



**Barunga West
Council**

Annual Report 2020-2021







**Barunga West
Council**

MAYOR'S MESSAGE

The 2020/21 financial year was a busy and exciting year and I'm pleased to report Council's achievements.

This year Council has delivered a record number of projects thanks to the \$1.5 million dollars of government funding received through round two of the Drought Communities Programme and Local Roads and Community Infrastructure Programme.

Some of this funding was used to repair structural issues and replace the ceiling of the Bute Soldiers' Memorial Hall so this important community asset could be reopened for use by the public.

Council also delivered an all access and abilities playground on Port Broughton's foreshore, which has proven popular with locals and tourists to the area, and at the Tickera Community Centre a new kitchen was built. These important projects were delivered on time and within budget, and were in addition to Council's annual works programme which included upgrading 35 kilometres of Council's unsealed road network.

In 2020 the Christmas pageant, celebrations and markets were cancelled due to COVID-19 restrictions but we invested in a large community Christmas tree and ran colouring and Christmas decoration competitions to get into the Christmas spirit. Eventually we were lucky enough to hold a free, COVID-safe community event called 'Feast on the Foreshore' on Good Friday, and due to its success will run again in 2022.

It was also a very special year for Port Broughton as we celebrated its sesquicentennial (150 year celebration). The community celebrated this milestone on the May long weekend with displays at the Port Broughton Heritage Centre and Museum, classic movies showing at the Town Hall, an exhibition at Gallery 1871 called 'Uniquely Barunga', and a very popular Classic and Vintage Show'n'Shine on Port Broughton's beautiful foreshore.

Council also signed an historic Infrastructure Deed to act as an enabler for critical infrastructure to allow Fisherman Bay residents to obtain freehold titles from 2021/22 onwards.

I'm pleased to report that our investment in developing shovel-ready projects and grants, to deliver much needed improvements to our public assets, has resulted in Council securing 3.5 million dollars of State Government funding for 2021/22. This is the largest amount of grant funding Council has secured since I have been on Council.

Looking forward, Council is preparing for a busy few years which will see over 20 million dollars of private sector investment in infrastructure plus another 3.6 million dollars in planned public capital expenditure at Fisherman Bay.

The investment promises to transform Barunga West's regional economy creating hundreds of jobs. The townships of Fisherman Bay and Port Broughton will benefit significantly from this major regional economic and construction industry stimulus.

The Fisherman Bay project is a game changer for our district and it's important that council work with the private sector to get these projects completed.

I would like to thank both my fellow Councillors and the staff for their hard work and dedication. The Councillors and staff are devoted to the district and its community and I look forward to working with them for the remainder of my term.

Leonie Kerley

Mayor

Barunga West Council

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INTRODUCTION

It is a mandatory requirement of Council to produce an Annual Report prescribed under Section 131 which addresses requirements under Schedule 4 of the *Local Government Act 1999*.

Section 131 of the *Local Government Act 1999*, requires Council to produce an annual report (relating to the immediately preceding financial year) to be adopted by council by the 30 November each year. Schedule 4 of the *Local Government Act 1999* prescribes in detail a council's obligation to provide certain material and to report on other matters in its annual report.

This report has been prepared in accordance with these requirements in addition to the *Annual Report Guidelines* (January 2020) developed by the Local Government Association (LGA) of South Australia.

HIGHLIGHTS FOR 2020/21

In 2020/21 Council invested in a record number of projects as a result of Council receiving over \$1.5 million of government funding through round two of the Drought Communities Programme, and the Local Roads and Community Infrastructure Programme.

The projects included:

- A new roof and rainwater tanks for the Bute Sporting Clubrooms
- New playground equipment for the district
- A new all access and abilities playground for the Port Broughton foreshore

- Upgrades to electrical services at the Port Broughton Oval, foreshore and Port Broughton Tourist Park
- Civil works to underground power lines for the new helipad at the Port Broughton Hospital
- A new kitchen for the Tickera Community Centre
- The upgrade and reopening of the much loved Bute Soldiers' Memorial Hall
- The raising and releveling of Muntoora Bowling Club's floor and repair and replacement of internal fittings

Council embarked on a tourism and events programme including:

- The launch of 'Top of the Yorke' a tourism brand for the area
- The design and installation of signs across the Snook Road Nature Walk, as well as an information brochure
- The promotion of the district's camping and caravanning facilities and fishing areas
- The inaugural Feast on the Foreshore – a free family event with street food and live music
- The programme of events for Port Broughton's sesquicentennial including displays at the Port Broughton Heritage Centre and Museum, classic movies at the Town Hall, the Uniquely Barunga Art Exhibition, and a Classic and Vintage Show'n'Shine
- The installation of new Christmas decorations, and festivities including a Christmas decorations Facebook competition, a colouring competition and the lighting of Port Broughton's first community Christmas Tree



Council focused on improving its approach to community grant funding and its benefits. It distributed a record number of Council community grants and Progress Association support funding totalling \$62,881. Council also worked with community organisations to help secure the following grant funding from other sources:

- \$5,000 which was matched by Council to light up the Port Broughton War Memorial and \$16,648 for an upgrade of the Port Broughton RSL toilet facilities – money was secured from a range of veterans and community grant programs
- \$49,150 from the Federal Government's Tackling Tough Times Together grant programme for the Bute Silo Project

Council also invested heavily in developing shovel ready projects and initiatives including grant applications which have secured the following funds to be received next financial year:

- \$3 million from the State Government's Community Wastewater Management Schemes subsidy funding partnership to upgrade Port Broughton's existing system to accommodate Fisherman Bay residents
- \$588,247 from the State Government's Local Government Infrastructure Partnership Programme for the upgrade of 6 kilometres of Ninnes Road
- \$5,000 from the State Government's Connecting Grant Communities for community events

The above achievements were on top of Council delivering the following improvements to public infrastructure as part of its annual works programme:

- Work to improve the Muntoora Road – resealing of a 1 kilometre section of road beginning at Oaklands Road and heading east towards Muntoora and resealing of approximately 2 kilometres of road between Spensley Road and Three Mile Road
- Upgrades to 35 kilometres of our unsealed road network
- Installing 200 metres of new paved footpath on Harvey Street, Port Broughton
- Kerbing and stormwater measures on the section of Fisherman Bay Road near Viking Road
- Work to level and prepare the vacant area to the north of the Port Broughton Cemetery to provide for future expansion
- Resealing of the entrance to the RV Park on South Terrace at Alford

SERVICES

Councils have responsibilities under the *Local Government Act 1999* and other relevant legislation.

These responsibilities include:

- Setting rates
- Street cleaning
- Rubbish collection and waste management
- Management of infrastructure including roads, footpaths, parks, public open space, street lighting and storm-water drainage
- Development planning and control, including building safety assessment
- Various environmental health services
- Dog and cat management
- Pest control
- Community wastewater management systems
- Cemeteries
- Safety of food premises
- Native vegetation and roadside vegetation management
- Regulatory activities
- Supporting the Elected Members and business of Council
- Assessing landscape levy on all ratepayers, and collecting this levy on behalf of the Landscape Board
- Preparing an Annual Budget, Annual Business Plan, Long Term Financial Plan, and Asset Management Plans and determining strategic management plans for the Council

Council is responsible for approximately \$53 million of infrastructure and it needs to maintain these assets on behalf of its ratepayers.

Council also provides the following discretionary services and programs:

- Caravan parks at Bute and Port Broughton on a fee for service basis
- Transport services for the elderly through the Yorke Peninsula Community Transport Scheme via Community Care and Transport Incorporated
- Library services through the Port Broughton Area School
- Assistance for progress associations and community groups, including cash contributions, grant application support and in-kind support
- Assistance with maintenance of ovals and other sporting facilities
- Support for the Visitor Information Office
- A Rural Transaction Centre in Port Broughton, principally Centrelink services
- A Rural Transaction Centre and licensed Post Office in Bute
- Foreshore control and protection
- Space for exhibitions and cultural activities at Gallery 1871

ABOUT THE COUNCIL

PROFILE

The Barunga West Council is located on the 'Top of the Yorke', adjacent to the Mid North of South Australia, with its southern-most boundary approximately 110 kilometres north of Adelaide. The townships in the Council area are Alford, Bute, Fisherman Bay, Kulpara, Melton, Mundoora, Port Broughton and Tickera.

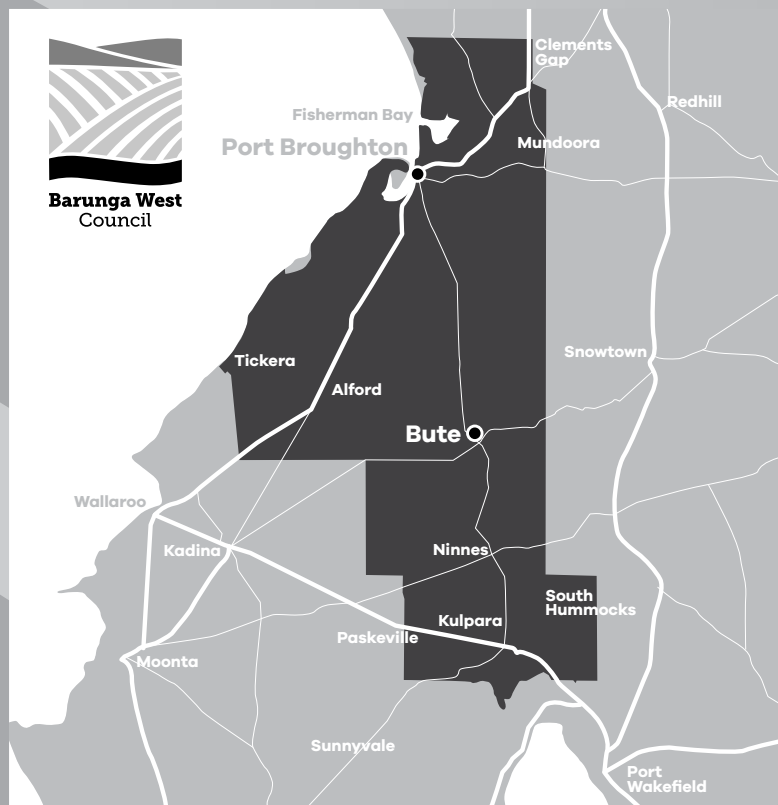
The Council covers an area of 1,590 square kilometres, and has a total of 931 kilometres of roads. It has boundaries with Copper Coast Council, Yorke Peninsula Council, Port Pirie Regional Council and Wakefield Regional Council.

The main industries in the Council area are agriculture, aged-care services, and recreational and commercial fishing. Engineering, mining and tourism are also highly relevant and influence Council decision-making.

The Council area has several retirement facilities and these are expanding due to the amenity of life in the area and the central location of the Port Broughton Hospital and related medical services.

According to the 2016 Census data, the Council population is 2,544, an increase of 3.6% from the previous 2011 census data. The median age of the population is 55 (an increase from 51) compared to the State average of 40 (up from 39) and national average of 38 (up from 37). People aged 65 years and over make up 32.27% (up from 25.9%) of the population.

The increase in the average age of the population is expected to continue and Council is mindful of the infrastructure necessary to accommodate a growing population of elderly residents in addition to the robust needs of the agricultural and tourism sector.



- 72km of sealed network
- 862km of unsealed network
- 29km of footpaths
- 86 buildings and structures
- 1590.4 km² of geographical area
- 2,544 population (2016 Census)

VISION

In the latter part of 2019, Council staff and its Elected Members developed a vision, values and a range of goals to be applied over a ten-year period (2020-2030). The Strategic Management Plan, called Uniquely Barunga, is based on community feedback received from a community survey undertaken in early 2019.

All of Council's corporate planning is governed by this plan.

The following is the vision of Uniquely Barunga:

“We are a vibrant, thriving, safe and welcoming coastal and agricultural community with an unspoilt natural environment and relaxed country lifestyle.”

The following goals and objectives have been identified for Council for the next decade:

GOAL 1

An inclusive and connected community

OBJECTIVE 1

One community

OBJECTIVE 2

Retaining our coastal and rural character

OBJECTIVE 3

A safe, inclusive and active community

GOAL 2

Quality services, facilities and infrastructure

OBJECTIVE 4

Well maintained and sustainable local road network and community infrastructure

OBJECTIVE 5

Sustainable and accessible services

OBJECTIVE 6

Facilities that meet the needs of our community

GOAL 3

A Robust local economy

OBJECTIVE 7

Sustainable local businesses and industry

OBJECTIVE 8

Develop and promote our tourism proposition

OBJECTIVE 9

Develop and promote the area as a desirable place to live

GOAL 4

Preserve and enhance our natural and built environment

OBJECTIVE 10

Preserve our local flora and fauna

OBJECTIVE 11

Promotion and recognition of our local environmental treasures

OBJECTIVE 12

Well-presented towns of which we are proud

GOAL 5

Effective and community leadership

OBJECTIVE 13

An Informed and engaged community

OBJECTIVE 14

Effective leadership and engagement

OBJECTIVE 15

A financially sustainable council

ELECTED MEMBERS

Profiles

Council comprises the following eight Elected Members as well as the Mayor, and is responsible for policy making and decisions that impact the district, community, businesses and the environment.



**Mayor
Leonie Kerley**



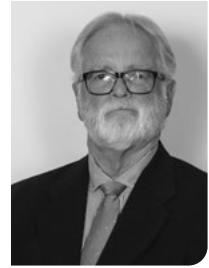
**Deputy Mayor
Peter Button**



Dave Eason



Rebecca Hewett



Rob Locke



Brian Lockyer



**Margaret
McDonald**



Grant Rowlands



**Georgie
Simmons**

The roles of Councillors, as described by *Local Government Act 1999* are to:

- Participate in the deliberations and civic activities
- Review policies and procedures
- Review Council's resource allocation, expenditure and activities
- Represent the interest of residents and ratepayers

Elected Members have nominated to actively represent all of the townships within the council area. Elected Members are always available to take your feedback and you are invited to contact any member.

Elected member contact details can be found on Council's website at www.barungawest.sa.gov.au/council/elected-members.

Meeting attendance

The following table shows the number of meetings held and the number attended by the Elected Members of Council.

Elected Members	Ordinary Meetings	Special Meetings	Audit Committee Meetings	Governance Advisory Committee	Port Broughton Tourism and Events Committee	Executive Committee Meetings	Total Meetings Attended
TOTAL MTGS HELD	12	6	4	3	4	3	32
Mayor Kerley	12	6	4	3	4	3	32
Deputy Mayor Button	11	5	N/A	N/A	N/A	3	19
Cr Eason	11	6	N/A	3	N/A	2	22
Cr Hewett	11	3	N/A	N/A	N/A	N/A	14
Cr Locke	10	6	N/A	N/A	N/A	N/A	16
Cr Lockyer	11	6	N/A	N/A	4	N/A	17
Cr McDonald	12	6	4	N/A	N/A	N/A	22
Cr Rowlands	12	5	4	N/A	N/A	3	24
Cr Simmons	10	4	N/A	N/A	N/A	N/A	14

Allowances

Elected Members of Council each receive an annual allowance which is set by the State Government's Remuneration Tribunal prior to each local government periodic election.

For the reporting period ending 30 June 2021 the following allowances were paid:

Elected Member	Allowances
Mayor	\$27,181.00
Deputy Mayor	\$8,490.63
Elected Members	\$6,795.25

In addition, the Elected Members also have the opportunity to claim for travelling expenses for attending Council meetings or as a representative of Council to committees for which they are appointed as a Council representative, should a Council vehicle be unavailable.

Travel allowances are paid in accordance with the rates set by the Australian Taxation Office after an appropriate expenses claim form is submitted.

For the reporting period concluding 30th June 2021, direct travelling allowances totalling \$2,611 were paid.

Training

Each year Council allocates funds for its Elected Members to attend conferences, training and development sessions. This training ensures the elected representatives of the region are kept abreast of developments occurring within the local government sector and have the knowledge to comply with local government regulations and requirements.

During the 2021/21 financial year, the Elected Members attended the following activities:

- "BMAP" workshop provided by CFS and Barunga West Council Fire Prevention Officers on 8 September 2020
- "Conflict of Interest" refresher training provided by Norman Waterhouse on 8 December 2020
- "Laptop introduction and basic Information Technology" workshop provided by Pitstop Technologies on 9 March 2021.
- Elected Members "Roles and Functions" refresher training provided by the LGA on the 24 March 2021
- "Due-diligence" training provided by Norman Waterhouse on 21 April 2021

For the reporting period concluding 30th June 2021 the amount spent on external training for Elected Members totalled \$9,290.

FINANCES

A full audited copy of the General Purpose Financial Reports for the year ended 30 June 2021, pursuant to the *Local Government Act 1999* – Section 131, is included in Appendix 1 of this Annual Report.

A snapshot of Council's finances as at 30 June 2021 are as follows:

- A net deficit of \$213,000
- Total assets of \$52.630 million including cash reserves of \$2.353 million and \$49.767 million of infrastructure plant and equipment
- Total liabilities of \$1.409 million including borrowings of \$441,000 and employee entitlements of \$499,000

The operating income (revenue) for Council was \$7.257 million and was generated from the following major sources:

- \$4.930 million of rates (68% of total revenue)
- \$509,000 in user charges (eg caravan parks, boat ramps, cemeteries and CWMS charges)
- \$1.579 million in State and Federal Government grants, subsidies and contributions

Council expenses totalled \$8.024 million and consisted of the following major costs:

- \$2.310 million in employee costs
- \$3.943 million in materials, contractors and professional services including waste collection services and road works
- \$1.745 million in depreciation, amortisation and impairment charges



GOVERNANCE

Representation quota

Council's representation quota, that is the number of people able to vote in a Council election, divided by the number of elected members (including the Mayor) representing them, is 1 elected member for every 218 electors. The table below compares Council's representation quota with similar councils.

Council name	Quota (Elected Member: Number of Electors)
Barunga West	1:218
Ceduna	1:228
Goyder	1:426
Kangaroo Island	1:345
Kingston	1:226
Lower Eyre Peninsula	1:531
Mt Remarkable	1:297
Peterborough	1:134
Southern Mallee	1:187
Tumby Bay	1:287
Yankalilla	1:472

Periodically Council is required to review its elector representation. When undertaking this review, components such as the size, composition and ward structure of the Council must be taken into account to ensure the fair and adequate representation of the electors within the Council area. The process occurs at least once every eight years and involves extensive public consultation inclusive of members of the public being able to make written and personal representations to the Council on any proposals arising out of the review process. The last review was undertaken on the 31 July 2017, with the next representation review due between October 2024 and October 2025.

Meetings

Council meetings are live-streamed and held on the second Tuesday of each calendar month with the exclusion of meeting dates that fall on a public holiday which are held on the following working day, and in the month of January when the meeting is held on the third Tuesday.

Special Meetings of Council may be held as required.

The Council also holds Informal Gatherings when required. The majority of meetings are held at the Port Broughton office.

In 2020/21 most* Council Ordinary and Special Meetings were held in the Chamber which was closed to members of the public, but made available via Livestream on Council's YouTube channel and advertised accordingly.

*There were 2 instances where the Elected Members held a Council Meeting via electronic participation (& livestreamed) using Zoom.

Committees

Council has established the following committees under Section 41 of the Act 1999:

- Audit Committee
- Executive Committee
- Governance Advisory Panel
- Port Broughton Tourism and Events Committee

In addition to its committees, Council also convenes a Council Assessment Panel. The panel generally meets on a monthly basis and is constituted under the criteria described within the *Development Act 1993* and its Regulations.

Each committee is constituted with its own terms of reference with the role principally being to provide an advisory function to the Council. The committees not only include Elected Members as Council representatives amongst their membership, but in some cases include members of the public who are able to take part in and vote on subject matter before the committee. Council believes that the interaction with the community members at the committee level provides a valuable resource and involves the community members in the decision-making process, thereby providing true ownership over actions resulting from the committee process.

Council would like to thank independent Committee members in the table below who have provided the community with many hours of service during the 2020/21 financial year:

Committee	Representative
Executive Committee	Mayor Kerley
	Deputy Mayor Button
	Cr Rowlands
	Cr Eason
Audit Committee	Ms Emma Hinchey (Chair and independent member)
	Mr Martin White (independent member)
	Mayor Kerley
	Cr McDonald
Council Assessment Panel	Cr Rowlands
	Mr John Brak (Presiding and independent member)
	Mr Mark Weedon (independent member)
	Mr Dean Rodda (independent member)
Governance Advisory Panel	Cr Locke
	Mr Ted Byrt (Chair)
	Hon Graham Gunn
	Ms Judith Jones
Port Broughton Tourism and Events Committee	Mayor Kerley
	Cr Lockyer
	Mr David Bennier
	Mrs Shirley Bennier
	Mr Ben Ervin
	Mr George Blair-Nicholas
	Ms Heather Tulloch

External committees, boards and associations

Council participates in a number of external committees, boards and associations. Council's membership can comprise elected members, staff, a mixture of both, and/or members of the public.

These associations include:

- LGA
- Central Local Government Region of South Australia (the Legatus Group)
- Yorke Peninsula Alliance (Barunga West, Copper Coast and Yorke Peninsula Councils)
- Flinders Mid North Bushfire Management Committee
- Yorke Peninsula Tourism
- YP Community Transport Inc.
- Port Broughton Progress Association
- The Murray Darling Association Region Eight
- Port Broughton District Health Advisory Council
- Zone Emergency Management Committee
- Port Broughton Area School Governing Council
- Port Broughton Area School Community Library Committee
- Barunga Village Inc

Delegations

Councils have certain duties which they must perform, and certain powers which they may exercise, pursuant to the *Local Government Act 1999* as well as a range of other Acts. In most cases the relevant Acts confer those obligations and powers directly on the Council as a body. It is not practical or efficient for the Council as a body of elected members to perform the many functions or undertake the many activities that are required in the day to day administration of the Council's roles and functions. Delegations are the way in which the Council's Chief Executive Officer and other officers of Council undertake these steps on its behalf. These delegations are made under Section 44 of the *Local Government Act 1999*. The delegations register can be viewed on Council's website at www.barungawest.sa.gov.au

Registers

Council is required to maintain the following registers which are made available to the general public:

- Members interest
- Members allowances and benefits
- Staff remuneration, salaries and benefits
- Prescribed officers interest
- All community land
- Public roads

Codes of practice

The following are codes observed by staff and Council Members:

- Code of Conduct for Council Employees
- Code of Conduct for Council Members
- Code of Practice for Access to Council Meetings, Council Committees and Council Documents

Subsidiaries

With reference to section 42 of the *Local Government Act 1999*, Council has no subsidiaries. Council is however a member of the Central Local Government Region of South Australia (the Legatus Group), a regional subsidiary constituted under section 43 of the *Local Government Act 1999*. A copy of the Legatus Group's Annual Report is included as Appendix 2 to this document.



Strategic and operational policies

A policy is a public document which sets out Council's position and direction for decision making pertaining to operations, role and service provision as they affect both public and internal administration. Policies are determined by Council and may be amended or waived according to circumstances. This power is conveyed to Council in Section 59 of the *Local Government Act 1999*.

Legislation or other compliance requirements may determine the review period for a policy and Council can review a policy at any time. All policies are reviewed on an ongoing basis. Council's policy documents are available for public inspection on Council's website at www.barungawest.sa.gov.au and at its principle office in Port Broughton.

Contracts and tendering

Council is committed to ensuring a fair, transparent and accountable process, in the provision of services, purchasing of goods and services and in the disposal of land and other assets. Council aims to ensure that its methods of:

- Service provision, including the carrying out of works
- Purchasing goods
- The sale and disposal of land and/or other assets are cost effective and meet the needs of the community and represent best value for money

Council's procurement policy addresses the key elements of the conduct of Council affairs in these areas and the principles that will guide its decision making processes. The policy has been developed and adopted in accordance with Section 49 of the *Local Government Act 1999*. It will apply to the provision of all services, the purchase of goods and services and the disposal of land and other assets.

National competition policy

The Council's significant business activities include caravan parks and Community Wastewater Management Schemes (CWMS).

No significant businesses ceased or commenced during the 2020/21 financial year.

For the past financial year, Council has continued to comply with the National Competition Policy and no complaints have been received by Council alleging any breach of competitive neutrality principles in the abovementioned business activities.



ELECTORS

Public participation

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

With the permission of the Committee Chairman or the Mayor, a member of the public can also address a Committee or the Council on any issues within the Council's jurisdiction.

Written petitions can be addressed to the Council on any issue within the Council's jurisdiction and these are presented at the next meeting of Council following receipt.

People wishing to access the opportunity to address Council via a Deputation, Presentation or Petition can find the relevant guidelines and forms on Council's website at www.barungawest.sa.gov.au

A member of the public can write to the Council on any Council policy, activity or service via post or email addressed to:

Chief Executive Officer
Barunga West Council
PO Box 3, Port Broughton SA 5522

Members of the public can contact their elected members of Council to discuss any issue relevant to the Council. Elected member contact details can be found on Council's website at www.barungawest.sa.gov.au/council/elected-members

Freedom of Information

Where possible Council will aim to provide information to residents and/or ratepayers without referral to the provisions of the *Freedom of Information Act 1991*. Where information is requested under the *Freedom of Information Act 1991*, an application form must be completed and forwarded with the required application fee, unless an exemption is granted. The application form is available at Council offices and on Council's website at www.barungawest.sa.gov.au.

As at 30 June 2021, the Council received 3 requests for the provision of information in this manner for the reporting period.

Applications received under the *Freedom of Information Act 1999* will be responded to as soon as possible within the statutory timeframe upon the receipt of a properly completed request and payment of the prescribed fee or proof of exemption. Requests for other information will be considered in accordance with the *Freedom of Information Act 1999*. Should the applicant require copies of any documents inspected pursuant to a Freedom of Information request, the charges set out in the Act will apply.

Freedom of Information enquiries or requests should be addressed to Council's Chief Executive Officer in the first instance, at the following address;

Chief Executive Officer
Barunga West Council
PO Box 3, Port Broughton SA 5522



Amendment of council records

A member of the public may request access to Council documents concerning their personal affairs by making a request under the Freedom of Information provisions. A request may then be made to correct any information about them that is incomplete, incorrect, misleading or out of date. To gain access to these records a Freedom of Information Request Form must be completed, outlining the records that the applicant wishes to inspect.

Internal review of council decisions

Council received nil applications under Section 270 of the *Local Government Act 1999* for the 2020/21 year, for the review of decisions made by Council, its employees, and persons acting on Council's behalf.

Documents available for inspection

The following documents are available for public inspection on Council's website at www.barungawest.sa.gov.au and at its principal office in Port Broughton.

- Annual Business Plan
- Annual Financial Statements
- Annual Report
- Asset Management Plans
- Council and Committee Agendas and Minutes
- Council By-Laws
- Development Plans
- Long Term Financial Plan
- Strategic Management Plan

Confidential information

In limited circumstances a council or committee may order that the public be excluded from a meeting where the council or committee considers it necessary and appropriate to close the meeting to the public in order to receive, discuss or consider in confidence any information or matter that is of a kind listed in section 90(3) of the Act.

During the 2020/21 financial year, 34 instances occurred where Council or a Committee of Council were satisfied it was necessary to exclude the public under Section 90(2) and consider information of a confidential nature that if disclosed:

- S90(3)(a) – Would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead);
- S90(3)(b) – Could reasonably be expected to confer commercial advantage on a person with whom the Council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the Council; S90(3)(h) – is Legal Advice; or
- S90(3)(j) – would reveal information provided on a confidential basis
- by or to a Minister of the Crown, another public authority or a public official who is not an employee of the council, or a person engaged by the council.

At the conclusion of the June 2021 Council Meeting 61 matters were registered as confidential items in accordance with Section 90 of the *Local Government Act 1999*.

- Twenty seven of these applications were retained as confidential items which were registered prior to the 2020/21 period
- A total of thirteen report items were released to the public in accordance with Section 91(7).



Confidentiality orders register 2020/21

MEETING REGISTER	TYPE	AGENDA ITEM	90(2) PROV	90(3) (a-na)	91(7) PROV
11/08/2020	ORD	Confidential Items Register Review	Yes	90(3)(a)	Yes
		Code of Practice documents for review	Yes	90(3)(h)	Yes
		Fisherman Bay Freehold Proposal	Yes	90(3)(a)	Yes
		Port Broughton Waste Water Treatment Plant Upgrade and Fisherman Bay Sewerage System	Yes	90(3)(a)	Yes
01/09/2020	GAP	Fisherman Bay Freehold	Yes	90(3)(b)	Yes
		Ombudsman Report 2015	Yes	90(3)(a)	Yes
08/09/2020	ORD	Updated Fisherman Bay Freehold Proposal	Yes	90(3)(b)	Yes
13/10/2020	ORD	Fisherman Bay Infrastructure Deed	Yes	90(3)(b)	Yes
		Election LGA President	Yes	90(3)(a)	Yes
		LGA AGM Motions	Yes	90(3)(b)	Yes
27/10/2020	EXEC	CEO 6 month KPI Review	Yes	90(3)(a)	Yes
10/11/2020	ORD	CEO KPI – 6Mth Review	Yes	90(3)(a)	Yes
		2020/21 Community Grants	Yes	90(3)(a)	Yes
27/11/2020	GAP	Ombudsman Report 2015	Yes	90(3)(a)	Yes
08/12/2020	ORD	Fisherman Bay Report	Yes	90(3)(a)	Yes
		Australia Day Awards	Yes	90(3)(a)	Yes
		Crown Land & Grazing	Yes	90(3)(a)	Yes
		Ombudsman Report 2015	Yes	90(3)(a)	Yes
19/01/2021	ORD	Barunga West Boat Ramps	Yes	90(3)(b)	Yes
		Drought Community Programme Results	Yes	90(3)(j)	Yes
		Fisherman Bay Freeholding – Status Report	Yes	90(3)(b)	Yes
09/02/2021	ORD	Bayside Caravan Park L/Term Strategy	Yes	90(3)(b)	Yes
23/02/2021	INF	Tickera Development Opportunities	Yes	90(3)(b)	Yes
24/03/2021	AUDIT	Fisherman Bay S.48 Prudential Report	Yes	90(3)(a)	Yes
13/04/2021	ORD	CWMS upgrade and water reuse projects	Yes	90(3)(b)	Yes
		Development Services	Yes	90(3)(a)	Yes
		LGA OGM	Yes	90(3)(b)	Yes
28/04/2021	GAP	Development Services	Yes	90(3)(b)	Yes
11/05/2021	ORD	Bayside Caravan Park	Yes	90(3)(b)	Yes
		CEO KPI – 12month Report	Yes	90(3)(a)	Yes
11/05/2021	EXEC	Review of CEO Performance Documentation	Yes	90(3)(a)	Yes
07/06/2021	EXEC	CEO Performance Appraisal	Yes	90(3)(a)	Yes
08/06/2021	ORD	CEO Performance Appraisal Report	Yes	90(3)(a)	Yes
		Fisherman Bay Community Hall	Yes	90(3)(a)	Yes
2020/21 TOTAL			34	90(3)(a) = 20 90(3)(b) = 12 90(3)(h) = 1 90(3)(j) = 1	34

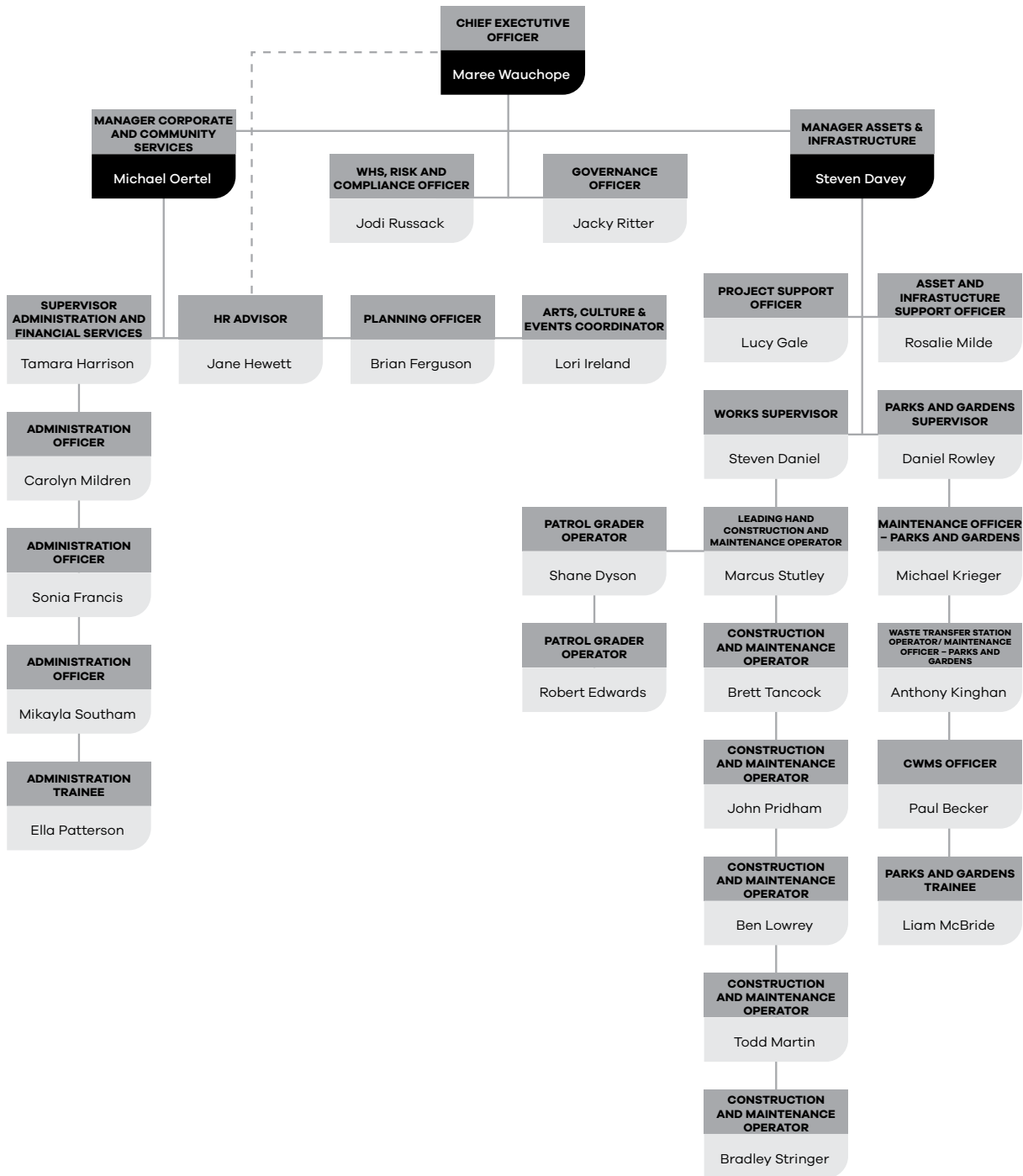
Retained confidentiality orders registered prior to 2020/21 (as at 30 June 2020)

MEETING REGISTER	TYPE	ITEM No. & SUBJECT	90(2) PROV	90(3) (a-na)	91(7) PROV
13/10/2015	ORD	Ombudsman SA Report	Yes	90(3)(a)	Yes
13/12/2016	ORD	Fisherman Bay Land Division- Legal Requirements	Yes	90(3)(a)	Yes
06/06/2017	ORD	Fisherman Bay Land Division Project	Yes	90(3)(h)	Yes
13/02/2018	ORD	Port Broughton CP Lease Arrangements	Yes	90(3)(b)	Yes
10/04/2018	ORD	Port Broughton CP Lease Arrangements	Yes	90(3)(b)	Yes
05/05/2018	ORD	Port Broughton CP Lease Arrangements	Yes	90(3)(a)	Yes
12/03/2019	ORD	Conflict of Interest Matters	Yes	90(3)(a)	Yes
13/08/2019	ORD	Fisherman Bay Land Division	Yes	90(3)(h)	Yes
27/08/2019	SPE	Fisherman Bay Land Division Process	Yes	90(3)(b)	Yes
10/09/2019	ORD	Pt Broughton Tourist Park	Yes	90(3)(b)	Yes
08/10/2019	ORD	CEO Annual Performance Review 10 Dalling Street – Sale	Yes Yes	90(3)(a) 90(3)(b)	Yes Yes
12/11/2019	ORD	Council Rates Matters	Yes	90(3)(a)	Yes
10/12/2019	ORD	Annual Road Rentals Port Broughton Bayside Caravan Park	Yes Yes	90(3)(a) 90(3)(a)	Yes Yes
07/01/2020	EXEC	CEO Annual Performance Review	Yes	90(3)(a) & (b)	Yes
07/01/2020	SPE	CEO recruitment Process	Yes	90(3)(b)	Yes
13/01/2020	EXEC	CEO recruitment Process	Yes	90(3)(b)	Yes
14/01/2020	SPE	CEO recruitment Process 2020	Yes	90(3)(a)	Yes
02/03/2020	ORD	Narungga Nation Settlement ILUA and Consent Determination	Yes	90(3)(h)	Yes
10/03/2020	ORD	Staff Remuneration	Yes	90(3)(a)	Yes
24/03/2020	SPE	CEO Recruitment 2020	Yes	90(3)(b)	Yes
02/04/2020	EXEC	CEO Employment Agreement	Yes	90(3)(a)	Yes
02/04/2020	SPE	CEO Appraisal and Performance Review Proposal	Yes	90(3)(b)	Yes
15/05/2020	ORD	Drought Communities Programme	Yes	90(3)(b)	Yes
09/06/2020	ORD	CEO Key performance indicators 2020	Yes	90(3)(a)	Yes
29/06/2020	SPE	Fisherman Bay Freehold Proposal	Yes	90(3)(b)	Yes

COUNCIL ADMINISTRATION

Organisational structure

The chart below is an illustration of the organisation as at 30 June 2021.



● Leadership Team

Senior executive officer remuneration

Council's Senior Officers in 2020/21 comprised of the Chief Executive Officer, Manager Assets and Infrastructure, and Manager Corporate and Community Service, with a base salary ranging from \$112,000 to \$155,000 as part of their overall remuneration package. Annual remuneration of Senior Officers accounts for the total cost of all fixed remuneration items and is made up of the annual salary, Council superannuation contributions and benefits. Council maintains a Register of Remuneration, which is available for inspection at the Principal Office.

The following information is provided in accordance with Schedule 4, S.1(g) of the *Local Government Act 1999*. All staff salaries and allowances are recorded in the Register of Salaries and Allowances, which is available for inspection at Council's Principal Office at 11 Bay Street, Port Broughton.

Position title	Classification	Allowances
Chief Executive Officer <i>Maree Wauchope</i>	Individual Contract	<ul style="list-style-type: none"> • Restricted private use of Council maintained vehicle pursuant to Council Policy; • Annual performance review; • Membership fees to maintain membership subscriptions to approved professional associations; • Provision of mobile phone and Laptop
Manager – Assets and Infrastructure <i>Steve Davey</i>	Municipal Officers Award Level 3	<ul style="list-style-type: none"> • Restricted private use of Council maintained vehicle pursuant to Council Policy; • Provision of mobile phone and Laptop
Manager – Corporate and Community Services <i>Michael Oertel</i>	Municipal Officers Award Level 3	<ul style="list-style-type: none"> • Provision of mobile phone and Laptop

Human resources

Human resources provide support across Council with staff recruitment, performance and development initiatives, industrial and employee relations, employee assistance programs and overseeing related policy and procedures. These functions are provided by a mix of internal resources and external human resources specialists.

Equal opportunity

Council is committed to ensuring that all employees and those persons seeking employment are treated fairly and equitably and are not subjected to any form of unlawful discrimination, harassment, bullying or victimisation in the workplace.

On commencing employment with Council employees are required to complete a comprehensive induction. The purpose of the induction is to make employees aware of their responsibilities and Council's expectations during their employment.

Learning and development

Council recognises that its people are one of its strongest assets. A strong workforce increases productivity and helps to drive a positive culture. Council has continued to invest in its people throughout 2020/21 offering a range of online and face to face training programs to assist with individual professional/personal development.

Health and wellbeing

Council promotes a healthy workplace for its employees and supports several initiatives including flu vaccinations, health assessments, skin screening and access to an Employee Assistance Program (EAP).

The EAP seeks to provide support for employees and their immediate family members through counselling sessions. The intention of an EAP service is to help employees and/or family members deal with personal or workplace problems that may adversely affect job performance, health and wellbeing.

Staff profile

As at 30 June 2021, Council had a total of 27.46 staff members comprised of 26 full time and 3 part time positions. Employee statistics are outlined below:

Status of Employment		
Full time	26	90%
Part time	3	10%
TOTAL STAFF	29	100%

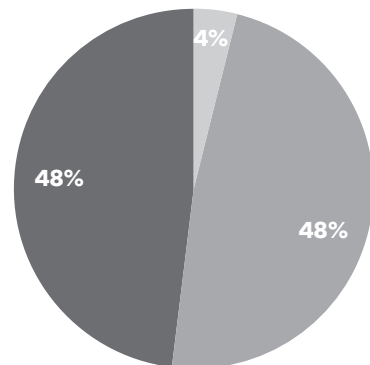
Breakdown of Services		
Corporate Services	15	52%
Infrastructure Services	14	48%
TOTAL STAFF	29	100%

Gender		
Female	12	41%
Male	17	59%
TOTAL STAFF	29	100%

Award coverage

Administration employees are employed under an Enterprise Agreement, Amalgamated State Union and Barunga West Council, which covers a three year period from January 1 2019 to December 31 2022.

The Works employees are covered by an Enterprise Agreement which was negotiated with the Australian Workers Union. The Agreement is current from September 9 2021 to 31 March 2023.



- Municipal Officers Award Senior
- Amalgamated State Union
- Amalgamated Workers Union

FULL STAFF LISTING AS OF 30 JUNE 2021

Chief Executive's Office

CHIEF EXECUTIVE OFFICER
Maree Wauchope

HR ADVISOR
Jane Hewett

GOVERNANCE OFFICER
Jacky Ritter

WHS, RISK AND COMPLIANCE OFFICER
Jodi Russack

Development Services

PLANNING OFFICER
Brian Ferguson

BUILDING OFFICER
Paul Gates

Assets and Infrastructure

MANAGER ASSETS AND INFRASTRUCTURE
Steve Davey

ASSETS AND INFRASTRUCTURE SUPPORT OFFICER
Rosalie Milde

WORKS SUPERVISOR
Steve Daniel

CONSTRUCTION AND MAINTENANCE OPERATOR
Ben Lowrey

CONSTRUCTION AND MAINTENANCE OPERATOR
John Pridham

CONSTRUCTION AND MAINTENANCE OPERATOR
Bradley Stringer

CONSTRUCTION AND MAINTENANCE OPERATOR
Brett Tancock

CONSTRUCTION AND MAINTENANCE OPERATOR
Todd Martin

CONSTRUCTION GRADER OPERATOR
Marcus Stutley

PATROL GRADER OPERATOR
Robert Edwards

PATROL GRADER OPERATOR
Shane Dyson

PARKS AND GARDENS SUPERVISOR
Daniel Rowley

MAINTENANCE OFFICER – PARKS AND GARDENS
Michael Krieger

WTS OPERATOR – MAINTENANCE OFFICER – PARKS AND GARDENS
Anthony Kinghan

CWMS / MAINTENANCE OFFICER PARKS AND GARDENS
Paul Becker

TRAINEE PARKS AND GARDENS
Liam McBride

Corporate and Community Services

MANAGER, CORPORATE AND COMMUNITY SERVICES
Michael Oertel

SENIOR ADMINISTRATION OFFICER
Tamara Harrison

ADMINISTRATION OFFICER
Carolyn Mildren

ARTS, CULTURE AND EVENTS COORDINATOR
Lori Ireland

ADMINISTRATION OFFICER
Sonia Francis

ADMINISTRATION OFFICER
Mikayla Southam

TRAINEE
Ella Patterson

COMPLIANCE

Statistics

Over the past 12 months, there has been an increase in statement of compliances from 2 to 51, this is due to the firewall issues at Fisherman Bay subdivision. This does not include the minor complaints or issues solved over the phone/counter.

1 July 2020 – 30 June 2021 Compliance Statistics

Act/Regulation	Total
Local Nuisance & litter control	11
EPA Water Quality Policy	1
EPA Air Quality Policy	0
Development Act – Enforcement notice issued	4
Development Act – Illegal change of use	1
Development Act – Illegal Development	7
Development Act – Breach of DA	0
Development Act – Statement of Compliance	51
Local Government – By-laws	6
Dog & Cat Management Act	26
TOTAL	107

Animal management

Council recorded 684 dogs and 111 cats registered in 2020-21 financial year,, and handled the following issues:

Issue	Number
Total number of expiations issued	6
Official barking dog complaints	7
Official wandering dog complaints	10
Dogs collected and returned before impound	4
Total number of dogs impounded	2
Dogs impounded and then returned to owner	2
Reports of dog harassment to humans	0
Reports of dog attacks on humans	1
Reports of dog harassment to animals	2
Reports of dog attacks on animals	2
Number of Cat complaints	4
Number of registered businesses involving dogs	15

The Dogs and Cats Online (DACO) system is an essential and effective tool for animal management. Animals can be returned to their beloved owners prior to impounding.

Local nuisance and litter control

The *Local Nuisance and Litter Control Act 2016* commenced 1st February 2017. As a requirement of Section 8 of the *Local Nuisance and Litter Control Act 2016* Council is required to report on the functions conferred on Councils under this Act.

Under the Act a Local Nuisance is described as being "any adverse impact on the amenity value of an area, which unreasonably interferes with, or is likely to unreasonably interfere with, the enjoyment of that area by people in that area". In the past Illegal dumping could only be investigated on Council land but under this Act a person must not dispose of litter onto any land or into any waters.

2020-2021	Local Nuisance	Litter Control
Number of Complaints	6	5
Number of offences expiated	0	0
Number of offences prosecuted	0	0
Number of abatement notices issued	1	0
Civil penalties negotiated under Section 34	0	0
Applications by Council to the Court for orders for civil penalties under Section 34	0	0
Orders made by the Court on those applications	0	0
Any other functions performed by Council under the Act	5	5

FUTURE DIRECTIONS

Council's future directions and priorities have been outlined in its 2021/22 Annual Business Plan (ABP) which can be found on Council's website at www.barungawest.sa.gov.au. The following is a summary of some of the key priorities:

Main Streets

Council will finalise its main street planning process. While the outcomes of this planning work were unknown at the time of developing the ABP, Council allocated \$350,000 in 2021/22 to deliver the first stage of improvements to Council's main streets.

Port Broughton coastal protection and flood mitigation

Council will continue to work with the Coastal Protection Board and the South Australian Councils Alliance to finalise a solution for coastal protection and flood mitigation at Port Broughton.

Upgrades to the Port Broughton and Bute Community Wastewater Management Systems (CWMS)

Council will deliver works to upgrade the Port Broughton CWMS to service over 400 residents in Fisherman Bay and to treat the wastewater to a standard where it can be used to irrigate parks, gardens and the Port Broughton Golf Course. The upgrade will also provide for future growth in the Port Broughton district. Bute's CWMS system will also receive an upgrade and equipment that will allow for the reuse of wastewater and irrigation of the Bute sporting oval.

Upgrade to Alford Hall

Council has allocated money for minor improvements to the Alford Town Hall which will allow for painting and floor sanding, plus minor renovations to the kitchen and entry area.

Improvements to Muntoora RV Park

Council has allocated money to install a new BBQ, shade area, rainwater tank and dump point for the Muntoora RV Park.

Port Broughton foreshore

The Port Broughton foreshore will receive a beach access ramp, sea wall balustrade, tourism podiums, signage and a small new public amenity building and external shower and feet washing facility.

Edmund Street upgrade and access improvements

Edmund Street will receive an upgrade including improvements to footpaths, parking, landscaping and general amenities (street furniture, access to and from road and recreational facilities).

Bute Silo Art project

Council will deliver the long-awaited silo art project at Bute as part of the successful Australian Silo Art Trail. The delivery of this project will help attract tourism to the region.



**Barunga West
Council**

Contact us

11 Bay Street
Port Broughton SA 5522
or

Railway Terrace
Bute SA 5522

Phone (08) 8635 2107

Email barunga@barungawest.sa.gov.au

www.barungawest.sa.gov.au



 @ DCBarungaWest

 @ TopoftheYorke

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