NOTICE OF ORDINARY COUNCIL MEETING

Notice is hereby given that the next ORDINARY COUNCIL MEETING will be held in the Council Office Boardroom, 6-8 Richardson Place, Roxby Downs on WEDNESDAY 19 DECEMBER 2018 commencing at 4.00pm.

A copy of the Agenda for the above meeting is attached to this notice.

The meeting is open to the public and members of the community are welcome to attend.

Roy Blight
Chief Executive

14 December 2018
1. Opening Statement

I wish to acknowledge the Kokatha peoples, the traditional owners of the land on which we meet today and pay my respect to their Elders past and present and extend that respect to other Aboriginal and Torres Strait Islander people who may be present today.

2. Confirmation of Minutes of the Previous Meeting

That the Minutes of the Council Meeting held on 28 November 2018 be confirmed as a true and accurate record of proceedings.

3. Adoption of Council Resolutions

3.1 Audit Committee Minutes 7 December 2018 – Subject to Confirmation
3.2 Financial Results 2017-2018
3.3 Financial Delegations
3.4 Council Delegations to the Chief Executive
3.5 Community Board Annual Grant
3.6 Flag Flying Policy
3.7 Proposed Scout Hall Design
3.8 Upgrade of Hermit Street Playground – Stage 1 Consultation Summary

4. Reports for Information

4.1 Chief Executive Report
4.2 Development Application Decisions

5. Community Presentations, Petitions and Deputations

Nil

6. Next Meeting

The next Ordinary Council Meeting is scheduled for Wednesday 30 January 2019 at 4:00pm - Council Office Boardroom, 6-8 Richardson Place, Roxby Downs (unless advised otherwise, by notice on the Council’s website).

7. Closure
MINUTES

MUNICIPAL COUNCIL OF ROXBYS DOWNS

Meeting	Ordinary Council Meeting
Meeting Date & Time	Wednesday 28 November 2018 at 4:00pm
Location	Council Office Boardroom, 6-8 Richardson Place, Roxby Downs
Present	Geoff Whitbread (Administrator)
Staff Present	Roy Blight (Chief Executive), Michelle Hales (Group Manager Governance & Community), Stuart Edwards (Group Manager Essential Services & Assets), Tony Weir (Group Manager Lifestyle & Sport), Kerrie Thomas (Executive Support)
Apologies	Drew Ellis (Group Manager Corporate Services)

1. Council Opening

The meeting commenced at 4:01pm.

Mr Whitbread acknowledged the Kokatha peoples, the traditional owners of the land on which we meet today and paid respect to their Elders past and present and extended that respect to other Aboriginal and Torres Strait Islander people who may be present today.

2. Confirmation of Minutes of the Previous Meeting

RESOLVED: The Minutes of the Council Meeting held on 31 October 2018 are confirmed as a true and accurate record of proceedings.

3. Council Business

3.1 General Purpose Financial Statements for 2017/2018

PURPOSE: To consider the Council’s General Purpose Financial Statements for 2017/2018.

RESOLVED: That Council adopts the General Purpose Financial Statements as attached in the Annual Report 2017/2018, and as recommended by Council’s Audit Committee on 9 November 2018.

3.2 Annual Report 2017/2018

PURPOSE: To present Council’s Annual Report 2017/2018 for adoption.

RESOLVED: That:


2. the Chief Executive circulate the Annual Report as required and appropriate and publish on the Council Website.
3.3 Review of Treasury Activity 2018

PURPOSE: To consider a report on Council’s investment activities and the resulting income from those activities.

RESOLVED: That the Council adopts this Review of Treasury Activity for the 2017-2018 financial year as recommended by the Audit Committee on 9 November 2018.

3.4 Audit Committee Meeting Minutes 9 November 2018 (Subject to Confirmation)

PURPOSE: To receive the minutes (subject to confirmation) from the Audit Committee held 9 November 2018.

RESOLVED: That the minutes (subject to confirmation) of the Audit Committee held 9 November 2018 be received and noted and the resolutions contained therein be agreed to.

3.5 Review of Budget Management Policy

PURPOSE: To review the Budget Management Policy.

RESOLVED: That Council adopt the Budget Management Policy as presented and as recommended by the Audit Committee on 9 November 2018 and publish on Council’s website.

3.6 Payroll Internal Controls Procedure

PURPOSE: To review the document currently titled ‘Payroll System Policy & Procedure’.

RESOLVED: That

1. Council adopt the Payroll Internal Controls Policy as presented and as recommended by Council’s Audit Committee on 9 November 2018

2. The Policy be removed from the Council’s website on the grounds it is an internal document only.

3.7 Financial Internal Controls Procedure

PURPOSE: To review the Financial Internal Control Policy

RESOLVED: That Council adopt the Financial Internal Control Policy as presented and as recommended by Council’s Audit Committee on 9 November 2018 and publish on Council’s website.

3.8 Disposal of Land and Assets Policy

PURPOSE: To review the Disposal of Land & Assets Policy.

RESOLVED: That Council adopt the Disposal of Land and Asset Policy as presented and as recommended by Council’s Audit Committee on 9 November 2018 and publish on Council's website.

3.9 Roxby Downs Riding Club Lease Agreement

PURPOSE: To provide consent to grant the following Recreational and Sporting club Lease agreement:

Roxby Downs Riding Club Lease Agreement
Lot 772 Olympic Way
Roxby Downs SA 5725
RESOLVED: That Council approve the granting of a lease to Roxby Downs Riding Club for a period of 10 years through a peppercorn arrangement ($1 per annum) with the right for renewal of 5 years for continued access to part allotment 772 Olympic Way Roxby Downs and also grant additional access to the front portion of allotment 722 Olympic Way Roxby Downs for agistment purposes.

3.10 105.5 RoxFM Community Radio Grant

4:16pm: Stuart Edwards – Group Manager Essential Service and Assets declared an interest, due to being Chair of the RoxFM Board and withdrew from the meeting.

PURPOSE: To consider an application by 105.5 RoxFM Incorporated for an operating grant of $10,000.00 (ten thousand dollars) for 2018/2019 towards the running costs of the community radio station.

RESOLVED: That:

1. Council approve a grant of $10,000.00 (ten thousand dollars) to 105.5 RoxFM Community Radio for the FY2018/2019;

2. 105.5 RoxFM Incorporated be requested to provide the Council with an acquittal report by 31 August 2019 on the outcomes and results achieved for 2018/2019, and

3. 105.5 RoxFM provide a copy of their current Business Plan to the Chief Executive for his satisfaction.

4:18pm: Stuart Edwards re-joined the meeting.

4. Reports for Information

RESOLVED: The Council receive and notes the following reports:

- Development Application Decisions
- Grant Register

5. Community Presentations, Petitions and Deputations

Nil

6. Next Meeting

The next Ordinary Council Meeting for the Municipal Council of Roxby Downs is scheduled for Wednesday 19 December 2018 at 4:00 pm - Council Office Boardroom, 6-8 Richardson Place, Roxby Downs, unless advised otherwise, by notice on the Council’s website.

7. Closure

The meeting closed at 4.20pm.

………………………………
Geoff Whitbread
Administrator
19 December 2018
REPORT FOR ORDINARY COUNCIL MEETING

Meeting Date 19 December 2018
Title of Report Audit Committee Meeting Minutes 7 December 2018 (Subject to Confirmation)

1. Purpose
To receive the minutes (subject to confirmation) from the Audit Committee held 7 December 2018.

2. Recommendation
That the minutes (subject to confirmation) of the Audit Committee held 7 December 2018 be received and noted and the recommendations contained therein be agreed to.

3. Background
By operation of the Roxby Downs (Indenture Ratification) Act 1982, the provisions of the Local Government Act 1999 ("the Act") which relate to the establishment and meetings of a Council Committee do not apply to the Council. However, pursuant to Sections 36(1)(c) and 126 of the Act, the Council has established a committee known as the Roxby Council Audit Committee to ensure compliance with section 126 of the Act and accountability in decision-making.

The Audit Committee meets a minimum of four times per year.

4. Discussion
Nil

5. Policy Implications
5.1 Financial/Budget
Nil
5.2 Resources
Nil
5.3 Legal and Risk Management
Nil

6. Attachments
Minutes of the Audit Committee Meeting held 7 December 2018 (Subject to Confirmation)

7. Report Authorisers
Roy Blight
Chief Executive
## MINUTES

### Meeting Details
- **Meeting**: Audit Committee Meeting
- **Meeting Date & Time**: Friday 7 December 2018 at 2:00pm
- **Location**: Boardroom, Local Government Finance Authority, Suite 1205, 147 Pirie Street, Adelaide SA 5000
- **Present In Attendance**:
  - David Powell (Chair)
  - Trevor Starr
  - Rosina Hislop
  - Geoff Whitbread (Administrator)
  - Drew Ellis (Group Manager Corporate Services)
  - Roy Blight (Chief Executive)
  - Sayying Toh (Financial Accountant) by phone linkup
- **Apologies**: Nil

### 1. Opening Statement

The meeting commenced at 2:00pm.

Mr Powell acknowledged the Kaurna peoples, the traditional owners of the land on which we meet today and paid respect to their Elders past and present and extended that respect to other Aboriginal and Torres Strait Islander people who may be present today.

### 2. In Attendance

David Powell (Chair), Trevor Starr, Rosina Hislop
Geoff Whitbread (Administrator), Drew Ellis (Group Manager Corporate Services)
Roy Blight (Chief Executive), Sayying Toh (Financial Accountant) by phone linkup

### 3. Conflict of Interest

No member declared a conflict of interest.

### 4. Confirmation of Minutes of the Previous Meeting

**Moved**: R. Hislop

That the Minutes of the Audit Committee Meeting held on 9 November 2018 be confirmed as a true and accurate record of proceedings.

**Seconded**: T. Starr

*Carried*

### 5. Chief Executive Report

**Moved**: R. Hislop

That the report by the Chief Executive be received and noted.

**Seconded**: T. Starr

*Carried*
6. Written Reports

6.1 Financial Results 2017-2018

Moved: R. Hislop

That the Audit Committee receive the report and recommends the Council consider the report for adoption.

Seconded: T. Starr

Carried

6.2 Review of Procurement Policy

Moved: R. Hislop

The Audit Committee refer the policy back to the Council with comments around:

1. Probity Officer
2. Preferred Supplier
3. Unsolicited Bids

Seconded: T. Starr

Carried

7. Next Meeting

The next Audit Committee Meeting is scheduled for 22 February 2019 at 12:30pm - Boardroom, Local Government Finance Authority, Suite 1205, 147 Pirie Street Adelaide SA 5000, (unless advised otherwise, by notice on the Council’s website).

8. Closure

The meeting closed at 3.05 pm.
REPORT FOR ORDINARY COUNCIL MEETING

Meeting Date 19 December 2018
Title of Report Report on Financial Results 2017-2018

1. Purpose
To consider a review of Council’s 2017-2018 budget performance and associated matters.

2. Recommendation
That Council adopts the Report on Financial Results 2017-2018 as recommended by the Audit Committee on 7 December 2018.

3. Background
In accordance with the Local Government (Financial Management) Regulations 2011 Clause 10(1) – Report on financial results, councils must, by no later than 31 December in each year, prepare and consider a report showing the audited financial results of each item shown in the statement of comprehensive income and balance sheet of the budgeted financial statements of the council for the previous financial year compared with the estimated financial results set out in the budget.

4. Discussion
A review of the full 2017-2018 financial year was undertaken. An analysis of Council’s financial performance can best be performed by looking at the Operating and Capital accounts separately.

The Operating accounts reflect the Council’s day to day activities. To analyse the Operating accounts, a review was firstly done of the consolidated entities, then for each of the entities separately.

The Capital accounts reflect the Council’s special projects, normally either ‘building’ or ‘upgrading’ assets. An analysis of the Capital accounts was performed on the consolidated entities. (Refer attachment).

Review of financial performance – Operating accounts

Council consolidated (all entities)
(Includes Municipal, Roxbylink, Roxby Power & Roxby Water)

<table>
<thead>
<tr>
<th></th>
<th>Actual ($’000)</th>
<th>Budget ($’000)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income</td>
<td>18,248</td>
<td>17,435</td>
</tr>
<tr>
<td>Expenses</td>
<td>(16,021)</td>
<td>(17,581)</td>
</tr>
<tr>
<td>Operating surplus</td>
<td>2,227</td>
<td>(146)</td>
</tr>
</tbody>
</table>

(Effective underspend on Expenses: $1,560K)

There were favourable results in both the Income and Expenses side, with income exceeding budget and expenses lower than budgeted. The higher than expected income can largely be explained in terms of the mine shutdown and the resulting impact it had on demand for local services. Its impact on the budget was challenging in that there were variables around the scope and length of its specific impact. The budget process did attempt to factor in this impact however it was impossible to be precise & resulted in the underestimating of some income over the full 12 months).
On the expenses side, there was an evident underspend against budget. At least some of this underspend is attributable to effective cost management processes. (Further analysis on this is provided later in this report).

A review was then performed on each entity separately.

**Municipal**

<table>
<thead>
<tr>
<th></th>
<th>Actual ($’000)</th>
<th>Budget ($’000)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income</td>
<td>6,733</td>
<td>6,613</td>
</tr>
<tr>
<td>Expenses</td>
<td>(5,648)</td>
<td>(6,251)</td>
</tr>
<tr>
<td>Operating surplus</td>
<td>1,086</td>
<td>362</td>
</tr>
</tbody>
</table>

Municipal activities achieved an Operating Surplus that was $724K more than expected. This was mostly attributable to lower than expected expenses, especially in materials, contracts & other expenses. Some specific areas of savings were Insurance (asset-related), The Monitor Newspaper, HR/IR, Other Corporate expenses, Various Consultancies, Mobile telephones, Public artworks, etc.

**Roxbylink**

<table>
<thead>
<tr>
<th></th>
<th>Actual ($’000)</th>
<th>Budget ($’000)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income</td>
<td>1,733</td>
<td>1,736</td>
</tr>
<tr>
<td>Expenses</td>
<td>(4,256)</td>
<td>(4,904)</td>
</tr>
<tr>
<td>Operating surplus</td>
<td>(2,482)</td>
<td>(3,167)</td>
</tr>
</tbody>
</table>

Roxbylink's commercial activities delivered solid sales results against budget, especially in the areas of Café, Kiosk, Functions, Gym and Pool.

Roxbylink was able to achieve underspends in expenses. This was largely attributable to employee costs and partly due to the savings in Municipal overhead (which are partly reallocated to Roxbylink).

**Roxby Power**

<table>
<thead>
<tr>
<th></th>
<th>Actual ($’000)</th>
<th>Budget ($’000)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income</td>
<td>4,726</td>
<td>4,429</td>
</tr>
<tr>
<td>Expenses</td>
<td>(3,278)</td>
<td>(3,701)</td>
</tr>
<tr>
<td>Operating surplus</td>
<td>1,447</td>
<td>728</td>
</tr>
</tbody>
</table>

Roxby Power benefitted from the shutdown-demand levels continuing for longer than anticipated by the budget. This led to Electricity sales income exceeding budget by approximately $300K.

On the expenses side, Roxby Power achieved material savings in both Employee costs and Materials, contracts & other expenses. During the year, a review of Roxby Power's employee structure was conducted, and this led to a restructure, the outsourcing of maintenance activities, and material savings from internal operations. There were also specific savings from Purchases of Power, HV Switches & transformers.

**Roxby Water (Water & Sewerage)**

<table>
<thead>
<tr>
<th></th>
<th>Actual ($’000)</th>
<th>Budget ($’000)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income</td>
<td>5,015</td>
<td>4,657</td>
</tr>
<tr>
<td>Expenses</td>
<td>(2,840)</td>
<td>(2,726)</td>
</tr>
<tr>
<td>Operating surplus</td>
<td>2,175</td>
<td>1,931</td>
</tr>
</tbody>
</table>

(Ignored budgeted Municipal Distribution)

Roxby Water’s sales income exceeded budget by $358K as a combined total, however within this total, water-related income was up by $380K whilst sewerage-related income was down by $22K. This disparity can best be understood in terms of the way the respective utility is charged – ie. water, largely on a consumption volume basis, and sewerage, on a supply charge basis.)
Roxby Water had an apparent overspend in the *Materials, contracts & other expenses*, however on investigation this was found to be attributable to the reallocation of the municipal overheads to Roxby water. This was a year-end journal and is discussed later in this report.

**Review of financial performance - Capital accounts**

<table>
<thead>
<tr>
<th></th>
<th>Actual ($’000)</th>
<th>Budget ($’000)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Receipts specifically for new/upgraded assets</td>
<td>45</td>
<td>0</td>
</tr>
<tr>
<td>Sale of replaced assets</td>
<td>0</td>
<td>48</td>
</tr>
<tr>
<td>Expenditure on renewal/replacement of assets</td>
<td>(722)</td>
<td>(1,099)</td>
</tr>
<tr>
<td>Expenditure on new/upgraded assets</td>
<td>(283)</td>
<td>(776)</td>
</tr>
<tr>
<td>Net</td>
<td>(960)</td>
<td>(1,827)</td>
</tr>
</tbody>
</table>

(Effective underspend on Capital expenditure: $867K)

**Incomplete projects**

A number of major projects that were provided for in the 2017-2018 budget were identified as either only partially completed or not yet commenced at 30 Jun 18. They were:

1. Roxbylink stadium floor $128K (partially offset by grant income $45K)
2. Roxbylink stadium roof $122K
3. Municipal reception upgrade $34K
4. POS system for Roxbylink $40K
5. Records Management System $30K
6. Open Office Replacement (50%) $375K
7. Emuwalk project $400K
8. Dog Park project $40K

**Total** $1,169K

Major works relating to Roxbylink facilities face challenges around the seasonal nature of the activities involved (eg. Netball courts are best worked on outside of netball season). Two of the projects listed above, the Roxbylink stadium floor and Roxbylink stadium roof, were delayed for this reason. In relation to the floor, most of the work had been completed by 30 June and final completion occurred early 2018-2019. All of the Roxbylink stadium roof project was delayed until 2018-2019 due to scheduling & contractor availability issues.

The Reception upgrade was required to ensure compliance with both WHS and disability access requirements. Apart from design work, the physical job had not commenced at 30 June due primarily to contractor availability issues. (This job since completed early in 2018-2019).

Work on IT-related projects including a POS system for Roxbylink, a replacement Records Management System and the first half of a two-year project to replace Open Office had not begun as at 30 June. All three items had been deferred as a result of the ongoing IT review which began in 2017-2018.

The community-driven Emu Walk project made little advancement in 2017-2018 due to complications around land accessibility issues, however progress is now being made as Council and the project stakeholders work through the issues.

The community-driven Dog Park project saw no work performed in 2017-2018, however planning for this project is again underway.

**Splashpad project capitalised**

The ‘splashpad’ project, which spanned several financial years was completed in 2017-2018.

**Salaries & Wages/Employee costs**

When reviewing Salaries & Wages against budget, the totals (including various leave types, super, workers comp, etc) were found to be favourable to the extent of $500K. This was partly contributed by restructuring and partly by the timing issues around staff replacement.
Asset revaluations

Cyclic revaluation of Council’s fixed assets resulted in a material revaluing of existing assets, principally in the sewerage infrastructure. A gain of $1,836K to the Asset Revaluation Reserve follows the prior year’s significant ‘impairment’ (largely attributable to the Roxbylink building and which reflected as a loss in last year’s Income Statement). There was also a minor ‘fair value adjustment, of ($3K), which reflects in the Income Statement and is attributable to Council’s buildings and houses.

Reallocation of Municipal Overheads

There was a change in Council’s methodology around the Municipal Overhead Reallocation (whereby Municipal overheads were apportioned across the other entities (eg. Roxbylink, Roxby Power & Roxby Water)). The purpose of this reallocation is to recognise the value of Municipal resources that were used in performing activities on behalf of the other entities. The reallocation in 2017-2018 was done according to a weighting formula (based on revenue). The principles and authority behind this allocation was the policy Business Units Financial Accounting Policy.

The attached General Purpose Financial Statements were adopted by Council on 28 November 2018 per the recommendation of the Audit Committee (9 November 2018). This report is intended to provide management commentary around the financial performance of Council for the full year 2017-2018, and is therefore meant to be read in conjunction with the General Purpose Financial Statements.

5. Policy Implications

5.1 Financial/Budget

As detailed above.

5.2 Resources

Nil

5.3 Legal and Risk Management

Nil

6. Report Consultation

Roy Blight - Chief Executive
Sayying Toh - Financial Accountant

7. Attachments

Report on Financial Results 2017-2018

8. Report Authorisers

Drew Ellis
Group Manager Corporate Services
### Statement of Comprehensive Income

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>Rates</td>
<td>5,472</td>
<td>5,473</td>
<td>5,473</td>
<td>5,473</td>
<td>5,463</td>
</tr>
<tr>
<td>Statutory charges</td>
<td>44</td>
<td>44</td>
<td>44</td>
<td>44</td>
<td>66</td>
</tr>
<tr>
<td>User charges</td>
<td>10,804</td>
<td>10,811</td>
<td>10,811</td>
<td>10,811</td>
<td>11,504</td>
</tr>
<tr>
<td>Grants subsidies and contributions</td>
<td>331</td>
<td>432</td>
<td>432</td>
<td>432</td>
<td>441</td>
</tr>
<tr>
<td>Municipal deficit funding</td>
<td>600</td>
<td>600</td>
<td>600</td>
<td>600</td>
<td>600</td>
</tr>
<tr>
<td>Investment income</td>
<td>5</td>
<td>5</td>
<td>24</td>
<td>24</td>
<td>52</td>
</tr>
<tr>
<td>Other income</td>
<td>190</td>
<td>51</td>
<td>51</td>
<td>51</td>
<td>122</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td><strong>17,446</strong></td>
<td><strong>17,416</strong></td>
<td><strong>17,435</strong></td>
<td><strong>17,435</strong></td>
<td><strong>18,248</strong></td>
</tr>
</tbody>
</table>

| Expenses                                       |                                |                                 |                                 |                                 |                             |
| Employee costs                                | 5,029                          | 5,165                           | 5,165                           | 5,165                           | 4,665                       |
| Materials contracts & other expenses          | 9,337                          | 9,324                           | 9,384                           | 9,384                           | 8,253                       |
| Finance Costs                                 | 48                             | 19                              | 19                              | 19                              | 29                          |
| Depreciation amortisation & impairment        | 2,620                          | 3,014                           | 3,014                           | 3,014                           | 3,074                       |
| **Total Expenses**                            | **17,034**                     | **17,521**                      | **17,581**                      | **17,581**                      | **16,021**                  |

| OPERATING SURPLUS / (DEFICIT)                  | 412                            | (105)                           | (146)                           | (146)                           | 2,227                       |
| Municipal Distribution                         | 0                              | 0                               | 0                               | 0                               | 0                           |
| Adjusted Net Surplus / (Deficit)              | 412                            | (105)                           | (146)                           | (146)                           | 2,227                       |
| Asset disposal and fair value adjustments     | 0                              | 0                               | 0                               | 0                               | -3                          |
| Amounts specifically for new or upgraded assets| 0                              | 0                               | 0                               | 0                               | 45                          |
| **NET SURPLUS / (DEFICIT)**                   | **412**                        | **(105)**                       | **(146)**                       | **(146)**                       | **2,269**                   |

Other Comprehensive Income

| Changes in revaluation surplus               | 0                              | 0                               | 0                               | 0                               | 1,862                       |
| Impairment (expense) offset to Asset Revaluation Reserve | 0                              | 0                               | 0                               | 0                               | -26                         |
| **TOTAL COMPREHENSIVE INCOME**               | **412**                        | **(105)**                       | **(146)**                       | **(146)**                       | **4,105**                   |
Roxby Council
Budget Financial Statements
Consolidated

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td><strong>Statement of Financial Position</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>ASSETS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash &amp; cash equivalents</td>
<td>1,902</td>
<td>3,538</td>
<td>3,663</td>
<td>3,663</td>
<td>7,184</td>
</tr>
<tr>
<td>Trade &amp; other receivables</td>
<td>2,827</td>
<td>3,336</td>
<td>3,336</td>
<td>3,336</td>
<td>3,115</td>
</tr>
<tr>
<td>Inventories</td>
<td>27</td>
<td>21</td>
<td>21</td>
<td>21</td>
<td>30</td>
</tr>
<tr>
<td><strong>Total Current Assets</strong></td>
<td>4,756</td>
<td>6,895</td>
<td>7,020</td>
<td>7,020</td>
<td>10,329</td>
</tr>
<tr>
<td><strong>Non-Current Assets</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Infrastructure, property, plant &amp; equipment</td>
<td>128,429</td>
<td>119,228</td>
<td>119,063</td>
<td>119,063</td>
<td>120,014</td>
</tr>
<tr>
<td><strong>Total Non-Current Assets</strong></td>
<td>128,429</td>
<td>119,228</td>
<td>119,063</td>
<td>119,063</td>
<td>120,014</td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td>133,185</td>
<td>126,124</td>
<td>126,083</td>
<td>126,083</td>
<td>130,343</td>
</tr>
<tr>
<td><strong>LIABILITIES</strong></td>
<td></td>
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<td>123,309</td>
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<td>127,519</td>
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<td>Accumulated Surplus</td>
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<td>23,860</td>
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<td>26,234</td>
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<td><strong>TOTAL EQUITY</strong></td>
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Roxby Council
Budget Financial Statements
Consolidated

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Roxby Council
Budget Financial Statements
Consolidated

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<td>5,473</td>
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<td>Receipts</td>
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<td><strong>CASH FLOWS FROM FINANCING ACTIVITIES</strong></td>
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<tr>
<td>Receipts</td>
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<td></td>
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**Roxby Council**  
**Budget Financial Statements**  
**Consolidated**  

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<tr>
<td><strong>Uniform Presentation of Finances</strong></td>
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<tr>
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<td>(146)</td>
<td>(146)</td>
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</tr>
<tr>
<td>Capital Expenditure on renewal &amp; replacement of existing assets</td>
<td>1,264</td>
<td>1,264</td>
<td>1,099</td>
<td>1,099</td>
<td>722</td>
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<tr>
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<td>(3,014)</td>
<td>(3,014)</td>
<td>(3,014)</td>
<td>(3,074)</td>
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<td>(48)</td>
<td>(48)</td>
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<td>(1,963)</td>
<td>(2,352)</td>
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</tr>
<tr>
<td>Capital Expenditure on new or upgraded assets</td>
<td>776</td>
<td>776</td>
<td>776</td>
<td>776</td>
<td>283</td>
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<td>less Amounts received specifically for new &amp; upgraded assets</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>(45)</td>
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<td>0</td>
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<td>916</td>
<td>1,041</td>
<td>1,041</td>
<td>4,341</td>
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**Statutory Financial Indicators**

- **Operating Surplus Ratio**: 2.4% -0.6% -0.8% -0.8% 12%
  - Being the operating surplus (deficit) as a percentage of revenue

- **Net Financial Liabilities Ratio**: -8% -23% -24% -24% -41%
  - Being the net financial liabilities / total operating revenue

- **Asset Sustainability Ratio**: 48% 42% 36% 36% 127%
  - Capital expenses on renewal/ replacement assets less sale of replaced assets divided by Infrastructure Asset Management Plan required expenditure
Roxby Council  
Budget Financial Statements  
Municipal

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<tr>
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<td>(6,223)</td>
<td>(6,251)</td>
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<td>1,412</td>
<td>362</td>
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**Uniform Presentation of Finances**

- **Less Net Outlays on Existing Assets**
  - Capital Expenditure on renewal & replacement of existing assets: 1,354, 955, 830, 442, 650
  - less Depreciation amortisation & impairment: (1,628), (1,270), (1,270), (1,270), (1,351)
  - less Proceeds from sale of replaced assets: (48), (48), (48), 0, 0
    
    Total: (322), (365), (488), (828), (701)

- **Less Net outlays on New and Upgraded Assets**
  - Capital Expenditure on new or upgraded assets: 439, 481, 481, 29, 83
  - less Amounts received specifically for new & upgraded assets: 0, 0, 0, 0, 0
  - less Proceeds from sale of surplus assets: 0, 0, 0, 0, 0
    
    Total: 439, 481, 481, 29, 83

**Net Lending / (Borrowing) for Financial Year**

- (1,640), 1,303, 1,419, 1,161, 1,704
Uniform Presentation of Finances

Income  
plus Municipal Distribution  
less Expenses  
Operating Surplus / (Deficit)  

Net Lending / (Borrowing) for Financial Year
# Roxby Council
## Budget Financial Statements
### Power

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## Uniform Presentation of Finances

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<th>2017/2018 Review 2 Budget $'000</th>
<th>2017/2018 Review 3 Budget $'000</th>
<th>Actuals June 2018 $'000</th>
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### less Net Outlays on Existing Assets

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<tr>
<td></td>
<td>(370)</td>
<td>(600)</td>
<td>(600)</td>
<td>(600)</td>
<td>(586)</td>
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</table>

### less Net outlays on New and Upgraded Assets

<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>Capital Expenditure on new or upgraded assets</td>
<td>169</td>
<td>169</td>
<td>169</td>
<td>5</td>
<td>20</td>
</tr>
<tr>
<td>less Amounts received specifically for new &amp; upgraded assets</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>less Proceeds from sale of surplus assets</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>169</td>
<td>169</td>
<td>169</td>
<td>5</td>
<td>20</td>
</tr>
</tbody>
</table>

### Net Lending / (Borrowing) for Financial Year

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
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<td></td>
<td>1,250</td>
<td>1,312</td>
<td>1,312</td>
<td>1,476</td>
<td>2,741</td>
</tr>
</tbody>
</table>
REPORT FOR ORDINARY COUNCIL MEETING

Meeting Date 19 December 2018
Title of Report Financial Delegations

1. Purpose
To revise and update the expenditure limits of officers who have been approved to hold and exercise financial delegations.

2. Recommendation
That Council adopt the amended Financial Delegations, as presented.

3. Background
Pursuant to the provisions of Section 12 of the Roxby Downs (Indenture Ratification) Act 1982 and Section 44 of the Local Government Act 1999, a council may delegate a power or function to an employee of the council. This delegation may include the expenditure of funds as per Section 137 of the Local Government Act.

4. Discussion
A financial delegation prescribes the dollar amount up to which an officer is authorised to commit and/or make expenditure in respect of an individual transaction.

Financial delegations are regularly reviewed and updated to reflect Council’s operational requirements including when there has been a change in the position of an employee or when there is an appointment or termination of an employee.

A review of all existing financial delegations was undertaken. Most were found to be adequate against current purchasing and approval requirements. However, within the Essential Services and Assets group some issues were identified. From this review, four adjustments are proposed.

The five proposed adjustments to the current financial delegations are:

**Group Manager Essential Services and Assets**: Add a new delegation category called ‘Waste management only’ and set delegation limit at $90,000. (Delegation levels for ‘All other purchases’, ‘Monthly purchase of electricity’ and ‘Monthly purchase of water’ to remain unchanged). This change will enable the responsible officer to approve waste disposal invoices without the need for the Chief Executive to approve these.

**Electricity Operations Officer**: Increase from $3,000 to $10,000. (The value of electricity-related parts and services that are required to be ordered often exceed the officer’s current financial delegation).

**Water Operations Officer**: Increase from $5,000 to $10,000. (The value of water/sewerage-related parts and services that are required to be ordered often exceed the officer’s current financial delegation).

**Superintendent Asset Services**: Increase from $5,000 to $10,000. (The value of project-related goods and services that are required to be ordered often exceed the officer’s current financial delegation).

**Payroll & Administration Officer**: The current delegation of $1,000 for credit card payments is no longer required (relates to Payroll officer previously having a credit card on which expenses
related to Building, Health and Planning were charged. Such bookings are now made by a different officer and the credit card previously required has been cancelled).

If adopted, these changes will improve efficiencies around ‘approval’ processes. They will allow the accountable officer to approve them without the need to involve an unrelated third officer who simply has a higher financial delegation level. Any potential increase in risk resulting from the changes will be mitigated by Council’s existing internal control framework.

A summary of all of the financial delegations is attached. It includes the proposed changes and shows the pre-existing levels for comparative purposes where relevant. The amounts are exclusive of GST in relation to Purchase Order / Invoice purchases (the corresponding limits in Open Office have been adjusted up to allow for the GST on such purchases), and GST inclusive in relation to credit card purchases.

5. **Policy Implications**

5.1 **Financial/Budget**

Nil

5.2 **Resources**

Proposed adjustments stand to improve process efficiencies

5.3 **Legal and Risk Management**

Financial risk will be commensurately increased by the proposed adjustments, however the current internal controls framework will mitigate this.

6. **Report Consultation**

Senior Management Team
Sayying Toh - Financial Accountant

7. **Attachments**

Financial Delegations

8. **Report Authorisers**

Drew Ellis
Group Manager Corporate Services
## Financial Delegations
Municipal Council of Roxby Downs
As at 19 December 2018

<table>
<thead>
<tr>
<th>Position Title</th>
<th>Delegation (within Budget Allocation) Per transaction ex-GST</th>
<th>Criteria for Delegation</th>
<th>Credit Card Limit Per month Inc-GST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrator</td>
<td>$4,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chief Executive</td>
<td>$250,000</td>
<td>Within approved budget parameters.</td>
<td>$3,000</td>
</tr>
<tr>
<td>Group Manager Corporate Services</td>
<td>$40,000</td>
<td></td>
<td>$3,000</td>
</tr>
<tr>
<td>Group Manager Governance &amp; Community</td>
<td>$25,000</td>
<td>Monthly purchase of electricity</td>
<td>$5,000</td>
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<tr>
<td>Group Manager Essential Services &amp; Assets</td>
<td>$200,000, $150,000</td>
<td>Monthly purchase of water $90,000 Waste management only</td>
<td>$90,000, $40,000 All other purchases</td>
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<td>Group Manager Lifestyle &amp; Sport</td>
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<td></td>
<td>$5,000</td>
</tr>
<tr>
<td>Operations Manager Roxbylink</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Superintendent Assets Services</td>
<td>$10,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Council Ranger</td>
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<td>Water &amp; Sewerage Operations Officer</td>
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<td>Electricity Operations Officer</td>
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<td>Café Team Leader</td>
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<tr>
<td>Executive Support Officer</td>
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<td>Travel &amp; Incidentals $2,000</td>
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<tr>
<td>Roxbylink Administration Officer</td>
<td>$500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payroll &amp; Administration Officer</td>
<td></td>
<td>Credit Card for travel &amp; accommodation for Building, Health &amp; Planning $0</td>
<td>$0</td>
</tr>
<tr>
<td>Office Manager</td>
<td>$300</td>
<td>Total daily limit - Petty cash reimbursements only</td>
<td>$0</td>
</tr>
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</table>
REPORT FOR ORDINARY COUNCIL MEETING

Meeting Date 19 December 2018
Title of Report Council delegations to the Chief Executive

1. Purpose

To request Council to delegate the powers and functions of the Local Government Act 1999 and any other relevant Acts to the Chief Executive.

2. Recommendation

That having conducted its annual review of Council delegations in accordance with Section 44 (6) of the Local Government Act 1999, the Council:

1 Revocations

1.1 Hereby revokes its previous delegations to the Chief Executive of those powers and functions under the following:

1.1.1 Community Titles Act 1996
1.1.2 Development Act 1993 and Development Regulations 2008
1.1.3 Dog and Cat Management Act 1995
1.1.5 Expiation of Offences Act 1996
1.1.6 Fences Act 1975
1.1.7 Fire and Emergency Services Act 2005 and Fire and Emergency Services Regulations 2005
1.1.8 Food Act 2001
1.1.10 Land and Business (Sale and Conveyancing) Act 1994
1.1.11 Liquor Licensing Act 1997
1.1.12 Local Government Act 1999
1.1.13 Natural Resources Management Act 2004 and Natural Resources Management (General) Regulations 2005 and Natural Resources Management (Transitional Provisions Levies) Regulations 2005
1.1.14 Roads (Opening and Closing) Act 1991
1.1.15 Road Traffic Act 1961 (SA), Road Traffic (Miscellaneous) Regulations 2014 and Road Traffic (Road Rules – Ancillary and Miscellaneous Provisions) Regulations 2014
1.1.16 South Australian Public Health Act 2011, the South Australian Public Health (Legionella) Regulations 2013 and the South Australian Public Health (Wastewater) Regulations 2013
1.1.17 Supported Residential Facilities Act 1992
1.1.18 Unclaimed Goods Act 1987
1.1.19 Work Health and Safety Act 2012
1.1.20 Safe Water Drinking Act 2011
1.1.22 Real Property Act 1886
1.1.23 Strata Titles Act 1988
1.1.24 Heavy Vehicle National Law (South Australia) Act 2013
1.1.25 Burial and Cremation Act 2013 and Burial and Cremation Regulations
1.1.26 Electronic Conveyancing National Law (South Australia) Act 2013
1.1.27 Local Nuisance and Litter Control Act 2016 and Local Nuisance and Litter Control Regulations 2017
1.1.28 Planning, Development and Infrastructure Act 2016
1.1.29 Fines Enforcement and Debt Recovery Act 2017 (with effect from April 2018)

2. **Delegations made under the Local Government Act 1999**

2.1 In exercise of the power contained in Section 44 of the Local Government Act 1999 the powers and functions under the following Acts and specified in the proposed Instruments of Delegation contained in Appendices 1-25 (distributed under separate cover) are hereby delegated this 19th day of December 2018 to the person occupying the office of Chief Executive. This is to take immediate effect except where otherwise specified subject to the conditions or limitations specified herein or in the Schedule of Conditions in each proposed Instrument of Delegation.

2.1.1 Community Titles Act 1996 (Appendix 1)
2.1.2 Dog and Cat Management Act 1995 (Appendix 2)
2.1.4 Expiation of Offences Act 1996 (Appendix 4)
2.1.5 Fences Act 1975 (Appendix 5)
2.1.6 Fire and Emergency Services Act 2005 and Fire and Emergency Services Regulations 2005 (Appendix 6)
2.1.8 Land and Business (Sale and Conveyancing) Act 1994 (Appendix 8)
2.1.9 Liquor Licensing Act 1997 (Appendix 9)
2.1.10 Local Government Act 1999 (Appendix 10)
2.1.11 Natural Resources Management Act 2004 and Natural Resources Management (General) Regulations 2005 and Natural Resources Management (Transitional Provisions Levies) Regulations 2005 (Appendix 11)
2.1.12 Roads (Opening and Closing) Act 1991 (Appendix 12)
2.1.13 Work Health and Safety Act 2012 (Appendix 13)
2.1.14 Road Traffic Act 1961 (SA), Road Traffic (Miscellaneous) Regulations 2014 and Road Traffic (Road Rules – Ancillary and Miscellaneous Provisions) Regulations 2014 (Appendix 14)
2.1.15 Unclaimed Goods Act 1987 (Appendix 15)
2.1.16 South Australian Public Health Act 2011, the South Australian Public Health (Legionella) Regulations 2013 and the South Australian Public Health (Wastewater) Regulations 2013 (Appendix 16)
2.1.17 Safe Water Drinking Act 2011 (Appendix 17)
2.1.18 Water Industry Act 2012 and Water Industry Regulations 2012 (Appendix 18)
2.1.19 Real Property Act 1886 (Appendix 19)
2.1.20 Strata Titles Act 1988 (Appendix 20)
2.1.21 Burial and Cremation Act 2013 and Burial and Cremation Regulations (Appendix 21)
2.1.22 Electronic Conveyancing National Law (South Australia) Act 2013 (Appendix 22)
2.1.23 Local Nuisance and Litter Control Act 2016 and Local Nuisance and Litter Control Regulations 2017 (Appendix 23)
2.1.24 Planning, Development and Infrastructure Act 2016 (Appendix 24)
2.1.25 Fines Enforcement and Debt Recovery Act 2017 (with effect from April 2018) (Appendix 25)

2.2 Such powers and functions may be further delegated by the Chief Executive in accordance with Sections 44 and 101 of the Local Government Act 1999 as the Chief Executive sees fit, unless otherwise indicated herein or in the Schedule of Conditions contained in each such proposed Instrument of Delegation.

3. **Delegations made under the Development Act 1993**

3.1 In exercise of the powers contained in Section 20 and 34(23) of the Development Act 1993, the powers and functions under the Development Act 1993 and the Development Regulations 2008 contained in the proposed Instrument of Delegation (Appendix 26) (distributed under separate cover) are hereby delegated on 19th December 2018 to the person occupying the office of Chief Executive subject to the conditions or limitations indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation under the Development Act 1993.
3.2 Such powers and functions may be further delegated by the Chief Executive as the Chief Executive sees fit and in accordance with the relevant legislation unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation under the Development Act 1993.

4. Delegations made under the Food Act 2001

4.1 In exercise of the powers contained in Section 91 of the Food Act 2001, the powers and functions under the Food Act 2001 contained in the proposed Instrument of Delegation (Appendix 27) (distributed under separate cover) are hereby delegated this 19th day of December 2018 to the person occupying the office of Chief Executive ('the head of the enforcement agency' for the purposes of the Food Act 2001) subject to the conditions and or limitations specified in the schedule of Conditions in the proposed Instrument of Delegation under the Food Act 2001.

4.2 Such powers and functions may be further delegated by the Chief Executive as the Chief Executive sees fit and in accordance with the relevant legislation unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation under the Food Act 2001.

5. Delegations under the Supported Residential Facilities Act 1992

5.1 In exercise of the powers contained in Section 9 of the Supported Residential Facilities Act 1992, the powers and functions under the Supported Residential Facilities Act 1992 contained in the proposed Instrument of Delegation (Appendix 28) (distributed under separate cover) are hereby delegated this 19th day of December 2018 to the person occupying the office of Chief Executive subject to the conditions or limitations specified in the Schedule of Conditions in the proposed Instrument of Delegation under the Support Residential Facilities Act 1992.

5.2 Such powers and functions may be further delegated by the Chief Executive as the Chief Executive sees fit and in accordance with the relevant legislation unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation under the Supported Residential Facilities Act 1992.

6. Delegations under the Road Traffic Act 1961

6.1 In exercise of the power contained in Section 33(1) of the Road Traffic Act 1961 and delegated to the Council pursuant to Clause G of the Instrument (Appendix 29) (distributed under separate cover) and contained in the proposed Instrument of Delegation is hereby delegated this 19th day of December 2018 to the person occupying the office of Chief Executive subject to the conditions contained in the proposed instrument.

7. Delegations under the Safe Drinking Water Act 2011 (of enforcement agency)

7.1 In exercise of the power contained in Section 43 of the Safe Drinking Water Act 2011 the powers and functions as the relevant authority under the Safe Drinking Water Act 2011 contained in the proposed Instrument of Delegation (Appendix 30) (distributed under separate cover) are hereby delegated this 19th day of December 2018 to the person occupying the office of Chief Executive subject to the conditions or limitations indicated herein or in the Schedule of Conditions in the proposed Instrument of Delegation under the Safe Drinking Water Act 2011.

7.2 Such powers and functions may be further delegated by the Chief Executive as the Chief Executive sees fit and in accordance with the relevant legislation unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation under the Safe Drinking Water Act 2011.

8. Delegations under the Heavy Vehicle National Law (South Australia) Act 2013

8.1 In exercise of the power contained in Section 44 of the Local Government Act 1999 and Section 22B of the Heavy Vehicle National Law (South Australia) Act 2013 (as relevant) the powers and functions under the Heavy Vehicle National Law (South Australia) Act 2013 contained in the proposed Instrument of Delegation (Appendix 31) (distributed under separate cover) are hereby delegated this 19th day of December 2018 to the person occupying the Office of Chief Executive, subject to the conditions or limitations indicated herein or in the Schedule of Conditions in the proposed Instrument of Delegation under the Heavy Vehicle National Law (South Australia) Act 2013.
8.2 Such powers and functions may be further delegated by the Chief Executive as the Chief Executive sees fit and in accordance with the relevant legislation unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation under the Heavy Vehicle National Law (South Australia) Act 2013.

3. Background

In accordance with the Roxby Downs Indenture Ratification Act 1982, the Administrator has all the powers, functions and duties of a council. Councils normally delegate certain powers and functions under section 44 of the Local Government Act 1999 and a range of other Acts to Chief Executive Officers. This provides formal authority to the Chief Executive to implement the decisions and carry out statutory responsibilities of Council. Certain matters cannot be delegated or are limited as outlined in Section 44(3) and (3a) of the Act. A delegation can be revoked by Council at any time in accordance with section 44 (4)(c) of the Local Government Act 1999. Council is required to undertake a review of delegations each year.

On 27 September 2017 Council delegated powers and functions under various Acts to the Chief Executive. Since that time there have been changes to legislation that are now requiring amendment (or inclusion). These include instruments under the following Acts:

- Expiation of Offences Act 1995
- Local Government Act 1999
- Work Health and Safety Act 2012
- Road Traffic Act 1961 (SA), Road Traffic (Miscellaneous) Regulations 2014 and Road Traffic (Road Rules - Ancillary and Miscellaneous Provisions) Regulations 2014
- Safe Drinking Water Act 2011
- Heavy Vehicle National Law (South Australia) Act 2013
- Planning, Development and Infrastructure Act 2016
- Development Act 1993
- Food Act 2001
- Fines Enforcement and Debt Recovery Act 2017

4. Policy Implications

5.1 Financial/Budget

Nil

5.2 Resources

Nil

5.3 Legal and Risk Management

There is risk to Council in not having correct delegations in place to enable the Chief Executive to undertake his role effectively. Enforceability of decisions and actions taken may be compromised and there may be legal and administrative problems for Council. Section 44 (6) requires Council to review delegations annually.

5. Attachments

Proposed instruments of delegation, based on the Local Government Association templates, are attached under separate cover

6. Report Authorisers

Michelle Hales
Group Manager Governance and Community
REPORT FOR ORDINARY COUNCIL MEETING

Meeting Date  19 December 2018
Title of Report  Community Board Annual Grant 2018/2019

1. Purpose
To approve the annual operating grant for the Roxby Downs Community Board Inc. for 2018/2019

2. Recommendation
That Council approve the 2018/2019 Annual Operating Grant of $3,000.00 for the Roxby Downs Community Board Inc.

3. Background
The Roxby Downs Community Board was established by the Council in 2005 and separately incorporated as a not for profit association in December 2006. The Community Board, through its associated forums, sources funding from a variety of grant funding bodies for specific projects and programs but it does not have any recurrent sources of income to cover operational expenses. Since 2006 Council has provided the Community Board with an annual grant to support its operations particularly in the area of insurance.

4. Discussion
Each year the Community Board submits and application to Council for operational expenses relevant to each particular financial year. For the 2018/2019 the projected expenses requiring support are:

<table>
<thead>
<tr>
<th>Expense</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Insurance Public Liability</td>
<td>$1,262.95</td>
</tr>
<tr>
<td>Volunteers Insurance</td>
<td>$415.25</td>
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<tr>
<td>Association Officials Insurance</td>
<td>$671.66</td>
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<tr>
<td>Administration Post Office Box</td>
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</tr>
<tr>
<td>Market Day stall</td>
<td>$80.00</td>
</tr>
<tr>
<td>RoxFM Membership</td>
<td>$50.00</td>
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<tr>
<td>Sundry expenses</td>
<td>$396.14</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$3,000.00</strong></td>
</tr>
</tbody>
</table>

5. Policy Implications

5.1 Financial/Budget
This expense falls within Council’s budget allocation for the Community Board for 2018/2019.

The expense links the Community Leadership Objective (L2.1) in Council’s Strategic Management Plan 2012-2017 which is to support a robust and inclusive Community Board.

5.2 Resources
Council provides a variety of in-kind resources to the Community Board throughout the year including executive administrative support, project and event management support and free access to venues. This in-kind contribution limits the amount of financial support required by the Board (i.e. the Association) to operate.
5.3  **Legal and Risk Management**

As an incorporated Association the Community Board has a responsibility to protect volunteers and the public participating in its operations and activities. Most of the annual grant is used to cover required insurance premiums and maintain appropriate insurance cover.

6.  **Report Consultation**

Sandy Sumson – Chair of the Community Board

7.  **Report Authorisers**

Michelle Hales
Group Manager Governance and Community
REPORT FOR ORDINARY COUNCIL MEETING

Meeting Date 19 December 2018
Title of Report Review of Flag Policy

1. Purpose
   To review and adopt the Flag Management Policy

2. Recommendation
   That Council:
   1. Approves the policy name change from the Flag Policy to the Flag Management Policy and
   2. Adopts the Flag Management Policy as presented and publish on Council’s website.

3. Background
   Council currently operates one set of four flagpoles located at the War Memorial in Richardson Place. Flags fly permanently at this location and are illuminated at night. The flags contribute to the vibrancy of the main street and instil a sense of community pride.

4. Discussion
   The Flag Policy provides a good governance approach to flying flags in accordance with relevant Government protocols and a consistent approach to flying additional flags. The Policy provides some guidance to the community regarding the flags that Council will ordinarily fly throughout the year.

   Amendments to the existing policy include:
   - provision that flags will not be flown in hazardous weather conditions.
   - provision for applications to be received to fly other flags. Approval must be by Council resolution.
   - changes to logistical responsibilities.

5. Policy Implications
   5.1 Financial/Budget
       There is an annual budget allocation of $2,000 for the replacement of flags.

   5.2 Resources
       Staff time required to raise and remove flags when the need arises. Staff time has been reduced with the permanent flying of the flags following the upgrading of public space lighting in Richardson Place.

   5.3 Legal and Risk Management
       This policy complies with the protocols established by the Australian Federal Government and the Flags Act 1953 (Commonwealth).
6. Report Consultation

Reference to the publication *Australian flags – part 2: The protocols for the appropriate use flying of flags* published by the Department of Prime Minister and Cabinet

7. Attachments

Flag Management Policy

8. Report Authorisers

Michelle Hales
Group Manager Governance and Community
<table>
<thead>
<tr>
<th>TITLE</th>
<th>FLAG MANAGEMENT POLICY</th>
</tr>
</thead>
</table>
| Latest Review Changes | Provision added for requests to fly alternative flags  
Wording condensed to remove duplication |
| Previous Council Reviews | 08.12.11  
26.05.15 |
| Previous Audit Committee Reviews | Not applicable |

**Applicable Legislation:**

- Flags Act 1953

**Related Policies (alphabetical list):**

- 

**Related Procedures:**

- 

**Reference Documents:**

- Australian Flags booklet Commonwealth of Australia 2006
1. **PREAMBLE**

The flying of flags is a very visible and recognisable symbol of country, state, corporate or cultural identity. Great importance is placed on the dignity of the flag, its appearance and how it is treated.

2. **PURPOSE**

The Flag Policy (“Policy”) provides a good governance approach to flying flags in accordance with relevant Government protocols and a consistent approach to flying alternative flags. The policy also provides operational guidelines for the flying of flags on flag poles under Council’s care and control.

3. **SCOPE**

The policy applies to flags and flag poles owned by the Municipal Council of Roxby Downs

4. **PROCEDURE AND PROTOCOL**

4.1 Council will comply with the guidelines of the flag protocol as set by the Australian Federal Government in all instances where it has control over the display and management of flags. This will include the lowering of specific flags to half-mast.

4.2 Council recognises the significance of flying certain flags and will permanently fly the following flags at designated flag pole sites

- The Australian National Flag
- The Australian Aboriginal Flag

These flags will not be flown in hazardous weather conditions.

4.3 The hierarchy for flying flags on Council property is dependent upon the number of flag poles erected in any one location

- Where there is only one (1) flagpole present at a Council property, the Australian national flag is flown
- Where there is two (2) flagpoles present at a Council property, the Australian National Flag and the Aboriginal and Torres Strait Islander flags are flown
- Where there are three (3) flagpoles present at a Council property, the Australian National Flag, the Aboriginal and Torres Strait Islander Flag, and the Roxby Council logo flag are flown
- Where there are four (4) flagpoles present at a Council property, the Australian National Flag, the Aboriginal and Torres Strait Islander Flag, the Roxby Council logo flag and Roxby Community flag are flown

4.4 Where a specific Council resolution approves the display of other flags, these flags will be flown in place of the Roxby Council logo flag and Roxby Community flag

4.5 Where declared by the Commonwealth or State Government, a special flag or flags may be flown. When Council receives advice on such “special declarations” by the government then the Roxby Council flag and Roxby Community flag will be temporarily removed replaced with the special flag(s) for the period of time required.
5. **Flying the Aboriginal Flag**

The Australian Aboriginal flag was proclaimed as a flag of Australia under Section 5 of the Flags Act 1953 (14 July 1995). Permission is not required to fly the Australian Aboriginal Flag. The Australian Aboriginal Flag is protected by copyright and may only be reproduced in accordance with the provisions of the Copyright Act 1968 or with the permission of Mr Harold Thomas, the designer of the flag.

The Council will fly the Aboriginal Flag permanently and the Torres Strait Islander Flag during Reconciliation and NAIDOC weeks and at any other key indigenous events.

6. **Protocol for Flying the Australian National Flag**

The correct precedence or order for flying flags is:

I. Australian National Flag  
II. National flags of other nations  
III. State and Territory flags  
IV. Australian Aboriginal flag and Torres Strait Islander flag or other flags prescribed by the Flags Act 1953  
V. Ensigns and pennants (including local government, private organisations, sporting clubs and sporting groups)

The protocols are detailed in Appendix 1

7. **Special dates when Flags are to be flown (including at half mast) (refer Appendix 2)**

The Protocol Unit of the Department of Premier and Cabinet provides notices to Council when all flags must be flown at half-mast.

The Australian National Flag is displayed at all citizenship ceremonies to promote greater public awareness of its National symbol.

8. **Requests to fly alternative flags**

All requests to fly flags other than the Australian Flag or the Aboriginal Flag must be determined by Council resolution. In determining whether additional flags are to be flown, applications should be made in writing to the Chief Executive and received at least eight (8) weeks prior to the requested date. Applications must address the following criteria:

- Demonstrated local, State or national significance  
- Demonstrated social, cultural, environmental, economic, political and/or historical significance  
- Demonstrated support in the community for the cause

Approval for an application will not constitute a precedent for future applications. Each and every application will be assessed on its individual merits regardless of previous applications.
9. **RESPONSIBILITY**

9.1 The Chief Executive is responsible for the nature of all flags under the Council’s care and control that are flown on council’s civic properties.

9.2 Corporate Services Department will have logistical responsibility to carry out flag flying procedures to ensure the flags are in good care and condition.

   Essential Services and Assets Department will be responsible for maintenance of flag poles.

10. **REVIEW & EVALUATION**

This Policy will be reviewed and evaluated no less than once every two years.

11. **ACCESS TO THE POLICY**

The policy is available for public inspection on Council’s website [www.roxbydowns.sa.gov.au](http://www.roxbydowns.sa.gov.au) and from reception at the Council Office – 6 Richardson Place, Roxby Downs
Appendix 1

Protocol for Flying Australian National Flag:

- The Australian National Flag should only be flown at night if illuminated
- When flying the Australian National Flag and any other flags in a line of flagpoles the Australian National Flag should always be flown on the far left of a person facing the flags
- The placement of other flags after the National Australian flag is generally determined by the number of people they represent with the council area
- When flying the Australian National Flag with other flags in a line of flagpoles, the order of the flags should follow the rules of precedence (e.g. the Australian National Flag should always be flown on the far left of a person facing the flags, or in the centre where there are three (3) flag poles and the centre pole is higher. Note that no other flag should be flown above the national flag
- In a semi-circle of flags, the Australian National Flag should be in the centre
- The flag should not be allowed to fall or lie on the ground
- The flag should not be used to cover a statue, monument or plaque for an unveiling ceremony, to cover a table or seat or to mask boxes
- The flag should not be flown when in a damaged, faded or dilapidated condition
- The flag should not normally be flown in a position inferior to that of any other flag or ensign
- The flag should not be smaller than that of any other flag or ensign
- The flag should be briskly and lowered ceremoniously
- The flag should always be flown aloft and free as close as possible to the top of the flag mast, with the rope tightly secured
- The flag should be raised no earlier than first light and should be lowered no later than dusk
- Two flags should not be flown from the same flagpole
- The flag should not be flown upside down, not even as a signal of distress

Protocol for Flying Australian National Flag at Half-Mast:

- Flags are flown in the half-mast position as a sign of mourning
- When flying the Australian National Flag with other flags, all flags in the set should be flown at half-mast. The Australian National Flag should be raised first and lowered last
- To bring the flag to the half-mast position, the flag must be first raised to the top of the mast (the ‘peak’), then immediately lowered slowing to the half-mast position. An acceptable position would be when the top of the flag is a third of the distance down from the top of the flagpole
- When lowering the flag from a half-mast position, it should first be briefly raised to the peak, then be lowered ceremoniously
- Under no circumstances should a flag be flown at half-mast at night even if it is illuminated
Appendix 2

Special Days for Flying Flags:

The following days of commemoration are identified below:

<table>
<thead>
<tr>
<th>Date</th>
<th>Occasion</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 January</td>
<td>Anniversary of the establishment of the</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Commonwealth of Australia</td>
<td></td>
</tr>
<tr>
<td>26 January</td>
<td>Australia Day</td>
<td></td>
</tr>
<tr>
<td>Second Monday in March</td>
<td>Commonwealth Day</td>
<td></td>
</tr>
<tr>
<td>21 March</td>
<td>Harmony Day</td>
<td></td>
</tr>
<tr>
<td>25 April</td>
<td>Anzac Day</td>
<td>Flags are flown at half-mast until noon then at the peak until the usual time for closure of business</td>
</tr>
<tr>
<td>27 May to 3 June</td>
<td>National Reconciliation Week</td>
<td>Torres Strait Islander flag and the Aboriginal flag flown</td>
</tr>
<tr>
<td>Second Monday in June</td>
<td>Celebrated as the Queen’s Birthday</td>
<td></td>
</tr>
<tr>
<td>Nominated week in July</td>
<td>NAI DOC Week</td>
<td>Torres Strait Islander flag and the Aboriginal flag flown</td>
</tr>
<tr>
<td>3 September</td>
<td>Australian National Flag Day</td>
<td></td>
</tr>
<tr>
<td>17 September</td>
<td>Citizenship Day</td>
<td></td>
</tr>
<tr>
<td>24 October</td>
<td>United Nations Day</td>
<td></td>
</tr>
<tr>
<td>11 November</td>
<td>Remembrance Day</td>
<td>Flags are flown at half-mast from 10.30am to 11.02am</td>
</tr>
<tr>
<td>Other - various</td>
<td>Funerals (Applicable to residents/former residents of the district)</td>
<td>At request and discretion of Administrator</td>
</tr>
</tbody>
</table>
REPORT FOR ORDINARY COUNCIL MEETING

Meeting Date 19 December 2018
Title of Report Proposed Scout Hall Design

1. Purpose

To gain consent from the Municipal Council of Roxby Downs for Scouts SA to proceed in submitting a Development approval for the proposed plans for the Roxby Downs Scout Hall.

2. Recommendation

That Council approves Scouts SA to proceed in submitting a Development Application for the proposed Scout Hall.

3. Background

The Municipal Council of Roxby Downs entered into a Lease agreement with Scouts SA on 31 January 2018 for part allotment 1396, Olympic Way Roxby Downs SA. This Lease agreement is for a 21 year period.

As per Item 14 of the Schedule of the Lease agreement it is a requirement that:

‘The Occupier and Council must enter into an agreement outlining the details of the proposed building within 6 months of this lease, the Occupier must then obtain development approval for the proposed building within a further 6 months, and the Occupier must commence construction of the proposed and approved building within 18 months of commencement of this Lease and must complete the construction of the proposed and approved building within a further 18 months.’

On 28 September 2018, Council granted an extension until Tuesday 27 November 2018 for Council and Scouts SA to enter into this agreement.

Please refer to the attached plans of the proposed Scout Hall for Roxby Downs as provided by Mr. Grant Ferguson on 27 November 2018.

4. Discussion

The local Roxby Downs Scouts Group has been seeking a parcel of land for over a 10 year period to build a Scout Hall. The local Scouts group has been actively fundraising, seeking sponsorship, in-kind support from local businesses and grants to fund the development of the Scout Hall.

5. Policy Implications

5.1 Financial/Budget

Scouts SA have confirmed that they will provide the funding required to build the proposed Scout Hall.

5.2 Resources

Council employee designated to manage Leased properties.
Council employee to manage Development approvals.

5.3 Legal and Risk Management

Compliance with the Local Government Act 1999
Compliance with the Development Act 1993
6. Report Consultation
   Grant Ferguson - Property Manager Scouts SA

7. Report Authorisers
   Tony Weir
   Group Manager Lifestyle and Sport
REPORT FOR ORDINARY COUNCIL MEETING

Meeting Date       Wednesday 19 December
Title of Report    Upgrade of Hermit Street Playground – Stage 1 Consultation Summary

1. Purpose
   To provide a summary of community submissions received during the Stage 1 consultation on
   the upgrade of the Hermit Street Playground to a nature based play space.

2. Recommendation
   That Council
   1. Endorse the development of a design brief for a nature based play space at Hermit
      Street playground which incorporates elements identified from Stage 1 consultation and
      reflects the community wishes.
   2. Issue the design brief as a Request for Procurement to suitably qualified play design
      companies.

3. Background
   Roxby Council has obtained supporting funds through the State Government of South Australia
   to enhance the 3km Emu Walk Trail and redevelop the Hermit Street Playground located within
   Roxby Downs. Council is currently within the planning stage of the projects.

   The Hermit Street Playground is located adjacent to the Emu Walk and provides recreational
   opportunities for all Roxby Downs residents, particularly those living in the eastern side of town,
   however the current playground is outdated, vandalised and in poor condition.

   In 2014, Roxby Council conducted a community consultation which saw the community express
   their desire to see the Hermit Street Playground redeveloped as a “natural play space”. The aim
   of the redevelopment would be to provide a recreational space that encourages the community
   of Roxby Downs to embrace our environment and use their imagination to enjoy a range of
   outdoor developmental activities.

   A path between the playground and the existing Emu Walk could be constructed to make the
   Hermit Street Playground more accessible. An off-street car park is also being proposed
   thereby ensuring that congestion and traffic hazards are not created in Hermit Street.

   The Roxby Council Annual Business Plan and Budget for 2018/19 has set aside $50,000
   toward the Hermit Street Playground upgrade (in conjunction with the Emu Walk project).
   Elements of a State Government grant carried forward from the 2017/18 year will also be
   utilised to fund the projects. The final cost will be dependent on competitive pricing within the
   global limits for the Emu Walking Trail and the Hermit Street Playground upgrade.

   It should also be noted that dependent upon community needs and the full allocation of land this
   project may need to be developed in several stages.

4. Discussion
   Roxby Council consulted with the community from 5-26 November regarding the upgrade of the
   Hermit Street playground to a nature based play space. Community feedback was sought via
   online surveys, hardcopy surveys and face to face discussions.

   Anni Giles, Roxby Council Project Officer also visited education sites within Roxby Downs
   including St. Barbara’s Parish School, Roxby Downs Area School, Roxby Downs Kindergarten
and Roxby Downs Early Learning Centre. A face-to-face session was also conducted at the Roxby Downs Community Hub and at the Roxby Downs/Olympic Dam 30 Year Anniversary Family Day on the 17 November.

A brief summary of the survey results is below. A copy of the full survey results is available.

78 people completed the survey online or via hardcopy.

- 74% of respondents like the location of the current Hermit Street Playground
- 35% of respondents like the sand dune setting
- 27% of respondents like that it’s close to the Emu Walking Trail

We asked respondents to tell us about the children that would be using the playground, providing options for four different children. This method was used throughout the survey to identify different family’s needs.

For the purpose of this report, the responses for each child have been added to provide an overall summary at a glance.
Other comments:
- Safety
- Consideration for equipment and the Roxby summer heat
- Seating, tables, bbq and bins
- Encouraging nature play

Other comments:
- Structure to hide in and climb on
- A place for adventure and fun
- Toddler friendly equipment and spaces
- Shaded spaces with seating for adults to watch their children
- Mud kitchen
- Music wall
- Water play
- Climbing rocks or tree stumps
Examples of family favourite parks and why they are loved

- Bristow Smith Reserve Nature Playspace, Goolwa for the aquatic theme, variety of equipment offered, the hand water pump, inclusion of art and sculptures and the variety of equipment suitable for different age groups.
- Rotary Park, Roxby Downs because it’s well maintained, has a variety of equipment for all ages, shade, grass, a log to climb, toilets, proximity to residential houses.
- Memorial Park, Murray Bridge.
- Lions Park, Roxby Downs because it's central and close to the skate park, good location and plenty of shade, eating areas, water and toilet access, and room for kids to run through nature. It's accessible all year round due to the extensive shade. They’ve also got the option to run, stop and look at things or play on a playground. There are trees and plants to explore, grass to play on and a couple of pieces of equipment for the kids to utilise if they choose. It’s the perfect balance of all that’s required. As a parent I prefer it as there’s eating areas, water and toilet facilities too which are all added bonuses. It’s also the safest for younger children of all the playgrounds in town too- the high spaces are enclosed with less risk of falling
- Arid Explorers Garden and the Arid Lands Botanical Gardens in Port Augusta because of the opportunity to run around and explore, providing opportunity for risks, trying new things, being able to use their imagination and play by themselves
- Marshmallow Park, Adelaide because of the bench swing so parents can swing too, and climbing frames with slides, and water play for all ages.
- Carisbrooke Park, Adelaide for the climbing, monkey bars, flying foxes
- Munno Para Playground for the climbing, monkey bars, flying foxes
- Thorndon Park, Adelaide for the climbing, monkey bars, flying foxes
- Glenelg Foreshore Playground for the climbing, monkey bars, flying foxes and water play
- Morialta Conservation Park Playground for the rugged adventure and action theme, proximity to nature, big area, opportunities for exploring, natural materials, lots and lots to do
- Robot Park, Piara Waters, Perth Western for all the facilities especially climbing and play with water.
- St Kilda Playground, Adelaide for the Flying Fox and different activities all in one place.
- Bonython Park, Adelaide for the water parts and the water controls
- Brighton Playground, Adelaide for the flying fox
- Jubilee Playground, Port Noarlunga for the variety of choice and challenge
- Andamooka Playground because of the toddler friendly equipment
- Train Park, Croydon for the slides, trains, sensory activities and enclosed areas so they can run around as much as they like.
- Payneham, Adelaide for the variety of equipment and good facilities.
- Glenunga Hub, Adelaide for the water station, sandpit and mud play which are currently not available in Roxby
- Tusmore Park playground in Adelaide is brilliant! The combination of nature play and climbing equipment, the space to run and play, WATER, endless possibilities for imaginative play. It’s a nice space to be in.

5. Policy Implications

5.1 Financial/Budget

The Roxby Council Annual Business Plan and Budget for 2018/19 has set aside $50,000 toward the Hermit Street Playground upgrade (in conjunction with the Emu Walk project). Elements of a State Government grant carried forward from the 2017/18 year will also be utilised to fund the projects. The final cost of the project will be subject to competitive pricing.

5.2 Resources

The main Council staff working on this project include Anni Giles, Geoff Thompson, Stuart Edwards, Roy Blight, Tony Weir and Juliette Demaine. Additional Council staff may be required for their expertise. A Community Reference Group has formed, with key community stakeholders involved in the planning of this project.
Roxby Council will contract various companies to carry out the works required for this project, and will utilise local expertise where possible.

5.3 Legal and Risk Management

Project risks will be identified via scheduled inspections, regular meetings and reviews. The Project Manager will follow and implement processes as specified in Roxby Council’s policies and procedures. Risk assessments and mitigation plans will be communicated within progress reports to the Project Control Group and to the Client and key stakeholders.

6. Report Consultation

Anni Giles – Community Projects Officer (Environment)
Amanda Astri – Research and Media
Stuart Edwards – Group Manager Essential Services and Assets
Community Consultation

7. Report Authorisers

Stuart Edwards
Group Manager Essential Services & Assets
REPORT FOR ORDINARY COUNCIL MEETING

Meeting Date 19 December 2018
Title of Report Chief Executive’s Report

1. Purpose

To provide Council with an update from the Chief Executive since 31 October 2018.

2. For Information

2.1 30th Anniversary

The 30th Anniversary celebrations went ahead on Saturday 17 November and was an outstanding success.

The Kalta lizard – the traditional symbol for the Kokatha people – was unveiled at the entry to Visitor Information Centre. This is an amazing piece of artwork, and congratulations to the artists, Andrew and Michael from Alchemy Ironworks for their creativity and ingenuity. It was a great delight to have Glen Wingfield, the Deputy Chairperson of the Kokatha, here for the Welcome to Country and unveiling ceremony.

The Kalta lizard has been gifted to the Council from BHP and the Community Donation/Small Grant contract has been executed with BHP. The Artwork has been added to Council’s insurance.

2.2 Strategic Relationship Management

The Administrator, Chief Executive, Group Manager Corporate Services and Financial Accountant meet with the Department of Mines and Energy and BHP and presented the Draft Annual Report and Financial Statements for FY18. The meeting was successful and we were able to transact the required business.

2.3 Human Resources

Appointments

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lauren O’Loughlin</td>
<td>Casual Multi-skilled Officer</td>
<td>Lifestyle and Sport</td>
</tr>
<tr>
<td>Susie Krueger</td>
<td>Casual Multi-skilled Officer</td>
<td>Lifestyle and Sport</td>
</tr>
</tbody>
</table>

2.4 End of Year

I would like to thank the Administrator, Council Staff and Community Volunteers for their support over the last 12 months and wish you all a Merry Christmas and a safe and Happy New Year.

3. Report Authorisers

Roy Blight
Chief Executive
REPORT FOR ORDINARY COUNCIL MEETING

Meeting Date  19 December 2018
Title of Report  Development Application Decisions

1. Purpose
To inform the community of the Development Application Decisions.

2. For Information
The following is listed as the Development Application processed from 28 November 2018 to 13 December 2018.

- 692/029/18
- 692/034/18
- 692/036/18

3. Attachments
Development Register

4. Report Authorisers
Danielle Moore
Governance Support
### DEVELOPMENT APPLICATION SYSTEM

#### MONTHLY COUNCIL REPORT OF BUILDING APPROVALS

<table>
<thead>
<tr>
<th>Permit No.</th>
<th>Applicants Details</th>
<th>Builder Details</th>
<th>Site of Building</th>
<th>Description of Work</th>
<th>Valuation</th>
</tr>
</thead>
<tbody>
<tr>
<td>692/029/18</td>
<td>Benjamin Muscat</td>
<td>Benjamin Muscat</td>
<td>13B Kennebery Crescent Roxby Downs 5725 SA</td>
<td>Erect new retaining wall and replace existing dama</td>
<td>$25000.00</td>
</tr>
<tr>
<td>692/034/18</td>
<td>Municipal Council Of Roxby Downs</td>
<td>Municipal Council Of Roxby Downs</td>
<td>Curdimurka Street Roxby Downs 5725 SA</td>
<td>Concrete Pad &amp; Shelter at Local Playground</td>
<td>$8000.00</td>
</tr>
<tr>
<td>692/036/18</td>
<td>Andrew Winterfield</td>
<td>Andrew Winterfield</td>
<td>57 Pioneer Drive Roxby Downs 5725 SA</td>
<td>Removal of existing shed, replace with larger shed</td>
<td>$6300.00</td>
</tr>
</tbody>
</table>

### Details:

- **Month**: 28/11/2018 To 13/12/2018
- **Current Period End Date**: 30-Jun-2019

- **Permit No.**: 692/029/18
- **Applicants Details**: Benjamin Muscat
- **Site of Building**: 13B Kennebery Crescent Roxby Downs 5725 SA
- **Description of Work**: Erect new retaining wall and replace existing dama
- **Valuation**: $25000.00
- **Floor Area**: 72.00

- **Ward**: 
- **Type of Building**: Alteration and/or Additions

- **Permit No.**: 692/034/18
- **Applicants Details**: Municipal Council Of Roxby Downs
- **Site of Building**: Curdimurka Street Roxby Downs 5725 SA
- **Description of Work**: Concrete Pad & Shelter at Local Playground
- **Valuation**: $8000.00
- **Floor Area**: 30.00

- **Ward**: 
- **Type of Building**: Alteration and/or Additions

- **Permit No.**: 692/036/18
- **Applicants Details**: Andrew Winterfield
- **Site of Building**: 57 Pioneer Drive Roxby Downs 5725 SA
- **Description of Work**: Removal of existing shed, replace with larger shed
- **Valuation**: $6300.00
- **Floor Area**: 37.20

- **Ward**: 
- **Type of Building**: Alteration and/or Additions