2008-2 | Amendments to Australian Accounting Standards – Puttable Financial Instruments and Obligations arising on Liquidation |
| ➤ AASB 2008-3 | Amendments to Australian Accounting Standards arising from AASB 3 and AASB 127 |
| ➤ AASB 2008-5 & AASB 2008-6 | Amendments to Australian Accounting Standards arising from the Annual Improvements Project |
| ➤ AASB 2008-7 | Amendments to Australian Accounting Standards – Cost of an Investment in a Subsidiary, Jointly Controlled Entity or Associate |
| ➤ AASB 2008-8 | Amendments to Australian Accounting Standards - Eligible Hedged Items |
| ➤ AASB 2008-9 | Amendments to AASB 1049 for Consistency with AASB 101 |
| ➤ AASB 2008-11 | Amendments to Australian Accounting Standard – Business Combinations Among Not-for-Profit Entities |
| ➤ AASB 2008-12 | Amendments to Australian Accounting Standards – Reclassification of Financial Assets – Effective Date and Transition |
| ➤ AASB 2008-13 | Amendments to Australian Accounting Standards arising from AASB Interpretation 17 – Distributions of Non-cash Assets to Owners |
| ➤ Interpretation 15 | Agreements for the Construction of Real Estate |
| ➤ Interpretation 16 | Hedges of a Net Investment in a Foreign Operation |
| ➤ Interpretation 17 | Distributions of Non-cash Assets to Owners |
| ➤ Interpretation 18 | Transfers of Assets from Customers |
| ➤ | (Standards not affecting local government have been excluded from the above list.) |

Council is of the view that none of the above new standards or interpretations will affect any of the amounts recognised in the financial statements, but that they may impact certain information otherwise disclosed.

The Corporation of the Town of Walkerville

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2009

Note 2 - INCOME

	2009	2008
Notes	\$	\$
RATES REVENUES		
<u>General Rates</u>	4,737,179	4,397,176
Less: Mandatory rebates	(121,859)	-
Less: Discretionary rebates, remissions & write offs	(3,537)	(107,777)
	4,611,783	4,289,399
<u>Other Rates</u> (including service charges)		
Natural Resource Management levy	152,093	129,967
	152,093	129,967
<u>Other Charges</u>		
Penalties for late payment	12,809	8,415
	12,809	8,415
	4,776,685	4,427,781
STATUTORY CHARGES		
Town planning fees	86,422	88,215
Animal registration fees & fines	29,103	22,973
Parking fines / expiation fees	42,536	45,319
Sundry	-	26
	158,061	156,533
USER CHARGES		
Levi Park Management Fees	413,640	405,734
Sundry	31,154	35,259
	444,794	440,993
INVESTMENT INCOME		
Interest on investments		
Local Government Finance Authority	122,699	111,351
Banks & other	663	947
Loans to community groups	18,188	19,335
	141,550	131,633

The Corporation of the Town of Walkerville

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2009

NOTE 2 - INCOME (continued)

	Notes	2009 \$	2008 \$
REIMBURSEMENTS			
- other		14,981	13,224
		<u>14,981</u>	<u>13,224</u>
OTHER INCOME			
Rebates received		16,433	15,931
Sundry		15,318	23,934
		<u>31,751</u>	<u>39,865</u>
GRANTS, SUBSIDIES, CONTRIBUTIONS			
Other grants, subsidies and contributions		348,724	402,647
		<u>348,724</u>	<u>402,647</u>

Approximately one quarter of the Financial Assistance Grants for 2009/2010 was received in 2008/2009. Accordingly, \$52,877 has been disclosed in the 2008/2009 Other grants, subsidies and contributions.

The functions to which these grants relate are shown in Note 11.

Sources of grants

Commonwealth government	320,294	278,207
State government	21,925	117,365
Other	6,505	7,075
	<u>348,724</u>	<u>402,647</u>

The Corporation of the Town of Walkerville

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2009

Note 3 - EXPENSES

	Notes	2009 \$	2008 \$
EMPLOYEE COSTS			
Salaries and Wages		1,236,909	1,092,924
Employee leave expense		174,593	216,270
Superannuation	16	129,398	121,308
Workers' Compensation Insurance		74,458	75,863
Total Operating Employee Costs		1,615,358	1,506,365
 Total Number of Employees		 25.6	 19.6
<i>(Full time equivalent at end of reporting period)</i>			
 MATERIALS, CONTRACTS & OTHER EXPENSES			
<u>Prescribed Expenses</u>			
Auditor's Remuneration			
- Auditing the financial reports		8,340	8,020
- Other Services		-	-
- Other Auditors		-	-
Elected members' expenses		98,255	71,409
Election expenses		8,545	1,800
Subtotal - Prescribed Expenses		115,140	81,229
 <u>Other Materials, Contracts & Expenses</u>			
Contractors		1,263,671	1,189,967
Energy		102,601	105,368
Bank Charges		20,470	18,401
Waste Collection		482,560	432,079
Legal Expenses		74,818	359,467
Levies paid to government - NRM levy		147,718	121,824
Parts, accessories & consumables		191,705	299,627
Sundry		271,670	141,384
Subtotal - Other Materials, Contracts & Expenses		2,555,213	2,668,117
		2,670,353	2,749,346

The Corporation of the Town of Walkerville

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

for the year ended 30 June 2009

Note 3 - EXPENSES (cont)

	Notes	2009 \$	2008 \$
FINANCE COSTS			
Interest on Loans		69,997	78,026
		69,997	78,026
 DEPRECIATION, AMORTISATION & IMPAIRMENT			
Depreciation			
Buildings & Other Structures		195,897	191,944
Library Materials		58,696	54,428
Infrastructure		618,205	725,200
Stormwater Drainage		107,453	-
Plant & Equipment		113,922	111,431
Furniture & Fittings		90,908	105,920
Structures		37,222	36,802
Reserve Furniture		67,886	70,828
		1,290,189	1,296,553

The Corporation of the Town of Walkerville

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2009

Note 4 - ASSET DISPOSAL & FAIR VALUE ADJUSTMENTS

	2009	2008
Notes	\$	\$
INFRASTRUCTURE, PROPERTY, PLANT & EQUIPMENT		
<i>Assets renewed or directly replaced</i>		
Proceeds from disposal	55,029	16,595
Less: Carrying amount of assets sold	127,624	101,941
Gain (Loss) on disposal	(72,595)	(85,346)
 NET GAIN (LOSS) ON DISPOSAL OR REVALUATION OF ASSETS	 (72,595)	 (85,346)

The Corporation of the Town of Walkerville

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2009

Note 5 - CURRENT ASSETS

	Notes	2009	2008
CASH & EQUIVALENT ASSETS		\$	\$
Cash on Hand and at Bank		67,944	189,467
Deposits at Call		2,262,850	1,897,999
Short Term Deposits & Bills, etc		262,122	247,962
		2,592,916	2,335,428
 TRADE & OTHER RECEIVABLES			
Rates - General & Other		88,551	59,495
Accrued Revenues		31,419	43,931
Debtors - general		66,962	26,834
Prepayments		7,555	5,965
Loans to community organisations		19,277	18,053
		213,764	154,278
 INVENTORIES			
Stores & Materials		6,196	6,470
		6,196	6,470

The Corporation of the Town of Walkerville

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2009

Note 6 - NON-CURRENT ASSETS

FINANCIAL ASSETS	Notes	2009 \$	2008 \$
Receivables			
Loans to community organisations		243,694	262,971
TOTAL FINANCIAL ASSETS		243,694	262,971
 EQUITY ACCOUNTED INVESTMENTS IN COUNCIL BUSINESSES			
<i>Easter Health Authority</i>	17	20,295	26,462
<i>Wastecare SA</i>	17	76,192	89,753
		96,487	116,215
 OTHER NON-CURRENT ASSETS			
Capital Works-in-Progress		118,836	-
		118,836	-

The Corporation of the Town of Walkerville

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2009

Note 7 - INFRASTRUCTURE, PROPERTY, PLANT & EQUIPMENT

	2008 \$				2009 \$			
	AT FAIR VALUE	AT COST	ACCUM DEPN	CARRYING AMOUNT	AT FAIR VALUE	AT COST	ACCUM DEPN	CARRYING AMOUNT
Land	37,554,495	136,113	-	37,690,608	37,554,495	136,113	-	37,690,608
Historical Collection	255,440	-	-	255,440	255,440	-	-	255,440
Buildings & Other Structures	10,833,901	211,795	(6,651,428)	4,394,268	10,930,642	223,256	(6,842,981)	4,310,917
Library Materials	-	544,286	(309,678)	234,608	-	586,965	(368,374)	218,591
Infrastructure	35,434,372	-	(10,750,633)	24,683,739	34,966,243	623,468	(11,069,896)	24,519,815
Stormwater Drainage	8,384,925	-	(3,888,032)	4,496,893	9,698,993	-	(4,713,000)	4,985,993
Plant & Equipment	-	777,528	(436,519)	341,009	-	792,616	(481,298)	311,318
Furniture & Fittings	797,961	18,920	(609,262)	207,619	796,961	68,290	(698,062)	167,189
Structures	1,370,271	-	(735,499)	634,772	1,370,270	31,279	(772,720)	628,829
Reserve Furniture	1,806,470	18,479	(956,937)	868,012	1,805,270	51,423	(1,024,063)	832,630
TOTAL PROPERTY, PLANT & EQUIPMENT	96,437,835	1,707,121	(24,337,988)	73,806,968	97,378,314	2,513,410	(25,970,394)	73,921,330
<i>2008 Totals</i>					96,437,835	1,707,121	(24,337,988)	73,806,968

	2008 \$	CARRYING AMOUNT MOVEMENTS DURING YEAR \$						2009 \$
	CARRYING AMOUNT	Additions		Disposals	Depreciation	Impairment	Net Revaluation	CARRYING AMOUNT
		New/Upgrade	Renewals					
Land	37,690,608	-	-	-	-	-	-	37,690,608
Historical Collection	255,440	-	-	-	-	-	-	255,440
Buildings & Other Structures	4,394,268	-	114,342	(1,796)	(195,897)	-	-	4,310,917
Library Materials	234,608	-	42,679	-	(58,696)	-	-	218,591
Infrastructure	24,683,739	-	623,468	(77,397)	(618,205)	-	(91,791)	24,519,815
Stormwater Drainage	4,496,893	-	56,329	-	(107,453)	-	540,224	4,985,993
Plant & Equipment	341,009	-	130,793	(46,562)	(113,922)	-	-	311,318
Furniture & Fittings	207,619	-	51,907	(1,429)	(90,908)	-	-	167,189
Structures	634,772	-	31,279	-	(37,222)	-	-	628,829
Reserve Furniture	868,012	-	32,944	(440)	(67,886)	-	-	832,630
TOTAL INFRASTRUCTURE, PROPERTY, PLANT & EQUIPMENT	73,806,968	-	1,083,741	(127,624)	(1,290,189)	-	448,433	73,921,330
<i>2008 Totals</i>	64,483,819	120,080	1,157,754	(101,938)	(1,296,553)	-	9,443,806	73,806,968

The Corporation of the Town of Walkerville

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2009

Note 7 (cont) – INFRASTRUCTURE, PROPERTY, PLANT & EQUIPMENT

Valuation of Assets

Land & Land Improvements

Council being of the opinion that it is not possible to attribute a value sufficiently reliably to qualify for recognition, land under roads has not been recognised in these reports.

Pursuant to Council's election, Land assets were revalued as at 30 June 2006 by Maloney Field Services, Property Consultant and Valuers.

Historical Collection

Pursuant to Council's election, the Historical Collection was revalued as at 30 June 2008 by Tusmore Antiques.

Buildings & Other Structures

Pursuant to Council's election, buildings and other structures were revalued as at 30 June 2006 by Maloney Field Services, Property Consultant and Valuers.

Infrastructure

Road Infrastructure – Pursuant to Council's election, Road Infrastructure assets, including Footpaths, were revalued as at 30 June 2008 by Tonkin Engineering.

Stormwater

Pursuant to Council's election, Stormwater assets were revalued as at 30 June 2009 by Maloney Field Services, Property Consultant and Valuers.

Structures

Pursuant to Council's election, Structure assets were revalued as at 30 June 2006 by Maloney Field Services, Property Consultant and Valuers.

Reserve Furniture

Pursuant to Council's election, Reserve Furniture assets were revalued as at 30 June 2006 by Maloney Field Services, Property Consultant and Valuers.

Plant & Equipment

Pursuant to Council's election, these assets are recognised on a cost basis.

Furniture & Fittings

Pursuant to Council's election, Furniture Fittings and Office Equipment were revalued as at 30 June 2006 by Maloney Field Services, Property Consultant and Valuers.

Library Assets

Pursuant to Council's election, these assets are recognised on the cost basis.

The Corporation of the Town of Walkerville

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2009

Note 8 - LIABILITIES

	Notes	2009		2008	
		\$		\$	
TRADE & OTHER PAYABLES		Current	Non-current	Current	Non-current
Goods & Services		486,500	-	296,508	-
Payments received in advance		189,344	-	75,216	-
Accrued expenses - employee entitlements		214,915	-	263,356	-
Accrued expenses - other		59,298	-	105,699	-
		<u>950,057</u>	<u>-</u>	<u>740,779</u>	<u>-</u>
BORROWINGS					
Loans		135,562	889,371	127,206	1,024,932
		<u>135,562</u>	<u>889,371</u>	<u>127,206</u>	<u>1,024,932</u>

All interest bearing liabilities are secured over the future revenues of the Council.

PROVISIONS

Employee entitlements (including oncosts)		253,604	21,453	293,515	13,797
		<u>253,604</u>	<u>21,453</u>	<u>293,515</u>	<u>13,797</u>

*Movements in Provisions - 2009 year only
(current & non-current)*

Opening Balance		307,312
Add Additional amounts recognised		8,264
(Less) Payments		<u>(40,519)</u>
Closing Balance		<u>275,057</u>

LIABILITY - EQUITY ACCOUNTED COUNCIL BUSINESSES

Highbury Landfill Authority	17	332,187		154,608
Eastern Waste Management	17	10,249		13,011
		<u>342,436</u>		<u>167,619</u>

The Corporation of the Town of Walkerville

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2009

Note 9 - RESERVES

ASSET REVALUATION RESERVE	1/07/2008	Net Increments (Decrements)	Transfers on Sale	30/06/2009
Notes	\$	\$	\$	\$
Land	18,190,175	-	-	18,190,175
Historical Collection	255,440	-	-	255,440
Buildings & Other Structures	2,565,022	-	-	2,565,022
Library Materials	-	-	-	-
Infrastructure	13,392,026	-	(91,791)	13,300,235
Stormwater Drainage	7 3,168,989	540,224	-	3,709,213
Plant & Equipment	-	-	-	-
Furniture & Fittings	242,410	-	-	242,410
Structures	684,748	-	-	684,748
Reserve Furniture	990,502	-	-	990,502
Wastecare SA	95,040	-	-	95,040
Total Infrastructure, Property, Plant & Equipment	39,584,352	540,224	(91,791)	40,032,785
2008 Totals	30,045,506	9,538,846	-	39,584,352

OTHER RESERVES	1/07/2008	Transfers to Reserve	Transfers from Reserve	30/06/2009
Long Service Leave Reserve	307,313	-	(307,313)	-
Works In Progress Reserve	558,616	-	(558,616)	-
Contingency Reserve	357,000	-	(357,000)	-
150th Anniversary Art Reserve	14,050	-	-	14,050
TOTAL OTHER RESERVES	1,236,979	-	(1,222,929)	14,050
2008 Totals	1,479,833	915,616	(1,158,470)	1,236,979

PURPOSES OF RESERVES

Asset Revaluation Reserve

The asset revaluation reserve is used to record increments and decrements arising from changes in fair value of non-current assets and available-for-sale financial assets.

Long Service Leave Reserve

The Long Service Leave Reserve was used to set aside funds required for employee's long service leave entitlements. Council resolved during the 2008/2009 financial year to dissolve this reserve and instead use cash management practices to fund the payment of these entitlements.

Works in Progress Reserve

The works in progress reserve transfers unspent funds at the end of the financial year that are to be carried forward for use in the following year.

Contingency Reserve

The Contingency Reserve was used to fund capital works. Council resolved during the 2008/2009 financial year to dissolve this reserve and instead use cash management practices to fund future capital works.

150th Anniversary Art Reserve

The 150th Anniversary Art Reserve sets aside funds donated to the Council for the 150th anniversary art project.

The Corporation of the Town of Walkerville

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2009

Note 10 - RECONCILIATION TO CASH FLOW STATEMENT

(a) Reconciliation of Cash

Cash Assets comprise highly liquid investments with short periods to maturity subject to insignificant risk of changes of value. Cash at the end of the reporting period as shown in the Cash Flow Statement is reconciled to the related items in the Balance Sheet as follows:

	Notes	2009 \$	2008 \$
Total cash & equivalent assets	5	<u>2,592,916</u>	<u>2,335,428</u>
Balances per Cash Flow Statement		<u>2,592,916</u>	<u>2,335,428</u>

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

Net Surplus (Deficit)		(162,176)	(312,984)
Non-cash items in Income Statement			
Depreciation, amortisation & impairment	3,7	1,290,189	1,296,553
Equity movements in equity accounted investments (increase) decrease		360,230	210,024
Net (Gain) Loss on Disposals		<u>72,595</u>	<u>85,346</u>
		<u>1,560,838</u>	<u>1,278,939</u>
Add (Less): Changes in Net Current Assets			
Net (increase) decrease in receivables		(69,184)	(20,149)
Net (increase) decrease in inventories		274	(66)
Net increase (decrease) in trade & other payables		(89,278)	(56,632)
Net increase (decrease) in other provisions		(32,255)	(8,270)
Net increase (decrease) in other liabilities		<u>164,568</u>	<u>-</u>
Net Cash provided by (or used in) operations		<u>1,534,963</u>	<u>1,193,822</u>

(c) Financing Arrangements

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

Bank Overdrafts	100,000	-
Corporate Credit Cards	2,500	6,000

The bank overdraft facilities may be drawn at any time and may be terminated by the bank without notice. Council also has immediate access to a short-term draw-down facility, and variable interest rate borrowings under a cash advance facility, from the Local Government Finance Authority of SA.

The Corporation of the Town of Walkerville

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2009

Note 11 - FUNCTIONS

INCOMES, EXPENSES AND ASSETS HAVE BEEN DIRECTLY ATTRIBUTED TO THE FOLLOWING FUNCTIONS & ACTIVITIES										
	INCOME		EXPENSES		OPERATING SURPLUS (DEFICIT)		GRANTS INCLUDED IN INCOME		TOTAL ASSETS HELD (CURRENT & NON-CURRENT)	
	ACTUAL 2009	ACTUAL 2008	ACTUAL 2009	ACTUAL 2008	ACTUAL 2009	ACTUAL 2008	2009	2008	2009	2008
Business Undertakings	425,283	420,994	65,379	79,731	359,904	341,263	-	-	-	-
Community Services	35,373	34,292	285,940	240,903	(250,567)	(206,611)	18,961	14,579	-	-
Culture	58,203	63,966	480,815	507,946	(422,612)	(443,980)	46,127	54,760	-	-
Environment	800	1,114	916,596	858,285	(915,796)	(857,171)	-	-	-	-
Recreation	10,113	110,551	881,295	897,672	(871,182)	(787,121)	-	100,000	-	-
Regulatory Services	164,542	170,621	488,594	407,892	(324,052)	(237,271)	1,000	8,083	-	-
Transport & Communication	116,005	92,866	853,900	865,560	(737,895)	(772,694)	111,854	89,396	-	-
Unclassified Activities	-	-	64,306	65,505	(64,306)	(65,505)	-	-	77,193,223	76,682,330
Council Administration	5,106,227	4,718,272	1,609,072	1,706,796	3,497,155	3,011,476	170,782	135,829	-	-
TOTALS	5,916,546	5,612,676	5,645,897	5,630,290	270,649	(17,614)	348,724	402,647	77,193,223	76,682,330

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

The Corporation of the Town of Walkerville

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2009

Note 12 - FINANCIAL INSTRUMENTS

Recognised Financial Instruments	
Bank, Deposits at Call, Short Term Deposits	<p>Accounting Policy: Carried at lower of cost and net realisable value; Interest is recognised when earned.</p> <p>Terms & conditions: Deposits are returning fixed interest rates between 2.75% and 6% (2008: 6% and 7%). Short term deposits have an average maturity of 30 days.</p> <p>Carrying amount: approximates fair value due to the short term to maturity.</p>
Receivables - Rates & Associated Charges (including legals & penalties for late payment)	<p>Accounting Policy: Carried at nominal values less any allowance for doubtful debts. An allowance for doubtful debts is recognised (and re-assessed annually) when collection in full is no longer probable.</p> <p>Terms & conditions: Secured over the subject land, arrears attract interest of 0.9375%. Although Council is not materially exposed to any individual debtor, credit risk exposure is concentrated within the Council's boundaries in the State.</p> <p>Carrying amount: approximates fair value (after deduction of any allowance).</p>
Receivables - Fees & other charges	<p>Accounting Policy: Carried at nominal values less any allowance for doubtful debts. An allowance for doubtful debts is recognised (and re-assessed annually) when collection in full is no longer probable.</p> <p>Terms & conditions: Unsecured, and do not bear interest. Although Council is not materially exposed to any individual debtor, credit risk exposure is concentrated within the Council's boundaries.</p> <p>Carrying amount: approximates fair value (after deduction of any allowance).</p>
Receivables - other levels of government	<p>Accounting Policy: Carried at nominal value.</p> <p>Terms & conditions: Amounts due have been calculated in accordance with the terms and conditions of the respective programs following advice of approvals, and do not bear interest. All amounts are due by Departments and Agencies of the Governments of the Commonwealth & State.</p> <p>Carrying amount: approximates fair value.</p>
Liabilities - Creditors and Accruals	<p>Accounting Policy: Liabilities are recognised for amounts to be paid in the future for goods and services received, whether or not billed to the Council.</p> <p>Terms & conditions: Liabilities are normally settled on 30 day terms.</p> <p>Carrying amount: approximates fair value.</p>
Liabilities - Interest Bearing Borrowings	<p>Accounting Policy: Carried at the principal amounts. Interest is charged as an expense as it accrues.</p> <p>Terms & conditions: secured over future revenues, borrowings are repayable (describe basis); interest is charged at fixed (or variable) rates between 6.39% and 6.85% (2008: 6.39% and 6.85%)</p> <p>Carrying amount: approximates fair value.</p>

The Corporation of the Town of Walkerville

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2009

Note 12 (cont) - FINANCIAL INSTRUMENTS

Liquidity Analysis

2009	Due < 1 year	Due > 1 year; ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
	\$	\$	\$	\$	\$
Financial Liabilities					
Payables	675,844	-	-	675,844	675,844
Non-Current Borrowings	135,562	452,703	436,669	1,024,934	1,024,934
Total	811,406	452,703	436,669	1,700,778	1,700,778
2008	Due < 1 year	Due > 1 year; ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
	\$	\$	\$	\$	\$
Financial Liabilities					
Payables	371,724	-	-	371,724	371,724
Non-Current Borrowings	127,206	509,066	515,866	1,152,138	1,152,138
Total	498,930	509,066	515,866	1,523,862	1,523,862

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

	30 June 2009		30 June 2008	
	Weighted Average Interest Rate	Carrying Value	Weighted Average Interest Rate	Carrying Value
	%	\$	%	\$
Overdraft	-	-	-	-
Other Variable Rates	-	675,844	-	371,724
Fixed Interest Rates	6.504	1,024,934	6.499	1,152,138
		1,700,778		1,523,862

Net Fair Value

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

Risk Exposures

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

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

Liquidity Risk is the risk that Council will encounter difficulty in meeting obligations with financial liabilities. In accordance with the model Treasury Policy (LGA Information Paper 15), liabilities have a range of maturity dates based on cash inflows. Council also has available a bank overdraft and a short-term draw down facility that it can access.

Interest Rate Risk is the risk that future cash flows will fluctuate because of changes in market interest rates. Most of Council's financial instruments - both assets and liabilities - are at fixed rates. Any such variations in future cash flows will not be material in effect on either Council incomes or expenditures.

The Corporation of the Town of Walkerville

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2009

Note 13 - COMMITMENTS FOR EXPENDITURE

	2009	2008
<u>Notes</u>	\$	\$
Capital Commitments		
Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities:		
Land	-	-
Buildings	22,243	-
Plant & Equipment	70,946	-
	93,189	-
These expenditures are payable:		
Not later than one year	93,189	-
Later than one year and not later than 5 years	-	-
Later than 5 years	-	-
	93,189	-

The Corporation of the Town of Walkerville

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2009

Note 14 - FINANCIAL INDICATORS

	2009	2008	2007
<p>These Financial Indicators have been calculated in accordance with <i>Information Paper 9 - Local Government Financial Indicators</i> prepared as part of the LGA Financial Sustainability Program for the Local Government Association of South Australia. Detailed methods of calculation are set out in the SA Model Statements.</p>			
Operating Surplus	(89,581)	(227,638)	(71,189)
<i>Being the operating surplus (deficit) before capital amounts .</i>			
Operating Surplus Ratio			
<u>Operating Surplus</u>	(2%)	(5%)	(2%)
Rates - general & other less NRM levy			
<i>This ratio expresses the operating surplus as a percentage of general and other rates, net of NRM levy.</i>			
Net Financial Liabilities	(457,891)	(384,829)	(177,542)
<i>Net Financial Liabilities are defined as total liabilities less financial assets (excluding equity accounted investments in Council businesses).</i>			
Net Financial Liabilities Ratio			
<u>Net Financial Liabilities</u>	(7.9%)	(7.0%)	(3.4%)
Total Operating Revenue less NRM levy			
Interest Cover Ratio			
<u>Net Interest Expense</u>	(1.3%)	(1.0%)	(0.2%)
Total Operating Revenue less NRM levy less Investment Income			
Asset Sustainability Ratio			
<u>Net Asset Renewals</u>	82%	71%	37%
Depreciation Expense			
<i>Net asset renewals expenditure is defined as net capital expenditure on the renewal and replacement of existing assets, and excludes new capital expenditure on the acquisition of additional assets.</i>			
Asset Consumption Ratio			
<u>Carrying value of depreciable assets</u>	58%	59%	57%
Gross value of depreciable assets			
<i>Total carrying value of depreciable assets divided by total reported value of depreciable assets before accumulated depreciation.</i>			

The Corporation of the Town of Walkerville

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2009

Note 15 - UNIFORM PRESENTATION OF FINANCES

The following is a high level summary of both operating and capital investment activities of the Council prepared on a uniform and consistent basis. The uniform presentation represents a simplified version of reporting under the Government Finance Statistics (GFS) framework of the Australian Bureau of Statistics.

All Councils in South Australia voluntarily have agreed to summarise annual budgets and long-term financial plans on the same basis.

The arrangements ensure that all Councils provide a common 'core' of financial information, which enables meaningful comparisons of each Council's finances

	2009 \$	2008 \$
Income	5,919,308	5,617,612
<i>less</i> Expenses	<u>(6,008,889)</u>	<u>(5,845,250)</u>
	<u>(89,581)</u>	<u>(227,638)</u>
Net Outlays on Existing Assets		
Capital Expenditure on renewal and replacement of Existing Assets	(1,083,741)	(1,157,754)
<i>less</i> Depreciation, Amortisation and Impairment	1,290,189	1,296,553
<i>less</i> Proceeds from Sale of Replaced Assets	<u>55,029</u>	<u>16,595</u>
	<u>261,477</u>	<u>155,394</u>
Net Outlays on New and Upgraded Assets		
Capital Expenditure on New and Upgraded Assets <i>(including investment property & real estate developments)</i>	-	(120,080)
	<u>-</u>	<u>(120,080)</u>
Net Lending / (Borrowing) for Financial Year	<u>171,896</u>	<u>(192,324)</u>

The Corporation of the Town of Walkerville

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2009

Note 16 – SUPERANNUATION

The Council makes employer superannuation contributions in respect of its employees to the Local Government Superannuation Scheme. The Scheme has two types of membership, each of which is funded differently. Permanent and contract employees of the South Australian Local Government sector have the option to contribute to Marketlink and/or Salarylink. All other employees (including casuals) have all contributions allocated to Marketlink.

Marketlink (Accumulation Fund) Members

Marketlink receives both employer and employee contributions on a progressive basis. Employer contributions are based on a fixed percentage of employee earnings in accordance with superannuation guarantee legislation (9% in 2008/09 for Marketlink members and 3% for Salarylink members; 9% and 3% respectively in 2007/08). No further liability accrues to the employer as the superannuation benefits accruing to employees are represented by their share of the net assets of the Fund.

Salarylink (Defined Benefit) Members

Salarylink is a defined benefit scheme where the benefit payable is based on a formula determined by the member's contribution rate, number of years of contribution and final average salary. Council makes employer contributions to Salarylink as determined by the Scheme's Trustee based on advice from the Scheme's Actuary. The rate is currently 6% (6% in 2007/2008) of "superannuation" salary. Given that Employer contributions are based on a fixed percentage of employee earnings in accordance with superannuation guarantee legislation, the remaining 3% for Salarylink members is allocated to their Marketlink account. Employees also make member contributions to the Fund. As such, assets accumulate in the Fund to meet the member's benefits, as defined in the Trust Deed, as they accrue.

The Salarylink Plan is a multi-employer sponsored plan. As the Fund's assets and liabilities are pooled and are not allocated by employer, the Actuary is unable to allocate benefit liabilities, assets and costs between employers. As provided by AASB 119.32(b), Council does not use defined benefit accounting for these contributions.

The most recent full actuarial investigation conducted by the Scheme's actuary, L C Brett, BSc., FIA, FIAA, of Brett and Watson Pty Ltd as at 30 June 2008 (which also takes into account the investment returns to 30 June 2009), has revealed that for the Scheme to be restored to a satisfactory financial position by 30 June 2015 a number of options to achieve this need to be considered by the Local Government Association who under the Trust Deed and Rules of Local Super is required to agree to any change in contributions. The financial impact of any change cannot be advised until a financial position is determined. The contribution rate for the year ended 30 June 2010 will remain the same as the year ended 30 June 2009.

The Corporation of the Town of Walkerville

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2009

Note 17 - JOINT VENTURES & ASSOCIATED ENTITIES

Highbury Landfill Authority

The Highbury Landfill Authority was formed in December 2005 to split the East Waste operations between collection services and landfill operations with a view to bringing new members into East Waste without them having any liability for the remediation of the landfill site at Highbury. Membership of the Highbury Landfill Authority is made up of the Corporation of the Town of Walkerville, the City of Burnside and the City of Norwood, Payneham & St Peters.

During the financial year the Authority completed the approved closure for the site. The Authority has an ongoing obligation under its EPA licence to manage the post closure phase for the landfill for at least 25 years. Accordingly, the provision for the Highbury Landfill closure has been increased by \$3,696,308 (Walkerville Council's share of this is \$341,428) This is based on an estimate to complete the revegetation of the site and to construct further landfill gas and groundwater monitoring bores over the site in the coming financial year. A net present value (NPV) calculation has been made by estimating cashflows to manage the Highbury site in accordance with its EPA licence for a 25 year period commencing 1 July 2009. The cash outflows have been escalated at the RBA inflation forecast February 2009 of 2% and a discount rate used that is equivalent to the 10 year Commonwealth Bond rate. This NPV calculation has been incorporated into the provision and represents the Authority's best estimate of its future liability to manage the Highbury Landfill post closure phase.

	2009	2008
Highbury Landfill Authority	\$	\$
Council's respective interests are:		
- ownership interest in the joint operation	9.24%	9.24%
<u>Movements in Investment in Joint Operation</u>	\$	\$
Opening Balance	(154,608)	45,197
New Capital Contributions	164,608	-
Share in Operating Result	(342,187)	(199,805)
Share in Equity of Joint Operation	<u>(332,187)</u>	<u>(154,608)</u>

Eastern Waste Management

The Eastern Waste Management Authority regional subsidiary was established pursuant to Section 43 of the Local Government Act 1999, for the purpose of the collection and disposal of waste within the areas of the Constituent Councils. The Authority is a regional subsidiary established by the City of Burnside, City of Norwood, Payneham & St Peters, The Corporation of the Town of Walkerville, City of Mitcham, City of Campbelltown, Adelaide Hills Council. The transactions which occur between Council and the Authority are at arms length and are for the provision of waste management services.

	2009	2008
Eastern Waste Management	\$	\$
Council's respective interests are:		
- ownership interest in the joint operation	3.23%	3.23%
<u>Movements in Investment in Joint Operation</u>	\$	\$
Opening Balance	(13,011)	1,033
Share in Operating Result	2,762	(14,044)
Share in Equity of Joint Operation	<u>(10,249)</u>	<u>(13,011)</u>

Eastern Health Authority

The Corporation of the Town of Walkerville is one of five member Councils of the Eastern Health Authority Inc (EHA). The other member Councils are the City of Burnside, Campbelltown City Council, City of Norwood, Payneham & St Peters and the City of Prospect.

	2009	2008
Eastern Health Authority	\$	\$
Council's respective interests are:		
- ownership interest in the joint operation	5.88%	5.65%
<u>Movements in Investment in Joint Operation</u>	\$	\$
Opening Balance	26,462	27,573
Share in Operating Result	(7,244)	(1,357)
Adjustment to Equity Share	1,077	246
Share in Equity of Joint Operation	20,295	26,462

Wastecare SA

During 2003/2004, Wastecare SA, a regional subsidiary (the subsidiary) was established pursuant to Section 43 of the Local Government Act, by a number of Constituent Councils comprising of Adelaide, Campbelltown, Charles Sturt, Norwood Payneham & St Peters, Prospect Councils and the Corporation of the Town of Walkerville.

The subsidiary was formed at the end of February 2004 and has signed a project agreement with Waste Management Pacific (SA) Pty Ltd to operate a Resource Recovery Waste Transfer Station (RRWTS) on leased land at Wingfield.

As a Constituent Council, the Corporation of the Town of Walkerville has a 5.94% equity share in the subsidiary.

In the event of a winding up of the subsidiary, the Corporation of the Town of Walkerville would either receive its equity share of any net assets after payment of all expenses of the subsidiary, or be liable to pay an equity share towards all expenses associated with winding up the subsidiary's operations. A contingent liability has been identified in the accounts to reflect this potential liability in a future year.

To offset this potential liability, an agreement between the subsidiary and Waste Management Pacific (SA) Pty Ltd for the "compulsory purchase" by the latter in 2014 has been established. This agreement enables the subsidiary to notify Waste Management Pacific (SA) Pty Ltd that it is required to accept assignment of the lease for the land and the purchase of the RRWTS.

	2009	2008
Wastecare SA	\$	\$
Council's respective interests are:		
- ownership interest in the joint operation	5.94%	5.94%
<u>Movements in Investment in Joint Operation</u>	\$	\$
Opening Balance	89,753	(10,223)
Share in Operating Result	(13,561)	4,936
Adjustment to Asset Revaluation Reserve	-	95,040
Share in Equity of Joint Operation	76,192	89,753

The Corporation of the Town of Walkerville

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2009

Note 18 - CONTINGENCIES & ASSETS & LIABILITIES NOT RECOGNISED IN THE STATEMENT OF FINANCIAL POSITION

The following assets and liabilities do not qualify for recognition in the Statement of Financial Position but knowledge of those items is considered relevant to user of the financial report in making and evaluating decisions about the allocation of scarce resources.

1. LAND UNDER ROADS

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

At reporting date, Council controlled 37 km of road reserves of average width 20 metres.

2. POTENTIAL INSURANCE LOSSES

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

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

3. BANK GUARANTEES

Council has guaranteed certain loans and other banking facilities advanced to community organisations and sporting bodies, amounting to \$Nil (2008: \$Nil) at reporting date.

4. LEGAL EXPENSES

Council is the planning consent authority for its area under the Development Act 1993 (as amended). Pursuant to that Act, certain persons aggrieved by a planning decision of the Council may appeal. It is normal practice that parties bear their own legal costs. At the date of these reports, Council had notice of 1 appeal against planning decisions made prior to reporting date. All known costs have been recognised, but the amount of further costs cannot be known until the appeals are determined.

Note 19 - EVENTS OCCURRING AFTER THE REPORTING

There were no significant events occurring after balance date.

The Corporation of the Town of Walkerville

**ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 June 2009**

STATEMENT BY CHIEF EXECUTIVE OFFICER

I, Kiki Magro, the person for the time being occupying the position of Chief Executive Officer of The Corporation of the Town of Walkerville, do hereby state that the Financial Statements of the Council for the year ended 30 June 2009 are to the best of my knowledge presented fairly, and in accordance with accounting procedures which have been maintained in accordance with the *Local Government Act 1999 and the Local Government (Financial Management) Regulations 1999* made under that Act.



Kiki Magro

CHIEF EXECUTIVE OFFICER

Dated this 28th day of October 2009

ADOPTION STATEMENT

Laid before The Corporation of the Town of Walkerville and adopted on the 2nd day of November 2009.



David Whiting

MAYOR

DEAN NEWBERY & PARTNERS CHARTERED ACCOUNTANTS

ABN 30 164 612 890

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE CORPORATION OF THE TOWN OF WALKERVILLE

We have audited the accompanying financial report of the Corporation of the Town of Walkerville, which comprises the balance sheet as at 30 June 2009 and the income statement, statement of changes in equity and cash flow statement for the year ended on that date, a summary of significant accounting policies and other explanatory notes and the Chief Executive Officer's Statement.

The Responsibility of the Chief Executive Officer for the Financial Report

The Chief Executive Officer of the Corporation of the Town of Walkerville is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations), the Local Government Act 1999 and Local Government (Financial Management) Regulations 1999. This responsibility includes designing, implementing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

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

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

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

Independence

In conducting our audit, we have complied with the independence requirements of the Local Government Act 1999 and Local Government (Financial Management) Regulations 1999. We confirm that the independence declaration required by the Local Government Act 1999 and Local Government (Financial Management) Regulations 1999, provided to the Chief Executive Officer on 18 June 2009, would be in the same terms if provided to the Chief Executive Officer as at the date of this auditor's report.

Auditor's Opinion

In our opinion, the financial report presents fairly, in all material respects, the financial position of Corporation of the Town of Walkerville as of 30 June 2009, and its financial performance and cash flows for the year then ended in accordance with the Local Government Act 1999, Local Government (Financial Management) Regulations 1999 and the Australian Accounting Standards (including Australian Accounting Interpretations).

DEAN NEWBERY & PARTNERS
CHARTERED ACCOUNTANTS



JIM KEOGH
PARTNER

Signed on the 29 day of October 2009,
at 214 Melbourne Street, North Adelaide, South Australia 5006.



The Corporation of the Town of Walkerville

ABN 49 190 949 882

66 Walkerville Terrace, Gilberton, S.A. 5081
P.O. Box 55, Walkerville, S.A. 5081

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Enquiries To:

Email: walkervl@walkerville.sa.gov.au

<http://www.walkerville.sa.gov.au>

28 October 2009

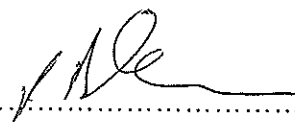
ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2009

CERTIFICATION OF AUDITOR INDEPENDENCE

To the best of our knowledge and belief, we confirm that, for the purpose of the audit of The Corporation of the Town of Walkerville, for the year ended 30 June 2009, the Council's Auditor, Dean Newbery & Partners, has maintained its independence in accordance with the requirements of the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 1999* made under that Act.

This statement is prepared in accordance with the requirements of Regulation 16A(2) *Local Government (Financial Management) Regulations 1999*.


.....
Kiki Magro
CHIEF EXECUTIVE OFFICER


.....
Phillip Cheesman
PRESIDING MEMBER
AUDIT COMMITTEE

Date: 26 October, 2009

**DEAN NEWBERY & PARTNERS
CHARTERED ACCOUNTANTS**

ABN 30 164 612 890

22 JUN 2009

Auditor's Independence Declaration Under Section 16A of the Local Government (Financial Management) Regulations 1999 to the Corporation of the Town of Walkerville.

I confirm that, for the audit of the financial statements of the Corporation of the Town of Walkerville for the year ended 30 June 2009, I have maintained my independence in accordance with the requirements of APES 110 – Code of Ethics for Professional Accountants, Section 290, published by the Accounting Professional and Ethical Standards Board, in accordance with the *Local Government Act 1999 and the Local Government (Financial Management) Regulations 1999* made under that Act.

This statement is prepared in accordance with the requirements of Regulation 16A (4) *Local Government (Financial Management) Regulations 1999*.



JIM KEOGH

Partner

**DEAN NEWBERY & PARTNERS
CHARTERED ACCOUNTANTS
214 MELBOURNE STREET
NORTH ADELAIDE SA 5006**

NORTH ADELAIDE, this 18th day of June 2009

Annual Reports of the Regional Subsidiaries



eastern health authority

Annual Report 2008 - 09



Local councils working together
to protect the health of the community



| CHAIRPERSON'S FORWARD



Cr Carolyn Wigg
Chairperson

During the past year the Eastern Health Authority has continued to provide outstanding public and environmental health services to constituent Councils and the community, and to meet increased demand for services in some areas. In particular, attendance at Public Immunisation Clinics has increased dramatically over the past year, with consequent resource implications for the Authority. The outbreak of Swine Flu and the threat of a national pandemic set new priorities for the Eastern Health Authority, which has played a leading role in provision of information and educational material to Councils and their communities. This experience reinforces the role that local government health authorities can play in containing future pandemics.

Recent media reports indicate that some medical practitioners will no longer provide immunisation services. If the trend for immunisation services to be provided by local government rather than medical practitioners continues, the current inequitable levels of government subsidy can only be addressed through a coordinated approach by local government. The Eastern Health Authority will continue to monitor statistics and liaise with the Local Government Association on this issue.

The Board of Management comprises two delegates appointed by each constituent Council (the City of Burnside, Campbelltown City Council, the City of Norwood, Payneham and St Peters, the City of Prospect and the Town of Walkerville) and continues to meet every alternate month. Other members of constituent Councils are welcome to attend as observers and meetings are open to the public. The Eastern Health Authority recently adopted a revised Code of Conduct for Board Members based on the local government model and is currently reviewing its Charter. Under the Local Government Act, subsidiaries are required to adopt an Annual Business Plan and Budget. These were adopted on 24 June 2009 for the 2009/2010 financial year

One of the important roles of the Eastern Health Authority is the auditing and licensing of Supported Residential Facilities, which accommodate some of the most disadvantaged and vulnerable residents in our community. The Authority also provides contract services to the City of Unley for facilities in their area. During the past year eighteen licences were approved, some with conditions.

At a time when Council amalgamations seem to be back on the agenda, at both state and national level, the Eastern Regional Alliance of Councils and subsidiaries such as the Eastern Health Authority provide excellent alternative models for collaboration and the efficient provision of cost-effective services to ratepayers and residents.

Finally, I wish to acknowledge the commitment and dedication of the CEO and staff of the Eastern Health Authority, who continue to strive for excellence in the provision of environmental health services to our community. I also thank Cr Sue Whittington for her dedicated service as Chairperson of the Board of Management for the previous six years, and thank constituent Councils and members of the Board of Management for their continued support.

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1 | EASTERN HEALTH AUTHORITY

The Eastern Health Authority Inc (the 'Authority') is a regional subsidiary established pursuant to Section 43 of the Local Government Act 1999. Section 43 provides for two or more councils (known as constituent councils) to establish a subsidiary to perform a function of the council in a joint service delivery arrangement under the Local Government Act or other Acts.

The Authority provides services on behalf of its constituent councils which are:

- City of Burnside
- Campbelltown City Council
- City of Norwood Payneham

and St Peters

- City of Prospect
- Corporation of the Town of Walkerville

In addition, the Authority is contracted by the Adelaide City Council to provide immunisation services and the City of Unley to license supported residential facilities.

The Authority discharges its constituent councils' environmental health responsibilities that are mandated in the following legislation:

- Public and Environmental Health Act 1987
- Food Act 2001

- Supported Residential Facilities Act 1992
- Environment Protection Act 1993
- Local Government Act 1999.

A wide range of functions are performed to protect people's health and wellbeing. These include the provision of immunisation services, hygiene and sanitation control, licensing and monitoring of supported residential facilities and surveillance of food premises.

The table below provides a snapshot of the environmental health services provided for each constituent council.

	Burnside	Campbelltown	Norwood, Payneham & St Peters	Prospect	Walkerville	Total
Rateable properties	20254	20170	19317	9453	3360	72554
Population of council	43674	47527	34865	19814	7202	153082
Number of food premises	249	235	397	142	31	1054
Swimming pools	20	5	23	2	2	52
Cooling towers & warm water systems	23	9	24	7	7	70
Supported Residential Facilities & Lodging Houses	6	4	3	3	1	17
Environmental health complaints	110	132	175	33	13	463
Personal grooming, body art and health care	61	52	88	29	8	238
2009 SBIP Year 8 enrolment numbers	577	646	651	190	68	2132
2009 SBIP Year 9 enrolment numbers	563	671	740	207	72	2253
Immunisation clinics – vaccines given	1783	2032	4044	520	381	8760

The diversity and increasing complexity of environmental health makes it difficult for small organisations to have staff who are experienced and fully competent across all spheres of the profession. The Authority is structured to proficiently deliver all required services on behalf of its constituent councils.

2 | BOARD OF MANAGEMENT

The Authority is a body corporate, governed by a Board of Management. The Board has the responsibility of managing the business and administrative affairs of the Authority, ensuring that it acts in accordance with its Charter.

Two elected members from each constituent council comprise the Board, which consists of ten members.

The Board met eight times during the year to consider the Authority's business. Meetings were conducted in accordance with the Local Government (Procedures and Meetings) Regulations 2000.

BOARD OF MANAGEMENT 2008-09

	Member	Status	Meetings attended
City of Burnside	Cr David Lincoln	Board member (July 2008 – December 2009) Deputy Chairperson (January 2009 – June 2009)	7
	Cr Chris Morley	Board Member (July 2008 – January 2009)	3
	Cr Andrew Hillier	Proxy Member (July 2008 – April 2009) Board Member (May 2009 – June 2009)	3
Campbelltown City Council	Cr Anne Fitzharris	Board Member	2
	Cr Terence Cody	Board Member	8
	Cr Helen Nichols	Proxy Member	1
City of Norwood, Payneham & St Peters	Cr Sue Whittington	Chairperson (July 2008 – December 2008) Board member (January 2009 – June 2009)	8
	Cr Lance Manser	Board Member	7
	Cr Kevin Duke	Proxy Member	1
City of Prospect	Cr Tim Newall	Board Member	5
	Cr Bruce Preece	Board Member (July 2008 – February 2009)	3
	Cr Grace Fitzpatrick	Proxy Member (July 2008 – April 2009) Board Member (May 2009 – June 2009)	2
	Cr Monica Lee	Proxy Member (May 2009 – June 2009)	1
Corporation of the Town of Walkerville	Cr Carolyn Wigg	Board member (July 2008 – December 2009) Chairperson (January 2009 – June 2009)	4
	Cr Heather Wright	Board Member	6
	Cr Rex Adams	Proxy Member	0

BOARD OF MANAGEMENT (AS AT 30 JUNE 2009)



Carolyn Wigg
Chairperson



David Lincoln
Deputy Chairperson



Andrew Hillier



Terence Cody



Anne Fitzharris



Lance Manser



Sue Whittington



Grace Fitzpatrick



Tim Newall



Heather Wright

3 | ADMINISTRATION

The efficient and effective management of the affairs of the Authority are the responsibility of the Chief Executive Officer who is appointed by the Board of Management. The responsibilities of the Chief Executive Officer include the employment of staff to ensure that the Authority's operations are effectively undertaken.

The staffing of the Authority as at 30 June 2009 was:

- Chief Executive Officer
- Senior Environmental Health Officer
- Environmental Health Officers (7.0 FTE)
- Team Leader Immunisation Services
- Immunisation Nurses (2.0 FTE plus casual staff employed as required)
- Team Leader Administration
- Clerical Officers (1.4 FTE plus temp staff employed as required)
- Medical Officer of Health (Dr Rodney Pearce – consultant)
- Auditor (Dean Newberry and Partners)

The Annual Business Plan 2008-2009 translates strategic directions contained in the 2005 Strategic Plan into actions, outputs and outcomes for the financial year. Influential factors for 2008-09 included:

- the commencement of auditing of food safety plans for businesses with 'vulnerable populations'
- the commencement of a contract to licence and monitor supported residential facilities for the City of Unley
- the commencement of new legislation requiring registration and auditing of cooling towers and warm water systems.

- Increase in required visits for the ongoing school immunisation program.

These priority areas were the focus for staff during the reporting period.



*Top - Administration staff
Centre - Environmental health staff
Left - Immunisation staff*

4 | CHIEF EXECUTIVE OFFICER'S REPORT



Michael Livori
Chief Executive Officer

The past year has seen a number of challenges confront the Eastern Health Authority, and also a number of notable achievements. Developing a new image is one achievement of which I am extremely pleased with.

Our organisation serves as an outstanding example of the renewed commitment and demand for local government to adopt a more regional focus in the structure of their organisations and the delivery of their services. The five constituent councils who currently form the Authority are all signatories to the Eastern Region Alliance which formalises a commitment to resource sharing and collective action.

Public health service delivery under the model of a local government regional subsidiary is unique. For this reason, it was identified that the role the Authority plays on behalf of its constituent councils should be actively promoted within the community.

To portray a modern contemporary and professional image, a new logo was created during the reporting period. The logo has a community health focus and reflects the layers of services that the Authority provides. The use of the colour green and the people within the design indicates the focus on the environmental health of the community.

A tag line of "Local Councils working together to protect the health of the community" has been used to more clearly reflect the fact that the Authority is a Local Government organisation and that it collectively serves its constituent council's communities.

All handout material, brochures and banners have been redesigned, stylised and branded in the theme of the logo. These will be displayed around libraries, civic centres and other community venues to increase awareness of the services offered by the Authority.

A new website was also created that is functional, user-friendly and reflects the Authority's contemporary branding. The website (www.eha.sa.gov.au) enables members of the public, constituent councils and other clients convenient access to information about the organisation. A variety of documents and reports are now publicly available and from the home page, parents can quickly access the timetable of the Authority's popular immunisation clinics.

Speaking of immunisation, the past year has proven to be extremely challenging. The demand for our public immunisation services continues to grow with a 25% increase seen over the last 3 years. The demand peaked in April with the publicity surrounding Swine Flu and Whooping Cough outbreaks, and saw appointment clinics booked out up to three weeks in advance and long waiting times for clients.



Our ongoing School Based Immunisation program has also grown in size and the combined increase in workloads necessitated a review of our immunisation services. More than 22,000 vaccines were delivered during the past year.

The Board of Management agreed to provide additional staffing resources in 2009-2010 at a special meeting convened in May and a major review will occur during the year to determine appropriate long-term strategies. The roll-out of the "Swine Flu" vaccine is imminent and we are certain that Local Government will be asked to play a role in its delivery. This is likely to place further pressure on the organisation and staff and will be yet another challenge to be faced.

Challenges in the Public Health area included the introduction in October 2008 of the Public and Environmental Health (Legionella) Regulations 2008 requiring all high risk manufactured water systems to be registered. This has necessitated the development of a registration system and up-skilling of officers.

Also introduced in October 2008, after a two-year lead in period, was Food Safety Standard 3.3.1 requiring businesses that serve vulnerable populations, such as hospitals, aged care, childcare and delivered meals organisations, to implement an audited food safety program.

Seven Environmental Health Officers undertook extensive training and were nationally accredited and approved by SA Health as auditors for the purpose of the Standard. One hundred and fourteen audits were conducted during the reporting period.

Food safety enforcement is core business for the environmental health team and I believe the Authority to be an industry leader in this area. The total number of inspections conducted for 2008-09 increased by 75% when compared to 2007-08. The main increase was in re-inspections, which increased from 172 to 522. The increase in re-inspections is primarily due to officers taking more enforcement action that is demonstrated by the 171 improvement notices issued under the Food Act 2001, a 150% increase on the previous year.

To maintain this level of enforcement during a period when food auditing was introduced is quite an achievement. We hope and expect that this significant effort in enforcement activity will result in improved standards and less problems over the next year.

Our Emergency Management Plan which was developed after successfully applying for a grant from the Australian Government under the 'Working Together to Manage Emergencies' initiative commenced implementation during the year.

It was extremely pleasing that the Department of Health (SA) Award for Excellence in Leadership was awarded to the Authority in recognition of this emergency management planning initiative.

As the Chief Executive Officer, I am extremely lucky and proud to work with a group of staff whose commitment and professionalism is unquestionable. The quality of service that is delivered by these dedicated staff in the face of surges of demand and a changing legislative environment is admirable. I sincerely thank them for their efforts during the past year.

Also I would like to thank the Board of Management who continue to be totally supportive of the extremely important role the Authority plays on behalf of its Constituent Councils.

Information reports

There were no (0) requests for information under the provisions of the Freedom of Information Act for the year ending 30 June 2009.

Confidentiality Provisions

During the 2008-09 financial year, the confidentiality provisions of the Local Government Act were used by the Authority a total of three times to consider matters in confidence.

5 | HEALTH EDUCATION AND PROMOTION

Promotion of public and environmental health is a statutory requirement of all Councils under the Public and Environmental Health Act 1987, which states:

Section 12A(2) ...it is the duty of a local council –

- (a) to promote proper standards of public and environmental health in its area; and
- (b) to take reasonable steps to prevent the occurrence and spread of notifiable diseases within its area.

Health promotion complements and supports the Authority's enforcement functions and is vital to creating healthy living environments and positive health outcomes. In addition to special projects described below, health promotion activities routinely undertaken include:

- Supply of South Australia Food Handler Update (SAFHU) newsletter to all food businesses.
- Promotion of public health messages via publications produced by the constituent councils.
- Display of public health promotional and hand-out material in the customer service areas of the constituent councils, libraries and the Authority.



PREVENTING KITCHEN NIGHTMARES – A GUIDE TO FOOD SAFETY FUNDAMENTALS

‘Preventing Kitchen Nightmares – A Guide to Food Safety Fundamentals’ was launched in June 2008.

The food handler training program aims to provide food handlers, proprietors and managers with an understanding of the basic principles of personal hygiene, food storage, preparation, cleaning and sanitising. The session is three hours in duration and a combination of training methods are used. A presentation on the theory of food safety and photos from inspections highlight common noncompliance with legislative requirements. Group activities encourage interaction between participants and address the safe storage of food in refrigeration (as shown in the photo below) and proper hand-washing technique. Workbooks and information hand-outs are provided for future

reference and to assist participant's comprehension of key concepts.

The food handler training program caters to various businesses types and was attended by 138 people during the year, predominantly from aged care, child care and hospitals. In-house training was delivered in response to positive feedback from attendees and employers requesting training of all food handlers within their businesses across the metropolitan area.

Environmental Health Officers have observed an improvement in the knowledge of food handlers who have attended and of the standard of food hygiene in the premises they work. Furthermore, the training has improved the rapport with food handlers, proprietors and managers in the food industry, resulting in a positive acceptance of officers into food businesses during food inspections.

WASH WIPE COVER – DON'T INFECT ANOTHER

In support of SA Health's 'Wash Wipe Cover – Don't Infect Another' initiative, health promotion materials were distributed to different community venues and businesses at the commencement of the 2009 winter season. The initiative aims to reduce the transmission of colds, flu and gastro by promoting simple infection control techniques, particularly hand and respiratory hygiene. The message is communicated through a variety of pictorial posters and fact sheets plus 'The Sneeze' television advert developed by SA Health.

The SA Health advert highlighted the spread of infectious droplets through unprotected sneezing



The printed information was initially distributed to constituent council staff and they assisted in the dissemination of materials to libraries and community centres. Other target groups included childcare related organisations, food businesses, beauty industry, aged care and leisure centres such as gyms and public pools. A total of 530 organisations received information packages relevant to their business.

To evaluate the effectiveness of the 'Wash Wipe Cover' campaign within the Authority's workplace, a survey was distributed to all staff. The survey results revealed that the promotional material was sighted and read by staff.

Although staff were already applying good hygiene practices of hand washing and covering the mouth when coughing and sneezing, there was an improvement in other recommended practices included wiping down surfaces and the use of anti-bacterial hand gels when required.

The information provided to staff through visual posters and email proved to be an effective method of distribution and it was agreed that the campaign was effective in promoting better health and hygiene in the workplace.

FIGHT THE BITE

To increase awareness about the risk of mosquito-borne viruses, such as Ross River Virus, promotional information has been developed by SA Health under the banner of 'Fight the Bite'. Posters, pamphlets and fact sheets addressing protection from mosquitoes and minimisation of mosquito breeding was dispersed during the summer period as mosquito populations started to increase. Such information was delivered to medical centres, libraries, community centres and other venues where mosquito problems may occur, such as caravan parks. Where necessary the issue at hand was discussed at each venue and staff were advised to contact the Authority for any further help or information.

IMMUNISATION EDUCATION

In August 2008, an immunisation education session on Diphtheria, Tetanus and Pertussis (dTpa) vaccination was presented to 120 year nine girls after a request from the school coordinator. The Team Leader Immunisation covered subjects relevant to the students' school immunisation:

- why we need a booster dose of dTpa
- the effect of immunisation coverage on the population
- overview of diphtheria, tetanus and pertussis diseases
- how to relax and reduce anxiety before vaccination.

The Authority's public clinics are promoted throughout the community. A revised clinic timetable is mailed annually throughout the constituent council areas, focussing on childcare centres, Child & Youth Health, kindergartens, primary schools, public libraries and other council community areas.

PROMOTING THE ENVIRONMENTAL HEALTH PROFESSION

Environmental Health Officers facilitated two workshops to year ten science students at Marrayatville High School. The presentation material, developed by the Department of Environmental Health at Flinders University and Environmental Health Australia, aims to promote the environmental health profession to students.

The workshop incorporated a fictitious scenario involving a cyclone in a remote area of Australia and the health implications associated with this situation. With guidance, the students performed simple water tests to analyse microbial contamination and metal contamination in the water. Using the results, the students determined remedial actions and then wrote and presented a media release.

The feedback from students and teachers was positive and students gained a greater understanding of environmental health as a career. The high school has requested further presentations for year 11 and 12 students in the future.

An Immunisation Nurse with clients before vaccination



Immunisation remains one of the most effective and cost efficient public health measures. Local Government plays a significant role in the delivery of immunisation in South Australia and it shares responsibility with other levels of government and providers to improve immunisation uptake and coverage. By providing immunisation, the Authority's constituent councils directly contribute to saving lives and make it possible for their community to live free from illness and disability caused by many vaccine-preventable diseases.

PUBLIC IMMUNISATION CLINICS

This year around 30 public immunisation clinics were available each month at seven locations. During 2008-09, 4819 clients attended the public clinics and received 9894 vaccinations. The commencement of the 2009 influenza season saw enquiries and client demand for vaccination escalate significantly. The demand in part was attributable to the State Government's influenza vaccination campaign and media releases following the emergence of Swine Flu. The heightened demand for influenza vaccination was a hot topic in the media (see article right) as vaccine supplies were exhausted.



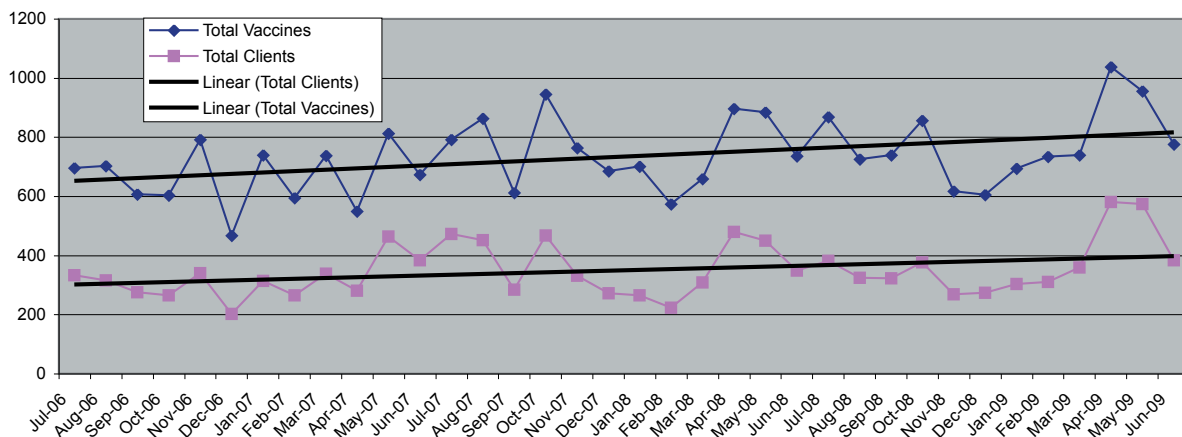
Standard Messenger 20 May 2009

SA Health requested that a comparative survey be conducted over a six-week period at the height of the 2008 and 2009 influenza seasons. The results showed a 146% increase in influenza vaccination at the public clinics and 12% increase at worksites for 2009. These results reveal an intense demand over a short period, early in the season.

The pressure upon the Authority's immunisation services prompted a number of proactive short-term measures to alleviate extreme waiting times and prevent children missing or delaying their immunisation. For example, standard operating procedures were modified to suit the circumstances and extra immunisation sessions were made available. An additional six clinics were conducted during March to June 2009.

Two of these clinics catered specifically for infants and children unable to attend regular clinics due to the increased demand for influenza vaccination.

The huge spike in demand in April 2009 prompted an analysis of all immunisation services. The graph over the page illustrates the ongoing increase in demand at public clinics over the last 3 years. In this period demand has increased by over 25%. The record attendance in April saw a further 30% increase in patronage above the increased average.



Number of clients and vaccines administered at public clinics (lines illustrate linear average over time)

One of the benefits of providing immunisation across a region in the form of a regional subsidiary is that the communities in the councils serviced have a wide choice of immunisation venues, dates and times. The table below illustrates the fact that residents take advantage of this variety.

If we take the 838 Burnside residents as an example we find that while 47% of these people attended the Burnside clinic, 35% attended Payneham and a further 9% attended St Peters. Burnside residents attended every one of the venues offered during the year. This trend is similar for all councils served.

The availability of such a variety of clinics to the communities of the constituent councils is an important strategy in improving access to services and enhancing the uptake of immunisation.

Numbers of Ratepayers Per Council and Clinic They Attend

Client Council of Origin	Total Number of Clients From Each Council Area	Clinic Venue							
		Burnside	Campbelltown	Prospect	Walkerville	St Peters	Payneham	Adelaide	
Burnside	838	47%	3%	1%	3%	9%	35%	2%	100%
Campbelltown	977	3%	35%	2%	2%	9%	48%	1%	100%
Norwood, Payneham & St Peters	1875	4%	2%	1%	2%	19%	72%	1%	100%
Prospect	285	1%	1%	53%	5%	13%	24%	3%	100%
Walkerville	211	0%	1%	8%	43%	14%	33%	0%	100%
Adelaide	259	6%	1%	5%	7%	12%	19%	49%	100%
Other	374	10%	7%	10%	6%	17%	33%	18%	100%
	4819								

SCHOOL BASED IMMUNISATION PROGRAM

Ninety-five sessions at 25 high schools were booked for the 2009 School Based Immunisation Program (SBIP), which involved:

- year eight male and female students receiving two doses of Hepatitis B vaccine;
- year eight male and female students receiving one dose of Varicella (chicken pox) vaccine;
- year eight female students receiving three doses of Human Papillomavirus (HPV) vaccine; and
- year nine male and female students receiving one dose of Diphtheria-Tetanus-Pertussis vaccine

As detailed in the table below, 10788 vaccines were delivered during 2008-09. This represents a decrease from the previous reporting period as the HPV catch-up program has now concluded.

Vaccinations administered for the 2008-09 School Based Immunisation Program

School Program 2008/09	Hep B	VZV	HPV	dTpa	Total
Adelaide	1106	333	1027	710	3176
Burnside	670	151	629	674	2124
Campbelltown	869	316	729	125	2039
Norwood, Payneham & St Peters	836	228	658	797	2519
Prospect	263	101	51	173	588
Walkerville	81	19	138	104	342
Total	3825	1148	3232	2583	10788



A student being vaccinated

The ongoing SBIP is however more complex than the previous program, requiring 25% more visits to schools and higher numbers of vaccinations. Around 40% more vaccines are now offered than with the previous ongoing SBIP. A notable increase in resources was required due to the time required to handle additional vaccines, deliver additional immunisation sessions, input data and collate statistics for reporting purposes.

WORKSITE PROGRAM

During February 2009, information promoting the Worksite Immunisation Program was distributed to existing and potential clients. A rapid response was received and bookings were secured from the second week of March 2009. Eighty-nine worksites were serviced and 2457 vaccinations were provided, an increase of 367 or 18% on the previous reporting period.

Vaccinations administered for the 2008-09 Worksite Program

Vaccine type	Total
Influenza	2255
Hepatitis B	31
Hepatitis A	15
Hepatitis A & B	42
ADT	24
dTpa	89
Meningococcal C	1
Total	2457

A reduced number of staff were absent on the day for their vaccination, which may have been due to organisations booking their worksite visit before the start of the influenza season. Any absent staff had the opportunity to attend one of the Authority's public clinics.

As part of the Authority's occupational health and safety program, 16 or 94% of staff received influenza immunisation this year.

An outbreak of pertussis (whooping cough) early in 2009 prompted demand for the diphtheria/tetanus/pertussis (dTpa) vaccine. Six dTpa worksite programs were provided for staff at primary and secondary schools where there had been cases of the illness amongst staff and students. Eighty-nine dTpa vaccines were administered compared to two dTpa vaccines the previous year. Three of the six dTpa programs were delivered in the Burnside and Campbelltown areas that had a high number of notified pertussis cases as shown in the table below.

VACCINE & COLD CHAIN MANAGEMENT

In line with National Vaccine Storage Guidelines, the cold chain temperature range of 2°C - 8°C is monitored and managed to ensure stored vaccines are effective.

Vaccine and cold chain management during the reporting period involved:

- recording of the pharmaceutical refrigerator temperature twice daily and before vaccines are used
- checking of freeze sensitive monitors placed on each shelf of the pharmaceutical refrigerator
- checking each temperature data logger daily and downloading graphs weekly or when the data loggers read out of temperature range
- calibration and service of the data loggers annually by a NATA approved agent

- maintenance and service of the pharmaceutical refrigerator
- creation of a cold chain breach incident form
- monthly vaccine stock take, rotating vaccines and disposing of vaccines that have passed the 'expiry date'

STANDING DRUG ORDERS

The Authority, as a local government organisation providing a community immunisation program, uses Standing Drug Orders (SDOs) that are updated and endorsed yearly. The endorsement committee, comprising of the Authority's Medical Officer of Health, Chief Executive Officer and the Immunisation Team Leader reviewed, updated and signed the SDOs and associated policies in March 2009. The Authority's nurses familiarised themselves with the recommendations and counter signed the updated SDOs.

Vaccine preventable diseases reported to SA Health by council area - 1 July 2008 to 30 June 2009

Council	Pertussis	Varicella Virus	Rotavirus	Hepatitis A
Burnside	77	38	8	4
Campbelltown	80	41	8	0
Norwood, Payneham & St Peters	38	23	18	4
Prospect	18	10	3	1
Walkerville	13	7	2	0
Totals	226	119	39	9

‘Environmental Health comprises those aspects of human health, including quality of life, that are determined by chemical, physical, biological, social and psychosocial factors in the environment. It also refers to the theory and practice of assessing, correcting, controlling and preventing those factors in the environment that can potentially affect adversely the health of present and future generations.’
(World Health Organisation 1972)

The Public and Environmental Health Act 1987 and Regulations are mechanisms employed by the Authority to fulfil its duty of care for the constituent councils. The Act deals with the following environmental health issues:

- prevention of insanitary conditions
- remediation of housing unfit for human habitation
- surveillance of swimming pool, spa pool and cooling tower operation

- assessment of hairdressing salons, beauty salons, acupuncture clinics and tattoo parlours
- approval and inspection of waste control systems
- control of offensive activities and discharges of waste to the environment
- prevention and control of notifiable diseases.

Environmental health often requires a multidisciplinary approach. In the course of investigating complex issues, Environmental Health Officers often work together with other local government officers and state government departments.

An educative approach is normally used in the first instance to manage non-compliance with legislation. Environmental Health Officers will inform individuals of their responsibilities concerning a particular issue and encourage behaviour change.

In most instances during the year, this proved sufficient to achieve the desired outcome. Where information and advice was disregarded, enforcement mechanisms were utilised.

COMPLAINTS AND REFERRALS

In accordance with the Public and Environmental Health Act 1987, Environmental Health Officers investigated 204 complaints. These complaints related to rodent activity in residential areas, confirmed cases of notifiable diseases and unhygienic premises. The source of a complaint may be a concerned member of the public, a constituent council employee or SA Health. The table below shows a breakdown of these complaints based on the type of complaint and the council area. The graph that follows provides a comparison of complaints received from 2006 – 2009. When comparing current figures with 2007-08 data, there has been a small increase of 3% in the total number of complaints investigated during 2008-09.

Disease control complaints received 1 July 2008 to 30 June 2009

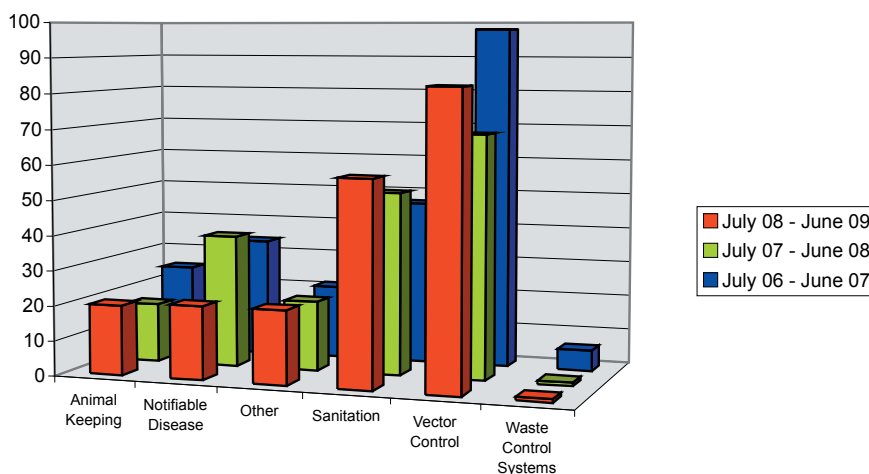
	Burnside	Campbelltown	Norwood, Payneham & St Peters	Prospect	Walkerville	Total
Animal Keeping	2	7	9	1	1	20
Notifiable Disease	5	4	9	3	0	21
Other	4	6	8	2	1	21
Sanitation	15	11	24	7	1	58
Vector Control	18	27	28	7	3	83
Waste Control Systems	0	0	1	0	0	1
Total	44	55	79	20	6	204

Animals

Twenty animal keeping complaints were received relating to cats, dogs, poultry, sheep and a peacock, which is comparable to last year. The predominant concern related to these complaints is the presence of animal faeces and the associated odour. Authorised Officers investigated these complaints to determine whether the keeping of such animals gives rise to the risk of health and hence causing an insanitary condition. No formal action was taken as general compliance was resolved through negotiation.

Notifiable Disease

The Public and Environmental Health Act 1987 details 80 diseases that must be reported to the Communicable Disease Control Branch (CDCB) of SA Health. Notification enables investigation and surveillance of these diseases in order to prevent their spread within the community.



Disease Control Complaints Received 2006 - 2009

The following table provides a comparison of notifiable diseases reported over the past year within the Authority's area. These diseases include those associated with poor food handling and poor personal hygiene with exposure occurring through inhalation and ingestion.

Environmental Health Officers are asked to investigate confirmed cases in the following instances:

- where a food handler, health care worker or child care worker is involved

- if the illness is associated with food consumed prior to onset of symptoms
- where swimming pools and cooling towers are implicated
- where a cluster of cases have been identified by the CDCB

During 2008-09, the CDCB referred 21 confirmed cases to the Authority for further investigation. Environmental Health Officers were required to inspect aged care facilities and provide information about how to prevent transmission of disease.

Notifiable diseases reported to SA Health by council area 1 July 2008 to 30 June 2009

	Campylobacter	Salmonella	Legionellosis	Cryptosporidiosis	Rotavirus	Hepatitis A
Burnside	48	18	2	4	8	4
Campbelltown	51	28	0	3	8	0
Norwood, Payneham & St Peters	40	15	1	0	18	4
Prospect	10	7	2	2	3	1
Walkerville	6	4	0	1	2	0
Totals	155	72	5	10	39	9

The number of investigations carried out when compared to 2007-08 has reduced by 41%. One of the contributing factors is a 61% decline in the number of gastroenteritis outbreaks at aged care facilities.

Two confirmed cases of Legionellosis were investigated during the year. Whilst the source of one case could not be pinpointed, the other was linked to a domestic hot water system that had an operating temperature of less 60°C.

Sanitation

There were 58 complaints alleging insanitary conditions at residential and commercial premises. The majority involved an accumulation of rubbish and other materials that had the potential to attract and harbour vermin. Although in most instances the conditions were not insanitary, Environmental Health Officers discussed the matter with the property owner, tenant or property manager to resolve any minor nuisance.

Environmental Health Officers issued four notices under section 15(1) of the Public and Environmental Health Act 1987 on three properties including:

- one relating to the discharge of effluent onto a neighbouring property. Failure to comply with the notice resulted in an expiation being issued

- one for the accumulation of extraneous items throughout a house including soiled mattresses, food waste on the floor and the presence of offensive odours
- two due to accumulation of materials that provide harbourage for vermin.

The circumstances prompting the fourth notice were unresolved at the conclusion of the reporting period.

Environmental Health Officers have observed an increase in complex cases associated with insanitary living conditions (as shown in the photo below) in the past 12 months. The complexity has been associated with:

- management of mental health issues including aged related dementia and hoarding disorders
- availability of assistance and support from family, health care providers and neighbours to reach a resolution
- understanding of cultural and ethnicity issues as they relate to living standards
- the need to ensure the privacy and public health rights of individuals affected by insanitary conditions are not eroded or undermined.

These complaints are not quick to resolve and extensive periods of time are often needed by the people involved to clean up the property.



Insanitary living conditions are often associated with complex mental health, cultural or aged related issues

Vector Control

During the year there were 83 vector complaints received and investigated. This represents an 18% decrease from the previous year. Although there was a slight increase in mosquito complaints, there was a significant decrease in complaints made in regards to rodents, pigeons and flies. The majority of complaints throughout the year were concerning rats or mice in association with overgrown grass, accumulated refuse material and poultry keeping. Mosquito complaints were more prevalent in the summer period and were commonly found to be breeding in unmaintained swimming pools and ponds.

The approach in responding to vector control complaints generally includes an initial inspection of the alleged property. If the property is providing harbourage for rats or mice, appropriate instruction is provided to implement necessary remedial action. In addition, the Authority provides information to the community in the form of letter mail-outs that are sent to the neighbouring residents. This is an effective tool to educate the community on vector prevention and control. Additionally, the Authority provides free sample packs of rodent bait to residents.

Waste Control Systems

Waste control systems are predominantly installed in non-sewered areas such as the Adelaide Hills Face Zone, although awareness about the pressure on reticulated water supplies in South Australia has resulted in greater interest in the recycling and reuse of water.

The Authority received and approved four applications for the installation of waste control systems during the reporting period. Three applications were for installations in non-sewered areas. One application was for an installation in a sewered area where the applicant intended to re-use the wastewater.

Applications for installation of un-approved types of waste control systems are submitted to SA Health as the approving body. SA

Health approved an additional two applications for systems installed within sewered areas. Copies of plans and approvals were provided to the Authority for its records.

The new Onsite Wastewater Systems Code and the Regulations are expected to commence in the new financial year. The upgraded requirements will affect consultants and building, plumbing and manufacturing industries as well as owners and occupiers of premises upon which waste control systems are installed.

MONITORING AND SURVEILLANCE

Personal Grooming, Body Art and Health Care

There was a significant focus on the hairdressing, beauty and skin penetration industries this year.

As a new initiative, 232 self-assessment forms were posted to hairdressing and beauty salons, of which 138 were returned. The majority were completed to a satisfactory standard, however 23 contained unsatisfactory responses. All businesses that did not return the self-assessment and those that provided unsatisfactory responses were placed on an inspection schedule.

A total of 98 inspections were conducted, comprising 14 hairdressers, 36 beauty salons, 12 acupuncturists and three tattoo parlours. This represents a three-fold increase in inspections compared to last year. Acupuncturists and tattooists are inspected annually due to the greater risk to health associated with procedures that pierce the skin.



A high level of compliance was observed and no re-inspections were required this year. Further information provided to businesses for consideration addressed issues surrounding vaccinations, sharps disposal and hand washing practices.

A complaint about a hairdresser who was reported to have a dog on the premises was investigated during the year but could not be substantiated.

Legionella Control

The Public and Environmental Health (Legionella) Regulations 2008 came into effect on 1 October 2008. The Regulations require all high risk manufactured water systems (which includes cooling towers and warm water systems) to be registered and provides a framework under which the inspection and maintenance of systems is now enforceable.

In total 34 registrations have been received since the Regulations commenced (up to 30 June 2009), encompassing 38 warm water systems and 32 cooling towers. One new cooling tower was identified because of the mandatory registration requirements, while one cooling tower was decommissioned in the reporting period.

Routine inspections of 32 cooling towers were undertaken against the structural and maintenance requirements of

the new Regulations. As part of the inspections, water samples were obtained for microbiological analysis. Legionella was detected in two cooling towers and in response, operators were contacted and required to decontaminate the cooling towers and re-test to ensure the decontamination process was successful.

Routine inspections of warm water systems will commence during 2009-10.

The Regulations require operators of warm water systems and cooling towers to notify the Authority when high Legionella counts are detected. The Authority must then report this information to SA Health. Five notifications were received, prompting decontamination of the implicated systems and investigation into maintenance regimes. In two instances, SA Health assisted the Authority and attended meetings with operators to ensure compliance with the Regulations.

CASE STUDY

Within one week, three notifications of high Legionella counts were received from an aged care facility. Legionella had been detected in the warm water system several times in the past after routine microbiological testing. A water treatment contractor was employed to undertake maintenance and collect water samples for analysis. As required by the Legionella Regulations, SA Health was notified of the problem.

The Authority required the aged care facility to shut down all affected systems until they could be decontaminated. To ensure decontamination was effective, Environmental Health Officers attended and observed the process which involved dosing the system with chlorine over a period of four hours.

A meeting was held with management of the aged care facility and officers from the Authority and SA Health. Routine maintenance, record keeping and emergency decontamination procedures were discussed. Management was cooperative and agreed to modify their maintenance program to comply with the new Regulations. Since the incident, Legionella has not been detected at the site.

Public Swimming Pools and Spas

Fifty-two public swimming pools and spas are located at 34 sites, of which 104 pool and spa assessments were carried out during the year. All pools are routinely inspected biannually.

Eleven swimming pools / spa were closed, some requiring numerous re-inspections before re-opening due to recurrent non-compliance with the Public and Environmental Health (General) Regulations 2006. The majority of closures were due to high combined chlorine levels and non-compliant pH levels. To prevent these incidents recurring, Environmental Health Officers recommended the employment of professionals, an increase in the frequency of testing and review of maintenance procedures. Because of this persistent approach, compliance improved during the second round of routine inspections.

Three complaints were received over the year, two implicating the same pool. There were allegations of patrons developing a skin rash after swimming. Test results indicated high combined chlorine levels, resulting in closure of the pool. As a result of the investigation, the water quality improved to a satisfactory level and no further complaints were received. The third complaint related to poor air quality and ventilation in the pool area.



Several inspections were conducted to determine the severity of the issue. An elaborate ventilation system has since been installed and no further complaints have been received. Such concerns can be seasonal, where odour issues and poor ventilation can be accelerated in summer months.

The operator of one premises failed to adequately operate and maintain pool water quality in the manner prescribed by the Regulations. The pool did not have adequate disinfectant and pH levels, manual tests results were not documented and no system was in place to close the pool if its operation was not in compliance with the Regulations. As a result a notice was issued under section 15(1) of the Public and Environmental Health Act 1987. The notice was complied with by the due date and the pool has since been found to remain at a satisfactory standard.



A bedbug is similar in size to a grain of rice. Its eggs are also shown.

Number of Lodging Houses and Inspections

A lodging house is defined as premises where a room (or part of the premises) is available for occupation, with the permission of the owner. A boarding house is a lodging house where meals (or some other services) are provided. In reality, the terms are used interchangeably.

Routine inspections of four lodging houses were conducted in the past year and notable deficiencies in standards of accommodation were observed. While a notice under the Public and Environmental Health Act 1987 was not warranted, serious attention to structural defects was required. The State Government announced during 2009 that they would not pursue the proposed Accommodation Act that was intended to improve standards in lodging houses and supported residential facilities. Without a by-law or statewide legislation specific to lodging houses, Environmental Health Officers have found that they have limited powers to require significant structural works to be undertaken. As such, the Housing Improvement Branch (Department of Families and Communities) was informed and a 'notice of intention to declare the property substandard' was issued against a property.

CASE STUDY

Bedbugs are blood-feeding insects. Although they are not known to transmit disease, intense itching of the bites can lead to a secondary skin infection in severe cases. Their populations have recently grown worldwide and infestations often occur in accommodation venues.

A complaint regarding the presence of bed bugs in a lodging house resulted in a notice being served under Section 15(1) of the Public and Environmental Health Act 1987. Samples of the insects were identified by the South Australian Museum to be bedbugs of varying lifecycles indicating that the infestation had been present for some time. Assessment by a licensed pest control operator confirmed that bedbugs were active in approximately 75% of the bedrooms. The incident highlighted the importance of proper hygiene and preventative pest control, and the proprietor engaged the pest controller's services on an ongoing basis.

Safe food is something we take for granted in Australia as we have access to a large variety of foods that are manufactured here and around the world. To ensure the food we consume everyday remains safe and does not become contaminated, legislation is in place and enforced by the Authority.

The Food Act 2001 in conjunction with the Food Safety Standards (Chapter 3 of the Australia New Zealand Food Standards Code) aims to:

- ensure food for sale is both safe and suitable for human consumption
- prevent misleading conduct in connection with the sale of food
- provide for the application of the Food Standards Code.

The Authority monitors and promotes food safety by:

- conducting regular assessments of food premises including vehicles and special events using the Australian Food Safety Assessment inspection tool
- investigating food related complaints, alleged food poisonings and food recalls
- ensuring receipt of notification from all food businesses
- maintaining Health Manager (electronic database) to ensure effective reporting to the Board of Management, constituent councils and SA Health

- providing advice and information to food proprietors and the community on matters relating to food safety
- providing training on food safety and hygiene principles to food handlers
- being involved with Environmental Health Australia and state and local government agencies to promote uniformity and professional consistency
- pursuing special initiatives that raise awareness of food safety amongst the community and food handler's understanding of food hygiene.

FOOD BUSINESS NOTIFICATION

The notification process requires all proprietors to provide specific details about their food business. If any change occurs, such as ownership or food handling activities, the proprietor must again notify.

As at 30 June 2009, there were 1054 known food premises operating within the Authority's jurisdiction. This is comparable to the same time last year. The table below provides a breakdown of the number of food premises per constituent council area.

Fly on a piece of uncovered cooked chicken

Number of Food Premises as at 30 June 2009

Burnside	249
Campbelltown	235
Norwood, Payneham & St Peters	397
Prospect	142
Walkerville	31
Total	1054

INSPECTIONS

During the year, 1580 inspections of food premises were carried out. Of these, 522 were re-inspections and 80 were complaint inspections. All other inspections are classified as routine, which includes unannounced inspections, temporary event inspections and pre-opening inspections. The table below gives the number of food inspections performed in each constituent council. The graph following shows a comparison of the types of food inspections performed over the last three years.



Number of Food Premises Inspections Performed 1 July 2008 – 30 June 2009

	Burnside	Campbelltown	Norwood, Payneham & St Peters	Prospect	Walkerville	Total
Routine Inspection	221	216	383	122	36	978
Complaint Inspection	19	18	31	9	3	80
Re-inspection	87	108	220	89	18	522
Total	327	342	634	220	57	1580

The total number of inspections for 2008-09 increased when compared to 2007-08. Routine inspections increased from 841 to 978 and re-inspections increased from 204 to 522. The increase in re-inspections is primarily due to officers taking more enforcement action. The aim is to ensure businesses that continually fail to meet appropriate standards or put the public at risk by poor levels of cleanliness and hygiene are dealt with in accordance to the enforcement policy.

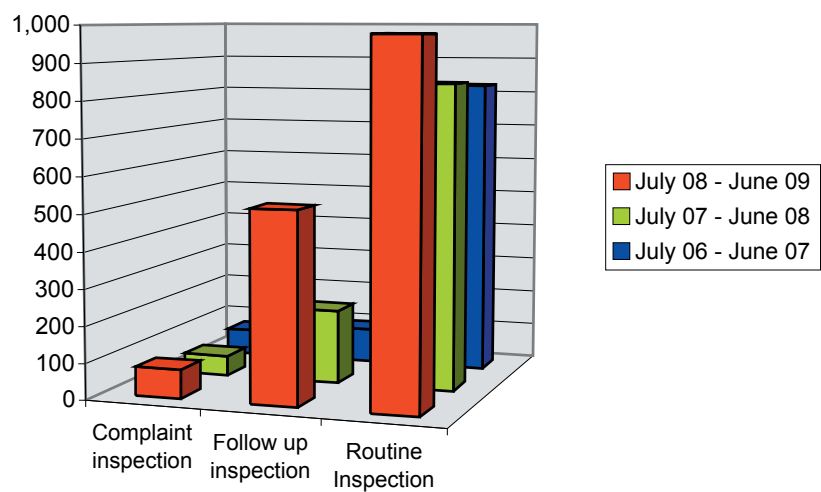
Over recent years there has been a significant increase in the number of new food proprietors with English being their second language. To ensure they are informed and have adequate skills and knowledge in food safety and hygiene, Environmental Health Officers are required to work closely with these food handlers to provide extra assistance. The food handler training initiative has been an important tool for this group of people.

In addition, material provided by SA Health in different languages has assisted officers communicate important food safety information.

A build up of grease and grime under cooking appliances



Comparisons of the Types of Food Inspections Performed 1 July 2008 – 30 June 2009



IMPROVEMENT NOTICES

The Food Act 2001 provides for improvement notices to be issued for repeat offences or serious non-compliance with the Food Safety Standards.

Improvement notices specify the actions required for the business to achieve compliance. Where necessary, proprietors are invited to the Authority's office to discuss significant deficiencies observed during inspections of their food business. This approach has been beneficial in building a professional relationship between the Authority and food proprietors.

During 2008-09, 171 improvement notices were issued under the Food Act 2001, in comparison to 68 during 2007-08. All improvement notices required action to address multiple non-compliances relating to:

- poor food storage
- temperature abuse of potentially hazardous food
- unacceptable standards of cleanliness
- inadequate sanitising of food contact surfaces
- obstruction of hand wash facilities (as depicted in the photo above)
- hand wash facilities without paper hand towels
- deteriorated fixtures and fittings
- deteriorated floors and walls
- vermin and pest infestations.



An obstructed hand wash basin

Failing to comply with an improvement notice is grounds for expiation under the Food Act 2001. Four expiations were issued for this reason.

EXPIATIONS

During the year, 23 offences were expiated under the Food Act 2001 resulting in \$30,800 in fines. This number is comparable with the previous year in which 25 offences were expiated. Breaches of the Food Safety Standards are a serious concern and with sufficient evidence, an expiation notice may be issued. Environmental Health Officers continue to work with food proprietors to ensure all staff are aware of their individual responsibilities under the legislation and that breaches of the Food Safety Standards are resolved.

The following table itemises the expiations issued for offences under the Food Act 2001 for the 2008-09 period.

Section	Offence	Expiations Issued
Food Act 2001 Section 50	A person must not, without reasonable excuse, contravene or fail to comply with an improvement notice or a prohibition order served on the person under this Part.	4
Food Act 2001 Section 21 Food Safety Standard 3.2.2 Clause 6(1)a	A food business must when storing food, store the food in such a way that it is protected from the likelihood of contamination	3
Food Act 2001 Section 21 Food Safety Standard 3.2.2 Clause 15(4)(a)	A food handler must, whenever washing his or her hands: use the hand washing facilities provided.	1
Food Act 2001 Section 21 Food Safety Standard 3.2.2 Clause 17(1)	A food business must, for each food premises: maintain easily accessible hand washing facilities.	2
Food Act 2001 Section 21 Food Safety Standard 3.2.2 Clause 19(1)	A food business must maintain food premises to a standard of cleanliness where there is no accumulation of garbage, except in garbage containers; recycled matter, except in containers; food waste; dirt; grease or other visible matter.	5
Food Act 2001 Section 21 Food Safety Standard 3.2.2 Clause 19(2)	A food business must maintain all fixtures, fittings and equipment, having regard to its use, and those parts of vehicles that are used to transport food, to a standard of cleanliness where there is no accumulation of: food waste; dirt; grease; or other visible matter.	2
Food Act 2001 Section 21 Food Safety Standard 3.2.2 Clause 21(1)	A food business must maintain food premises, fixtures, fittings, equipment, and those parts of vehicles that are used to transport food, in a good state of repair and working order having regard their use.	1
Food Act 2001 Section 21 Food Safety Standard 3.2.2 Clause 24(1) (c)(d)	A food business must take all practicable measures to eradicate and prevent the harbourage of pests on the food premises and those parts of vehicles used to transport food.	3
Food Act 2001 Section 21 Food Safety Standard 3.2.3 Clause 5	Food premises must have a sewage and waste water disposal system that: will effectively dispose of all sewage and waste water; and is constructed and located so that there is no likelihood of the sewage and waste water polluting the water supply or contaminating food.	1
Food Act 2001 Section 86 Food Act - failure to notify	The proprietor of a food business must not conduct the food business unless the proprietor has given written notice, in the approved form, of the information specified in the Food Safety Standards that is to be notified to the appropriate enforcement agency before the business is conducted.	1

PROHIBITION ORDER

Two food businesses were issued with prohibition orders during 2008-09, which required that no food be handled on the premises. This had the effect of ceasing trade until a certificate of clearance was issued.

Both prohibition orders were made due to evidence of vermin infestation. The design and construction of the food premises also was unsuitable in one instance. This business has not re-opened but the prohibition order is still effective in case the premises are utilised for a similar activity.

PROSECUTION

Prosecution proceedings against a business concluded during 2008-09. A history of non-compliance led to the decision to initiate proceedings against Zen Chinese Restaurant after unsatisfactory standards of cleanliness, maintenance and food handling were observed during an inspection on 29 November 2007. The company pleaded guilty to seven offences and the director of the company plead guilty to one offence. Fines and costs issued to the director and company totalled \$9192.25.

TEMPORARY EVENTS

Events pose unique challenges for food safety. They range from large organised functions, such as fairs and festivals, to small events such

as sausage sizzle, and maybe held indoors or outdoors. Examples of temporary events include:

- community fundraisers/drives
- cake stalls
- school fetes
- charity events
- sausage sizzles
- shows
- festivals
- concerts.

With the onset of spring, an increase in outdoor community events is expected each year. During October 2008, an information session was held with Special Event Co-ordinators from the constituent councils to promote the importance of working together to achieve a higher standard of food safety at events. Following the information session, Special Event Co-ordinators assisted in the dissemination of a newly created temporary events information booklet that included notification forms tailored to event organisers and stallholders.

Nine events were attended this year, a slight increase upon previous years, and included:

- St Peters Annual Fair
- Prospect Road Food, Wine and Fashion Affair
- Prospect Fair
- Norwood Food & Wine Festival
- Campbelltown Proud Day
- Tour Down Under Burnside
- Walkerville Carols in the Village

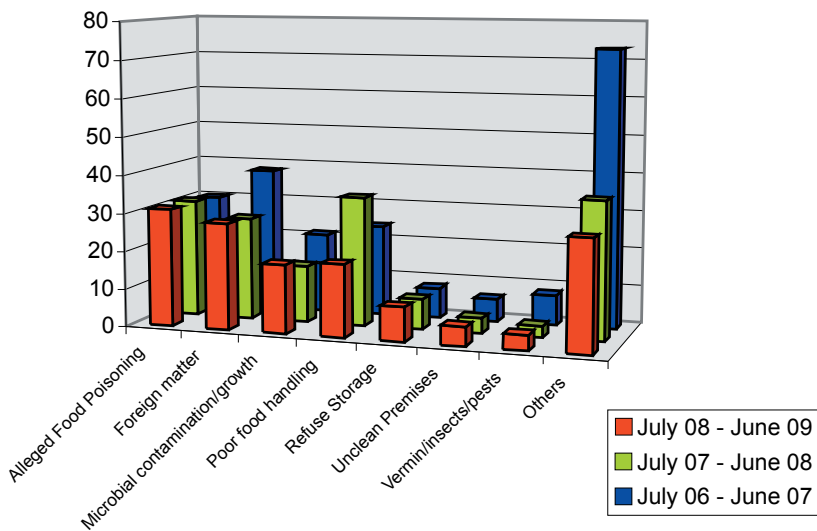
To ensure proper standards of food safety are upheld, food businesses are assessed against the following criteria:

- provision of hand washing facilities
- safe food storage including good temperature control
- adequate cooking and heating facilities
- avoidance of cross contamination
- supply of sufficient potable water
- proper waste management
- sufficient toilet facilities for expected attendance
- adequate sanitation of facilities
- appropriate packaging and labelling of food.



Food unprotected from contamination and out of temperature control

Comparisons of Food Complaints Received 1 July 2008 – 30 June 2009



Whilst an improved standard of food handling and food safety was observed, officers conducted follow up inspections to ensure issues such as hand washing, food storage (as depicted in the photo below) and temperature control were addressed.



Mould growth on salami sticks

FOOD COMPLAINTS

The Authority received 143 food related complaints during the reporting period as compared to 158 from the previous year. Poor food handling practices and alleged food poisoning cases contributed to 42% of the complaints received. There was a decline in the number of complaints relating to poor food handling practices with 19 complaints received this financial year compared to 34 last financial year. The following table shows a comparison of food complaints received over the last three years.

CASE STUDY

Following the onset of gastrointestinal symptoms several hours after eating a ready-to-eat, potentially hazardous food, a resident lodged a complaint of suspected food poisoning. The implicated food premises had a history of non-compliance with the Food Safety Standards.

Samples of ready-to-eat food were obtained during the investigation along with swabs of food contact surfaces that had recently been cleaned and sanitised. The microbiological results indicated poor food handling and food handler hygiene. For example, the microbial flora of a re-usable piping bag was three hundred times greater than the acceptable limit.

The results were provided to the business owner to emphasise the importance of hand washing, temperature control of potentially hazardous food, and proper cleaning and sanitising of food contact equipment. Cleaning and sanitising schedules have since been implemented, disposable piping bags are being used and alternative procedures employed to cool food. These improvements have been introduced at related stores across Adelaide.

FOOD RECALLS

Forty six recalls were issued by SA Health during 2008-09. These recalls were monitored and actioned by advising relevant businesses to prevent further distribution and sale of unsafe products.

FOOD SAFETY AUDITING

Following a two-year lead in period, Food Safety Standard 3.3.1 'Food Safety Programs for Food Service to Vulnerable Populations' came into effect on 5 October 2008. The Standard requires businesses that serve vulnerable populations, such as hospitals, aged care, childcare and delivered meals organisations, to implement an audited food safety program.

As at 30 June 2009, seven Environmental Health Officers were approved by the Department of Health as auditors for the purpose of the Standard. To ensure transparency in the delivery of audit services under a business model:

- a policy defining an audit fee structure was adopted
- a standard operating procedure was developed to delineate auditor's roles from their enforcement duties
- a 'letter of engagement' was created that is used to disclose an estimate of audit fees.

An extension granted by SA Health allowed businesses an additional six months to have their food safety program audited. All businesses who were required to implement a documented and audited food safety program have complied with Standard 3.3.1.

The Board of Management agreed to make audit services available to businesses outside the boundaries of the constituent councils. This filled an essential need as several local councils chose not to offer the services. As at 30 June 2009:

- 64 businesses within the boundaries of the constituent councils and 18 businesses in other council areas engaged the Authority's audit services
- four businesses engaged the services of an alternative local council
- 114 audits were conducted during the reporting period as shown in the table right.

Number of food safety audits performed for the period 1 July 2008 – 30 June 2009

	Total
Burnside	21
Campbelltown	18
Norwood, Payneham & St Peters	24
Prospect	7
Walkerville	6
Total	76
Other	38

CHANGE TO LEGISLATION

A new National Standard under the Food Standards Code titled 'Primary Production and Processing Standard for Dairy Products' commenced on 5 October 2008, prompting the change in regulatory arrangements. Dairy distributors will be regulated by local government under the Food Act 2001 effective from 1 July 2009. This means that they will need to comply with Food Safety Standards 3.2.2 and 3.2.3. The impact on the Authority's resources is not expected to be significant.

9 | HEALTH CARE AND COMMUNITY SERVICES

SUPPORTED RESIDENTIAL FACILITIES

Supported residential facilities (SRFs) accommodate people with various disabilities including mental, intellectual, age-related and physical. Along with accommodation, the residents receive all their meals and assistance with medication and personal finances.

There are two types of SRFs within the Authority's jurisdiction. In pension-only facilities, the resident pays up to 80% of their pension to cover the costs associated with the provision of accommodation and personal care services. Residents of pension-only facilities come from different backgrounds such as mental health institutions, intellectual disability organisations and correctional services. There can be frail and aged people living alongside young people who are experiencing acute symptoms of mental illness and who may be aggressive or have other challenging behaviours.

Hostels located at retirement villages are the second type of SRF. In these instances, residents are relatively independent but require limited assistance with daily living. These hostels have an entry fee and fortnightly rent.

The role of the Authority under the Supported Residential Facilities Act 1992 is to act as the 'licensing authority'. This responsibility sees the Authority monitor and enforce the principles of the Act that relate to the management and administration of SRFs.

LICENSING

Licensing of SRFs occurs on an annual basis. Environmental Health Officers conduct a desktop and onsite review of documentation to ascertain the adequacy of record keeping. An inspection also takes place to assess factors such as maintenance, amenities, and meal service in order to determine the appropriateness of each facility.

These desktop reviews and onsite inspections were carried out at 17 facilities during 2008-09. Based on the findings, all 17 facilities were issued with a supported residential facility licence from 1 July 2009 to 30 June 2010. Licence conditions were imposed on seven SRFs in relation to inadequate documentation and outstanding fire safety breaches.

Unannounced inspections of SRFs occurred throughout the 2008-09 licensing period. This enabled Environmental Health Officers to gauge adherence to licence conditions, assess the daily operation of the facility and discuss any current issues.

During 2008-09, two applications were received seeking the approval of a person as a manager of a SRF and three applications for approval of an acting manager in the absence of the permanent manager. Environmental Health Officers assess the suitability of each applicant and consideration is given to documents supporting the application such as a police clearance, senior first aid certificate and training certificates. References were also checked to support each application.

FIRE SAFETY

The Building Fire Safety Committee (BFSC) of each council is responsible for evaluating a SRFs compliance with the fire safety provisions of the Building Code of Australia. Each council then provides the Authority with BFSC reports for consideration as part of the relicensing process.

Environmental Health Officers reviewed the BFSC report of each SRF to determine compliance with the fire safety requirements of the Supported Residential Facilities Regulations 1994. Licence conditions addressing fire safety deficiencies related to:

- breaches of firewalls
- installation of fire sprinkler systems
- provision of appropriate staffing at night until fire sprinkler systems are commissioned

License conditions remain in place until the proprietor can demonstrate compliance with building fire safety standards.

COMPLAINTS AND QUERIES

Eleven complaints were received during the year in relation to five SRFs. The concerns raised were varied and included:

- the quality and quantity of food served to residents
- inadequate maintenance
- poor standards of cleanliness at SRFs
- dignity and respect of residents.

South Australia experienced a significant heatwave throughout January and February of 2009. Environmental Health Officers were advised of two deaths at SRFs during this extreme weather. Officers responded to each case to discuss the circumstances surrounding the death and steps taken by staff.

A complaint was later received in relation to one of the deaths. Environmental Health Officers commenced a thorough investigation to determine whether any of the allegations were justified. A coroner's report into the exact cause of death is pending.

SOCIAL AND COMMUNITY ISSUES

With a broad spectrum of residents with individual needs, it is a challenge for SRF managers to provide high levels of personal care. The State Government increased the Board and Care Subsidy in January 2009 to help cover the costs associated with caring for residents. The Board and Care Subsidy is now approximately \$12.00/person/day.

HOUSING IMPROVEMENT BRANCH

In response to calls from local government for assistance in assessing the building standards of SRFs, the Housing Improvement Branch (Department of Families and Communities) funded the appointment of a building inspector for 12 months. All pension-only facilities were inspected and a report detailing maintenance defects was sent to each licensing authority.

Ten facilities were inspected within the Authority's jurisdiction.

Proprietors and managers were each provided with the report about their facility and have been informed that they must undertake repairs within one year.

NEW REGULATIONS

The Department of Families and Communities released a background paper in 2006 discussing the State Government's intent to introduce an 'Accommodation Act' to replace the Supported Residential Facilities Act 1992. In early 2009, the State Government advised that plans for this new Act had been cancelled. Instead, the Department of Families and Communities announced they would revise the Supported Residential Facilities Regulations 1994. Comment was provided during the consultation stage. The Regulations are expected to come into operation in late 2009.



10 | ENVIRONMENTAL MANAGEMENT

A range of legislation, policies and guidelines addressing environmental health and environment protection are used to also address environmental management concerns. Environmental Health Officers perform educative, preventative and reactive duties that aim to reduce unwarranted pollution of the environment.

For the year ending 30 June 2009, 120 complaints relating to environmental management were received, as depicted in the graph below. The graph that follows provides a comparison of the complaints received in previous years. There was a 12% reduction in complaints received this year when compared with 2007-08.

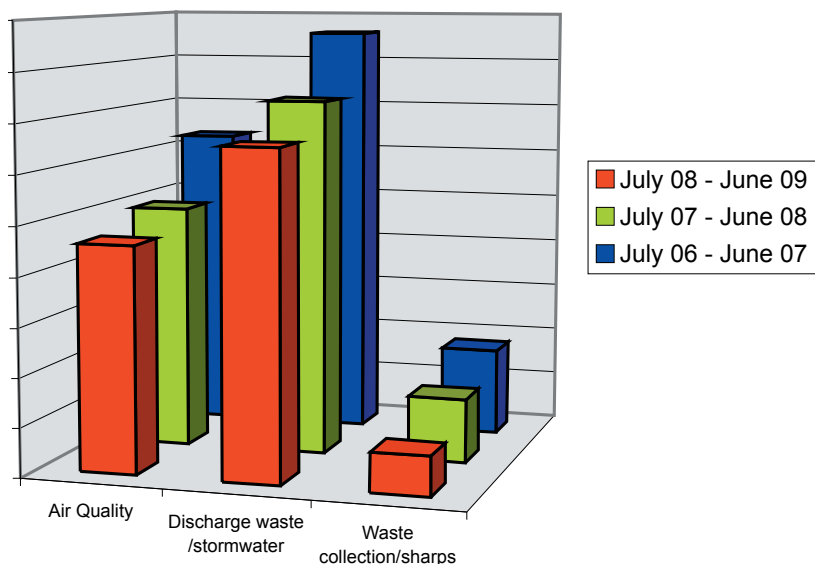


AIR QUALITY

Smoke from domestic wood heaters, dust, odours and chemical spray drift made up the majority of air quality complaints.

Over one third (35%) of air quality complaints related to domestic wood heaters. Wood smoke can cause breathing difficulties in vulnerable members of the community, however disruption of home comfort (eg: smoke tainted laundry) accounted for most complaints. Neighbours were encouraged to resolve the problem utilising the Environment Protection Authority's guidelines.

**Comparison of Environmental Management Complaints
1 July 2008 to 30 June 2009**



Environmental Management Complaints Received 1 July 2008 to 30 June 2009

	Burnside	Campbelltown	Norwood, Payneham & St Peters	Prospect	Walkerville	Total
Air Quality	7	22	13	4	0	46
Discharge of Waste / Stormwater	12	37	16	0	1	66
Waste collection/ Sharps	1	1	5	0	1	8
Total	20	60	34	4	2	120

If the problem was not resolved, Environmental Health Officers conducted an inspection to ensure the guidelines were observed and wood smoke minimised. Mediation is also encouraged where a conciliatory approach between neighbours is unsuccessful.

During the warmer weather when there is minimal rainfall, dust complaints from building sites and vacant land are more frequent. Dust suppression methods were used on building sites during demolition and construction to minimise the impact on neighbouring properties from dust.

STORMWATER POLLUTION

During 2008-09, there was a reduction in the number of complaints received about stormwater pollution. A decline in complaints has been observed over several years, which indicates improved awareness and a behaviour change amongst business and the public. All complaints were dealt with through an educative approach. One third of complaints were regarding the discharge of dirt and waste onto the road (as illustrated in the photo below), many of which came from building sites. Other complaints received related to the discharge of substances such as wash down water and swimming pool backwash.

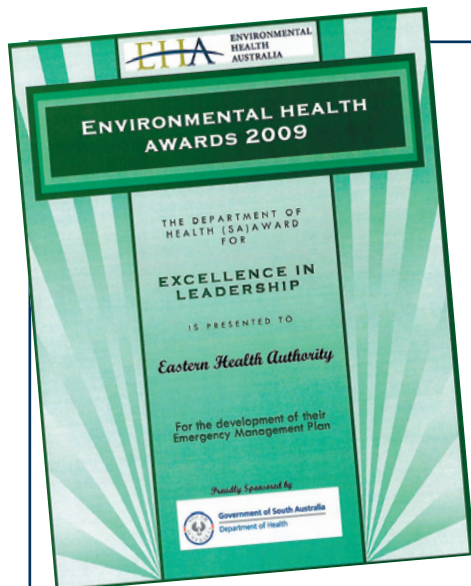


HAZARDOUS SUBSTANCES

Complaints and enquiries about hazardous substances received during the year predominantly related to discarded asbestos materials and structures containing asbestos. SafeWork SA and SA Health have worked together in creating the State Asbestos Action Plan. The Plan recognises that asbestos in the home environment is a cause for concern; as such, the Authority provided information from the EPA, SafeWork SA and SA Health to residents who are concerned about asbestos. Advice was also provided to residents regarding the correct disposal of asbestos in line with EPA requirements.

INFECTIOUS WASTES

As an ongoing service, syringe and needle disposal was provided for residents during the year. Full sharps containers were exchanged with a new container for a minimal fee. In addition, sharps discarded in public places were promptly collected by Environmental Health Officers in the interest of public safety. All infectious wastes were disposed of together with medical waste generated by the Authority's immunisation service.



11 | EMERGENCY MANAGEMENT

Emergencies are defined as “crisis events, actual or imminent, which endanger life, property or the environment, and which require a significant coordinated response”. They are an inherent part of the Australian environment. While we cannot prevent them, we can minimise the risks they pose.

During 2008-09, implementation of the Emergency Management Plan commenced. The Plan was developed the preceding year after successfully applying for a grant from the Government under the ‘Working Together to Manage Emergencies’ initiative. The intent of the Emergency Management Plan is to build capability of the Authority and increase integration with other emergency management organisations.

Initial implementation strategies have focused on internal communication. A workshop was held for staff to launch the Emergency Management Plan, and to familiarise them with the intent and content of the plan. Staff were taken through a flooding scenario, under which circumstances the Emergency Management Plan would be used to guide the Authority’s response.

An integral part of the Emergency Management Plan is the Business Continuity Plan. Further work was undertaken in conjunction with the constituent councils to ensure that arrangements are in place to ensure continuity of services should an emergency directly affect the Authority. Discussions took place about IT system support and retention of electronic data should the Authority’s office be destroyed, for example in the event of a flood or fire.

Recently Pandemic Influenza became a very real threat to world health, and global health authorities are taking the threat very seriously. Around the world an outbreak of influenza A (H1N1), more commonly known as Swine Flu, has occurred. On 26 May 2009, Board Members and elected members of the constituent councils were informed at a workshop about pandemic plans in place and how they relate to Swine Flu. A meeting took place with the constituent councils also during May 2009 to discuss co-ordination of pandemic planning and business continuity arrangements.

The Emergency Management Plan recognises pandemic disease as a hazard that may have significant environmental health implications for the region.

The Plan indicates that the Authority will deploy as required by SA Health and anticipates that actions may include: education of the public, immunisation and additional routine matters as SA Health concentrates on the Pandemic. This has proved to be accurate. The ‘Wash, Wipe, Cover – Don’t Infect Another’ initiative (described in section 5) commenced when Swine Flu emerged internationally. Immunisation programs against Swine Flu are anticipated to commence early in 2009-10 and direction from SA Health is awaited. Fortunately, no staff members have been infected with Swine Flu and activation of the Business Continuity Plan during the reporting period was not necessary.

Two staff representing immunisation and environmental health attended meetings with SA Health to discuss how to bridge the gap between state and local pandemic planning. This is ongoing and will take into account the Swine Flu experience.

Each year Environmental Health Australia presents awards to environmental health professionals and organisations who demonstrate leadership and excellence in the field of environmental health. This year the Department of Health (SA) Award for Excellence in Leadership was awarded to the Authority in recognition of its emergency management planning initiatives.

12 | PROFESSIONAL DEVELOPMENT AND AFFILIATIONS

The importance of professional development can not be understated. Education enables staff to maintain competency and the Authority to effectively fulfil its purpose. Staff seek to expand their knowledge through training and professional association.

PROFESSIONAL DEVELOPMENT

Environmental Health Australia 31st State Conference

Environmental Health Officers were given the opportunity to attend the 31st Environmental Health Australia State Conference held in historic Hahndorf. The conference theme 'Putting Environmental Health Through the Mill, Local Actions with Global Impacts' was intended to stimulate thought and conversation about the current global situation and the impact it will have on the role of Environmental Health Practitioners at a local level. Keynote speakers included the Minister for Health Honourable John Hill MP along with Senator Sarah Hanson-Young, Professor Mark Daniel and Ms Vickie Chapman MP currently the Shadow Minister for City of Adelaide.

The conference addressed a diverse range of public health issues including environmental health indicators, food safety, auditing, reducing greenhouse gases and heat waves.

It was clear by the final presenter that local actions and initiatives can impact on a global scale.

Legionella

Three officers undertook training provided by SA Health prior to the introduction of the new Public and Environmental Health (Legionella) Regulations 2008. The training provided an overview of the requirements of the Regulations as well as information on the types of systems that are captured by the Regulations.

An officer from the Authority attended a comprehensive training session addressing Legionella. The day long session covered a range of topics including microbial control of Legionella, the effects of Legionellosis, the nature of the Legionella bacteria, how cooling towers work and risk management. The training also included several interesting case studies in which there had been outbreaks of Legionellosis.



Food Act Enforcement

Four Environmental Health Officers attended the Environmental Health Australia seminar titled 'Food Act Enforcement – When To Get the Whip Out, The Hurdles and Victories'. The seminar discussed the importance of a uniform approach when dealing with offences under the Food Act 2001 and included a workshop on appropriate enforcement action for different scenarios. This provided the opportunity for metropolitan and regional Environmental Health Officers to discuss their views and opinions whilst referring to a generic enforcement policy.

The seminar was found to be useful by all officers who attended. It gave them an understanding of enforcement activities that are being undertaken and the direction that enforcement agencies are working towards for the future.

Report Writing

A one-day training session by the Australian Institute of Management that addressed report writing skills was held in-house during July 2008. The session was attended by ten staff who routinely write correspondence and promotional material as well as reports. The training provided some helpful writing tips and addressed the importance of preplanning before commencing writing to convey information clearly to the intended reader.

Time Management is Self Management

In November 2008, ten staff members participated in an in-house Time Management Training Course conducted by the Australian Institute of Management. The objective of the training was to provide participants with the tools to plan and implement strategies that manage the demands on their time and to improve their effectiveness at work and home.

Putting the Pieces Back Together – Local Emergency Recovery

The State Recovery Office, in collaboration with the Engineering Functional Service and the Local Government Association, conducted a seminar to provide practical information to councils about emergency recovery. The seminar outlined the framework and process of emergency recovery in South Australia and provided practical resources to enhance emergency recovery in local government. Members from various metropolitan councils attended the seminar to discuss different roles that were being undertaken and what is happening in the future for local government.

Infection Control Workshop

SA Health facilitated a workshop tailored for Environmental Health Officers, exploring the skin penetration industry. The day consisted of theory based

presentations discussing infections and risks associated with skin penetration procedures. A diverse selection of presenters allowed participants to gain information from every perspective of the industry. The final presentation detailed an investigation into poor practice and the health effects on clients. Officers gained a better understanding of the industry, which has advanced the quality of routine inspections, hence leading to a greater level of compliance and better health in the community.

Clandestine Drug Laboratories

An officer attended a seminar titled 'Clandestine Drug Laboratories – A New Challenge for EHOs' that was presented by Environmental Health Australia. The purpose of the training was to provide Environmental Health Officers with knowledge about clandestine drug laboratories, other agency involvement and the remediation process required to remove harmful chemicals. It is still not clear as to council's role in dealing with premises that have been known to be a clandestine drug laboratory. Discussions are still occurring to formulate a position for all councils across the state based on advice from the Local Government Association and SA Health.

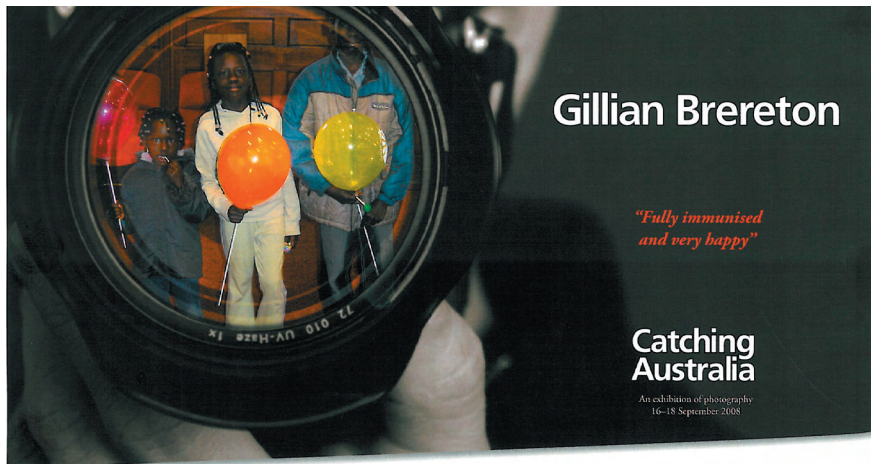
Mandated Notification Workshop

Three Immunisation nurses attended a one-day Mandated Notification workshop. Registered nurses are listed to report suspected child abuse under section 11(2) of the Children's Protection Act 1993 (as amended in 2006).

Public Health Association 11th National Immunisation Conference

Two immunisation nurses had the opportunity to attend the 11th biannual Immunisation Conference from 16 - 18 September 2008, held on the Gold Coast, Queensland. The conference entitled – 'Immunisation: Old and New Frontiers' delivered topics on the prevention and control of vaccine preventable diseases through immunisation. The program featured outstanding international experts from New Zealand, United Kingdom, the United States and Europe.

The conference was a valuable professional update and a chance to attend the inaugural National Local Government Immunisation Providers meeting, initiated by the Victorian Immunisation Network Special Interest Group. A representative from each state gave an overview of their school and public immunisation programs, giving insight to the varied service delivery within Australia.



'Happy & Fully Immunised' - children of a delightful Sudanese refugee family now residing in South Australia. The children are very happy to be fully vaccinated after many visits to our clinic for catch-up immunisations.

At the 2008 PHAA conference, there was a call for entries for a photographic exhibition – 'Catching the Mood of Public Health in Australia' by delegates attending. The Team leader Immunisation entered the photo shown in the camera lens of the finalist certificate below.

'Rotavirus Vaccination Program – 18 months on'

The Immunisation Team Leader attended a Rotavirus seminar. Professor Geoffrey Davidson, a paediatric gastroenterologist at the Women & Children's Hospital, spoke on the 'National Rotavirus Surveillance Program: What's new for Immunisation Providers to know?'. From the United States of America, Dr Barbara Kuter presented 'Rotateq vaccine – The U.S. Experience and the Latest Clinical Developments'.

National Human Papillomavirus (HPV) Vaccination Program Register

In December 2008, four immunisation staff attended a one-day training session for the new National HPV Register developed to keep track of clients HPV vaccinations. The workshop demonstrated how to use the secure web portal to upload data direct from the ImPS computer program, retrieve data and enter vaccination history. Local Government and other providers were requested to upload and transfer their data of HPV vaccines administered since the commencement of the 12 – 26 year old HPV program. The ongoing HPV vaccination data requires transfer quarterly.

Cardiopulmonary Resuscitation (CPR) Refresher

During February 2009, ten immunisation staff attended the annual CPR update presented by the Australian Red Cross. One immunisation nurse attended a two-day Senior First Aid course, which included the CPR update and detailed first aid procedures.

Vaccination – More Than Just a Shot in the Arm

In May 2009, immunisation nurses attended a thematic education session – 'Vaccination, More Than Just a Shot in the Arm', sponsored by Healthy Development Adelaide (A Research & Innovation Cluster in South Australia). Speakers included Professor James Paton presenting 'Pathogenesis & Prevention of Pneumococcal Disease' and Professor Eric Gowans, who established a virus research laboratory at the Women and Children's Research Institute, spoke on 'Problems in Human Immunodeficiency Virus (HIV) and Hepatitis C Virus (HCV) vaccine design'.

PROFESSIONAL AFFILIATION

South Australian Immunisation Network

During the year, immunisation nurses attended meetings of the South Australian Immunisation Network, held every two months at a nominated local council.

Guest speakers are invited to attend the meetings and present a variety of relevant topics. The annual country meeting, held as an opportunity for regional immunisation providers to attend, took place during July 2009 at Port Augusta. Presence was high from the northern region; over 100 attendees listened to the following guest speakers present on a wide range of immunisation related topics:

- Professor Ian Frazer – Human Papillomavirus vaccine technology and clinical trial review
- Ms Maureen Watson SA Health – Dealing with HPV Adverse Event Reporting
- Ms Mary Anne Williams Western Division of GP – Delivering mass vaccination clinics during a Pandemic Influenza Outbreak

ImPs Users Group

The ImPs computer program is used by 34 public immunisation providers in South Australia. At the conclusion of the 2007-08 financial year, the software supplier ceased funding its help-desk and for this reason the ImPs Users Group is an essential source of support. During the year, the ImPs Users Group met several times to discuss the latest upgrade (version 2.5.7) and explore strategies for how to re-establish a contract for helpdesk support in South Australia.

Adelaide North East Immunisation Stakeholders Group

During the year, the Authority's immunisation nurses attended quarterly meetings held by the Adelaide North East Division of General Practice. The meetings give providers the opportunity to work together to implement ideas for improved immunisation service and coverage in their geographic areas. The focus at the September 2008 meeting was on 4-year old coverage rates and the changes made to overdue notifications issued from Medicare to parents.

Disease Control / Emergency Management Special Interest Group (Environmental Health Australia)

The Disease Control / Emergency Management Special Interest Group (SIG) provides a forum for environmental health officers to advance matters of professional interest and encourage consistency in practice. Officers attended four out of six meetings held during the reporting period and were actively involved in the following:

- Development of checklists and guidelines for use by Environmental Health Officers when inspecting swimming pools, hairdressing salons and activities involving skin penetration.
- Pandemic Influenza Working Group established to determine

how local and state government will work together to manage the environmental health issues likely to arise during a pandemic.

- Clandestine Drug Lab Working Party that wrote to the Public and Environmental Health Council seeking their guidance about how to respond to notifications from the SA Police about drug laboratories established in residential dwellings.
- Development of training to familiarise Environmental Health Officers with the operation, maintenance and inspection of warm water systems to prevent Legionella contamination.

Food Safety Special Interest Group (Environmental Health Australia)

During the past year, the role of the Food Safety Special Interest Group (SIG) has proven to be invaluable. The forum provided an opportunity for Environmental Health Officers to discuss current issues and obtain ongoing updates from SA Health. New food safety legislation requiring auditing of food safety programs by businesses that serve vulnerable populations was a topical discussion point.

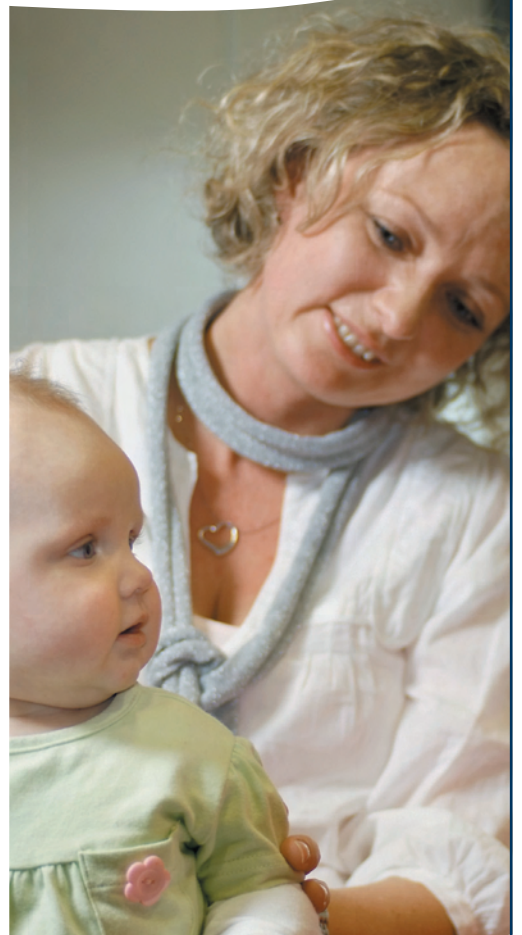
With the proliferation of sushi bars across Adelaide, an officer from the Authority gave a presentation at a SIG meeting about recent inspection findings and insights into the unique aspects of sushi preparation.

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eastern health authority

Auditor's Report 2008 - 09



GENERAL PURPOSE FINANCIAL REPORTS FOR THE YEAR ENDED 30 JUNE 2009

General Purpose Financial Reports for the year ended 30 June 2009

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INCOME STATEMENT
for the year ended 30 June 2009

	Notes	2009 \$	2008 \$
INCOME			
Council contributions	2	937,901	903,700
Statutory charges	2	109,654	98,491
User charges	2	238,556	123,495
Grants, subsidies and contributions	2	118,617	151,276
Investment income	2	29,657	40,889
Other income	2	13,550	13,669
Total Income		<u>1,447,935</u>	<u>1,331,520</u>
EXPENSES			
Employee costs	3	1,106,820	929,338
Materials, contracts & other expenses	3	451,817	413,168
Depreciation, amortisation & impairment	3	12,499	13,040
Total Expenses		<u>1,571,136</u>	<u>1,355,546</u>
OPERATING SURPLUS / (DEFICIT)		(123,201)	(24,026)
Net gain (loss) on disposal or revaluation of assets	4	-	-
Amounts received specifically for new or upgraded assets	2	-	-
NET SURPLUS / (DEFICIT)		<u>(123,201)</u>	<u>(24,026)</u>

This Statement is to be read in conjunction with the attached Notes.

BALANCE SHEET
as at 30 June 2009

ASSETS	Notes	2009 \$	2008 \$
Current Assets			
Cash and cash equivalents	4	528,855	599,563
Trade & other receivables	4	<u>95,232</u>	<u>58,690</u>
Total Current Assets		<u>624,087</u>	<u>658,253</u>
Non-current Assets			
Infrastructure, Property, Plant & Equipment	5	<u>32,621</u>	<u>28,986</u>
Total Non-current Assets		<u>32,621</u>	<u>28,986</u>
Total Assets		<u>656,708</u>	<u>687,239</u>
LIABILITIES			
Current Liabilities			
Trade & Other Payables	6	222,786	124,413
Provisions	6	<u>45,987</u>	<u>71,798</u>
Total Current Liabilities		<u>268,773</u>	<u>196,211</u>
Non-current Liabilities			
Provisions	6	<u>42,782</u>	<u>22,674</u>
Total Non-current Liabilities		<u>42,782</u>	<u>22,674</u>
Total Liabilities		<u>311,555</u>	<u>218,885</u>
NET ASSETS		<u>345,153</u>	<u>468,354</u>
EQUITY			
Accumulated Surplus		66,029	95,230
Asset Revaluation Reserve	7	-	-
Other Reserves	7	<u>279,124</u>	<u>373,124</u>
TOTAL EQUITY		<u>345,153</u>	<u>468,354</u>

This Statement is to be read in conjunction with the attached Notes.

STATEMENT OF CHANGES IN EQUITY
for the year ended 30 June 2009

	2009	2008
	\$	\$
	Notes	
ACCUMULATED SURPLUS		
Balance at end of previous reporting period	95,230	119,256
Net Surplus / (Deficit) for Year	(123,201)	(24,026)
Transfers to Other Reserves	(62,662)	(123,500)
Transfers from Other Reserves	156,662	123,500
Balance at end of period	<u>66,029</u>	<u>95,230</u>
OTHER RESERVES	7	
Balance at end of previous reporting period	373,124	373,124
Transfers from Accumulated Surplus	62,662	123,500
Transfers to Accumulated Surplus	(156,662)	(123,500)
Balance at end of period	<u>279,124</u>	<u>373,124</u>
TOTAL EQUITY AT END OF REPORTING PERIOD	<u>345,153</u>	<u>468,354</u>
<i>Total of all revenues recognised directly in Equity</i>	-	-
<i>Total of all expenses recognised directly in Equity</i>	-	-
NET CHANGE IN EQUITY	<u>-</u>	<u>-</u>

This Statement is to be read in conjunction with the attached Notes

CASH FLOW STATEMENT for the year ended 30 June 2009

CASH FLOWS FROM OPERATING ACTIVITIES	Notes	2009 \$	2008 \$
<u>Receipts</u>			
Operating receipts		1,421,240	1,643,026
Investment receipts		37,435	40,889
<u>Payments</u>			
Operating payments to suppliers & employees		<u>(1,513,249)</u>	<u>(1,388,784)</u>
Net Cash provided by (or used in) Operating Activities		(54,574)	295,131
CASH FLOWS FROM INVESTING ACTIVITIES			
<u>Payments</u>			
Expenditure on renewal/replacement of assets		(1,226)	-
Expenditure on new/upgraded assets		<u>(14,908)</u>	<u>(14,238)</u>
Net Cash provided by (or used in) Investing Activities		(16,134)	(14,238)
Net Increase (Decrease) in cash held		<u>(70,708)</u>	<u>280,893</u>
Cash & cash equivalents at beginning of period	11	<u>599,563</u>	<u>318,670</u>
Cash & cash equivalents at end of period	11	<u>528,855</u>	<u>599,563</u>

This Statement is to be read in conjunction with the attached Notes

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2009

Note 1 - SIGNIFICANT ACCOUNTING POLICIES

The principal accounting policies adopted in the preparation of the financial report are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

1 Basis of Preparation

1.1 Compliance with Australian equivalents to International Financial Reporting Standards

This general purpose financial report has been prepared in accordance with Australian equivalents to International Financial Reporting Standards (AIFRS) as they apply to not-for-profit entities, other authoritative pronouncements of the Australian Accounting Standards Board, Urgent Issues Group Interpretations (UIGs) and relevant South Australian legislation.

The financial report was authorised for issue (insert date) by certificate under clause 11 of the *Local Government (Financial Management) Regulations 1999*.

1.2 Historical Cost Convention

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

1.3 Critical Accounting Estimates

The preparation of financial statements in conformity with AIFRS requires the use of certain critical accounting estimates, and requires management to exercise its judgement in applying Authority's accounting policies. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements are specifically referred to in the relevant sections of this Note.

1.4 Rounding

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

2 The Local Government Reporting Entity

Eastern Health Authority is a Local Government Section 43 Regional Subsidiary. These financial statements include the consolidated fund and all entities through which Authority controls resources to carry on its functions. In the process of reporting on the Authority as a single unit, all transactions and balances between activity areas and controlled entities have been eliminated.

3 Income recognition

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

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

4 Cash, Cash Equivalents and other Financial Instruments

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

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2009

Note 1 - Significant Accounting Policies (cont)

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

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

5 Infrastructure, Property, Plant & Equipment

5.1 Initial Recognition

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition, including architects' fees and engineering design fees and all other costs incurred. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Authority includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Capital works still in progress at balance date are recognised as other non-current assets and transferred to *infrastructure, property, plant & equipment* when completed ready for use.

5.2 Materiality

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

Office Furniture & Equipment	\$1,000
Other Plant & Equipment	\$1,000

5.3 Subsequent Recognition

Certain asset classes are revalued on a regular basis such that the carrying values are not materially different from fair value. For infrastructure and other asset classes where no active market exists, fair value is determined to be the current replacement cost of an asset less, where applicable, accumulated depreciation calculated on the basis of such cost to reflect the already consumed or expired future economic benefits of the asset. Further detail of existing valuations, methods and valuers are provided at Note 7.

5.4 Depreciation of Non-Current Assets

Other than land, all infrastructure, property, plant and equipment assets recognised are systematically depreciated over their useful lives in a manner which reflects the consumption of the service potential embodied in those assets.

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

Plant, Furniture & Equipment	
Office Equipment	5 to 10 years
Office Furniture	10 to 20 years
Other Plant & Equipment	5 to 15 years

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2009

Note 1 - Significant Accounting Policies (cont)

5.5 Impairment

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

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

6 Payables

6.1 Goods & Services

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

6.2 Payments Received in Advance & Deposits

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

7 Borrowings

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

8 Employee Benefits

8.1 Salaries, Wages & Compensated Absences

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

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

No accrual is made for sick leave as the Authority experience indicates that, on average, sick leave taken in each reporting period is less than the entitlement accruing in that period, and this experience is expected to recur in future reporting periods. Authority does not make payment for untaken sick leave.

8.2 Superannuation

The Authority makes employer superannuation contributions in respect of its employees to the Local Government Superannuation Scheme. The Scheme has two types of membership, each of which is funded differently. No changes in accounting policy have occurred during either the current or previous reporting periods. Details of the accounting policies applied and Authority's involvement with the schemes are reported in Note 13.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2009

Note 1 - Significant Accounting Policies (cont)

9 Leases

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

In respect of finance leases, where the Authority substantially carries all of the risks incident to ownership, the leased items are initially recognised as assets and liabilities equal in amount to the present value of the minimum lease payments. The assets are disclosed as assets under lease, and are amortised to expense over the period during which the Authority is expected to benefit from the use of the leased assets. Lease payments are allocated between interest expense and reduction of the lease liability, according to the interest rate implicit in the lease.

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

10 GST Implications

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

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

11 Comparative Information

Comparative information has been reclassified to be consistent with the current year disclosure of equivalent information in accordance with AIFRS.

12 New Accounting Standards

Certain new accounting standards and UIG interpretations have been published that are not mandatory for the 30 June 2009 reporting period.

- AASB 3 *Business Combinations*
- AASB 101 *Presentation of Financial Statements*
- AASB 123 *Borrowing Costs*
- AASB 127 *Consolidated and Separate Financial Statements*
- AASB 2007-6 *Amendments to Australian Accounting Standards arising from AASB 123*
- AASB 2007-8 & AASB 2007-10 *Amendments to Australian Accounting Standards arising from AASB 101*
- AASB 2008-2 *Amendments to Australian Accounting Standards – Puttable Financial Instruments and Obligations arising on Liquidation*
- AASB 2008-3 *Amendments to Australian Accounting Standards arising from AASB 3 and AASB 127*
- AASB 2008-5 & AASB 2008-6 *Amendments to Australian Accounting Standards arising from the Annual Improvements Project*
- AASB 2008-7 *Amendments to Australian Accounting Standards – Cost of an Investment in a Subsidiary, Jointly Controlled Entity or Associate*
- AASB 2008-8 *Amendments to Australian Accounting Standards - Eligible Hedged Items*
- AASB 2008-9 *Amendments to AASB 1049 for Consistency with AASB 101*
- AASB 2008-11 *Amendments to Australian Accounting Standard – Business Combinations Among Not-for-Profit Entities*

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2009

Note 1 - Significant Accounting Policies (cont)

- AASB 2008-12 *Amendments to Australian Accounting Standards –
Reclassification of Financial Assets – Effective Date and Transition*
- AASB 2008-13 *Amendments to Australian Accounting Standards arising from
AASB Interpretation 17 – Distributions of Non-cash Assets to Owners*
- *Interpretation 15* Agreements for the Construction of Real Estate
- *Interpretation 16* Hedges of a Net Investment in a Foreign Operation
- *Interpretation 17* Distributions of Non-cash Assets to Owners
- *Interpretation 18* Transfers of Assets from Customers
- (Standards not affecting local government have been excluded from the above list.)

The Authority is of the view that none of the above new standards or interpretations will affect any of the amounts recognised in the financial statements, but that they may impact certain information otherwise disclosed.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2009

Note 2 - INCOME

	Notes	2009 \$	2008 \$
COUNCIL CONTRIBUTIONS			
City of Burnside		235,269	218,647
City of Campbelltown		225,616	231,747
City of Norwood, Payneham & St Peters		307,960	288,223
City of Prospect		113,883	114,062
Town of Walkerville		55,173	51,021
		<u>937,901</u>	<u>903,700</u>
STATUTORY CHARGES			
SRF Licences		5,885	9,070
Food Inspection		52,957	52,611
Legionella Registration and Inspection		6,935	-
Fines, penalties & expiations		41,960	36,810
Other fines, penalties & expiations		1,917	-
		<u>109,654</u>	<u>98,491</u>
USER CHARGES			
Immunisation Fee for Service		36,187	65,818
Immunisation Worksites		62,972	-
Food Safety Training		6,211	-
Food Auditing		57,614	-
City of Unley		14,382	-
City of Adelaide		61,190	57,677
		<u>238,556</u>	<u>123,495</u>
INVESTMENT INCOME			
Interest on investments			
Local Government Finance Authority		29,657	40,416
Banks & other		-	473
		<u>29,657</u>	<u>40,889</u>

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2009

NOTE 2 - INCOME (continued)

	Notes	2009 \$	2008 \$
OTHER INCOME			
Motor Vehicle Reimbursements		13,109	11,268
Sundry		441	2,401
		13,550	13,669
GRANTS, SUBSIDIES, CONTRIBUTIONS			
Immunisation Fees - Schools		73,639	81,574
Emergency Management Grant		8,182	31,818
Child Immunisation Register		36,796	37,884
		118,617	151,276
<i>The functions to which these grants relate are shown in Note 2.</i>			
Sources of grants			
Commonwealth government		26,580	
State government		92,037	151,276
		118,617	151,276

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2009

Note 3 - EXPENSES

	Notes	2009 \$	2008 \$
EMPLOYEE COSTS			
Salaries and Wages		987,111	846,747
Employee leave expense		28,027	-
Superannuation - defined contribution plan contributions	18	46,938	73,345
Superannuation - defined benefit plan contributions	18	34,730	
Workers' Compensation Insurance		10,014	9,246
Total Operating Employee Costs		1,106,820	929,338
Total Number of Employees		14	13
<i>(Full time equivalent at end of reporting period)</i>			
MATERIALS, CONTRACTS & OTHER EXPENSES			
<u>Prescribed Expenses</u>			
Auditor's Remuneration			
- Auditing the financial reports		10,800	6,000
- Other Services		2,300	
Board of Management expenses		6,267	4,771
Operating Lease Rentals - non-cancellable leases	18		
- minimum lease payments		106,794	113,337
Subtotal - Prescribed Expenses		126,161	124,108
<u>Other Materials, Contracts & Expenses</u>			
Contractors		25,849	119,776
Energy		9,159	9,603
Fringe Benefits Tax		31,385	23,352
Insurance		20,939	29,148
Maintenance		14,910	14,156
Legal Expenses		34,201	21,197
Parts, accessories & consumables		50,342	29,082
Postage, Printing & Stationery		17,548	13,872
Telephone		13,454	11,690
Health Promotion		19,812	
Rent		42,971	
Sundry		45,086	17,184
Subtotal - Other Materials, Contracts & Expenses		325,656	289,060
		451,817	413,168

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2009

Note 3 - EXPENSES (cont)

	Notes	2009 \$	2008 \$
DEPRECIATION, AMORTISATION & IMPAIRMENT			
Depreciation			
Office Furniture & Software		<u>12,499</u>	<u>13,040</u>
		<u>12,499</u>	<u>13,040</u>

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2009

Note 4 - CURRENT ASSETS

	Notes	2009 \$	2008 \$
CASH & EQUIVALENT ASSETS			
Cash on Hand and at Bank		51,074	28,962
Short Term Deposits & Bills, etc		<u>477,781</u>	<u>570,601</u>
		<u>528,855</u>	<u>599,563</u>
 TRADE & OTHER RECEIVABLES			
Accrued Revenues		3,780	11,558
Debtors - general		91,669	48,377
GST Recoupment		<u>1,028</u>	<u>-</u>
Total		96,477	59,935
 Less: Provision for Impairment		 <u>(1,245)</u>	 <u>(1,245)</u>
		<u>95,232</u>	<u>58,690</u>

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2009

Note 5 - INFRASTRUCTURE, PROPERTY, PLANT & EQUIPMENT

	2008				2009			
	AT FAIR VALUE	AT COST	ACCUM DEPN	CARRYING AMOUNT	AT FAIR VALUE	AT COST	ACCUM DEPN	CARRYING AMOUNT
Office Furniture & Software	-	74,185	(45,199)	28,986	-	69,761	(37,140)	32,621
TOTAL PROPERTY, PLANT & EQUIPMENT	-	74,185	(45,199)	28,986	-	69,761	(37,140)	32,621
2008 Totals		59,947	(32,159)	27,788	-	74,185	(45,199)	28,986

This Note continues on the following pages.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2009

Note 5 - INFRASTRUCTURE, PROPERTY, PLANT & EQUIPMENT

	2008		CARRYING AMOUNT MOVEMENTS DURING YEAR					2009
	\$		\$					\$
	CARRYING AMOUNT		Additions		Disposals	Depreciation	Write Down Accumulated Depreciation	CARRYING AMOUNT
			New/Upgrade	Renewals				
Office Furniture & Software	28,986		14,908	1,226	(20,559)	(12,499)	20,599	32,621
TOTAL INFRASTRUCTURE, PROPERTY, PLANT & EQUIPMENT	28,986		14,908	1,226	(20,559)	(12,499)	20,599	32,621
2008 Totals	27,788		14,238			(13,040)		28,986

This Note continues on the following pages.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2009

Note 6 - LIABILITIES

	Notes	2009		2008	
		Current	Non-current	Current	Non-current
		\$		\$	
TRADE & OTHER PAYABLES					
Goods & Services		95,528	-	34,207	-
Accrued expenses - employee entitlements		100,060	-	66,330	-
Accrued expenses - other		25,484	-	17,151	-
Other		1,714	-	7,714	-
GST Payable/Claimable		-	-	(989)	-
		<u>222,786</u>	<u>-</u>	<u>124,413</u>	<u>-</u>
PROVISIONS					
Employee entitlements (including oncosts)		<u>45,987</u>	<u>42,782</u>	<u>71,798</u>	<u>22,674</u>
		<u>45,987</u>	<u>42,782</u>	<u>71,798</u>	<u>22,674</u>

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2009**

Note 7 - RESERVES

OTHER RESERVES	01/07/2008	Transfers to Reserve	Transfers from Reserve	30/06/2009
Sick Leave Reserve	7,662		(7,662)	
Committed Expenditure Reserve	126,000	55,000	(126,000)	55,000
Contingency Reserves	239,462	7,662	(23,000)	224,124
TOTAL OTHER RESERVES	<u>373,124</u>	<u>62,662</u>	<u>(156,662)</u>	<u>279,124</u>
2008 Totals	<u>373,124</u>	<u>123,500</u>	<u>(123,500)</u>	<u>373,124</u>

PURPOSES OF RESERVES

Sick Leave Reserve

The sick leave reserve is used to set aside funds required for employee's sick leave entitlements.

Committed Expenditure Reserve

The committed expenditure reserve is to fund committed or budgeted projects that have not been completed by the end of the financial year and are to be carried forward for use in the following year.

Contingency Reserve

The contingency reserve is to fund future projects that might arise without the need to substantially raise fees to constituent councils.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2009

Note 8 - RECONCILIATION TO CASH FLOW STATEMENT

(a) Reconciliation of Cash

Cash Assets comprise highly liquid investments with short periods to maturity subject to insignificant risk of changes of value. Cash at the end of the reporting period as shown in the Cash Flow Statement is reconciled to the related items in the Balance Sheet as follows:

	Notes	2009 \$	2008 \$
Total cash & equivalent assets	5	528,855	599,563
Less: Short-term borrowings	8	-	-
Balances per Cash Flow Statement		528,855	599,563

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

Net Surplus (Deficit)		(123,201)	(24,026)
Non-cash items in Income Statement			
Depreciation, amortisation & impairment		12,499	13,040
Net increase (decrease) in unpaid employee benefits		28,027	-
Net (Gain) Loss on Disposals		-	-
		(82,675)	(10,986)
Add (Less): Changes in Net Current Assets			
Net (increase) decrease in receivables		(35,553)	352,395
Net increase (decrease) in trade & other payables		63,654	(50,465)
Net increase (decrease) in other provisions		-	4,187
Net Cash provided by (or used in) operations		(54,574)	295,131

(c) Financing Arrangements

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

Corporate Credit Cards	11,500	10,000
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The bank overdraft facilities may be drawn at any time and may be terminated by the bank without notice. Council also has immediate access to a short-term draw-down facility, and variable interest rate borrowings under a cash advance facility, both from the Local Government Finance Authority of SA.

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2009**

Note 9 - FINANCIAL INSTRUMENTS

Recognised Financial Instruments

Bank, Deposits at Call, Short Term Deposits	<p>Accounting Policy: Carried at lower of cost and net realisable value; Interest is recognised when earned.</p> <p>Carrying amount: approximates fair value due to the short term to maturity.</p>
Receivables - Rates & Associated Charges (including legals & penalties for late payment)	<p>Accounting Policy: Carried at nominal values less any allowance for doubtful debts. An allowance for doubtful debts is recognised (and re-assessed annually) when collection in full is no longer probable.</p> <p>Carrying amount: approximates fair value (after deduction of any allowance).</p>
Receivables - Fees & other charges	<p>Accounting Policy: Carried at nominal values less any allowance for doubtful debts. An allowance for doubtful debts is recognised (and re-assessed annually) when collection in full is no longer probable.</p> <p>Carrying amount: approximates fair value (after deduction of any allowance).</p>
Receivables - other levels of government	<p>Accounting Policy: Carried at nominal value.</p> <p>Terms & conditions: Amounts due have been calculated in accordance with the terms and conditions of the respective programs following advice of approvals, and do not bear interest.</p> <p>Carrying amount: approximates fair value.</p>
Liabilities - Creditors and Accruals	<p>Accounting Policy: Liabilities are recognised for amounts to be paid in the future for goods and services received, whether or not billed to the Council.</p> <p>Terms & conditions: Liabilities are normally settled on 30 day terms.</p> <p>Carrying amount: approximates fair value.</p>
Liabilities - Finance Leases	<p>Accounting Policy: accounted for in accordance with AASB 117.</p>

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2009

Note 9 (cont) - FINANCIAL INSTRUMENTS

Liquidity Analysis

2009	Due < 1 year	Due > 1 year; ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
	\$'000	\$'000	\$'000	\$'000	\$'000
Financial Liabilities					
Payables	97,242			97,242	97,242
Non-Current Borrowings				-	-
Total	97,242	-	-	97,242	97,242

2008	Due < 1 year	Due > 1 year; ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
	\$'000	\$'000	\$'000	\$'000	\$'000
Financial Liabilities					
Payables	40,932			40,932	40,932
Non-Current Borrowings				-	-
Total	40,932	-	-	40,932	40,932

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

	30 June 2009		30 June 2008	
	Weighted Average Interest Rate	Carrying Value	Weighted Average Interest Rate	Carrying Value
	%	\$'000	%	\$'000
Fixed Interest Rates	6.57	-	6.85	-

Net Fair Value

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

Risk Exposures

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

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

Liquidity Risk is the risk that Council will encounter difficulty in meeting obligations with financial liabilities. In accordance with the model Treasury Policy (LGA Information Paper 15), liabilities have a range of maturity dates based on cash inflows. Council also has available a range of bank overdraft and short-term draw down facilities that it can access.

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

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2009

NOTE 10 - FINANCIAL INDICATORS

2009 2008 2007

These Financial Indicators have been calculated in accordance with *Information Paper 9 - Local Government Financial Indicators* prepared as part of the LGA Financial Sustainability Program for the Local Government Association of South Australia. Detailed methods of calculation are set out in the SA Model Statements.

Operating Surplus	\$	(123,201)	(24,026)	384,254
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Being the operating surplus (deficit) before capital amounts .

Operating Surplus Ratio				
<u>Operating Surplus</u>		(13%)	(3%)	44%
Council Contributions				

This ratio expresses the operating surplus as a percentage of council contributions.

Net Financial Liabilities	\$	(312,532)	(439,368)	(464,592)
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Net Financial Liabilities are defined as total liabilities less financial assets (excluding equity accounted investments in Authority)

Net Financial Liabilities Ratio				
<u>Net Financial Liabilities</u>		(22%)	(33%)	(29%)
Total Operating Revenue				

Interest Cover Ratio				
<u>Net Interest Expense</u>		(2.0%)	(3.1%)	(1.3%)
Total Operating Revenue less Investment Income				

Asset Sustainability Ratio				
<u>Net Asset Renewals</u>		10%	0%	0%
Depreciation Expense				

Net asset renewals expenditure is defined as net capital expenditure on the renewal and replacement of existing assets, and excludes new capital expenditure on the acquisition of additional assets.

Asset Consumption Ratio				
<u>Carrying value of depreciable assets</u>		47%	39%	46%
Gross value of depreciable assets				

Total carrying value of depreciable assets divided by total reported value of depreciable assets before accumulated depreciation.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2009

Note 11 - UNIFORM PRESENTATION OF FINANCES

The following is a high level summary of both operating and capital investment activities of the Council prepared on a uniform and consistent basis. The uniform presentation represents a simplified version of reporting under the Government Finance Statistics (GFS) framework of the Australian Bureau of Statistics.

All Councils in South Australia voluntarily have agreed to summarise annual budgets and long-term financial plans on the same basis.

The arrangements ensure that all Councils provide a common 'core' of financial information, which enables meaningful comparisons of each Council's finances

	2009 \$	2008 \$
Income	1,447,935	1,331,520
<i>less</i> Expenses	<u>(1,571,136)</u>	<u>(1,355,546)</u>
	(123,201)	(24,026)
Net Outlays on Existing Assets		
Capital Expenditure on renewal and replacement of Existing Assets	(1,226)	-
<i>less</i> Depreciation, Amortisation and Impairment	12,499	13,040
	11,273	13,040
Net Outlays on New and Upgraded Assets		
Capital Expenditure on New and Upgraded Assets <i>(including investment property & real estate developments)</i>	(14,908)	(14,238)
<i>less</i> Amounts received specifically for New and Upgraded Assets	-	-
	<u>(14,908)</u>	<u>(14,238)</u>
Net Lending / (Borrowing) for Financial Year	<u>(126,836)</u>	<u>(25,224)</u>

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2009

Note 12 - OPERATING LEASES

Lease payment commitments of the Authority

The Authority has entered into non-cancellable operating leases for various items of computer and other plant and equipment.

No lease imposes any additional restrictions on no Authority in relation to additional debt or further leasing.

Leases in relation to computer and office equipment permit the Authority, at expiry of the lease, to elect to re-lease, return or acquire the equipment leased.

No lease contains any escalation clause.

Commitments under non-cancellable operating leases that have not been recognised in the financial statements are as follows:

	2009	2008
	\$	\$
Not later than one year	58,979	17,265
Later than one year and not later than 5 years	50,057	15,383
Later than 5 years	-	-
	<u>109,036</u>	<u>32,648</u>

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2009

Note 13 – SUPERANNUATION

The Authority makes employer superannuation contributions in respect of its employees to the Local Government Superannuation Scheme. The Scheme has two types of membership, each of which is funded differently. Permanent and contract employees of the South Australian Local Government sector have the option to contribute to Marketlink and/or Salarylink. All other employees (including casuals) have all contributions allocated to Marketlink.

Marketlink (Accumulation Fund) Members

Marketlink receives both employer and employee contributions on a progressive basis. Employer contributions are based on a fixed percentage of employee earnings in accordance with superannuation guarantee legislation (9% in 2008/09 for Marketlink members and 3% for Salarylink members; 9% and 3% respectively in 2007/08). No further liability accrues to the employer as the superannuation benefits accruing to employees are represented by their share of the net assets of the Fund.

Salarylink (Defined Benefit) Members

Salarylink is a defined benefit scheme where the benefit payable is based on a formula determined by the member's contribution rate, number of years of contribution and final average salary. Council makes employer contributions to Salarylink as determined by the Scheme's Trustee based on advice from the Scheme's Actuary. The rate is currently 6% (6% in 2007/2008) of "superannuation" salary. Given that Employer contributions are based on a fixed percentage of employee earnings in accordance with superannuation guarantee legislation, the remaining 3% for Salarylink members is allocated to their Marketlink account. Employees also make member contributions to the Fund. As such, assets accumulate in the Fund to meet the member's benefits, as defined in the Trust Deed, as they accrue.

The Salarylink Plan is a multi-employer sponsored plan. As the Fund's assets and liabilities are pooled and are not allocated by employer, the Actuary is unable to allocate benefit liabilities, assets and costs between employers. As provided by AASB 119.32(b), Council does not use defined benefit accounting for these contributions.

The most recent full actuarial investigation conducted by the Scheme's actuary, L C Brett, BSc., FIA, FIAA, of Brett and Watson Pty Ltd as at 30 June 2008, the Trustee has determined that the current funding arrangements are adequate for the expected Defined Benefit Plan liabilities. However, future financial and economic circumstances may require changes to Council's contribution rates at some future time.



eastern health authority

*Local councils working together
to protect the health of the community*

Annual Financial Statement for the Year Ended 30 June 2009

Statement by Chief Executive Officer

I, Michael Livori, the person for the time being occupying the position of Chief Executive Officer of the Eastern Health Authority Inc. (the "Authority"), do hereby state that the Financial Statements of the Authority for the year ended 30 June 2009 are to the best of my knowledge presented fairly, and in accordance with accounting procedures which have been maintained in accordance with the *Local Government Act 1999 and the Local Government (Financial Management) Regulations 1999* made under that Act.

Michael Livori

Chief Executive Officer

Dated this 19th day of August 2009

Adoption Statement

Laid before the Board of Management of the Eastern Health Authority and adopted on the 26th day of August 2009.

Cr Carolyn Wigg

Chair

DEAN NEWBERY & PARTNERS CHARTERED ACCOUNTANTS

ABN 30 164 612 890

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE EASTERN HEALTH AUTHORITY INC

Report on the Financial Report

We have audited the accompanying financial report of the Eastern Health Authority Inc ('Authority') which comprises the balance sheet as at 30 June 2009, and the income statement, statement of changes in equity, cash flow statement, a summary of the significant accounting policies, other explanatory notes and the Chief Executive Officer's Statement for the financial year ended on that date.

Chief Executive Officer's Responsibility for the Financial Report

The Chief Executive Officer of the Authority is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations) and the Local Government Act 1999 and Local Government (Financial Management) Regulations 1999. This responsibility includes designing, implementing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's responsibility

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

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

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

Independence

In conducting our audit, we have complied with the independence requirements of the Local Government Act 1999 and Local Government (Financial Management) Regulations 1999. In accordance with Regulation 16A of the Local Government (Financial Management) Regulations 1999, we state as follows:

We confirm that for the audit of the financial statements of the Eastern Health Authority Inc) for the year ended 30 June 2009, we have maintained our independence in accordance with the requirements of APES 110 – Code of Ethics for Professional Accountants, Section 290, published by the Accounting Professional and Ethical Standards Board, and in accordance with requirements of the Local Government Act 1999 and the Local Government (Financial Management) Regulations 1999 made under that Act.

214 MELBOURNE STREET
NORTH ADELAIDE SA 5006

ALL CORRESPONDENCE
PO BOX 755
NORTH ADELAIDE SA 5006

T: (08) 8267 4777
F: (08) 8239 0895
E: admin@deannewbery.com.au

Auditor's Opinion

In our opinion financial report of the Eastern Health Authority Inc is in accordance with the Local Government Act 1999 and Local Government (Financial Management) Regulations 1999 including:

- (a) giving a true and fair view of the Eastern Health Authority Inc financial position as at 30 June 2009 and of its performance for the year ended on that date; and
- (b) complying with Australian Accounting Standards (including the Australian Accounting Interpretations); and
- (c) complying with Local Government Act 1999 and the Local Government (Financial Management) Regulations 1999; and
- (d) in accordance with the provisions relating to Regional Subsidiaries of the Local Government Act 1999 and the Local Government (Financial Management) Regulations 1999.

**DEAN NEWBERY & PARTNERS
CHARTERED ACCOUNTANTS
COUNCIL AUDITOR**



**SAMANTHA CRETEN
PARTNER**

Signed on the 20th day of August 2009,
at 214 Melbourne Street, North Adelaide, South Australia 5006.

20 August 2009



eastern health authority

101 Payneham Road
St Peters SA 5069

PO Box 275
Stepney SA 5069

Phone 08 8132 3600

Fax 08 8132 3623

Email eha@eha.sa.gov.au

www.eha.sa.gov.au

ABN 52 535 526 439

Chief Executive Officer's Certificate of Compliance – Auditor Independence

I Michael Livori, the person for the time being occupying the position of Chief Executive Officer of the Eastern Health Authority do hereby certify (for the purposes of Regulation 16A(2) of the Local Government (Financial Management) Regulations 1999) that the Authority's Auditor, Dean Newbery and Partners, has not been engaged by the Authority to provide services to the Authority outside of the scope of the audit functions prescribed by the Local Government Act 1999.

(Signed)

20/8/09

(Dated)

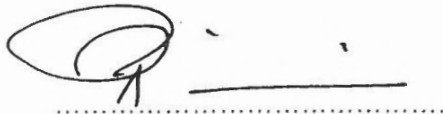
Michael Livori
Chief Executive Officer

**ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 June 2009**

CERTIFICATION OF AUDITOR INDEPENDENCE

To the best of our knowledge and belief, we confirm that, for the purpose of the audit of the Eastern Health Authority Inc. for the year ended 30 June 2009, the Authority's auditor, Dean Newberry, has maintained its independence in accordance with the requirements of the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 1999* made under that Act.

This statement is prepared in accordance with the requirements of Regulation 16A(2) *Local Government (Financial Management) Regulations 1999*.



.....
Peter Perilli
ACTING CHIEF EXECUTIVE OFFICER
City of Norwood Payneham & St Peters

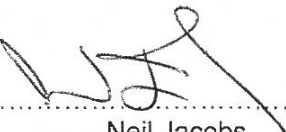
Date: 20 August 2009.

**ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 June 2009**

CERTIFICATION OF AUDITOR INDEPENDENCE

To the best of our knowledge and belief, we confirm that, for the purpose of the audit of the Eastern Health Authority Inc. for the year ended 30 June 2009, the Authority's auditor, Dean Newberry, has maintained its independence in accordance with the requirements of the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 1999* made under that Act.

This statement is prepared in accordance with the requirements of Regulation 16A(2) *Local Government (Financial Management) Regulations 1999*.


.....
Neil Jacobs
CHIEF EXECUTIVE OFFICER
City of Burnside

Date: 20 August 2009

ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2009

CERTIFICATION OF AUDITOR INDEPENDENCE

To the best of our knowledge and belief, we confirm that, for the purpose of the audit of the Eastern Health Authority Inc. for the year ended 30 June 2009, the Authority's auditor, Dean Newberry, has maintained its independence in accordance with the requirements of the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 1999* made under that Act.

This statement is prepared in accordance with the requirements of Regulation 16A(2) *Local Government (Financial Management) Regulations 1999*.



.....
PAUL DI IULIO
CHIEF EXECUTIVE OFFICER
CAMPBELLTOWN CITY COUNCIL

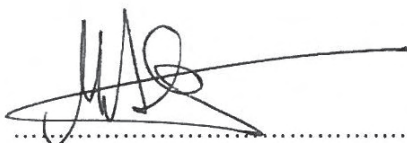
Date: 19 August 2009

ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2009

CERTIFICATION OF AUDITOR INDEPENDENCE

To the best of our knowledge and belief, we confirm that, for the purpose of the audit of the Eastern Health Authority Inc. for the year ended 30 June 2009, the Authority's auditor, Dean Newberry, has maintained its independence in accordance with the requirements of the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 1999* made under that Act.

This statement is prepared in accordance with the requirements of Regulation 16A(2) *Local Government (Financial Management) Regulations 1999*.



Mark Goldstone
CHIEF EXECUTIVE OFFICER
City of Prospect

Date: 20 August 2009

**ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 June 2009**

CERTIFICATION OF AUDITOR INDEPENDENCE

To the best of our knowledge and belief, we confirm that, for the purpose of the audit of the Eastern Health Authority Inc. for the year ended 30 June 2009, the Authority's auditor, Dean Newberry, has maintained its independence in accordance with the requirements of the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 1999* made under that Act.

This statement is prepared in accordance with the requirements of Regulation 16A(2) *Local Government (Financial Management) Regulations 1999*.


.....

KIKI MAGRO
CHIEF EXECUTIVE OFFICER
Corporation of the Town of Walkerville

Date: 20 August, 2009

**DEAN NEWBERY & PARTNERS
CHARTERED ACCOUNTANTS**

ABN 30 164 612 890

Auditor's Independence Declaration Under Section 16A of the Local Government (Financial Management) Regulations 1999 to the Eastern Health Authority.

I confirm that, for the audit of the financial statements of the Eastern Health Authority for the year ended 30 June 2009, I have maintained my independence in accordance with the requirements of APES 110 – Code of Ethics for Professional Accountants, Section 290, published by the Accounting Professional and Ethical Standards Board, in accordance with the *Local Government Act 1999 and the Local Government (Financial Management) Regulations 1999* made under that Act.

This statement is prepared in accordance with the requirements of Regulation 16A (4) *Local Government (Financial Management) Regulations 1999*.

SAMANTHA CRETEN

Partner

**DEAN NEWBERY & PARTNERS
CHARTERED ACCOUNTANTS
214 MELBOURNE STREET
NORTH ADELAIDE SA 5006**



NORTH ADELAIDE, this 20th day of August 2009



eastern health authority

**EASTERN HEALTH AUTHORITY
101 PAYNEHAM ROAD
ST PETERS SA 5069**

**PHONE: 8132 3600
FAX: 8132 3623**

**E-mail: eha@eha.sa.gov.au
www.eha.sa.gov.au**



Board of Management



Cr Justin Lang
Chairperson
City of Campbelltown



Mayor Robert Bria
City of Norwood Payneham
& St Peters



Cr Peter Pavan
City of Burnside



Cr Elaine Grimm
City of Mitcham



Cr Gianni Busato
Corporation of Town of
Walkerville



Mr Peter Peppin
Adelaide Hills Council

Chairman's Overview

Looking back over the past year (and beyond) provides a stark reminder of why we are here.

East Waste has a fine long-standing tradition of serving its Constituent Councils with services of great value, and typically the very highest quality.

Since 2005 when the activities of East Waste expanded to a critical mass and Councils started to enjoy economies of scale, there has been a need to review our progress, refine and improve our existing services, to measure what we provide, and most importantly, ensure the services we provide are second to none.

In reviewing the year that was, the East Waste administration continued to operate on limited staff resources, whilst providing services to over 123,000 households and maintain a first-class fleet. There continues to be a very real need to review and refine what we do, so that we can serve our customers better.

There's no question that the service delivery has been beyond reproach, and significant steps have been made to deliver on the following initiatives:

- The release of a draft Strategic Plan;
- Preparation of a Capacity Analysis and proposed charge methodology;
- Development of Service Level Agreements;
- Establishment of a Quality Management System;
- Reviewing budget allocations and ensuring costs are allocated appropriately; and
- Development of a revised charter that promises to provide a greater level of flexibility and autonomy.
- A Governance Review was also carried out.

There are still opportunities to be explored, where we can benefit from having East Waste service hooklift bins and review

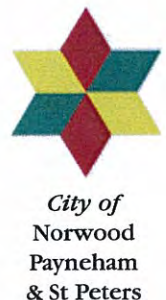
options for cost effective hard refuse collection. A good business decision for East Waste is one that serves the constituent Councils (and their communities) well. Supporting East Waste in providing those in-house services should be a core focus for Councils, provided they can be performed in a proficient and cost effective manner.

Having looked in from the outside for over 15 years, it can be frustrating to review past reports, and hear promises that everything is new, improved, or better than it was before. Certainly, our kerbside services have improved, but now more than ever, we have a need to hasten slowly; to understand our stakeholders' needs and expectations, to ensure our budgets and processes are beyond reproach, and ensure the very good work that staff deliver to ensure we are competitive and have a good standing in the local Government community is not wasted effort.

2008/09 has certainly been a coming of age, as all parties have better appreciated what each can offer, and worked towards a common goal – ensuring East Waste is healthy, fit and strong and can serve our respective communities for years to come.

I commend all parties for their contributions and look forward to working collaboratively to maintain our position in the market place, with the delivery of excellent services that is the envy of our peers.

Justin Lang
Chairman



Acting General Manager's Report



Once again over the last twelve months there have been major changes to the operation of East Waste. Unfortunately during the year we lost our General Manager Brett Buckley, and I have been acting in that position since May, 2009.

There were again increases in external costs over which East Waste had no control, including casual labour hire, insurances and maintenance of vehicles. In regard to vehicles specifically, the cost of repairs is rising, which suggests that the length of time some vehicles are kept requires review.

Volumes of waste collected has again risen, this year by 2.24%. Household numbers have also increased slightly, and now waste from over 123,000 households is being collected weekly. The City of Unley contract commenced in 2007/2008 is working well, with all parties happy with the collection.

Continuous improvement is a prime aim, and this year we commenced working towards accreditation for AS/NZS ISO 9001:2000 – a Quality Management System. The planned outcomes will be to improve efficiency and effectiveness in the supply chain management of the Authority, its reporting processes and governance outcomes. This should provide a solid platform for improved controls and performance.

The review of the Charter of the Authority commenced to bring this in line with modern day standards, and work commenced on changing the charging methodology. The Customer Service Data Base is now up and running and this enables all incoming calls from Councils and householders to be logged. Calls received have been reducing. In regard to complaints, current industry standards usually use 1 complaint per 10,000 households per collection cycle, and a missed service is only classified as such if not collected within 24 hours. For the numbers we collect this equates to approximately 12 complaints per collection cycle. Our numbers currently equate to approximately 9 per collection cycle.



Summary of Business Activities

Collection Service

East Waste continues to provide a kerbside collection, on a weekly basis, for its constituent Councils and for the City of Unley as a client Council. This collection equates to a service to 37% of metropolitan Adelaide. No new contracts were entered into during the year, but the foundations were laid to enable an increase in clients in future years.

Hard Refuse

This service was provided for the City of



Norwood Payneham & St Peters and the City of Mitcham. We believe that the service can be offered to all Constituent Councils at a very competitive rate, and discussions are continuing for this to occur.

Hooklift Operations

The service was still provided throughout the year, albeit on a limited basis, and a review of the service is to be carried out.

Landfill Diversion Rates

These rates have continued to remain high, but householders do need to be supported with education to ensure the rates of diversion of waste to landfill are maintained.

Bio-Bag Food Organics Trial

This trial, carried out with the assistance of Councils and Zero Waste SA, allowed household waste to be placed in the Green Organics Bin in several trial areas. This has proven to be successful and will continue until February, 2010 when it will be evaluated.

Success of Bio-Diesel

The conversion of our vehicle fleet in the first half of the 2008/2009 year to a 20% BioBlend diesel, returned a savings to us as well as contributing to a greener environment.

Staffing Structure

The Authority continues to have a small staff structure to support its activities, and this has contributed to the success of the Authority. A new Enterprise Agreement was approved for all Drivers after much discussion and negotiation, and this has contributed to efficiencies within the organisation.

Approval has been given to employ an Accountant and this will result in enhanced financial reporting on site and will provide timely advice to the Board to enable informed decisions to be made.

Judith G Jones
Acting General Manager



FACTS AND FIGURES

- Established in 1928
- Has a fleet of 35 collection vehicles
- Employs 38 staff
- Capital Investment of \$8.6m. (depreciated value)
- Waste Collection for 7 Councils
- Services over 37% of metropolitan Adelaide
- Collection from over 123,000 households per week

Eastern Waste Management Authority Inc

Summary Financial Statement for the year ended 30 June 2009

	2009	2008
	\$	\$
REVENUE		
Collection Charges	9,528,576	8,135,616
Interest Income	27,640	44,706
Sundry Income	862,737	899,878
TOTAL REVENUE	\$10,418,953	\$9,080,200
EXPENSES		
Employee Costs	3,321,646	3,086,020
Materials, contracts & other expenses	4,677,433	4,054,465
Finance Costs	603,017	700,141
Depreciation, amortization & impairment	1,702,911	1,614,147
TOTAL EXPENSES	\$10,305,007	\$9,454,773
Surplus (Deficit) before tax equivalent	113,946	(374,573)
Income Tax Equivalent charge arising from the Principle of competitive Neutrality	(22,811)	(19,848)
Net gain (loss) on disposal or revaluation of assets	(5,610)	(40,495)
Net surplus (Deficit) resulting from operations	\$85,525	\$(434,916)
CURRENT ASSETS		
Cash and Cash Equivalents	31,375	336,313
Trade and Other Receivables	823,686	408,378
Other	24,217	47,304
TOTAL CURRENT ASSETS	\$879,278	\$791,995
NON-CURRENT ASSETS		
Infrastructure, Property, Plant & Equipment	8,617,689	9,686,667
TOTAL NON-CURRENT ASSETS	\$8,617,689	\$9,686,667
TOTAL ASSETS	\$9,496,967	\$10,478,662
CURRENT LIABILITIES		
Trade and other payables	1,089,298	1,151,760
Provisions	48,557	40,098
Borrowings	2,405,169	2,485,236
TOTAL CURRENT LIABILITIES	\$3,543,024	\$3,677,094
NON CURRENT LIABILITIES		
Provisions	145,794	113,532
Borrowings	6,125,562	7,090,974
TOTAL NON-CURRENT LIABILITIES	\$6,271,356	\$7,204,506
TOTAL LIABILITIES	\$9,814,380	\$10,881,600
NET ASSETS	(\$317,413)	(\$ 402,938)
EQUITY		
Accumulated Surplus (Deficit)	(317,413)	(402,938)
TOTAL EQUITY	(\$317,413)	(\$402,938)

ANNUAL REPORT 2008/2009

BURNSIDE



Cr Peter Pavan
Chairman



Cr Andrew Hillier
(Proxy)

WALKERVILLE



Mayor
David Whiting
Board Member



Mark Draper
(Proxy)

GOVERNANCE AND ADMINISTRATION

The composition of the Highbury Landfill Authority's (HLA) Board remained the same throughout the year. The Independent Board Member, Mr Paul Lightbody, whose term expired in May 2009, has been reappointed by the Member Councils for the 2009/2010 financial year.

The Board oversaw the implementation of the Highbury Landfill Closure Plan with work substantially completed in March 2009. This work involved a major construction contract with Lucas Earthmovers and the work was completed on time and within acceptable budgeted tolerance.

A comprehensive confidential report on the post-closure management of the Highbury Landfill was received by the Board in May 2009 and referred to Member Councils. A briefing was coordinated for all interested parties from all Member Councils and a copy of this report provided to each Elected Member.

HLA and the Board has estimated the cost of maintaining the Highbury Landfill according to the Environmental Protection Authority (EPA) Licence for the next 25 years and provided a provision in HLA's accounts.

Now that the Highbury Landfill Authority enters the Post-Closure Management phase for the Highbury Landfill, the HLA Charter will be reviewed in the 2009/2010 financial year.

NORWOOD, PAYNEHAM & ST PETERS



Cr John Minney
Board Member



Peter Perilli
(Proxy)

INDEPENDENT MEMBER



Paul Lightbody

CLOSURE & POST-CLOSURE MANAGEMENT OF THE Highbury LANDFILL

The Closure Plan Completed in March 2009

Original landfill site



Progressive work to cap the site



Reprofiled and capped site being covered with mulch



Completed site



Key features of the Closure Plan works are:

- Recontouring of the site to drain surface water predominantly to a wetland that was designed to hold a 1 in 100 year rain event.
- The reprofiled site was covered with a Geosynthetic Clay Liner (GCL) that is impervious to water and landfill gas.
- This GCL was covered with 800mm of growing medium made up of clayey soil.
- 100mm of topsoil and mulch covers the growing medium.
- Revegetation with native plants is to be completed late 2009 following winter rains.
- The site is completely fenced.
- The western original quarry faces have been stabilised and made safe. These faces have been fenced along the cliff top.
- A leachate pond has been constructed on site for leachate discharged from landfill gas extraction and is fully fenced.
- 6 kilometres of trench under the GCL cap has been installed to allow landfill gas that is not captured by the gas extraction system to vent to the atmosphere. This is double the trenching of the original design to improve landfill gas management.
- Access tracks have been established for easy maintenance and emergency vehicle access.
- A bore has been established on the site to aid irrigation and fire fighting capability.
- An automated monitoring system for the boundary landfill gas bores has been established with 24/7 data logging linked to an SMS alert when landfill gas measurement thresholds are exceeded.
- Additional landfill gas extraction wells were drilled on the western boundary prior to the GCL cap being completed.

Environmental Monitoring of the Site

HLA has a requirement to continually monitor the landfill site to ensure that it conforms to the conditions set out in the EPA licence. Groundwater and surface water monitoring is undertaken by URS and results provided to the EPA. Similarly, landfill gas is monitored on a 24/7 basis by automated stations which is complimented by weekly monitoring by Energy Developments Ltd (EDL) who operate the power station and Golder Associates providing independent expert monitoring and advice.

Green Electricity Production

HLA leases the site to EDL to collect landfill gas that in turn fuels a generator producing green energy into the power grid seven days a week for approximately sixteen hours a day. This landfill gas collection system helps ensure that all the methane produced is captured and beneficially used in electricity production.

Highbury Landfill Authority

Communication with our Neighbours and Tea Tree Gully Council (TTG)

A site tour was conducted on 23 February 2009. Those who attended the tour included representatives from all Member Councils, the Mayor and CEO of TTG Council, and Ms Marina Wagner and Mr Patrick Nganga from the EPA. Feedback from the inspection was extremely positive, particularly noting that the project is in line with the original budget and timelines.

Ministerial Development Planning Amendment (DPA)

HLA has responded to the Ministerial DPA to rezone land adjacent the landfill for residential development. HLA's submission sought to ensure that the EPA buffer distances for landfills of 500m was maintained. The submission also requested that the Minister not approve any change of land use until a complete environmental audit had been undertaken and signed off as *fit for purpose* for the intended land use by an environmental auditor.

FINANCIAL SUMMARY FOR THE YEAR ENDED 30 JUNE 2009

INCOME STATEMENT AS AT 30 JUNE 2009

BALANCE SHEET AS AT 30 JUNE 2009

	<u>2009</u>	<u>2008</u>		<u>2009</u>	<u>2008</u>
	\$	\$			
REVENUE			<u>CURRENT ASSETS</u>		
Highbury levy	77,000	77,000	Cash	868,713	84,204
Interest Received	101,319	223,721	Investments LGFA	62,193	2,202,457
Sundry Income	3,600	4,100	Receivables	131,036	
TOTAL REVENUE	181,919	304,821	Loan East Waste		845,036
EXPENSES			Other	61,404	6,734
Materials Contracts & Other Expenses	188,022	289,437	Total Current Assets	1,123,346	3,138,431
Finance Costs	508	505	<u>NON-CURRENT ASSETS</u>		
Depreciation	4,688	1,793	Plant & Equipment	50,217	7,161
Highbury Closure Provision	3,696,308	2,176,179	Total Non-Current Assets	50,217	7,161
TOTAL OPERATING EXPENSES	3,889,526	2,467,914	<u>TOTAL ASSETS</u>	1,173,563	3,145,592
NET (DEFICIT) RESULTING FROM OPERATIONS	(3,707,607)	(2,163,093)	<u>LIABILITIES</u>		
			<u>CURRENT LIABILITIES</u>		
			Trade and Other Payables	835,076	24,990
			Other	5,460	4,040
			Provisions	800,000	4,790,351
			Total Current Liabilities	1,640,536	4,819,381
			<u>NON CURRENT LIABILITIES</u>		
			Provisions	3,129,297	
			<u>TOTAL NON CURRENT LIABILITIES</u>	3,129,297	nil
			TOTAL LIABILITIES	4,769,833	4,819,381
			NET ASSETS	(3,596,270)	(1,673,789)
			<u>EQUITY</u>		
			Accumulated Deficit	(3,596,270)	(1,673,789)
			TOTAL EQUITY	(3,596,270)	(1,673,789)

MEMBER COUNCILS





WASTECARE SA

councils working for a better environment

C/- 21 Rundle Street
KENT TOWN SA 5067
Telephone: 8363 9100
Facsimile: 8363 9725
E-mail: revor@tjhs.com.au
Website: www.wastecaresa.com.au

ANNUAL REPORT FOR THE YEAR ENDING 30 JUNE 2009

MEMBER COUNCILS OF:

CHARLES STURT



Mr Adrian Sykes
Chairman



Mr Bob Fidock
Deputy Board Member

ADELAIDE



Mr Malcolm Downie
Board Member
(Appointed October 2008)



Mr Michael Lorenz
Deputy Board Member
(Appointed August 2008)

CAMPBELLTOWN



Cr John Kennedy
Board Member



Mr Kevin Lowe
Deputy Board Member
(Appointed December 2008)

NORWOOD PAYNEHAM & ST PETERS



Mr Peter Perilli
Deputy Chairman



Cr John Frogley
Deputy Board Member

PROSPECT



Mr Thornton Harfield
Board Member



Cr Tim Newall
Deputy Board Member

WALKERVILLE



Cr Philip Cheesman
Board Member



Mr Mark Draper
Deputy Board Member



CHAIRMAN'S REPORT

Waste Care SA's performance over the year has exceeded the cash budget that was set prior to the Global Financial Crisis. Waste Care SA traded with a cash surplus of \$135,864 for the year despite the difficult trading conditions and a reduction in tonnages of 10 – 15% through the Waste Care SA facility.

The Board took the advice of the Waste Care SA Audit Committee to commence depreciation of the Waste Care SA facility over the remaining term of the lease. This is to strictly conform with the accounting standards and meant that Waste Care SA had an accounting loss of \$228,306. It is important to note that Member Councils have directed Waste Care SA not to fully fund depreciation expense by increasing disposal rates to Member Councils as Waste Care SA's contractor is required to maintain the facility under the contract and Waste Care SA has a put option at the end of ten years to sell the facility for at least its original cost.

Transpacific Industries Group Ltd's (TPI) customer base has remained reasonably constant through the difficult trading period and WCSA is confident that it can maintain a cash surplus throughout this depressed trading environment without increasing disposal fees to Member Councils above normal Consumer Price Index increases. TPI's emphasis is on resource recovery within the Waste Care SA facility and continues to recycle resources even with the depressed commodity prices currently being experienced.

Since my last Annual Report, there have been a few changes to the personnel on the Board of Waste Care SA. Mr Rod Harvey, who ably represented the Campbelltown Council from Waste Care SA's inception, on the Boards of both the Northern Alliance Group and Waste Care SA, retired in August 2008 and was replaced by Mr Kevin Lowe. Mr David Banks from the Adelaide City Council, who acted in the position of Board Member, has also been replaced by Mr Malcolm Downie as Board Member and Mr Michael Lorenz appointed as Deputy Board Member.

Adelaide City Council has resolved to sell its land assets at Wingfield. This decision provides Waste Care SA with the opportunity to consider purchasing freehold the land currently leased from ACC. It may also be possible to purchase the whole Wingfield Waste and Recycling Centre precinct and become the landlord for the other tenants on the site. This opportunity is being investigated by the Board, who have commissioned a valuation report of the precinct. The Board will determine a strategy in the best interests of Waste Care SA and then extensively consult with its Member Councils to agree a final course of action.

Waste Care SA continues to lobby on behalf of Local Government on State Government waste policy initiatives. Waste Care SA responded to the mid term review of Zero Waste SA and submitted a detailed submission on the proposed Environment Protection (Waste to Resources) Policy. Preliminary reports and information has also been provided to the Board on the proposed Carbon Pollution Reduction Scheme for Australia and its potential impacts on Waste Care SA and its Member Councils.

Waste Care SA's performance is regularly reviewed against its business plan and this year has seen all of the key performance indicators within the business plan achieved. Again this year I would like to express my appreciation to the Board Members for their support over the last 12 months and to *TJH Management Services Pty Ltd* for providing the administration and management services to Waste Care SA over the year.

I have pleasure in commending the 2008/2009 Waste Care SA Annual Report to you.



Adrian Sykes
CHAIRMAN



THE YEAR IN REVIEW

As required in the Charter, the Annual Plan for the current year was approved by Member Councils. The activities and achievements of Waste Care SA for this period are set out below.

● **Project and Contract Management – Waste Care SA Facility**

- Regular Management Committee Meetings are held and attended by Waste Care SA and TPI (including Mr Phil Carbins, General Manager Landfill Divisions, Australia when he is visiting Adelaide).
- An asset management plan has been developed for the Waste Care SA facility and six-monthly on-site compliance audits were conducted in August 2008 and June 2009 to ensure TPI's compliance with the Project Agreement.
- Resource recovery at the Waste Care SA facility is ongoing and significant quantities of resources are diverted for reuse and recycling with only the residual waste going to landfill.



Resource Recovery Excavator



Commercial Vehicle Section



Domestic Recycling Section

● **Wingfield Waste & Recycling Centre (WWRC)**

- The Executive Officer attends regular Market Committee Meetings at the WWRC where tenants of the site are involved in decision-making processes for initiatives such as development of the education centre, signage of the businesses and promotion of the WWRC including a website (www.wingfieldrecycling.com.au).
- The KESAB proposal for education at the WWRC achieves a key objective of the Waste Care SA Business Plan. It includes two full-time teachers based part time at the WWRC education centre who will provide an educational program to school children. Waste Care SA, Adelaide City Council and other tenants have made a financial commitment for this initiative. Modifications will be made to the centre, including separate male and female toilets, landscaping and rainwater tanks. KESAB will fit the inside of the centre with educational equipment. Completion date for the modifications is expected late 2009.



**Adelaide City Council
Weighbridge**

● **Financial Management & Reporting**

- The Waste Care SA Audit Committee regularly meets to discuss and review financial matters and implications to Waste Care SA that arise during the year. One such matter was the treatment of depreciation. After consideration by the Committee and the Waste SA Board, all Member Councils resolved that the interpretation of Clause 1.6.10 of the Waste Care SA charter does not require the Board to fully fund depreciation expense of the facility.
- All Member Council financial statements for the year ending June 2009 were reviewed by the Audit Committee to ensure consistency when reporting on Waste Care SA.
- Waste Care SA continues to monitor the trials conducted in Adelaide (including some Member Councils) incorporating food waste with the green organics waste stream. Waste Care SA's financial projections assume a reduction in residual waste over the coming years as this initiative gains momentum.

● **Administration & Governance of Waste Care SA**

- Charter Review. Board Members and Deputy Board Members attended workshops held in December 2008 and April 2009 to review the Waste Care SA charter. The amended charter has been referred to Member Councils for their review and adoption, with the Executive Officer presenting to most Member Councils to facilitate this process.
- Outsourcing Contract. As Waste Care SA's contract with *TJH Management Services Pty Ltd* is due for renewal, an Outsourcing Contract Working Group was established to recommend the management model that would best fit Waste Care SA's future requirements. A public tender has been called to ensure Waste Care SA obtains the best value for its management and administration service provision.

● **Broader Local Government & Member Council Issues**

- During the year the Executive Officer met with consultants regarding the mid term review of the SA Waste Strategy. This was another opportunity to put forward Waste Care SA's view, consistent with its business plan, in such matters as Local Government structural reform, the financial benefits gained in the sorting of kerbside collected recyclables and the need to minimize organic processing costs with the introduction of food waste in this stream.
- In July and August 2008 the Executive Officer presented a paper on Expanded Container Deposit Legislation (including Extended Producer Responsibility) at the WMAA SA Branch Conference & Expo 2008 – *A Climate for Change*. It was noted at this conference that carbon emission levels had to be reported from 1 July 2008, with landfills to be included in an Emissions Trading Scheme when the legislation is passed in Parliament.
- Waste Care SA's response to the draft Environment Protection (Waste to Resources) policy was submitted, with copies being forwarded to the Minister for Local Government, Zero Waste SA and the SA Local Government Association. TPI is continuing to maintain a watching brief on the final form of the legislation.

Trevor Hockley
EXECUTIVE OFFICER

FINANCIAL SUMMARY FOR THE YEAR ENDED 30 JUNE 2009

	<u>2009</u>	<u>2008</u>
	\$	\$
<u>INCOME</u>		
Members' Contributions	134,317	134,317
Investment Income	17,117	19,553
Commercial Activities	1,267,953	1,215,363
TOTAL INCOME	1,419,387	1,369,233
<u>EXPENSES</u>		
Materials Contracts & Other Services	511,156	481,205
Finance Costs	772,367	776,764
Amortisation	28,170	28,170
Depreciation	336,000	
TOTAL EXPENSES	1,647,693	1,286,139
NET SURPLUS (DEFICIT)	(228,306)	83,094
BALANCE SHEET AS AT 30 JUNE 2009		
<u>ASSETS</u>		
<u>CURRENT ASSETS</u>		
Cash and Cash Equivalents	179,924	55,962
Receivables	563,191	591,444
Other Current Assets		495
Total Current Assets	743,115	647,901
<u>NON-CURRENT ASSETS</u>		
Plant & Equipment	12,404,848	12,769,018
Total Non-Current Assets	12,404,848	12,769,018
TOTAL ASSETS	13,147,963	13,416,919
<u>LIABILITIES</u>		
<u>CURRENT LIABILITIES</u>		
Trade & Other Payables	564,768	619,219
Other Current Liabilities	18,914	5,113
Total Current Liabilities	583,682	624,332
<u>NON-CURRENT LIABILITIES</u>		
Long Term Loan	11,281,600	11,281,600
Total Non-Current Liabilities	11,281,600	11,281,600
TOTAL LIABILITIES	11,865,282	11,905,932
<u>NET ASSETS</u>	1,282,681	1,510,987
<u>EQUITY</u>		
Accumulated Deficit	(317,319)	(89,013)
Asset Revaluation Reserve	1,600,000	1,600,000
TOTAL EQUITY	1,282,681	1,510,987

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Appendix

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RATING POLICY

Introduction

This is Council's Rating Policy. This Policy and Council's budget and other strategic documents are also available for inspection or purchase at:

The Corporation of the Town of Walkerville
66 Walkerville Terrace
Gilberton SA 5081

The Walkerville Library
62 Walkerville Terrace
Gilberton SA 5081

Council website: <http://www.walkerville.sa.gov.au>

Strategic Focus

In setting Council's rates for the 2009/2010 financial year, the Council has considered the following:

- the Strategic Plan, Town of Walkerville 2008-2018 – which has been adopted by Council. This Plan outlines Council's approach to providing the service levels required and sets the goals and strategies toward achieving a sustainable future for all residents of the Town;
- the current economic climate;
- the budget for the 2009/2010 financial year and any longer term financial planning;
- the financial implications of complying with the requirements of the Local Government Act 1999;
- the specific issues faced by our community, which are:
 - the ongoing requirements for a significant capital program to replace, upgrade and maintain infrastructure assets which include roads, paths and public buildings;
 - the review of the Development Plan pursuant to Section 30 of the Development Act;
 - the development of a community service program based on community needs;
 - implementation of Environmental Management System;

Method Used to Value Land

All land within the Council area, except for land specifically exempt (eg Crown land and land owned by Council), is rateable.

This 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 provides the fairest method of distributing the rate burden across all ratepayers. Council has adopted the valuations made by the Valuer-General as effective from the (left blank). You may object to the valuation referred to in your rates notice by writing to the Valuer-General within 60 days after the date of service of the rate notice. Objections are to be forwarded to:

The State Valuation Office, 101 Grenfell Street, Adelaide SA 5000. Phone: 1300 653 345 or email: lsg.objections@saugov.sa.gov.au. 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.***

General Rates

The Local Government Act 1999 provides for a Council to raise revenue for the broad purposes of the Council through a general rate which applies to all rateable property. At the Council meeting held on 29 June 2009, Council decided to raise \$X,XXX,XXX rate revenue in a total revenue budget of \$X,XXX,XXX. As a result of this decision, Council has set a general residential rate of X.XXXXXX cents in the dollar and for all 'other' properties a rate of cents in the dollar to raise the necessary revenue. The minimum rate is likely to be \$XXX.XX. The minimum rate is levied against the whole of an allotment (including land under separate lease or licence) and only one minimum rate is levied against two or more pieces of adjoining land owned and occupied by the same ratepayer. The minimum rate will affect approximately XXXX. Land use is used as a factor to levy differential rates.

If a ratepayer believes that a particular property has been wrongly classified as to its land use, then the ratepayer may object to that land use within 60 days of being notified. The objection must set out the basis for the objection and details of the land use that should be attributed to that property. The Council may then decide on the objection as it sees fit and notify the ratepayer accordingly. A

ratepayer has the right to appeal against the Council's decision to the Land and Valuation Court. Objections to Council's land use classification may be lodged with the Chief Executive Officer, Corporation of the Town of Walkerville, PO Box 55, Walkerville SA 5081. ***It is important to note that the lodgement of an objection does not change the due date for payment of rates.***

Concessions

Rate Concessions

The State Government, in providing equity across SA in this area, funds a range of concessions on Council rates. The concessions are administered by various State Agencies who determine eligibility and pay the concession directly to Council on behalf of the ratepayer. Concessions are only available on the principal place of residence.

Ratepayers who believe they are entitled to a concession should not withhold payment of rates pending assessment of an application by the State Government as penalties apply to overdue rates. A refund will be paid to an eligible person if Council is advised that a concession applies and the rates have already been paid.

State Seniors Card Ratepayer (Self-Funded Retiree)

This concession is administered by RevenueSA. If you are a self-funded retiree and currently hold a State Seniors Card you may be eligible for a concession towards Council rates. In the case of couples, both must qualify, or if only one holds a State Seniors Card, the other must not be in paid employment for more than 20 hours per week. If you have not received a concession on your rates notice or would like further information please contact the RevenueSA call centre on 1300 366 150.

Pensioner Concession

An eligible pensioner holding a Pension Card, State Concession Card or a Repatriation Health Card marked TPI Gold or War Widow may be entitled to a concession on Council rates (and water and effluent charges where applicable). Application forms, which include information on the concessions, are available from the Council, SA Water Corporation and its District Offices or the Department of Human Services and further information can be obtained by telephoning SA Water.

Other Concessions

The Department of Families and Community (DFCS) – Families SA administers Council rate concessions available to a range of eligible persons receiving State and Commonwealth allowances. This includes, but is not limited to, ratepayers who are in receipt of: Austudy, Newstart, Parenting Payment, Partner Allowance, Sickness Allowance, Special Benefit, Widow Allowance, Youth Allowance, Abstudy, CDEP or a New Enterprise Initiative Scheme. It may also apply to ratepayers in receipt of a pension as a war widow under legislation of the United Kingdom or New Zealand and the holders of a State Concession Card issued by DFC. All enquiries should be directed to your nearest Families SA District Centre by phoning the Concessions Hotline on 1800 307 758.

Natural Resources Management Levy

Council collects a regional Natural Resources Management (NRM) Levy on all rateable properties on behalf of your regional NRM Board. The levy funds vital NRM projects and is the new name for contributions South Australian ratepayers have been making for many years through their Catchment Water Management Levies and/or Animal and Plant Control rate revenue contributions from Local Government. For more information about the projects your regional NRM Levy helps fund contact the Adelaide & Mount Lofty Ranges NRM Board 1300 764 489. A separate rate of (left blank) cents has been levied against all rateable properties as per State Government Legislation.

Payment of Rates

The Council has decided that the payment of all rates will be either by full payment – due by the (left blank) or by quarterly instalments due on the following dates:

15 September 2009
15 December 2009
15 March 2010
15 June 2010

Rates may be paid by:

- Bpay Service (you need to register with your Bank, Credit Union or Building Society, if you have not already done so, to use this service);
- Telephone 1300 303 201 using MasterCard or Visa Card;
- Internet through Council's website using MasterCard or Visa Card;
- In person at the Council Offices (66 Walkerville Terrace, Gilberton SA 5081) during office hours of 9.00am to 5.00pm, Monday to Friday (excluding public holidays)
 - Cheque, money order, cash, EFTPOS, MasterCard or Visa Card facilities are available for payments (American Express and Diners Club cards are not acceptable)
- Post addressed to the Corporation of the Town of Walkerville, PO Box 55, Walkerville SA 5081, *or*
- Mail chute in front of the Council Offices, 66 Walkerville Terrace, Gilberton (*please do not pay by cash using chute*).

Any ratepayer who may, or is likely to experience difficulty in meeting the standard payment arrangements is invited to write to the Rates Department, PO Box 55, Walkerville SA 5081 or email walkervl@walkerville.sa.gov.au to discuss alternative payment arrangements.

Late Payment of Rates

The Local Government Act provides that a Council may impose a penalty of 2.0% 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 for each month it continues to be late. This rate for 2009/2010 will be calculated using the Cash Advance Debenture Rate, plus (left blank) divided by twelve.

When rates are unpaid by the due date, Council issues a Final Notice for payment of the rates. Should rates still remain unpaid after the issue of the Final Notice then Council refers 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 the Council applies the money received as follows:

- first – 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 from the oldest account first).

Postponement of Rates – Seniors

Ratepayers who hold a State Seniors Card (or who are eligible to hold a State Seniors Card and have applied for one) are able to apply to Council to postpone payment of rates on their principal place of residence. Postponed rates remain as a charge on the land and are not required to be repaid until the property is sold or disposed of. Phone 8344 7711 or email walkervl@walkerville.sa.gov.au for further information.

Remission and Postponement of Rates due to Hardship

The Local Government Act permits a Council, on the application of the ratepayer, to partially or wholly remit rates on the basis of hardship. Where a ratepayer is suffering hardship in paying rates he/she is invited to contact the Rates Department on 8344 7711 to discuss the matter. Such enquiries are treated confidentially by Council. While arrangements for extended payments of rates are negotiable, remission of rates in whole or in part is rarely approved due to the inequitable situation for the rest of the community.

Statutory Rebate of Rates

The Local Government Act requires Council to rebate the rates payable on some land including; 100% on land used solely for religious purposes; a minimum of 75% for land used predominantly for educational purposes (subject to some qualifications) and a minimum of 75% on land used for the provision of supported accommodation.

Discretionary Rebates

A Council may grant a rebate of rates or services charges in certain circumstances, as per section 166 of the Local Government Act 1999.

The Council has an absolute discretion –

- ❖ to grant a rebate of rates or service charges as per the *Local Government Act 1999*;

- ❖ to determine the amount of any such rebate.

Persons who or bodies which seek a discretionary rebate will be required to submit an application form to the Council and provide to the Council such information as stipulated on the application form and any other information that the Council may reasonably require.

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 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.

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 the Council has failed to properly apply this policy they should raise the matter with the Rates Department on 8344 7711.



Freedom of Information

Statement 2008 / 09

Adopted: Council 3 November 2008 (CNC031108/17.1.1)

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1. Introduction

Information Statement

This Information Statement is published by the Corporation of the Town of Walkerville in accordance with the requirements of the Freedom of Information Act 1991.

The Corporation of the Town of Walkerville is pleased to comply with the legislation and welcomes enquiries on any information listed in this statement.

An updated Information Statement is published every twelve months.

The Information Statement is available for viewing at the Council Office, 66 Walkerville Terrace, Gilberton or on Council's web site: www.walkerville.sa.gov.au.

A copy of the Information Statement can be purchased as per Councils Fees & Charges listing. An administration fee of \$5.00 per document will apply if staff are requested to do the photocopying of the document.

2. Structure and Functions of the Council

2.1 Council

Council, consisting of nine Ward Councillors (3 for each of the three Wards) and the Mayor, is the decision-making body on all policy matters.

In keeping with legislative requirements the Council:

- ♦ Determines the policies to be applied by the Council in exercising its discretionary powers;
- ♦ Determines the type, range and scope of projects to be undertaken by the Council;
and
- ♦ Determines the resources which are to be made available to undertake such works and services.

Ordinary meetings of the full Council are held on the 1st Monday (except public holidays when meetings are held on the Tuesday) of every month at 7.30pm.

Members of the public are welcome to attend.

2.2 Committees

Committees have been formed to streamline Council business where necessary.

The committees are:

- Town Centre Committee (abolished 22/9/08)
- Audit Committee
- Building Fire Safety Committee (Section 71, Development Act 1993)
- Chief Executive Officer's Performance Review Committee (abolished 1/9/08)

Development Assessment Panel Independent Member Advisory Committee (to conclude no later than 30 October 2008 or at a time determined by resolution of Council.)

They meet irregularly for special, specified purposes / projects.

2.3 Development Assessment Panel

The Council has established a Development Assessment Panel pursuant to Section 56A of the Development Act 1993.

The Panel has delegated authority from Council to carry out the assessment of Development Applications.

Meetings of the Panel are held as required on the second Monday of each month (or the second Tuesday, if the Monday is a public holiday) commencing at 5.30 pm in the Town Hall, 66 Walkerville Terrace, Gilberton or as such place as the Development Assessment Panel determines. Meetings are not held if there is no business for the Panel to discuss.

Members of the public may attend Development Assessment Panel meetings.

2.4 Agendas and Minutes

Council, Town Centre Committee, Audit Committee, CEO's Performance Review Committee and Development Assessment Panel agendas are placed on public display not less than three days prior to the meetings. Minutes of the meetings are on display within five days of the meetings at both the Council Offices and the Walkerville Public Library.

Meeting agendas and minutes can also be viewed on Council's web site: www.walkerville.sa.gov.au

2.5 Working Parties and Groups

A number of staff committees have been established to assist with the Management of the Council and to comply with legislative requirements. These include (but are not inclusive):

- Executive Management Team
- Occupational Health, Safety and Welfare; Risk Management & Environmental Management Committee

2.6 Delegations

The Chief Executive Officer has the delegated authority from Council to make decisions on a number of specified administrative and regulatory matters. The Chief Executive Officer may sub-delegate such authority to other officers in particular circumstances.

The Council makes policy decisions which direct and/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.

3. Services for the Community

Local Government is a multi-disciplinary business primarily serving the needs of its community.

The following list is indicative of the core functions:

- Administrative Services
- Asset Management & Maintenance
- Community Services
- Construction & Project Management
- Corporate Communications & Marketing
- Corporate Planning
- Development Assessment
- Development Plan Policy
- Economic & Business Development
- Elections
- Environmental Management
- Financial Management
- Fleet Management
- Governance
- Historical Records
- Home & Community Care
- Library Service
- Legislative Compliance
- Parks & Gardens
- Policy Development
- Public Health
- Significant Trees
- Subsidiaries
- SWAP Library Network
- Town Planning

The range of services provided by Local Government is in response to the needs and priorities of the community as determined by the Council. The services will be depending upon the Council's geographical location and size, development and growth patterns, and population profile.

Some services, however, Councils are required to provide by legislation.

4. Public Participation

4.1 Council and Committee Meetings

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

- Public Consultation Policy
- Public Question Time Policy
- Code of Practice – access to Council meetings, Council committees and Council documents
- Code of Practice – procedures at meetings

These documents are available from the Council Offices or the Walkerville Library for a small fee. They are also available on Councils website at www.walkerville.sa.gov.au.

5. Access to Council Documents

5.1 Documents Available for Inspection

The following documents are available for public inspection at the Council Offices, 66 Walkerville Terrace, Gilberton between 9.00 am and 5.00 pm weekdays. Members of the public may purchase copies of these documents by payment of the fees set out in the Fees and Charges Register.

Inquiries concerning the procedures for inspecting and purchasing the Council's policy documents should be directed to Council staff.

Council Documents

- Annual Business Plan
- Audited Financial Statements
- Annual Report
- Assessment Record
- By-Laws
- Charters of subsidiaries that Council is a constituent Council (eg Eastern Health Authority; Eastwaste; Wastecare; Highbury Landfill)
- Committee Agendas
- Committee Minutes
- Council Agendas
- Council Minutes
- Community Land Management Plans
- Delegations – recorded under Local Government Act 1999
- Development Assessment Panel Agendas
- Development Assessment Panel Minutes
- Development Plan Amendment (once authorised for Public Consultation)
- Fees and Charges Listing
- Freedom of Information Statement

Codes

- Code of Conduct for Elected Members
- Code of Conduct for Employees
- Code of Practice - Access to Council Meetings, Council Committees and Council Documents
- Code of Practice – procedures at meetings

Registers

- Register of Campaign Donations Returns
- Register of Community Land
- Register Development Applications / Consents / Approvals
- Register Dogs
- Register of Elected Members Allowances & Benefits
- Register of Interests – Elected Members
- Register of Parking Controls
- Register of Public Roads
- Register of Remuneration, salaries & benefits – staff

- Occupational Health Safety & Welfare Policy Manual
- Plan Amendment Reports
- Policy Manual
- Strategic Management Plan
- Voters Roll (LG (Elections) Act 1999)

Policies

- Advertising Charges
- Bluestone Kerbing
- Budget – Implementation of Programs
- Building Inspections
- Building on or near Boundary Alignments
- Chief Executive Officer – appointment of Acting
- Circulation of Agendas and Minutes to the media & other groups
- Communication Strategy
- Community Fund Guidelines
- Computer Network, internet & email access / usage policy & guidelines
- Consultation – public
- Contracts & Tenders
- Customer Service Standards
- Development – Building over easements
- Development – extensions of planning consents
- Development – public notification
- Development / Building work – repair damage
- Development Act Delegations
- Disposal of surplus equipment
- Dog & Cat Management – control of cats
- Education, Training, Seminars & Conferences
- Elected Members Allowances, Benefits Facilities & Support Policy
- Elected Members Training & Development
- Election signs – control of
- Emergency Risk Management
- Environmental Management
- Equal Employment Opportunity
- Fines / Charges – waiving of
- Footpath & Nature strip maintenance
- Investments & Review of investments
- Memorial Gardens – use of for wedding ceremonies / photographs
- Order Making
- Outdoor Dining
- Parking Permits – residential
- Parks, Gardens & Reserves – use of
- Playground Risk Management
- Possums – trapping / destruction of
- Public Question Time
- Records Management
- Risk Management
- Roundabout and Protuberance Landscaping
- Sign-post erection
- Signs & Minor Traffic devices
- Sponsorship – accepting & provision of
- Staff – annual leave
- Staff – immunisation against influenza
- Staff – Membership of Professional Associations
- Staff – sick leave
- Staff – uniforms / corporate wardrobe
- Stobie Pole Decoration
- Street Lighting
- Telecommunications overhead infrastructure
- Temporary Road Closure – events on roads
- Town Hall / Meeting Room – free hire to community groups / educational bodies
- Tree Policy
- Undergrounding of Powerlines
- Vandalism & Graffiti Management
- Volunteers
- Walkerville News Third Party Advertising
- Walkerville Oval & Levi Oval – hire of
- Wesleyan Cemetery – restoration of gravesites

- Grants Information
- Internal Review of Council Decisions
- Internal Control
- Individual Sport, Academic & Cultural Sponsorship Guidelines
- Wesleyan Cemetery, Smith Street
- Wilderness Home Help Fund

5.2 Freedom of Information

Requests for access to other Council documents will be considered in accordance with the Freedom of Information Act 1991. Under this legislation, a written application accompanied by the prescribed application fee is required.

The application fee and the fees for dealing with the application (including photocopying of documents) are prescribed in the Freedom of Information (Fees and Charges) Regulations 2003. The Council must waive or remit fees for pensioners and other prescribed persons.

Freedom of Information requests should be addressed to:

Freedom of Information Officer
Town of Walkerville
PO Box 55
WALKERVILLE SA 5081

Forms are available from the Council Offices, 66 Walkerville Terrace, Gilberton.

Applications will be responded to as soon as practicable and in any event within 30 days of Council receiving a proper written request, together with the prescribed application fee.

6. Amendment of Council Records

A person to whom access to Council documents has been given may apply under the Freedom of Information Act 1991 for the amendment of the Council's records if –

- the document contains information concerning the person's personal affairs;
and
- the information is available for use by the Council in connection with its administrative functions;
and
- the information is, in the person's opinion, incomplete, incorrect, out-of-date and misleading.

Applications must be in writing and contain the information specified in Section 31 of the Freedom of Information Act 1991. Forms for this purpose are available at the Council Office, 66 Walkerville Terrace, Gilberton.

Helen Dyer

Chief Executive Officer

November 2008