District Council of

ROBE

ANNUAL REPORT 2008/09

District Council of Robe

Robe – the heritage centre
of seafood, wine & coastal delight

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Vision

The District of Robe will Council will be a vibrant, harmonious and prosperous place to live, work and visit, where the heritage & environment are preserved for future generations. The District Council of Robe exists to maintain and improve the quality of life if its community. This means looking to the future needs of the community while acknowledging our unique heritage.

Objectives

Planning and Development

To control development to ensure quality housing and business premises, preserve existing heritage areas and buildings and to maintain Robe's unique and attractive coastal appeal, native vegetation and green spaces.

Utilities, IT and Communications
To facilitate the provision of power, water, broadband internet and telephone communications at capital city standards to facilitate a competitive business environment and improve the quality of life for residents and visitors.

Coast and Natural Environment
To conserve and protect Robe's coastline and natural heritage whilst making it accessible for people to enjoy.

Tourism
To ensure the economy of the District is managed to encourage and support sustainable economic growth, including tourism that is consistent with our unique character. The District Council of Robe is committed to promoting its area and to providing an attractive economic climate and locations for the development of business, commerce, industry and tourism. Council will work with all key stakeholders at local, district, regional and greater regional levels to maximise all opportunities to grow the region as a genuine tourist destination.

Transport and Roads
To make the Robe town and district easily accessible for residents, visitors, businesses and emergency vehicles and to facilitate more frequent transport services for businesses and residents through forward-planning and consultation.

Economic Development
To ensure the economy of the district is managed to encourage and support sustainable economic growth, including tourism that is consistent with Robe's unique character. The support of the expanding and various economic drivers within the community plays an integral role in enabling the town to offer greater employment choices and also to retain the current resident population and existing services within Robe.

Sporting Facilities
To ensure the district provides for the lifestyle needs of its community in a financially and environmentally sustainable and responsible manner. Council will advocate and support the provision of relevant and accessible services within the town to promote healthy lifestyles and will facilitate equitable access to facilities, activities, services and information. Council will promote and encourage increased participation in organised sport, active recreation and healthy lifestyle activities.

Health, Community, Youth and Government Services
To facilitate and assist in the provision of health, community, youth and government services to ensure a safe, healthy, vibrant and empowered community. The District Council of Robe is committed to exploring opportunities to enhance and improve the current level of health, community, youth and Government services within the township. Council's response to the changing needs of the community may take many forms such as advocating, facilitating, supporting and forming partnerships which may be more appropriate than direct service provision.

Asset Management
To maintain and improve the assets of Council through the development and application of an Asset and Infrastructure Strategic Plan which will be linked to Council's Strategic Management Plan and also Council's Long Term Financial Plan. These plans will all be reviewed on a strictly annual basis to ensure best practice and efficient management of Council's assets at all times.

Robe – the Heritage Centre of Seafood, Wine & Coastal Delight

The District Council of Robe covers an area of 110,576 hectares of prime grazing and cropping land over aquifer, renowned terra rossa over limestone soil, freshwater lakes and estuaries, coastal dunes, rugged cliffs and family beaches. Robe's weather is mild in summer, with a high rainfall in winter providing lush pastures and plentiful groundwater.

Robe is home to approximately 1460 permanent residents and a retreat to a large number of holiday homeowners. During the summer season, the township of Robe welcomes up to 15,000 additional people as tourists and seasonal workers in the district's wine, fishing and tourism industries.

Robe is renowned for its unique history and its 84 historic buildings and sites. Explored by Captain Matthew Flinders and Nicolas Baudin, this busy wool trade port featured numerous shipwrecks of tall ships, and the landing of over 17,000 Chinese who walked to the Victorian Goldfields.

Robe's large Southern Rock Lobster (crayfish) fishing fleet provides bountiful harvest to Robe, Australian, and international restaurants, while its wine districts of Mt Benson and Robe Ranges produce increasingly respected quality wines both for the Australian market

and for export. Aquaculture is expanding in the district with farmers of outstanding Barramundi, Murray Cod and Atlantic Salmon supplying local and overseas markets. Robe has long been renowned for its high-grade beef and spring lamb, and also for emerging produce such as olives, berries and herbs to complement Robe's predominance in gourmet markets.

Robe has a thriving tourism industry with over 40 accommodation providers operating motels, caravan parks, holiday units, historic cottages, and high-grade modern apartments. Restaurants, cafes, hotels, cinema, antique and gift shops, galleries and deep-sea fishing and diving charters support this industry.

Residents of Robe enjoy a safe and vibrant lifestyle in a caring community. Facilities available to the Robe community include a community health centre, an Ambulance / CFS centre, library, public internet facilities, sporting facilities including golf course, football oval and netball courts, community bus, 7 day extended hours supermarket, hardware store, and building and mechanical tradespeople.

Population (ABS 30 June 2008)	1453
Number of Electors	2222
Area	110,576 ha
Road length	475 kms
New building approvals	45 dwellings
Additions and Improvements	38 dwellings

Contact Details

Robe – the heritage centre
Of seafood, wine & coastal delight

Administration

Council Office	**Phone:**	**08 8768 2003**
Royal Circus, ROBE SA 5276	**Fax:**	08 8768 2432
Postal	**Email:**	**council@robe.sa.gov.au**
PO Box 1, ROBE SA 5276	**Hours:**	Monday to Friday 9.00am – 5.00pm

Works Staff

Works Depot	**Phone:**	08 8768 2003
Robe Street, ROBE SA 5276	**Mobile:**	0429 646 076
Postal	**Fax:**	08 8768 2432
PO Box 1, ROBE SA 5276	**Email:**	council@robe.sa.gov.au
	Hours:	Monday to Friday 7.30am – 4.30pm

Library & Visitor Information Centre

Library & Visitor Information Centre	**Phone:**	08 8768 2465
Mundy Terrace, ROBE SA 5276	**Fax:**	08 8768 2863
Postal	**Email:**	robelibrary@plain.sa.gov.au
PO Box 448, ROBE SA 5276	**Hours:**	Monday to Friday 9.00am – 5.00pm Saturday and Sunday 10.00am – 4.00pm Public Holidays 10.00am – 1.00pm Christmas - Closed Good Friday - Closed

Websites

Council Website:	www.council.robe.sa.gov.au
Tourism Website:	www.robe.sa.com.au

Mayor's Report

1. Council Management

Mr Bill Hender has been managing Council very well over the 2008-09 financial year. Council is very happy with his performance. Bill is always willing to discuss issues with concerned people and genuinely has the interests of our residents and ratepayers at heart. On the financial front, he is always looking for ways to save money. He spends a lot of time on ensuring council does work himself or office staff to save on consultant and professional costs. He also has an ability to foresee issues and ensure they don't cost council money in the long run. He runs Council on a common sense basis which is excellent.

2. Suggestion / complaint forms

Residents and ratepayers can now fill in a form and have their issues logged and followed through. This system has been working well and most issues are dealt with promptly. Each monthly council meeting agenda contains a summary of forms received in the previous month.

3. Spending

Bill has continued to cut costs while trying to maintain services and assets. There is a great deal of excellent work being done to ensure that the financial position of Council will be a lot better in the future. Plans are being made to ensure that assets such as roads and streets are properly maintained. We are still moving to reduce debt as quickly as possible. Thompson Road and Elizabeth Street will be sealed in the near future which wasn't affordable in recent years and it is good that we can now do some positive things. I imagine the residents in and near those streets will be happy.

Council is moving shortly to include a list of all payments made by Council to be included in the agenda each month. In previous agendas only selected payments were included however in future the only exclusions will be where Council has to keep a matter confidential and I doubt whether there will be many of those, if any.

4. Rates

Council's main form of revenue is rating property. For the 2009-10 financial year we have kept rates within CPI for most people. We hope to be able to maintain this restrain in the future.

5. Fellow Elected Members

I would like to acknowledge and thank all of my fellow elected members for their dedication, hard work and contribution towards ensuring Robe and District is an even better place to live.

6. Staff

A special thank you to the staff of the Council for their work in looking after the people in our district.

7. Ratepayers and residents

We thank you for your patience as we move forward. We know we are in Council for you and we are genuinely looking after your interests. We welcome any feedback.

Wm Peden
Mayor
30 June 2009

Chief Executive Officer's Report

Although still suffering the burden of a large debt, some significant progress has been made in the 2008/2009 financial year. Council's strategy of improving the financial position of the Council by reducing expenditure, raising income and selling assets that are surplus to requirements has resulted in additional expenditure being able to be made on maintenance and capital works. A significant section of the southern end of Nora Creina Road has been reconstructed and contractors have commenced work on Thompson Road in preparation for sealing.

Council has continued to improve in both governance and financial management and provides regular Reports to the Minister for State/Local Government Relations on progress in these areas.

Consultants, Morison Low, were contracted by Council to assist with the drafting of a Strategic Management Plan and considerable work by staff and Elected Members has resulted in a document that will soon be on public display, at which time, public community comment will be invited.

As reported last year, the Robe Marina Committee was established to implement recommendations in the ***Robe Marina – Status, Options and Actions Report***. Steady progress has been made by the Committee, with the leases for berth holders almost finalised, the connection of the Butler moorings completed and the installation of a new fuel facility imminent. Power and water connections to the berths have also been completed and discussions have been initiated with the Environment Protection Authority with a view to enable some strategic dredging of the Marina to maximise the number of useable berths and increase the efficiency of the facility. The Committee is now beginning to prepare a business plan to enable Council to make prudent decisions regarding the future of the Marina. The Robe Marina is a magnificent asset to the town and district and will be completed and improved as finances allow.

Notwithstanding the significant future challenges, Council is proud of the progress made in the past year and will continue to strive to improve the amenity of our community.

Once again, I wish to thank the residents and ratepayers of Robe for their patience and cooperation and Elected Members and staff for their hard work, commitment and support throughout the year.

Bill Hender

Chief Executive Officer

Role of Council

The Council, comprising the Mayor and six elected members, are charged with making policy decisions to be implemented under delegations by the Chief Executive Officer and Council staff. Policies set at the Council meeting relate to Council services such as rubbish collection, road building and maintenance, library services and health services, regulation compliance such as building development, cat and dog management and food safety, economic development such as the redevelopment of Lake Butler, tourism and industry support, and management including asset management, resourcing and finances. Council also delegates specific responsibilities to its committees, including the Council Development Assessment Panel.

Agendas for all Council meetings are placed on public display at the Council Office no less than 3 days prior to the meeting. Minutes are placed on display at the Council office and the Robe Library, within 5 working days of the meeting being held. Access to these documents is also available on the Council's website www.council.robe.sa.gov.au.

Business is conducted by Council at the Council Chambers, Smillie Street, Robe on the second Tuesday of each month, with the General Council Meeting commencing at 5.00pm. The Council Development Assessment Panel meets on the 3rd Tuesday of every month. Development Applications need to be submitted at least 10 days prior to the meeting for consideration at the current months meeting. Correspondence for the General Council Meeting must be received at the Council office at least one week prior to the meeting to be included in that month's agenda. If a member of the public wishes to address the Council meeting, there is a public forum at 5.00pm and arrangements to address the Council at this time may be made through the Mayor or the Chief Executive Officer. Members of the public may also write to Council on any Council policy, activity or service, may submit written petitions, or discuss any issue relevant to Council with their elected member.

Elected Members

The District Council of Robe has a representation quota of a mayor and six elected members spread over two wards – the Town Ward and the Rural Ward.

A comparison of Councils of similar size namely Cleve, Elliston, Flinders Rangers, Franklin Harbour, Karoonda-East Murray, Kimba, Le Hunte, Orroroo/Carrieton and Streaky Bay shows that the representation varies between 111–295 across all wards. In accordance with the Local Government Act 1999, Robe's representation quota was reviewed and put into effect for the 2006 Local Government Election. Advertisements were placed seeking electors' submissions on representation prior to the representation quota review. Council resolved that no change be made and a copy of the final report was forwarded to the Electoral Commissioner at that time.

Mayor
William Peden
PO Box 601 ROBE SA 5276
Tel: 8768 1924 Fax: 8768 2812

Deputy Mayor
David Loxton
RSD 2080 GREENWAYS SA 5272
Tel: 8734 2065 Fax: 8734 2065

Town Ward
Rino Dell'Antonio
PO Box 345, ROBE SA 5276
Ph: 8768 2907 Fax: 8768 2917

Rural Ward
Peter Riseley
PO Box 413, ROBE SA 5276
Ph: 8768 1834 Fax: 8768 1834

Jenny Mathews
14 Joy Terrace, ROBE SA 5276
Ph: 8768 2616 Fax: 8768 2616

Ned Wright
PO Box 597, ROBE SA 5276
Ph: 8768 1899 Fax: 8382 2055

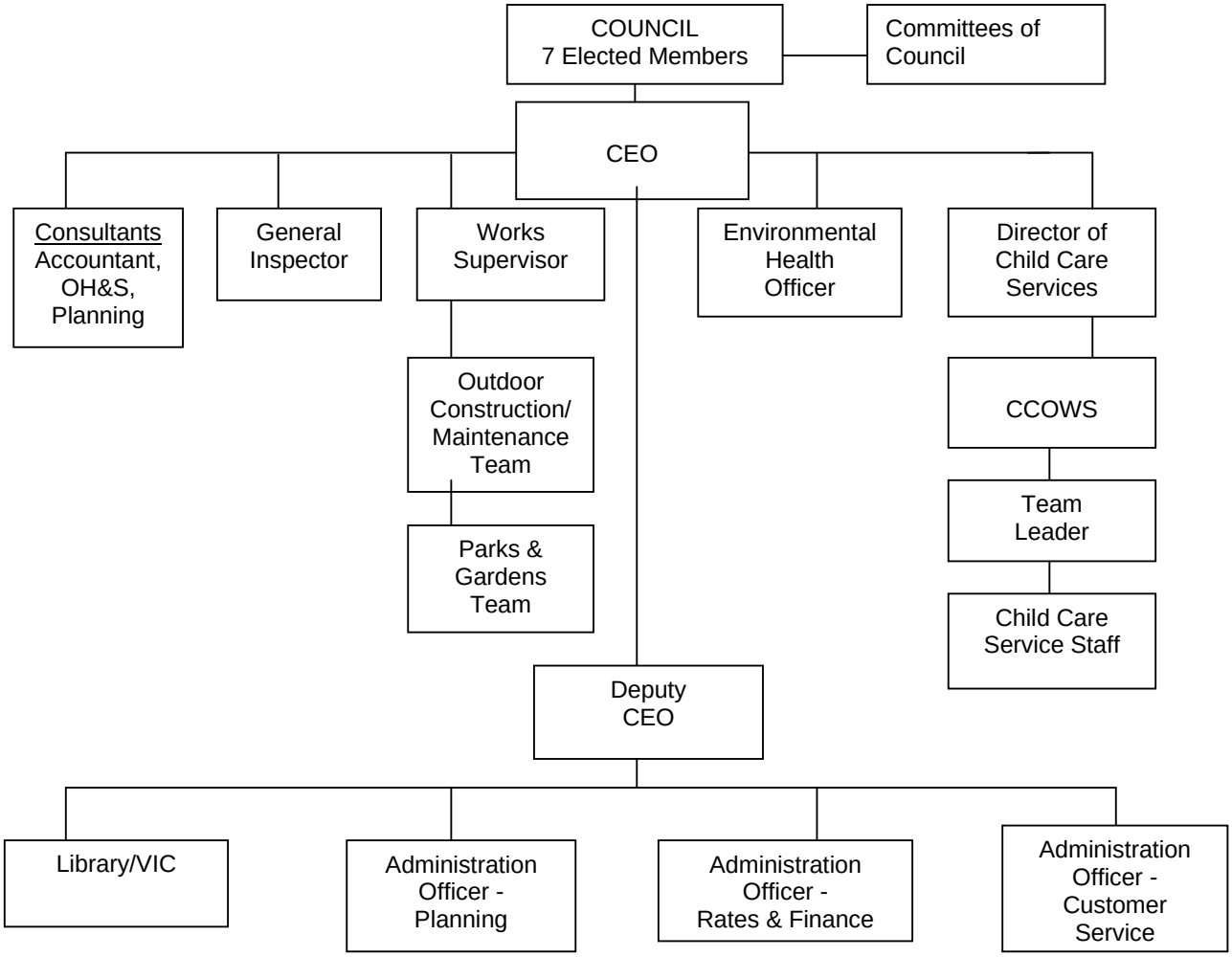
Rolf Petrovic
PO Box 395 ROBE SA 5276
Ph: 8768 2866 Fax: 8768 2877

Allowances

Mayor	$17,000 per annum
Deputy Mayor	$3,000 per annum
Elected Members	$2,500 per annum

Training and Development of Elected Members

During the past 12 months Elected Members have attended in-house training sessions conducted either by the Chief Executive Officer or the Deputy Chief Executive Officer and have, at times, included special guest speakers. To date, this training has been conducted on an “as needs” basis. A timetable of training events and organised specialised training that is specific to Robe Councillors is planned for implementation in the New Year. Elected Members have also attended various training sessions on a variety of topics including EPA matters, water conservation and climate change. Wherever possible, Council administration endeavours to co-ordinate training within the Limestone Coast region for the purposes of accessibility and decreased associated costs.


COUNCIL
7 Elected Members
Committees of Council
CEO
Consultants
Accountant, OH&S, Planning
General Inspector
Works Supervisor
Environmental Health Officer
Director of Child Care Services
Outdoor Construction/ Maintenance Team
Parks & Gardens Team
CCOWS
Team Leader
Child Care Service Staff
Deputy CEO
Library/VIC
Administration Officer - Planning
Administration Officer - Rates & Finance
Administration Officer - Customer Service

Chief Executive Officer
Bill Hender
Responsible for the operations of the Local Government Authority
Allowances and benefits: Car with private use, mobile phone
Bonuses: Nil

Deputy Chief Executive Officer
Ms. Ronni Barnden AFAIM MLGMA
Responsible for general advice and support to the CEO and Councillors, Governance, Human Resource Management, Risk Management, Management of the Administration and Library/VIC teams and overseeing all general operations of the District Council of Robe.
Allowances and benefits: Mobile phone.

Works Supervisor
Trevor Hondow
Responsible for the operations of the outdoor workforce
Allowances and Benefits: Mobile phone.

Director of Children's Services
Robyn Paterson AUA (Arts & Education), DipT.
Responsible for the operations of mobile child care.
Allowances and Benefits: mobile phone
Bonuses: Nil

Employees of the District Council of Robe have entered into an Enterprise Bargaining Agreement.

The District Council of Robe has an Equal Employment Opportunity policy and program to fulfil its responsibility to create an employment environment which is free of discrimination and reflects the diversity and needs of the community it serves.

Council is visited weekly by an Occupational Health and Safety specialist from the Local Government Associations' Workers' Compensation Scheme.

Council Committees – as at 30 June 2009

Child Care Services Management Committee

Sally Smith, Shylie Jewell, CEO, Robyn Paterson, Tracy Harris, Cr Peter Riseley, 2 parent delegates

Terms of Reference: To advise on the management of the Child Care on Wheels Service (CCOWS).

Meetings held 2008/2009: 9 plus 1 interim report

Council Development Assessment Panel (CDAP)

Mr. D. Chapman (Chairman), Mayor W Peden, Cr P Riseley, Cr J Mathews, Mr. R Miles, Mr. D Stanhope, Mr N. Hansen

Terms of Reference: To hear and approve development applications.

Meetings held in 2008/2009: Monthly

Robe Marina Committee

Mr Bill Hender – CEO (chairperson), Cr N. Wright, Cr R. Dell'Antonio (as proxy for Cr. N. Wright),Cr P. Riseley, Mr H. Domaschenz, Mr. H Nolan.

Terms of Reference: To implement the recommendations of the Judith Jones Report as adopted by Council and to undertake the administrative tasks required to complete the Robe Marina Project.

Meetings held in 2008/2009: 12

Robe Institute Committee

Cr J. Mathews, Ian Bruce, Met Riseley, Cr R. Petrovic, Michelle Gibbs.

Terms of Reference: To provide a public building that meets the needs of the community, whilst maintaining the character of the State Heritage listed building.

Meetings held in 2008/2009: 4

Robe Aged Care Committee

Cr D Loxton and Cr J Mathews, Dr Senior, Community Representatives Dawn Clifton and Janet Fennell, Representative of the Day Care Providers - Michelle Smith, Mayor William Peden (ex officio)

Terms of Reference: To ascertain and document the level and type of services currently being provided to the Robe Aged Community (including Town and District).

Meetings held in 2008/2009: Nil

District Council of Robe Audit Committee

Mr. Neil Cranwell, Mayor William Peden (chairman), Cr R. Dell'Antonio, Cr N. Wright, Vanessa McDonald.

Terms of Reference: The Committee shall monitor the integrity of the financial statements of the Council, including its annual report, reviewing significant financial reporting issues and judgments which they contain.

Meetings held in 2008/2009: Nil after resolution passed to form this committee.

All Council Committees, excepting the Development Assessment Panel, meet as required. All meetings are open to the public. Council Committee members do not receive any allowances.

Council Delegates to Regional Committees – as at 30 June 2009

Aged Care Committee
Cr R Petrovic
Allowances paid: Nil

Kingston Community School
Mr. R Davidson
Allowances paid: Nil

Kingston Robe Ambulance Service
Ms. J Ingham
Allowances paid: Nil

Kingston Soldiers Memorial Hospital
Cr J Mathews
Allowances paid: Nil

Robe Bushfire Prevention Committee
Cr P Riseley & Cr R Petrovic
Allowances paid: Nil

Robe KESAB Committee
Cr J Mathews
Allowances paid: Nil

Robe Sports and Recreation Association Committee
Cr D Loxton, Cr R Dell'Antonio
Allowances paid: Nil

Robe District Development Association (RDDA)
Mayor Wm Peden
Allowances paid: Nil

SE Coastal Management Group
Cr P Riseley & CEO
Allowances paid: Nil

SE Road Safety Committee
Cr D Loxton, Cr R Petrovic
Allowances paid: Nil

South East Local Government Association (SELGA)
Mayor W Peden (Delegate) & Cr D Loxton (Proxy)
Allowances paid: Nil

SELGA Roads and Transport Working Group
Cr R Petrovic

Allowances paid: Nil

SELGA Waste Management Group
Cr David Loxton
Allowances paid: Nil

Skate & Recreation Park Advisory Committee
Cr J Mathews, Cr R Dell'Antonio, Mr. T Bayliss, Mr. R McMartin
Allowances paid: Nil

Robe Ratepayers Association
Cr D Loxton

Friends of the Institute
Cr J Mathews, Cr R Petrovic

Strategic Management Plan

Under the Local Government Act 1999, Council is required to prepare a Strategic Management Plan for a period of at least 4 years. Council has formulated a new Strategic Management Plan this year covering a period of 4 years and public consultation took place regarding the draft Strategic Management Plan in November 2009. The Strategic Management Plan was adopted at a special meeting of Council in November 2009. The Strategic Management plan addresses priorities and goals in relation to the economic, social and environmental needs of the district.
Council has also commenced preparation of an integrated Strategic Management Plan that encompasses Council's Long Term financial Plan and also its Asset and Infrastructure Strategic Plan.

Development Plan

Pursuant to the Development Act, 1993 District Council of Robe carried out a review of its Development Plan in 2003. In 2005 the Development Plan was forwarded onto the Minister for authorisation which was granted on 11th November 2005. A further review of the Development Plan is being arranged for late 2009 or early in 2010.

Management Plans for Community Land

Council has developed management plans for Community Land as required by Section 196 of the Local Government Act 1999. A review of these Community Land Management Plans will take place during the first half of 2010.

Community Services

Robe Public Library

The Robe Public Library is a service provided for the community by the District Council of Robe. The Council employs three staff members – two part-time and one casual, to operate the Library and Visitor Information Centre. Council has also entered into a shared services agreement with Wattle Range Council to access their library's resources and to allow for their librarian to oversee and direct operations at our local library which negates the need for Robe to employ librarian. The Centre is open seven days a week and is only closed on Christmas day.

The Library collection comprises adult hardcover and paperback fiction, large-print fiction, children's fiction and picture books, adult and children's non-fiction books, as well as a selection of magazines, CD's, videos, DVD's and audio books. (A total of 15,954 items).

Library members can also access more resources through the regional SPYDUS network or as Inter Library Loans through the state PLAIN system. The total number of borrowers is 2,804 which include students from the Robe Primary School and Visitors who can register with the Library and provide a refundable deposit of $20.

The public-use computers are always in strong demand with two new services now available. A new online tutoring service (yourtutor.com.au) is available free to students from 4 – 9pm Monday to Friday. Visitors and members of the Robe Library are also able to use their own

laptop computers for free Wireless Internet access. Users need to register for wireless access to obtain their login and password.

During the period from July 2008 to June 2009 the total number of loans from the Robe Library has been 14,104.

Visitor Information Centre

The Robe Visitor Information Centre is located opposite the Foreshore in Mundy Terrace. Parking can be found on three sides with disabled parking at the rear of the building.

The Centre is open seven days a week and focuses on providing a high quality information service. The Robe brochure and Town Map along with the Robe Accommodation Listing are available to meet the needs of visitors to Robe. There is an extensive selection of up-to-date brochures and visitor guides for Robe and the Limestone Coast as well as other regions in South Australia and interstate.

The Historical Interpretation Centre is part of the Library and Visitor Information Centre. It is an excellent presentation of Robe's history in photographic format and text.

The Datatrax touch screen is another valuable resource which enables visitors to access tourist information after hours. It contains information on accommodation, dining, shopping, wineries and other attractions in the region and throughout Australia and overseas.

From July 2008 – June 2009 the Robe Visitor Information Centre recorded a total number of 31,305 visitors.

Robe Community Newsletter

Council produces the monthly Robe Community Newsletter that is distributed to all residents. The newsletter gives feedback to the community about Council initiatives and development, makes provision for Robe Community Groups to report on and promote their activities and includes advertisements from local businesses. Non-residents may arrange to have the newsletter posted to them for a small annual charge to cover this expense. The newsletter is available to download from Councils website, or you can subscribe to have the newsletter emailed to you monthly.

Casuarina Lodge – Independent Living Aged Homes

Council currently owns Casuarina Lodge, 13 Hateley Crescent, Robe comprising 7 independent living units for the aged, built and formerly managed by the Housing Trust of South Australia. 5 of the units are currently tenanted with planned extensive refurbishment of the other 2 units to take place in the latter half of 2009.

Community Bus

The Robe Community Bus operates each Thursday to take elderly people and other residents to key services such as the Post Office, the library and the supermarket. In addition to this, the bus operates a monthly service for residents to take a return trip to Mount Gambier for a small fee. The bus is also available for use by sporting and community groups and may be hired for other purposes. Council thanks the Robe RSL for rostering drivers to operate the Community Bus for the benefit of the Robe community.

Red Cross Car

As part of the Red Cross Community Transport Service, Council provides, houses and maintains the Red Cross Car. Recently, however, the Red Cross Car had to be decommissioned due to some serious mechanical problems which gave rise to several safety concerns. The District Council of Robe is currently in negotiations with Red Cross administration and their Board in Adelaide to negotiate a new Memorandum of Understanding for any future provision of a vehicle to this service. Currently, Robe residents requiring the use of this service are able to use the Kingston Red Cross Car when available. For enquiries and bookings telephone 8725 3622.

Child Care

The Robe Child Care On Wheels Service (CCOWS) is an innovative service which provides child care in Robe three times a week, in Kangaroo Inn once a week, and in Beachport once a week. Currently there is a waiting list for places. This service is respected for its best practice operation and continually strives for a collaborative partnership with families. This service is well supported and appreciated by families.

Council Website

The District Council of Robe website is available by going to web address www.council.robe.sa.gov.au and provides a variety of information about the Council, its services and meeting agendas and minutes of Council. There is also community service information contained on the web site including information about tourism, accommodation, garbage collection and recycling services, fire ban information and the latest weather reports.

There are also feedback forms and suggestion/request forms available for completion and forwarding to Council online. Council welcomes feedback and suggestions from members of the public whether positive or negative and encourages community members to "have their say".

Development

During the 2008/09 financial year Council received 125 development applications.

Compared to the 2007/08 financial year the number of applications has marginally increased. The estimated value of development is $12.2million which is an increase of 22%.

No. of development applications 2008/09

	07/08	08/09
New dwellings	35	45
Dwelling extensions	12	18
Garages/verandahs/carports	17	20
Land Division	11	12
Community Land Division	2	5
Commercial	10	13
Shed - Rural	8	5
Shed - Industrial	3	5
Other	9	2

Land Division applications 2008/09
Twelve land divisions and 5 Community land Division applications were lodged with a total of 10 approvals and an additional 6 allotments created.

Development Assessment Panel (DAP)
Section 56A of the Development Act 1993 requires that a Council must establish a Development Assessment Panel (DAP) to exercise or perform its development assessment powers and functions under the Development Act 1993.

Membership of the Panel, meeting procedures and reporting requirements are determined by the Council.

Membership
Council members:
William Peden
Jenny Mathews
Peter Riseley

Independent members:
David Chapman (Presiding Member)
Robert Miles
Niels Hansen
David Stanhope

Bill Hender, Chief Executive Officer was appointed as Public Officer for the DAP.

Schedule of Meetings
The DAP meets on the 3rd Tuesday of each month, in the Council chambers, at Royal Circus, Robe at 10.30am. Meetings are open to the public, although the Panel may decide to consider the items in confidence. Meetings were held on 19 August 2008, 16 September 2008, 21 October 2008, 18 November 2008, 16 December 2008, 17 February 2009, 17 March 2009 and 21 April 2009.

Sitting Fees

Ordinary Meetings	
Presiding Member	$120/meeting
Independent members	$120/meeting
Elected members on the Panel	Nil
Staff	Nil
Special Meetings	Nil
Travel allowance	
Travel within the boundaries	Nil
Further than 50kms	$50/meeting

The Panel considers development applications categorized as:-

- Development applications that are non-complying
- Are subject to 3rd party representors wanting to be heard
- Any application that the Chief Executive Officer considers should be referred to the DAP
- Any application that is controversial

Agendas & Minutes

Agendas of DAP meetings are placed on public display not less than 3 days prior to those meeting. Minutes from these meetings are placed on display within 5 days of the meeting being held.

Development Control

Council's responsibility to control development is very widespread and the definition of what work constitutes a development is extensive and complex. Before commencing any works, starting a business, and in some circumstances even purchasing a property where you have plans to develop it, please contact Council's Planning Officer on 8768 2003 for information regarding your obligation to obtain Council approval.

Works and Engineering Services

Construction/Maintenance Works

During the past 12 months Council awarded a $400,000.00 contract for the construction of Thompson Road, a 1.6km section of Nora Creina Road has also been re-sheeted and Council hopes to complete further re-sheeting works on this road in the next financial year. Several maintenance jobs were completed including Ballantyne's Road and Spots Hill Road. The construction and maintenance works budget will be given careful consideration during upcoming budget deliberations to ensure that regular works will be continued throughout Robe and district in the new financial year with the construction of a new road at Elizabeth Street being one of the major budget items for inclusion.

Domestic/Commercial and Recycling Waste Services

Council continues with its weekly and fortnightly domestic and commercial waste collection services.

Over the past 12 months changes have occurred with the Council's existing landfill site. Some of the improvements and changes that have occurred: -

- Dumping fees have been maintained to reflect council's annual expenditure;
- Council continued its fortnightly co-mingled recycling pickup service for the community of Robe. This new service commenced 1st February 2007, it is estimated to divert at least 200 to 250 tonnes from the landfill each year.
- The co-mingled recycling materials are transported directly to Green Triangle Recyclers located in Mount Gambier.

Community Wastewater Management Scheme (CWMS)

General periodic maintenance of the CWMS continues with pump upgrades at strategic chamber stations to ensure that pump capacity and reliability is maintained. Council is currently investigating options to reuse excess effluent from the CWMS Treatment Lagoon. The current practice is to spray the excess effluent over sand hills approximately 500metres from the Landfill site *(this practice was approved in 1986 by the SA Health Commission*). Investigative works have been undertaken to consider all possible options, funding will be required to change this current practice by providing treated effluent to the nearby lawns for the Golf Course, Sports & Recreation Grounds and Council Parks and Gardens. Regular contact and meetings have been held with representatives from the Environmental Protection Agency (EPA) and SA Health Commission to establish approved disposal methods. An upgrade of CWMS pump station 16 (Longbeach area) was undertaken during October, 2009. This will help to bring this area of town up to standard.

Long Beach Reserve, Toilet Amenities

The Long Beach reserve is an area of very high significance for the community and Council. Council received funding through SA Tourism Commission for the removal of the old and establishment of a new toilet amenity block. Paved paths were created to provide better pedestrian access to and from the amenity as well as the Lions Club shelter nearby. An in-ground irrigation/watering system is planned for installation in October 2009 to assist in the more efficient use of water in maintaining this reserve.

Rural Roads Tree Trimming

Council's annual rural tree trimming works program was conducted throughout the districts road network over the past 12 months. This work practice has been in place for the past five years, and required works for financial year 2008/09 were successfully completed. Council recommenced the rural tree trimming program during September and October of the current financial year.

Health

Environmental Health is the effect the environment has on human health. Environmental Health is about safeguarding and improving the health of the community through protection of the environment. Food quality and safety, disease prevention, environmental hazards management, noise assessment, water quality and health promotion are all environmental health issues increasingly affecting our community.

Council's Environmental Health Officer is responsible for the administration of the following Acts within the District Council of Robe:

- Food Act 1985
- Public and Environmental Health Act 1987
- Supported Residential Facilities Act 1992
- Local Government Act 1999
- Expiation of Offences Act 1996
- Environmental Protection Act 1993 (where appropriate)

Council's employs one (1) Environmental Health Officer for one (1) day per week under a shared services contract with Wattle Range Council. Council's Environmental Health Officer is generally responsible for:

- Conducting inspection programs
- Responding to customer complaints
- Education and health promotion

Food Premises
Council's environmental Health Officer conducts Food Safety Audit Inspections of food premises and in particular their food preparation areas, to ensure compliance with legislation. Non-complying operators are advised of instances of non-compliance. Council advises and works with operators to help them improve their premises and reach the required standards. Council also provides advice to owners seeking to construct new food premises. Under the new Food Act there are now heavy penalties ($500,000) to food businesses and owners who sell food that is unsuitable and unsafe to the public.

Food Recalls
Council's Environmental Health Officer monitors recalls by the manufacturer of contaminated or faulty packaged and prepared food. Council follows up such recalls by contacting food retailers and ensuring that recalled foods are no longer being supplied to the public.

Health
Council's Environmental Health Officer conducts inspections of public swimming pools and spas, and private pools used for private lessons, in compliance with the Environmental Health Act.

Septic and STED Systems
The installations of new septic tanks, any upgrade of septic tanks and septic / STED (Septic Tank Effluent Drainage) systems are approved by Council. Council also maintains and monitors the STEDS system for the area.

Health Programs and Immunisation
Council operates community health promotions and preventative health programs, including child and youth immunisation through the Robe Medical Service.

Mosquitoes
Council's environmental Health Officer works with the Department of Health to control mosquitoes and prevent the spread of the Ross River virus. Mosquito Traps have been placed throughout the Robe town to determine whether Ross River Virus carrying mosquitoes are present in the Robe district and leaflets have been distributed to residents as well as information to tourist accommodation operators on preventative measures.

Dog Management

Dog Registrations
Council requires dogs in the district to be registered. Dog owners are required to register dogs within 14 days of acquiring the dog, or by the time a puppy is 3 months of age. Dogs must be reregistered by 31 August each year, and that year's registration disc must be displayed on the dog's collar, when the dog is not at its normal place of abode. Expiation fees may apply where a dog is unregistered or has no disc displayed.

In 2008/2009 there were 375 dogs registered within the district.

Dog Control
Council impounds dogs that are roaming the streets and countryside that are not under the effective control of the owner; impoundment and expiation fees may apply. Should a dog's roaming result in a dog attack or harassment of people or animals, further expiation fees may apply.

There were 15 infringement notices issued for 2008/2009.

Health and Dogs
Dog faeces on footpaths and in other public places are considered to be a health issue and owners are required to remove and properly dispose of their dog's faeces when in public areas. Dogs are not permitted in food premises under any circumstances. Expiation fees may apply.

Environmental Services

Bushfire Prevention
The Robe Bushfire Prevention Committee actively work towards the prevention of bushfires in the district and have prepared a Bushfire Prevention Plan. Council monitors flammable growth on properties in the district, and administers the Fire Emergency Services Act by serving notices on property owners to reduce flammable growth.
60 section 83 notices were issued in 2008/2009 and 9 infringement notices issued.

Rural Fire Statistics

Vehicle	1
Deliberate	1
Campfire	1
Fireworks	1
Burn off without permit	1
Other	1

Pests and Plants
The control of proclaimed pest plants (such as Salvation Jane and Horehound) and proclaimed animals (such as rabbits and foxes) are the responsibility of the South East Natural Resource Management Board. Dean Burgoyne is the Board's Authorised Officer and can be contacted for information on spraying, baiting and other control operations by telephoning 0408 854 602.

Coast and Marine
Council contributes towards coastal protection by providing materials for the development of walking trails such as timber for boardwalks and fencing, and limestone gravel for surfacing walking trails. Council also provides expertise in works management and undertakes specific works such as fencing to assist volunteer groups.

Beach Patrol
Council provides a Beach Patrol Officer on a casual basis to patrol and enforce the speed limit on Long Beach, to give assistance and advice to people in need and to promote safe beach use. This service operates from Boxing Day to Easter as appropriate to the weather and number of visitors in town. Local Police also patrol the beach to ensure that there are no

dangerous or life threatening activities taking place on the beach such a riding in the back of utes, speeding and reckless behaviour.

Policies

Policies are guidelines that Councillors and Staff refer to when making decisions on certain issues. The District Council of Robe has developed a policy document that is continually updated and reviewed whenever a change in circumstance or a new issue occurs.

This is a summary version of the formal rating policy document adopted by the Council. The complete policy statement is available for free upon request. The Council's budget and other strategic documents are available for inspection at:

The District Council of Robe
Administration Centre
Royal Circus
ROBE SA 5276

The District Council of Robe Library
Mundy Terrace
ROBE SA 5276

Further Information
Any queries in relation to this summary or requests for additional information regarding rates payments, remissions or objections should be directed to Bill Hender, Chief Executive Officer, telephone (08) 87682003.

Strategic Focus
In setting its rates for the 2008/09 financial year, the Council has considered its strategic plan, the current economic climate, the specific issues faced by our community (in particular for the Marina Project), the draft budget for the 2008/09 financial year and the economic impact of rates on the community.

Business Impact Statement
The Council has considered the impact of rates on all businesses in the Council area, including for primary production. In considering the impact, Council will assess those elements of the Council's strategic plans relating to business development; the equity of the distribution of the rate burden between ratepayers; current local, state and national economic conditions; changes in the valuation of business and primary production properties; and specific Council needs for the coming year.

Rates and Service Charges
Rates income is generated by the broad application of fundamental principles of taxation (fairness and equity, simplicity, ability to pay and efficiency) with a view to achieving an equitable rate burden amongst ratepayers, to cover general cost movements, including labour and non-labour costs, service a rural and coastal population and sufficient to cover any new initiatives.

Method used to value land
All land within the Council area, except for land specifically exempt (e.g. crown land, council land), is rateable. The District Council of Robe has previously resolved to use capital value as the basis for valuing land within the council area. Council considers that this method of valuing land provides the fairest method of distributing the rate burden across all ratepayers.

The Valuer General has determined the overall valuation for the district is circa $829,273,740.

Council will adopt the valuations made by the State Valuation Office for 2008/09 for rating purposes. Any ratepayer dissatisfied with a property valuation may object to the Valuer-General in writing within 60 days of receiving notice of the valuation.
The address of the Valuer-General is: Office of the Valuer-General, GPO Box 1354, Adelaide 5001,email: lsg.objections@saugov.sa.gov.au telephone 1300 653 345.

The Council has no role in the valuation process. It is important to note that the lodgement of an objection does not change the due date for payment of rates.

General Rates and Minimum Rate
The District Council of Robe has declared a general rate of .3093 in the dollar on the assessed capital value of all rateable property in the Council area for 2008-09, which is 0.0095 less than 2007-08. The minimum rate is $535 and will apply to 34% of properties.

Community Wastewater Management Service Charge (CWMS)

- Occupied with desludging $417.00
- Occupied without desludging $375.30
- Unoccupied $333.60

Included in the service charge on residential properties is the desludging of septic tanks over a 5 year cycle.

Waste Management and Recycling Service Charge
The charge for the 2008-09 financial year has been set at $249.00 per service unit applicable to each property, whether or not the property is rateable.

Natural Resources Management (NRM) Separate Rate
Council is required by law to collect a NRM levy on behalf of the South East NRM Board. Following advice from the Board a rate of $35.43 applies to all non contiguous properties within the Council area.

Robe Marina
The charge for the 2008-09 financial year has been set at $250.00 per Berth Holder.

Pensioner Concessions
Eligible pensioners may be entitled to a remission on their rates. Application forms (including information on the concessions) are available from the Council's Administration Centre. It is important to note that seeking a remission does not change the due date for payment of rates.

Unemployed Persons Concessions
Please contact your nearest Families SA District Centre for details or the Concessions Hotline on 1800 307 758.

State Senior Card Ratepayers (self funded retiree)

Self funded retiree's who hold a State Seniors Card may be eligible for a concession towards Council rates. Please contact the Council or Revenue SA on 1300 366 150 for an application form or information on eligibility.

Late Payment of Rates

The Local Government Act provides that Councils impose a penalty on any payment for rates, whether instalment or otherwise, that is received late.

Postponement of Rates

A postponement of rates may be granted if Council is satisfied that the payment of rates would cause hardship.

Postponement of rates for Seniors

Eligible Seniors Card holders are provided, as a right, the ability to postpone any portion of their Council rates above $500 on a long-term basis. Interest is accumulated on the postponed amount. Contact Council for further information.

Single Farming Enterprises

A Single Farm Enterprise is a reference to two or more pieces of rateable land, which are farm land; and are farmed as a single enterprise; and are occupied by the same person or persons. Only one fixed charge may apply to a single farm enterprise. If you operate a Single Farming Enterprise and believe you qualify for an exemption, please contact the Council Office for more information.

Any queries in relation to this summary or for additional information regarding rates payments, remissions or objections should be directed to Council's nominated contact officer, Paula Bigmore, telephone (08) 8768 2003.

Freedom of Information

The Chief Executive Officer is appointed as Freedom of Information Officer and is delegated to administer the Freedom of Information provisions as it relates to Local Government.

Information Summary

This information summary is published by the District Council of Robe in accordance of the Freedom of Information Act. The District Council of Robe is pleased to comply with this regulation and welcomes enquiries under the Freedom of Information Act.

Freedom of Information

The District Council of Robe publishes an Information Statement in its requirements under the Freedom of Information Act. The most recent statement is available from the Council Office. Freedom of Information enquiries or requests must be addressed to The Freedom of Information Officer, District Council of Robe, PO Box 1, Robe SA 5276 or telephone (08) 8768 2003.

Certificates Issued Under Section 65zy

There were no Freedom of Information requests received in the twelve months to June 2009.

Robe Confidentiality Provisions

In fulfilling the role of an effective Council that is responsive to the needs of the community and operates within the legal framework as prescribed by the Local Government Act 1999

the District Council of Robe is fully committed to the principle of open and accountable Government, whilst recognizing that, on some occasions, it may be necessary in the broader community interest to restrict public access to discussion or documents as set out in section 90 (2) of the Local Government Act 1999.

Council went into confidence (public excluded from the meeting) 10 times during 2008/2009.

National Competition Policy

The District Council of Robe does not conduct any significant business activity operated either solely or as a subsidiary or joint venture where principles of competitive neutrality apply. Competition Complaints may be lodged with the Chief Executive Officer and will be addressed using the Council's complaints procedure.

Competitive Tendering Policy

The District Council of Robe is committed to ensuring a fair, transparent and accountable process in the provision of services, purchasing of goods and services and in the disposal of land and other assets. The Council's Contracts and Tenders Policy addresses the key elements of the conduct of Council affairs in these areas and the principles will guide its decision making processes. This policy has been developed and adopted in accordance with Section 49 of the Local Government Act and is due for review in December 2009.

Purchase of Local Goods Policy

In its usual course of business, as far as practical, Council chooses suppliers of goods and services in Robe and the greater Limestone Coast region. The use of local suppliers is also dependent of the availability of goods and services sought.

By Laws

The following By Laws were adopted by Council on 12 November 2002:

ByLaw 1 To provide for a permit system and continuing penalties in Council by-laws, to clarify the construction of such by-laws, and to repeal by-laws

ByLaw 2 To set standards for moveable signs on streets and roads and to provide conditions for and the placement of such signs

ByLaw 3 For the management of roads vested in or under the control of the Council.

ByLaw 4 For the management of land vested in or under the control of the Council.

ByLaw 5 For the management and control of dogs within the Council's area.

ByLaw 6 The purpose of this by-law is to regulate the use of bird scaring devices to enable land owners reasonable means by which to protect crops, but at the same time to prevent nuisances and to encourage land owners and occupiers to use a wide range of bird control techniques.

A review of all of the above by-laws has commenced as the expiry date of these by-laws is January 1, 2010.

Policy Manual

As at June 30, 2008 Council's Policy Manual contained the following:

Section 1 – Delegations

1.1 Delegation Public & Environmental Health & Food Act
1.2 Policy Procedures for Control Delegations
1.3 Delegation DA and Building
1.4 Delegations under Development Act
1.5 Referrals
1.6 Plans Delegated Authority
1.7 Accounts Payable
1.8 Delegations Specific to other Acts

Section 2 – Codes – LG Act Requirements

3.4 Contracts & Tenders Policy
3.11 Investment Policy
5.49 Treasury
2.3 Control of State & Federal Election Signs
5.47 Public Consultation Policy
3.5 Equal Employment Opportunity Policy
3.6 Equal Employment Opportunity Program Outline
3.10 Harassment Policy
3.1 Code of Conduct for Employees
5.46 Code of Conduct for Council Members
3.2 Procedure for Internal Review for Council Decision
3.3 Code of Practice for Access to Council Meetings and Documents.
5.43 Order Making Policy
3.7 Elected Member Access to Council Documents Policy
3.8 Elected Members Allowances and Support Facilities Policy
3.9 Grievance Policy and Procedure
5.44 Performance Management Disciplinary Procedures Policy
5.45 Performance Management Policy

Section 3 – Occupational Health Safety & Welfare

3.1 Occupational Health Safety & Welfare
3.2 Occupational Health & Safety Responsibilities
3.3 Resolution of OHS Issues
3.4 Consultation Statement
3.5 OHSW Confined Spaces
3.6 Internal Rehabilitation
3.7 Hepatitis B & HIV/AIDS
3.8 Pre-placement Medical
3.9 Contracting OHSW
3.10 Consultation – Formalised Consultation Process
3.11 Safety Policy

3.12 Injury Management Policy and Procedures
3.13 Communicable Diseases/Universal Precautions
3.14 Inclement Weather – Skin Cancer Policy and Procedure
3.15 Smoke Free Workplace Policy

Section 4 – Risk Management

4.1 Risk management Policy
4.2 Fireworks
4.3 Playground Maintenance Policy
4.4 Hall Maintenance Inspection
4.5 Contractors Public Liability Cover

Section 5 – General Policies

5.1 Fundraising – Charitable & Community Groups (Raffles/Stalls/Trading Tables)
5.2 Long Service Leave
5.3 Concerts and Other Functions
5.4 Alterations to Roads
5.5 Media Reports
5.6 Emergency Callout – CFS and Ambulance
5.7 Travel Allowance
5.8 Septic Tank Effluent Drainage Connection Guidelines
5.9 Garbage Collection
5.10 STEDS Contribution (levy)
5.11 Institute
5.12 Plant & Equipment Use – Sporting and Community Bodies
5.13 Notification and Inspection of Building Work – Development Act 1993
5.14 Non-Approved Building Work
5.15 Building Inspection Policy
5.16 Underground Power
5.17 Road Access to Properties
5.18 Use of Contractors
5.19 Outdoor Dining
5.20 Policy Manual – Review
5.21 Sign Policy
5.22 Trees Shrubs on Footpaths
5.23 Accounts Payment Process
5.24 Houses
5.25 Liquor Licences
5.26 Records Management
5.27 Electronic Communications Facilities Policy
5.28 Australia Day

Many of the abovementioned policies are in the process of being reviewed and updated to ensure statutory compliance and accuracy. It is envisaged that this process will be completed by the end of the year (2009).

Registers
The following registers are maintained in accordance with the Local Government Act 1999 or Local Government (Elections) Act 1999:

Register of Campaign Donation Returns
Register of Remuneration, Salaries and Benefits
Register of Members' Allowances and Benefits
Register of Members' Interests
Registers of Staff Interests
Assessment Record
Register of Community Land
Register of Public Roads
Register of Bylaws
Development Applications Register

Codes of Practice
Codes of practice are included in the adopted policies of Council.

Annual Financial Statements

See attachment A

Subsidiaries of Council

Section 43 – South East Local Government Association – see attachment B

Decision Making Structure of Council

- Prepare Council Agenda
- Deadline for Council Agenda items is 1st Tuesday of the month
- Deliver Agenda to Elected Members at least 3 clear days prior to meeting
- Council Meeting held in Council Chambers at 5.00 pm on 2nd Tuesday of the month
- Minutes taken from Council Meeting with resolutions adopted and put into effect
- Minutes of the proceedings of the meeting sent via post within 5 days of meeting
- Reports, Correspondence, Petitions, Deputations go to Council, with decisions put into effect
- Development Applications and Staff Reports, go to Council Development Assessment Panel, with decisions put into effect

Tenders

The District Council of Robe is committed to ensuring a fair, transparent and accountable process in the provision of services, purchasing of goods and services and in the disposal of land and other assets.

Council does place some of its services out for tender. Some of these services include septic tank cleaning, resealing of streets and roads and rubble raising. In other cases Council uses contractors and their plant and machinery to supplement its own workforce in order to carry out road construction and maintenance works in the most cost-effective manner possible.

While Council does not have a written policy on purchasing goods and services at a local level, in practice, Council strongly supports local businesses and will generally opt to use local services, providing that the service is actually available locally and that the cost is reasonably competitive.

Strategic Management Plan

Significant progress has been made to achieve the strategies in the Strategic Management Plan during the year with some of the major achievements being:

- Continued strict adherence to the principles of responsible, transparent financial management and debt reduction and management;
- Continued strong focus on good governance and adherence to best practice principles to ensure the functions of the District Council of Robe are clear, concise and transparent;
- Maintaining of South Australian Tourism Commission Visitor Information Centre accreditation;
- Continued emphasis on the improvement of Childcare Services within Robe and district.

Council has also commenced work on producing an integrated Strategic Management Plan that encompasses Council's Long Term financial Plan and also its Asset and Infrastructure Strategic Plan. Council's new Strategic Management Plan is expected to be available for public comment some time in the latter half of this year.