

5 September 2003

Dear Elected Member,

I wish to advise that the next Council Meeting will be held on Tuesday 9 September 2003 commencing at 5.00pm. Please note Chief Executive Officer's Report regarding earlier meetings commencing at 1.00pm.

Yours faithfully,

RJ Kay
Chief Executive Officer

AGENDA

PRESENT

APOLOGIES

**CONFIRMATION
OF MINUTES**

Minutes of the Council Meeting held on 12 August 2003 be taken as read and confirmed.

MAYOR'S REPORT

REPORTS OF COMMITTEES

1. Bush Inn Committee
2. Outside of School Hours Care Committee – 29 July 2003
3. Child Care on Wheels Committee – 14 August 2003
4. School/Library Committee – 27 August 2003
5. Lake Butler Boat Haven Committee Meetings 26 August 2003 and 2 September 2003.

REPORTS OF DELEGATES

REPORTS OF ASSOCIATED BODIES

1. Robe Tourism & Traders Association – 4 August 2003

OFFICER'S REPORTS

1. Development Officer (blue)
2. Chief Executive Officer (green)
3. Acting Works Manager (gold)
4. Economic Development Officer (lilac)
5. Child Care Manager (dark green)

FINANCE

1. Accounts for Payment
2. Reconciliation Statement

CORRESPONDENCE Section A:

1. South East NRM Coast & Marine Officer – SE Coastal Management Group (see attached).

Officers Comment – Council to nominate its delegates to the SE Coastal Management Group.

2. KESAB – partnership (see attached).

Officers Comment – The partnership fee is included in the creditors.

3. Minister for Environment & Conservation Heritage - Directions – A Future for Built Heritage in South Australia (see attached).

Officers Comment – Recommend that Council makes the following comments:

- (a) funding mechanisms for privately owned heritage buildings should be explored
- (b) some consideration should be given to Local Government owned heritage building and provision for funding to maintain and conserve these buildings should be explored.

4. Mt Benson Hall Committee – Donation (see attached).

Officers Comment – Recommend a donation of \$343.78 be made to the committee.

5. Robe Village Fair – Road Closures (see attached).

Officers Comment – Recommend that Council grant approval for the closures and commence the process.

6. Robe Tourism & Traders Association – 2003/2004 Council Budget (see attached).

Officers Comment – Recommend that the letter be received.

7. Minister for Health – Country Steps Forward – Country Health Summit (see attached).

Officers Comment – Council can send a representative.

8. Minister for Transport – Response to Commercial Fishing Vessel Facility Levy (see attached).

Officers Comment – Council could possibly access some of these funds for the Lake Butler Redevelopment.

9. SA Local Government Grants Commission – visit (see attached).

Officers Comment - Recommend that the letter be received.

10. Robetown Motor Inn – extension of liquor licence (see attached).

Officers Comment – Recommend that Council raises no objection to the extension of the liquor licence.

11. Herman & Bersee – Bushland Cabins (see attached).
Officers Comment – Deferred from August Meeting.
12. Clelands – Liquor Licence for Limestone Coast Cellars (see attached).
13. Codbell Pty Ltd – Liquor Licence for Robe Cellars (see attached).
Officers Comment – Council can comment on both applications.
14. Local Government Association of SA – Raise the Roof – A Local Government Showcase (see attached).
Officers Comment – Recommend that the letter be received.
15. Local Government Association of SA – Election of LGA President (see attached).
Officers Comment – Council to cast its vote by a resolution.
16. Local Government Association of SA – Executive Director (see attached).
Officers Comment - Recommend that the letter be received.
17. Local Government Association of SA – Research and Development Scheme (see attached).
Officers Comment – Council can comment.
18. Local Government Association of SA – Minister’s Local Government Forum – Operating Arrangements (see attached).
Officers Comment - Recommend that the letter be received.
19. Local Government Association of SA – AWU Application – Casual Loading & Permanent Employment (see attached).
Officers Comment – Neither issues effect Council to any large degree. Recommend that Council does not comment.
20. Local Government Association of SA – NRM Bill 2003 LGA Submission (see attached).
Officers Comment – For elected member’s information.
21. Local Government Association of SA – Supreme Court Judgement Development Act (see attached).
Officers Comment – Council’s Consultant Planner have been asked for his comment on the implications of the judgement.

22. South Australian Recreational Fisher's Association – Closure of monthly activities (see attached).

Officers Comment – Council decision required.

23. Minister for Children & Youth Affairs – National Youth Roundtalk 2004 (see attached).

Officers Comment – For Elected Members information.

Section B:

24. KESAB – Annual Report.

OTHER BUSINESS

District Council of Robe

Bush Inn Committee

Two expressions of interest were received for the lease of the Bush Inn.

Discussions were held with the prospective lessees on 13 August 2003.

Pam Gray and others

- Proposal to develop Bush Inn for a range of activities namely;
 - Antiques & Collectables
 - Artist
 - Sculpture
 - Painter
 - Furniture
- Seek long term saleable lease (15 years).
- Building to be set up to replicate a house of the era.
- Have experience in restoration of old buildings.
- Would seek some Council assistance perhaps in kind in the project.
- Building open to the public.

Waterhouse Range Vineyards

- Proposal to develop cellar door outlet for Governor Robe wine selection.
- They will be responsible for restoration and maintenance of building.
- May seek some in kind support from Council.
- Seek long term saleable lease minimum 10 years.
- Building to be open to public.
- Query requirement for public toilet.

The Committee recommends that Council pursue discussions with Waterhouse Range Vineyards in respect to the lease and restoration of the Bush Inn.

Reason for the recommendation include:

- The transfer of their cellar door outlet (if possible) would give Council a greater security of tenure.
- Long term potential to restore the building.
- Provide a new business venture and venue for the local wine industry.

There is some concern regarding the initial cost of salt damp treatment and public toilets. This will have to be resolved in ongoing discussions if Council accepts the committee's recommendation.

ROBE LIBRARY BOARD MEETING HELD ON THE 29TH OF SEPTEMBER 2003
commencing at 5.10pm

PRESENT: Renae Clift (School rep), Jenny Matthews & Marcia Dening-Wasson (DCR Councillors), Joann Rose (Librarian)

Discussion about the “Terms of Reference” for the School/Robe Library Management Committee.

The meeting moved to advise the District Council that changes to the “Terms of Reference” should be:

Name change: from “School/Robe Library Management Committee” to “Robe Library Management Committee”

Objective: Change from “To facilitate the school’s involvement with the Robe Public Library” to “To provide a Library and Information service to meet the needs of the Community”

Purpose: Disregard everything written and change to

1. To facilitate co-operation and involvement between the Robe Public Library and the Robe Primary School”
2. To determine Library policies.

Membership: 2 Elected members
2 School representatives
2 Community representatives
1 Youth representative
Librarian

Meetings: To be held quarterly, within the school terms (February, May, August & November)

To be included in the Agenda for the November Meeting – looking at Library Operating Policies

Meeting closed at 6.30pm

Lake Butler Management Committee

Minutes of the Lake Butler Management Committee held on Tuesday 2nd September 2003, commencing at 3.05pm.

PRESENT

Peter Sangster, Dean Woodward, Cr Mark Denton,
Sharon Pettit, Glenn Sanford, Stephen Kennett

APOLOGIES

CONFIRMATION OF MINUTES

Moved Mark Denton, Seconded Dean Woodward that
the minutes from 26 August 2003 are true and correct.

Carried

CORRESPONDENCE

OUT

IN

Neil Rowe – Neil is responding to our letter of 29
August, we are to write back to him and advise that his
mooring is still valid.

Scott Gluyas – Moved Mark Denton, Seconded Dean
Woodward that we reply to Scott advising him that his
permanent mooring is still in the bay. but there is a
mooring available in inclement weather in the channel.
A casual mooring fee will be charged on an honesty
system of Scott letting us know monthly on how many
days was used.

Letters are to be written to Ashlee Sampson & Merv
Braithwaite with the same offer.

BUSINESS ARISING

Moved Dean Woodward, Seconded Stephen Kennett
that their motion about the petrol stations collecting
boat mooring fees be rescinded.

Carried

MOORINGS

A set of guidelines need to be set for moorings.

Moved Dean Woodward, Seconded Mark Denton, that
we write to Bill Hurst and advise him to remove his boat

from the Landings moorings. If this is not completed within 30 days, he will be charged a casual mooring fee and further action will be considered.

**HARBOUR MASTER
REPORT**

Dredging

Moved Mark Denton, Seconded Stephen Kennett that the Lake Butler Boat Haven Committee agree with Acting Harbour Master, Glenn Sanford that his actions be endorsed in regards to organizing the dredging equipment and operator.

Carried

CHAIRMAN

No report

COUNCIL REPS

No report

**PROFESSIONAL
FISHERMAN**

No report

SECRETARY

No report

**OTHER BUSINESS
BUSINESS**

Moved Peter Sangster, Seconded Stephen Kennett that the following items are recommended to Council that the work be carried out:

- Fitting tyres at work & main wharf
- Water pressure @ washdown bay is low
- Crane on work wharf be removed with damaged boardwalk
- Lighting is required at scales

Carried

Meeting closed at 4.05 pm

Chairman

Secretary

Development Officers Report

Robe Institute Building

For the past number of years Council has tried to get the broken timber window repaired at the Robe Institute Building. This window is situated on the Northern Side of the Institute and has been boarded up.

District Council of Robe has now been in contact with a tradesperson who can repair this window to match the existing (local tradesperson).

The estimate quote is of \$1000.00 to repair this window, and there has been no allocation in this year's Budget for any repairs to the Institute.

Recommendation

It is recommended that District Council of Robe proceeds with the repair of this window from the Robe Institute Building.

Dennis Crafter
Development Officer

District Council of Robe
Chief Executive Officer's Report

LTO Advices & Changes of Ownership

WA & JM Page to WA Page Lot 20 (483) Hundred of Waterhouse \$80000.

AH Clements to RL Clements Lot 91 (218) Lord Syleham Street Robe.

JD & SK Flint to CR & PE Moreland Lots 17 & 18 (212) Harold Street Robe \$295000.

WL Hender & ors to HJ Salts Lot 22 (212) Harold Street Robe \$110000.

WL Hender & ors to HJ Salts Lot 2 (212) Harold Street Robe \$138000.

BA & SK Moore to Blackford Merino Pty Ltd Lot 71 (212) Banks Road Robe \$145000.

LJ & NJ Tomlinson to LJ Tomlinson Lot 4 (369) Backler Street Robe.

RG & KM Cook to Wirray Properties Pty Ltd Lot 86 (310) Laurel Terrace Robe \$165000.

A & C McGill to C McGill Lot 85 (310) Laurel Terrace Robe.

RJ Stephen to LT & JA Polomka Lot 68 (310) Laurel Terrace Robe \$190000.

SJ Ingpen to CM Senior Lot 1 (218) Victoria Street Robe.

Howqua Investments Pty Ltd & ors to DJ O'Neil and DK Jones Lot 11 (477) Boatswain Point.

EW & JR Brown to WW & HJ Tucker Lots 27 & 28 (310) Lapwing Avenue Robe.

GS & PJ Gray to K Nourse Lot 145 (310) Laurel Terrace Robe.

GJ Fuller & ors to JD & L Sutherland Lot 5 (213) Thompson Road Robe.

JB & JL Sawyer to Wirray Park Pty Ltd, AS Wirth & SA Elsdon Lot 87 (310) and Lot 112 (310) Powell Avenue Robe.

HM & PF Nieuwendyk to Brurob Pty Ltd Lot 23 (310) Esplanade Robe.

Howqua Investments Pty Ltd & SAI Legoe to DA & AM Weir Lot 10 (477) Boatswain Point.

Hills Sites Pty Ltd to A Caldow Lot 11 Charles Bonney Drive Robe.

Hills Sites Pty Ltd to JM Munn & RM Walker Lot 12 Charles Bonney Drive Robe.

SG & AJ Woolston to S Gardner Lots 91 & 92 (219) Victoria Street Robe.

E & MA Scungio to MK Woollett & SE Carrison Lot 121 (310) Laurel Terrace Robe.

Discretionary Rebate

A number of interesting applications have been received in respect to discretionary rebates that require Council decision.

JM Salter – Assessment No.A820:

Application received advising as follows:

- Purchased mid 1980's as holiday home
- Upgrade holiday home to permanent residence
- Retired February 2000 to Robe
- 2001 – June to December upgraded house
 - garage
 - extensions
 - patio and lawn area
- Expenditure \$56800 plus personal labour \$5000

Part of the increase would be attributed to the extensions with the figure suggested to be about \$80000.

2002/2003 Valuation	108000	
2003/2004 Valuation	280000	
2002/2003 Rates	540.00	
Less SFR	<u>100.00</u>	
		440.00
+ 27%		\$558.80
2003/2004 Rates	1213.52	
Less SFR	<u>100.00</u>	
		\$1113.52

By reducing the capital value by the estimated increase due to extension, the calculation is as follows:

2000000 CV @ 0.4334 =	868.80	
Less SFR	<u>100.00</u>	
		766.80

The discretionary rebate would then be \$208.00.

Council decision required.

LM & EB Domaschenz – Assessment No.A21:

The application is for Bowman Cottages which is two holiday units as well as a permanent residence. This does not fall within the criteria set by Council.

2002/2003 Valuation	167000	
2003/2004 Valuation	280000	
2002/2003 Rates	835.00	
Less SFR	<u>100.00</u>	
		\$735.00
+ 27%		\$933.45
2003/2004 Rates	1213.52	
Less SFR	<u>100.00</u>	
		\$1113.52

RC Savage – Assessment No. A56:

Property in name of CM & JA Savage. Application claims it is his South Australian residence.

This application does not fall within the criteria set by Council.

2002/2003 Valuation	104000
2003/2004 Valuation	225000
2002/2003 Rates	\$520.00
Plus 27%	\$660.40
2003/2004 Rates	\$975.15

The following applications have been approved in accordance with the criteria set by Council.

		<i>Discretionary Rebate</i>
A90	MD McLaren	340.25
A2029	DA & GD Hunt	98.45
A55	NE & PM Grummett	277.63
A64	C Emery	16.80
A161	JK & PA Ling	38.77
A757	A Wright	202.77
A1296	J Rudd	120.80
A2312	RA Lawson	79.81
A857	PR Atkinson	139.86

A858	J & MA Burr	150.23
A635	P & CF DeLaine	206.09
A930	AG Lawrie	104.80
A1	TR & NK Johnson	376.92
A36	BF & FL Hartwig	272.40
A965	FJ Wasson & MA Denning-Wasson	200.44
A73	GJ & ML Greenall	181.80
A908	HA & UM Bawden	489.81
A758	RT & JE Grant	127.05
A1242	MP Whibley	112.56
A1036	M Rainsford	178.16
A692	BA Kirby	31.00
A38	CA Tonkin	370.89
A79	JM Williams	41.57
A900	S & L Kennett	304.85
A984	DR & LM Pritchard	198.54
A854	R Levinge	307.30
A1325	RI & FS Warhurst	292.77
A1215	N Wight	110.35
A87	BM Hunt	41.18
		<u>\$5413.85</u>

Some of the above may have objected to the Valuations and if the objection is successful adjustments will have to be made to the rebate granted.

In addition 7 applications did not meet the criteria specifically the 27% increase.

Coast and Marine Officer

Coastcare as a Government program ceased on 30 June 2003.

The South East Natural Resource Consultative Committee received the following project through the Natural Heritage Trust.

“Coast and Marine Management Support: A Coast and Marine Officer will ensure that all stakeholders are engaged and motivated to undertake action related to the Regional Natural Resource Management plan goals and outcomes.”

In effect this position will continue a similar role to Coastcare but include other activities in the South East in particular the implementation of the South East Coastal Management Strategy. The position was for the continuation of the former Coastcare Officer and to be stationed at Robe and employed by the District Council of Robe. Council will be paid \$80000 for the project which will cover all cost including the provision of a vehicle.

Acting Chief Executive Officer

It is recommended that Sharon Pettit Administration and IT Manager be appointed Acting Chief Executive Officer for the period 13 September 2003 to 11 October 2003 during the absence of the CEO on leave.

Council Meeting

The September meeting will commence normally at 5.00pm however two meetings will be held prior.

- | | |
|--------|---|
| 1.00pm | SELGA Waste Management (see Acting Works Manager's Report).
Kingston representatives will also be present. |
| 3.00pm | DC of Robe Workshop
Strategic Management Plan |
| 5.00pm | Normal Monthly Council Meeting commences |

RJ Kay
Chief Executive Officer

**WORKS DEPARTMENT REPORT
TO COUNCIL**

**9 SEPTEMBER 2003
ACTING MANAGER, WORKS**

1] SELGA ~ Waste Management Committee

Background

In 2002, SELGA decided to set up a Waste Management Committee to investigate the South East regional dumps. The Waste Management Committee was set up by a formal resolution passed by SELGA with all SE Councils to represent their respective Council at these meetings. I attended my first SELGA Waste Management Committee meeting with Cr. Loxton on the 28 August 2003. Following this meeting I decided that I would break down the amount of information with which we were provided. All SE Councils have committed to the project by contributing \$5,000 towards the SELGA Waste Management study.

URS Adelaide Pty Ltd, were commissioned by SELGA to undertake the research on the SE dumps and provide a project brief to go to open tender for the Economic Assessment of Landfill Rationalisation Options for the SE. Comments on this document are required by the 9 September 2003.

I hereby provide extra questions that I feel the study should cover:

- Cartage costs to proposed lands fill site[s] Lucindale, Millicent, Naracoorte
- Proposed charge rates per truck loads / tonne to dump site
- Builders on site rubbish [how will this be managed]
- Recycling depots need to be investigated eg: sorting and types of goods accepted and locations of recycling depots;

I am lead to believe that any final outcome will be by a formal resolution through a SELGA committee meeting.

Robe Dump

Robes dump is currently licenced through the Environment Protection Authority [EPA] and is a registered dumping site.

Landfill type; Dump excavation of cells in sand dunes and progressively filling.

Groundwater – Shallow

Lining status – Unlined

The following could be considered as site issues: Location close to coast, sandy soils, operational issues eg: wind blown litter, exposed waste. Adjacent to National Park restricted land area available for expansion.

These comments were provided by the SELGA Waste Management Committee, Council representatives and the EPA.

Prior to the Robe dump fire it was expected that the dump would be full within 3 to 4 years, since the fire, life expectancy has been increased to 8 - 9 years if managed correctly and effectively.

I will liaise with the EPA and gain their thoughts on the Robe Dump and ask the question, "Does it currently meet all dump requirements?" and, if not, why not? Can we overcome any issues and the costs that would be involved.

Proposal for Robe & District Waste - SELGA

Close the Robe Dump within the next 3 years and take all rubbish to Lucindale, or Millicent, or Naracoorte. This is only proposed at this stage and for discussion. [Approval through SELGA and Local Council's will be sought]

Robe dump site to only have a green organics waste depot and materials to be sorted at that site. [site unknown and costs will need to be understood for long term viability, further investigative measures required by SELGA]

If any Councilors require further information or wish to see the documents please contact myself or Cr. Loxton.

Public Consultation – Management Plan

A Waste Management Plan for the South East Council's has been developed by consultants "URS". The SELGA waste management committee would like all SE Council's to place this document on display and seek written comments in regards to the plan. Comments are to be received by the end of September 2003.

Meeting 9 September 03

On the 9th September 2003, at 1.00pm at the Council Chamber SELGA Waste Management Committee executives would like to hold a meeting with DC Robe and DC Kingston to discuss the waste management project and provide answers to your concerns.

Recommendation

That the waste management report be received and noted.

2] Works Department Budget

I have placed a works department financial year 2003 / 2004 budget together to highlight expenditure and expected income.

Recommendation

That the Works Department financial year 2003/2004 budget be received and noted.

3] Tree Removal & Replacement

On Wednesday 20 August 2003, Cr. Mathews and myself inspected a number of areas in the Robe township where trees/shrubs need to be removed and replaced.

Cr. Denning Wasson and the CEO placed an apology for not being able to attend this site meeting.

I have attached a list of trees and shrubs listed [1] to [10] of the proposed trees and shrubs that need to be removed.

Recommendation

That the trees listed [1] to [10] be removed and replaced with a suitable tree type species.



[1]
Removal of two trees on the corner of Victoria Street and Squires Drive. Replant suitable type trees.



[2]
Removal of dead trees and coastal wattles at Lannum Park



[3]
Removal of tee tree broken branches - Lannum Park



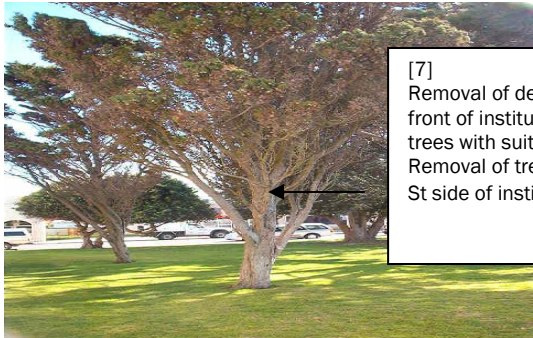
[4]
Removal of dead trees on island - Lannum Park



[5]
Removal of tree stumps for future mowing of area - Lannum Park



[6]
Removal of two broken trees in front of institute - replace trees with suitable type



[7]
Removal of dead trees in front of institute - replace trees with suitable type. Removal of tree on Victoria St side of institute.



[8]
Removal of dead trees in front of the harbour view motel replace with suitable type.



[9]
Remove and replacement of two trees along side of council office - Smillie Street



[10]
Removal of dead pine tree located at the Skate Park.

REPORT TO COUNCIL
ECONOMIC DEVELOPMENT OFFICER
FIONA RITCHIE
2 SEPTEMBER 2003

Lake Butler Redevelopment

I have spent considerable time on this project this month as follows:

- . Negotiation with Maunsell Australia towards the preparation of a Development plan that is achievable in the next 5 years
- . Preparation of the monthly report for DoTaRS
- . Working with Maunsell Australia on finalising the Masterplan Report
- . Preparation of income and cashflow projections
- . Investigation into Prudential Requirements under Section 48 of the Local Government Act for projects likely to cost in excess of \$4 million over the ensuing 5 years or where the expected expenditure of council over the ensuing 5 years is likely to exceed 20% of Council's average operating expenses over the previous 5 years. Prudential requirements encompass the
 - . Consistency with Strategic Management Plan objectives
 - . Consistency with Development Plan provisions for the Lake Butler area
 - . Expected Economic Development contribution of the project
 - . Level of consultation undertaken with the community
 - . Revenue projections and potential financial risks
 - . Financial viability and the net effect on Council's financial position
 - . Risk management issues
 - . Appropriate mechanisms or arrangements for carrying out the project

I have discussed the matter with the Local Government Association (LGA), several Big 5 and 2nd tier chartered accounting firms, researched appropriate legal firms and specialist consultancy firms likely to have experience with in this area, and distributed a call for Expressions of Interest

Industrial Land Development

I have started negotiations with two businesses interested in buying blocks in an expanded industrial estate. I have also liaised with SA Water on the development and obtained an estimate for supply of reticulated water to the blocks.

VIC Signage

I have consulted with the Librarian & VIC Manager and the CEO and designed new signage to replace the sign outside the Robe Institute, which was destroyed recently.

Robe Businesswomen's Cluster

I have prepared another report on the Secret Women's Business at Robe function and the Robe Businesswomen's Cluster, which is attached.

Aquaculture Sessions

I have promoted a number of Aquaculture sessions being held by Rural Solutions SA directly to aquaculture business in the Robe Council district and to businesses in general through the Robe Community Newsletter.

AusIndustry Breakfast

After a request by Steve Chapple, Southern Regional Manager, AusIndustry, I have arranged a free business breakfast at *The Gallerie* on Friday 26 September 2003 at 7.30am. Steve Chapple will speak on assistance for innovations including tax concessions, duty concessions, funding for graduate positions, and other grants, loans and venture capital available for new innovations. This has been promoted through the Robe Community newsletter and I will do a mailout to businesses approximately 2 weeks before the breakfast. The cost of the breakfast meals will be fully funded by AusIndustry.

Vititec

I attended this seminar at Penola that was focused around issues for the wine industry. Presenters at the Vititec Seminar at Penola noted there was still growth in wine consumption with a decline of beer and spirits consumption. The oversupply of wine grapes in Australia is abating with Vintage 2003 producing a lower yield but of better quality grapes. Internationally, Australian wines have been perceived as higher quality, but “new world” markets and resurgent European markets are now producing comparable quality, which will put pressure on Australian exports. There is a change in the retail markets for bottled wine, with branded wines retailing at \$12.00 or less being increasingly sold through supermarket bottle shops. As a result, the retailers are expecting that these brands will be accompanied by the same “marketing spin” and expenditure as consumer grocery items, representing up to 30% of costs leaving less for the producer. This will make it difficult for small producers and boutique labels to market their wines through these outlets.

Wineskills Sessions

I have requested promotional flyers for the Free Wineskills program made available by the Department of Agriculture, fisheries & Forestry. I will be promoting the program, which is designed to assist small and medium sized wineries, to vignerons in the Robe and Mt Benson regions. The Wineskills program covers product profitability, market trends, export opportunities, cost control, branding, distribution and internal systems. Should there be sufficient interest in the program, I may be able to arrange for the program to be held in the Robe area.

International Business Week

I attended the dinner, which was subsidised, at Penola following a request from Bruce Rodda, Export Adviser, Limestone Coast Regional Development Board. I tried to encourage several Robe businesses who were export ready to attend the dinner. Paul and Mahalia Layzell from Mahalia Coffee attended. Awards were presented to several wineries who had participated in the TradeStart Program and the benefits of the program was outlined as well as key contacts presented in the assistance that they could give new exporters. The presentation was by Maggie Beer on her development of the Pheasant Farm gourmet products business and her export trials and successes. I have been asked by Bruce Rodda to help him meet Robe businesses who might be considering exporting and will arrange this prior to the beginning of the Southern Rock Lobster season.

Writing Successful Funding Proposals

I attended this seminar in Adelaide on 20 August 2003. There is more competition for funding and funders consider funding project to be risky as the projects may not be sustainable. Funders are becoming skilled at picking projects that are likely to succeed and want valuable for money with all resources being used. They are looking for partnerships between several organisations and the 3 “C”s – “collaboration, cooperation and consultation”. It is important to build relationships before you seek the funding, and the more contact with the funder that you have before you write your funding application, the more likely that you are to know what they are looking for and get them thinking positively about your project. There must be professional project design and a “half hearted proposal wastes everybody’s time and your reputation”. The project must be a specific strategy in your Strategic management Plan, you must have credible reference material with facts and figures, you must have Council’s approval to apply for the funding and commitment to the \$ for \$ required before you apply for the funding, you must have a professional project design, and you must have the physical and human resources to undertake the project.

Strategic Plan

I have prepared a report on the process and overheads for Council’s upcoming Strategic Plan review workshop.

A Taste of Robe

I HAVE ASSISTED THE COMMITTEE OF A TASTE OF ROBE IN HELPING TO FACILITATE INCREASED FOOD PRODUCER PARTICIPATION IN THE EVENT TO BE HELD ON SUNDAY 2ND NOVEMBER 2003. I HAVE ALSO OFFERED TO ASSIST ON THE DAY, PARTICULARLY WITH SET UP AND THE RAFFLE, IN A PRIVATE CAPACITY.

FIONA RITCHIE
ECONOMIC DEVELOPMENT OFFICER

District Council of Robe

Reconciliation Statement as 31 October 2003

District Fund

Balance as per bank statement	241449.94 CR
Less outstanding cheques	<u>20276.55</u>
	<u>221173.39</u>
Add outstanding deposit	67350.85
Add bank fees	397.55
Add payment to Westco	1302.95
Add loans	14192.82
Less direct debits	88959.57
Less bank deposit correction	3.15
Less banking correction	0.30
Add payroll cheque (Todd Beighton)	1059.20
Add Toshiba payments	<u>1038.83</u>
<i>Agrees Bank Account</i>	<u>\$217552.57</u>

Long Service Leave

Balance as per Bank Account	55.94
<i>Agrees Bank Account</i>	\$55.94

Machinery Replacement

Balance as per Bank Account	<u>674.00</u>
<i>Agrees Bank Account</i>	<u>\$674.00</u>

STEDS Reserve

Balance as per Bank Account	<u>696.61</u>
<i>Agrees Bank Account</i>	<u>\$696.61</u>

Tree Trust Fund

Balance as per Bank Account	<u>7127.43</u>
<i>Agrees Bank Account</i>	<u>\$7127.43</u>

Trust Fund

Balance as per Bank Account	<u>14636.55</u>
<i>Agrees Bank Account</i>	<u>\$14636.55</u>