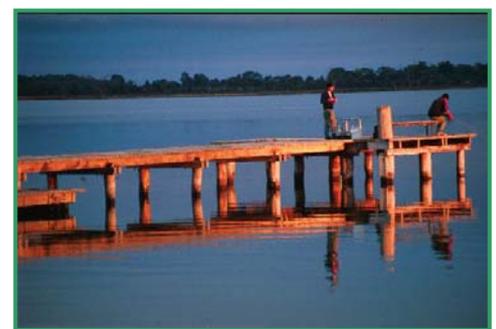
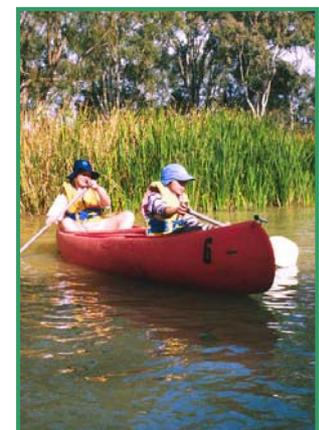
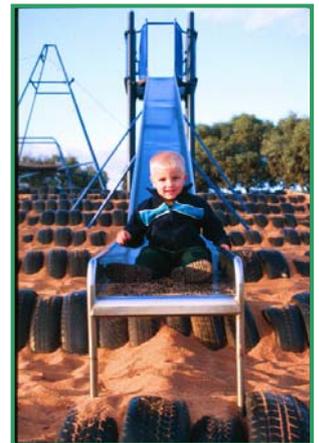
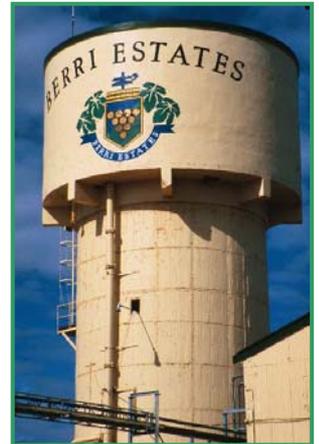


THE BERRI BARMERA COUNCIL

ANNUAL REPORT 2000 - 2001



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MAYOR'S MESSAGE

I have pleasure in presenting to you, for your information, the 2000-2001 Annual Report of The Berri Barmera Council.

You will observe that Council's mission to provide its' residents with the best possible service is of paramount importance.

On behalf of Council I acknowledge and endorse the spirit of co-operation and level of expertise exhibited by Council staff under the capable leadership of its' Chief Executive Officer, Mr Michael Hurley. There is absolutely no substitute for teamwork, commitment and accountability, and I am proud and honoured, as Mayor, to recognise that this Council is so well served by a dedicated staff.

This year has seen a pleasing rate of major development in our District, and an overall total of in excess of \$11m in building figures being realised.

New sub-division housing allotments (a very important and on-going Council initiative in Berri) have sold quickly, and many substantial new homes and home improvements have eventuated. Obviously such developments augurs well for the future of any community.

The Berri riverfront redevelopment is progressing satisfactorily. Success in attracting funding grants have certainly boosted this major project, which is going to become the town's centrepiece when completed. I gratefully acknowledge the support of both local businesses and government entities, and express my particular appreciation to the enthusiastic interest which the Hon. Diana Laidlaw MLC has shown towards this project. In providing funding to enable access over the town water pipes at the Berri Pumping Station to the Aboriginal Mural and interpretive area near the Berri Bridge, Minister Laidlaw has ensured that this special area becomes an integral part of the entire riverfront; encompassing the area from the bridge east to Martin Bend, and including "A Special Place for Jimmy James", the Berri Marina and Walking Trail to Martin Bend. A tourist centre and café, and mooring facilities for river craft on floating platforms will all combine to accommodate visitors and locals alike.

A Recreational Study for Lake Bonney, Barmera, has just been completed. Council is anxious to address this Study, in order that this beautiful asset can be enhanced thus exploiting its' full potential as a tourist attraction and people's recreational area.

The new Field Days site in Barmera is an exciting development. The efforts of the Riverland Field Days Executive Committee will finally be rewarded when the new permanent site is occupied in September. Council has been pleased to provide support for this enterprise, and is proud to have such an asset in its' District.

Roadworks are an important part of Council's on-going planning. It is also a very expensive budget item. A Road Register for the whole District was compiled soon after amalgamation. Priorities are reviewed periodically, particularly when conditions change which affect a road's listing.

Council continues to do its' very best to undertake sealing of roads in order of the priority in place.

MAYOR'S MESSAGE

There is often controversy, and I acknowledge that residents must feel aggrieved when they are coping with problems, and their road has to wait longer. I have to say that with the best endeavours in the world, Council just cannot please everyone at once.

With the Road Register residents can observe their road's priority and know that over time their situation will be addressed.

The inaugural Fluviafest held in October 2000 was a huge success.

This year the Fluviafest Multicultural and Wine Festival to be held in Berri on 8th & 9th September promises to be an even bigger event which the community at large is eagerly anticipating.

We have been extremely grateful that several funding grant applications resulted in successful outcomes.

Council has been pleased to support the Riverland Youth Ministries and the Berri Barmera Ministers' Association in reaching out to young people at risk. In particular the H2o activities, an initiative of the Berri Assemblies of God Church, through its' Youth Pastor, Shane Brigg, has been embraced by Council, with some funding (\$3,000) being allocated in 2000.

Some sixty to ninety young people regularly attend at Berri on any Saturday evening, to enjoy youth activities, receive counselling support and advice. Council believes that by supporting these initiatives, it is ensuring these young citizens will find positive directions in their lives and will mature into responsible citizens of the future. It is anticipated that Council will continue to support this initiative.

In conclusion I would comment on Council's commitment to its frail aged and health services.

Council acknowledges a continuing contact by the Chief Executive of the Riverland Regional Health Services Inc., and General Manager of the Riverland Health Authority, Mr Nino DiSisto who has initiated an audience with Council at its General Meeting from time to time, in order that he appraise Council of health services available to residents of its District, and the Riverland generally.

This initiative has been most informative, and I am especially pleased and grateful that a closer relationship between the Health Service and Council has been established. This has certainly resulted in a much greater mutual understanding.

A shortage of aged-care beds in our Nursing Homes is an on-going concern to everyone. I sincerely trust that commonsense will prevail. Most, if not all, of these frail-aged in our Region have been the very people who, through hard work and love of their community, provided the basis for the life-style we all enjoy today.

It behoves all of us, and especially those in the decision-making arena, to own this situation, and ensure that the highest level of care and security is available to our frail and aged citizens without delay.

**MARGARET EVANS, OAM
MAYOR**

THE CHIEF EXECUTIVE OFFICER'S REPORT

CHIEF EXECUTIVE OFFICER'S MESSAGE AND REPORT ON OPERATIONS:

This Report for the 2000/2001 Year gives a summary of our performance against our corporate objectives and financial management.

Our focus during the past year was on providing responsive, high quality services, investing in our infrastructure and sound financial management. We have endeavoured to involve our communities, understanding their needs and to be accountable if those needs are to be met.

There has been continued development of infrastructure in our area with particular attention directly by Council to roads, footpaths, tourism facilities and community access, and use of open space areas and reserves.

Council has been active in obtaining Government assistance through grant funds and advice in a number of areas.

Council's Unsealed Road Priority Policy has continued to assist Council in allocating funds for road construction. This Policy has come under some pressure from time to time due to elector lobbying of the Elected Members, however it has stood up to the test to date.

Two major initiatives were undertaken during this year, i.e.:

- Riverfront Redevelopment in Berri
- Lake Bonney Recreation Study in Barmera

More capital funds were invested in bank stabilisation works, provision of floating marinas, and planning a new Tourism Interpretive Information Centre and Café.

The Lake Bonney Recreation Study has concluded and identified that a number of actions are required to make substantial alterations to the use of the surrounds of Lake Bonney.

The on-going maintenance and development of our infrastructure within tight financial constraints is always a challenge. Council and all of the staff have strived for efficiency and endeavoured to spend money wisely and always to the best purpose.

We appreciate the time and effort spent by so many members of our community in providing Council with comments and ideas on our various plans, strategies and work programmes.

This is your District and we welcome any feedback from the community, including comment on this report of our performance over the past financial year.

M.J. HURLEY
CHIEF EXECUTIVE OFFICER

ELECTED REPRESENTATION

The Berri Baramera Council is represented by 10 Councillors under the leadership of the Mayor. Council Members are elected for a three-year term which will end in May, 2003. Members are provided with an annual allowance.

	1999/2000	2000/2001
Mayor	\$ 10,000 Plus full use of vehicle	\$ 10,000 Plus full use of vehicle
Deputy Mayor	\$ 4,000	\$ 4,000
Councillors	\$ 3,000	\$ 3,000

COUNCIL MEMBERS (AS FROM MAY, 2000)

Mayor Margaret M. Evans OAM	7 Roberts Street, Berri SA 5343 Tel: 8582 1764 Fax: 8582 1764
Deputy Mayor Cr Patricia Millington	PO Box 55, Baramera SA 5345 Tel: 8588 1125
Cr. Sondra B. Noonan	1 McGregor Street, Berri SA 5343 Tel: 8582 2330
Cr. Arthur J. Manser	22 Derrick Street, Berri SA 5343 Tel: 8582 2372
Cr. Rhonda L. Centofanti	PO Box 182, Winkie SA 5343 Tel: 8583 7216
Cr. Leslie T. Hill	Unit 26, Cottage Homes, McGilton Road, Berri SA 5343 Tel: 8582 1531
Cr. Josephine H. Nelsson	PO Box 12, Monash SA 5342 Tel: 8583 5264 Fax: 8583 5190
Cr. Rosemary A. Gower	PO Box 549, Cobdogla SA 5346 Tel: 8588 7031
Cr. V. (Bill) Kanakaris	70 Nookamka Terrace, Baramera SA 5345 Tel: 8588 1558
Cr. Peter R. Hunt	52 Derrick Street, Berri SA 5343 Tel: 8582 2212
Cr. Barry Fletcher	PO Box 546, Baramera SA 5345 Tel: 8588 2861

STRATEGIC MANAGEMENT PLAN

In the context of a Strategic Plan, the Vision is a way of depicting the future success of the organization and indeed the community it serves.

The vision enables the organization and its' key stakeholders to "visualise" a desired future so that they can agree and commit themselves in the "here and now" on what needs to be done to achieve that future.

VISION: *A community recognised for enjoying a high quality of life through protection of its' natural environment and economic growth.*

Given the above, the Vision for the Berri Barmera Council is represented in the following four "themes".

Theme One

A community enjoying a ***high quality of life***. The community have access to a range of infrastructure, facilities and services to maintain a safe and healthy lifestyle, for all those who need:

- 1: Education
- 2: Health
- 3: Arts and Culture

Theme Two

A community that preserves its' ***natural environment*** and recognises the contribution that it makes to its' own social and economic well-being.

Theme Three

A community proud of its' ***heritage*** and ***region*** and one that ***encourages people to want to visit and stay*** and that ***supports economic growth*** and ***environmental protection***.

Theme Four

A confident community because it is enjoying the benefits of a healthy and growing economy. As a result people have:

- 1: Increasing incomes
- 2: Increasing employment opportunities
- 3: More, and better, services

STRATEGIC MANAGEMENT PLAN

A Mission defines the purpose of the organization and provides a pathway for the organization to follow in order to achieve its' Vision, its' picture of success.

- 1: The Council sees itself as being an essential and integral part of the success of the Community.
- 2: It sees itself as an achiever, working collaboratively with others to achieve results.
- 3: It sees itself providing leadership to the community that supports and protects its' people.
- 4: It wants to be recognised as being the "best" in what it does.

MISSION: *To strive to meet community needs and expectations in service delivery.*

Some specific "things" that would demonstrate that the Vision and the Mission are being achieved:

Heritage, the Region, Tourism and Fun

The area has a diversity of tourist facilities, activities and infrastructure to attract people to the Region and more specifically, the Berri Barmera Council area. The area is widely recognised for its' wine, river, natural environment, heritage, sporting and other recreational facilities.

Quality of Life – health, education, arts, culture and infrastructure

The area provides a quality of life that is the envy of other communities. It has extensive health services, caters to a wide range of educational needs, provides for a richness of cultural opportunities and has modern infrastructure.

Economic Development

The community has continued to build on the growth of the wine industry, whilst further developing the diversity of its' economic base. The area has reaped the benefits of its' economic development through greater confidence in the ability of the community to create its' future, increased employment opportunities, increased incomes and new residential and commercial developments.

Natural Environment

The overwhelming feeling of ambience is one of a clean and green environment. Across the community there are many examples of best practice in environmental management and sustainable development.

The area's natural features, including: lakes, the river, National Parks and reserves have been revitalised and protected for current and future generations.

STRATEGIC MANAGEMENT PLAN

Strategy 2

Environment

Actions 2000/2001

Strategy	<i>Ensure Council has the capacity to maintain and, where necessary improve factors that impact on our local environment and thus quality of life and sustainable development.</i>	
Definition	<p>We need to focus on the importance of our river and wetland environments, our own and others' activities that might damage or harm the environment. This strategy includes the following:</p> <ul style="list-style-type: none"> • storm water • waste management • recycling • effluent disposal • revegetation • development 	
Links to Vision	<ul style="list-style-type: none"> • Planning policy and practice that match our vision. • Enforcement of building, planning and health standards and other inspectorial roles that impact on the environment and quality of life. • Promote by example best practice in all areas impacting the environment. 	
Goals	<ol style="list-style-type: none"> 1. To identify baseline information on the "State of the Environment" to enable Council to make informed decisions on development matters where Council is the decision making authority. 2: To identify other areas requiring action and develop detailed action plans. <ul style="list-style-type: none"> • Review Council guidelines to ensure Council is recognised as a role model and engages in best practice. • Promote and encourage upgraded guidelines and increased awareness of target community about these issues. • Ensure compliance with existing legislation. • Develop networks with other appropriate agencies. 	<p>Ongoing.</p> <p>Ongoing Development Plan - DC Berri and DC Barmera in process of being combined with slight amendment to reflect environmental and other issues.</p>

Strategy 3

Tourism

Actions 2000/2001

Strategy	<i>To develop tourism as a way of stimulating economic growth.</i>	
	<p><u>Theme Three</u></p> <p>A community proud of its' heritage and region that encourages people to want to visit and stay, and that supports economic growth and environmental protection.</p>	
Goals	<ol style="list-style-type: none"> 1: Maintain district's sporting/recreational facilities to high standards to ensure that it is used as a preferred destination for regional, state, national and international events/activities. 2: In conjunction with other tourist authorities, develop a co-ordinated promotional/marketing strategy to ensure that the district is recognised as a preferred destination. (Strategy should identify opportunities to promote the sporting/recreational facilities that the district has). <p><i>As part of this strategy maintain membership or relevant tourist organisations to ensure that Council's interests are recognised and considered.</i></p> <ol style="list-style-type: none"> 3: Continue to liaise with relevant organisations (Local Action Planning Groups, River Murray Catchment Board, Murray-Darling Association etc.) to improve and maintain sustainable natural environment, with a particular focus on ecotourism. 	<p>Ongoing.</p> <p>Employed Tourism Officer who works with operators to enhance local product and work with wider groups e.g. Riverland Tourism Association.</p> <p>Ongoing.</p>

STRATEGIC MANAGEMENT PLAN

Strategy 4

Community Participation

Actions 2000/2001

Strategy	<p><i>To ensure that the community is able and willing to participate in decisions that affect its' well-being.</i></p> <p><i>To enable this, it is necessary for the community to better understand the role that Council has in providing the services for the community's well-being.</i></p>	
Links to Vision	This strategy relates to all elements of the vision.	
Goals	<ol style="list-style-type: none"> 1. Develop and implement a marketing/promotion strategy to inform the community about the Council, its' role and services. The strategy should include a review of the current media practices for their appropriateness and effectiveness. The strategy should explore the use of developing IT as a communication medium. 2. Develop procedures to ensure that the community and relevant organisations are able to voice its' needs and concerns to Council and for the Council to respond in a timely and appropriate manner. Examples Include: <ul style="list-style-type: none"> • Upskilling/external consulting. • Project team (internal/external?) to create and maintain top class web pages (e.g. Aberdeen). • Upskill presentation of phone/customer service ("Customer Service Manager") 	<ul style="list-style-type: none"> * Consultation Policy adopted by Council. * Newsletter produced quarterly to promote awareness. * Groups address Council Meetings regularly on issues of concern and interest. * Elected Members and Officers attend Community Forums/Meetings and report to Council.

Strategy 5

Health/Lifestyle

Actions 2000/2001

Strategy	<i>Council provides the services and facilities to contribute towards a safe and pleasant environment in which to live and work.</i>	
Links to Vision	<p><u>Theme One</u> A community enjoying a high quality of life. The community has access to a range of infrastructure, facilities and services to maintain a safe and healthy lifestyle, including:</p> <ul style="list-style-type: none"> • Education • Health • Arts and Culture 	
Goals	<ol style="list-style-type: none"> 1. Develop a plan in conjunction with Regional Health Authority and others to respond to present and future demands on health and social services. 2. Develop a plan, in consultation with local sporting and community groups, that will respond to present and future demands on sporting and recreational facilities. Consideration is to be given to the appropriateness of current services in order to identify risks to Council and the opportunity for consolidation of facilities. 3. Develop an action plan for disabled access and facilities in relation to Council buildings and other infrastructure in accordance with current legislation. 4. Review, evaluate and update the Public and Environmental Health goals as contained within the <i>Berri - A Wealth Of Health</i> Management Plan of 1994, for the period 2000 to 2005. 	<p><u>Items 1 and 4</u> have been jointly considered and placed on hold pending the possible implementation of a regional project in 2002/2003 which could encompass each of these objectives. Consideration is being given to a regional information gathering project aimed at community risk assessment. The outcomes of such a project will assist greatly in developing the two items under review.</p> <p>2: Meetings have been held with sporting bodies promoting joint use of facilities. More needs to be done - likely 2001-2002.</p> <p>3: Reference to the Disability Discrimination Act - Some work has been done. More is planned for 2001 to 2003.</p>

MANAGEMENT AND STAFFING

REGISTER OF SALARIES:

TITLE OF POSITION	CLASIFICATION	NO. OF EMP.	OTHER BENEFITS OR PACKAGES PROVIDED ETC.
Chief Executive Officer	ASU Award Senior Officer Level 6 Inc. 2 Includes E.B. 4 No. 1	1	5 year package Agreement 1/10/96 to 30/9/01. Full private use of motor vehicle. Subsidised Housing (Remote Area Provision) Municipal Allowance \$4,000 (After Tax Prov.) Telephone rental and calls. No payment for overtime etc.
Deputy CEO	ASU Award Senior Officer Level 4 Inc. 2 Includes E.B. 4 No. 1	1	Full private use of motor vehicle. Payment of Housing & Energy Assistance (etc) (Remote area) value of \$3,000 (Payable quarterly in advance). Telephone rental and calls. No payment for overtime etc.
Finance Manager	ASU Award Senior Officer Level 3 Inc. 3 Includes E.B. 4 No. 1	1	Payment of Housing & Energy Assistance (etc) (Remote area) otherwise deductibles value of \$4,000 p.a. (Payable quarterly in advance). Telephone rental & business calls. Private use of vehicle in Riverland area when Officer with vehicle is away on leave. No payment for overtime etc.
Risk Manager/Community Liaison Officer	ASU Award Senior Officer Level 2 Inc. 3 Includes E.B. 4 No. 1	1	Private use of vehicle within Riverland area. Vehicle not to be taken when on leave. Payment of telephone rental & business calls. Payment for attendance at Council Meetings as and when required.
Works' Manager	ASU Award General Officer Level 7 Inc. 3 Includes E.B. 4 No. 1	1	Full private use of motor vehicle. Telephone rental and business calls. Payment for attendance at Council Meetings.
E/S Health Officer	ASU Award General Officer Level 6 Inc. 3 Includes E.B. 4 No. 1	1	Private use of vehicle within Riverland area. Vehicle not to be taken when on leave. Telephone rental and business calls. Payment for attendance at Council Meetings.

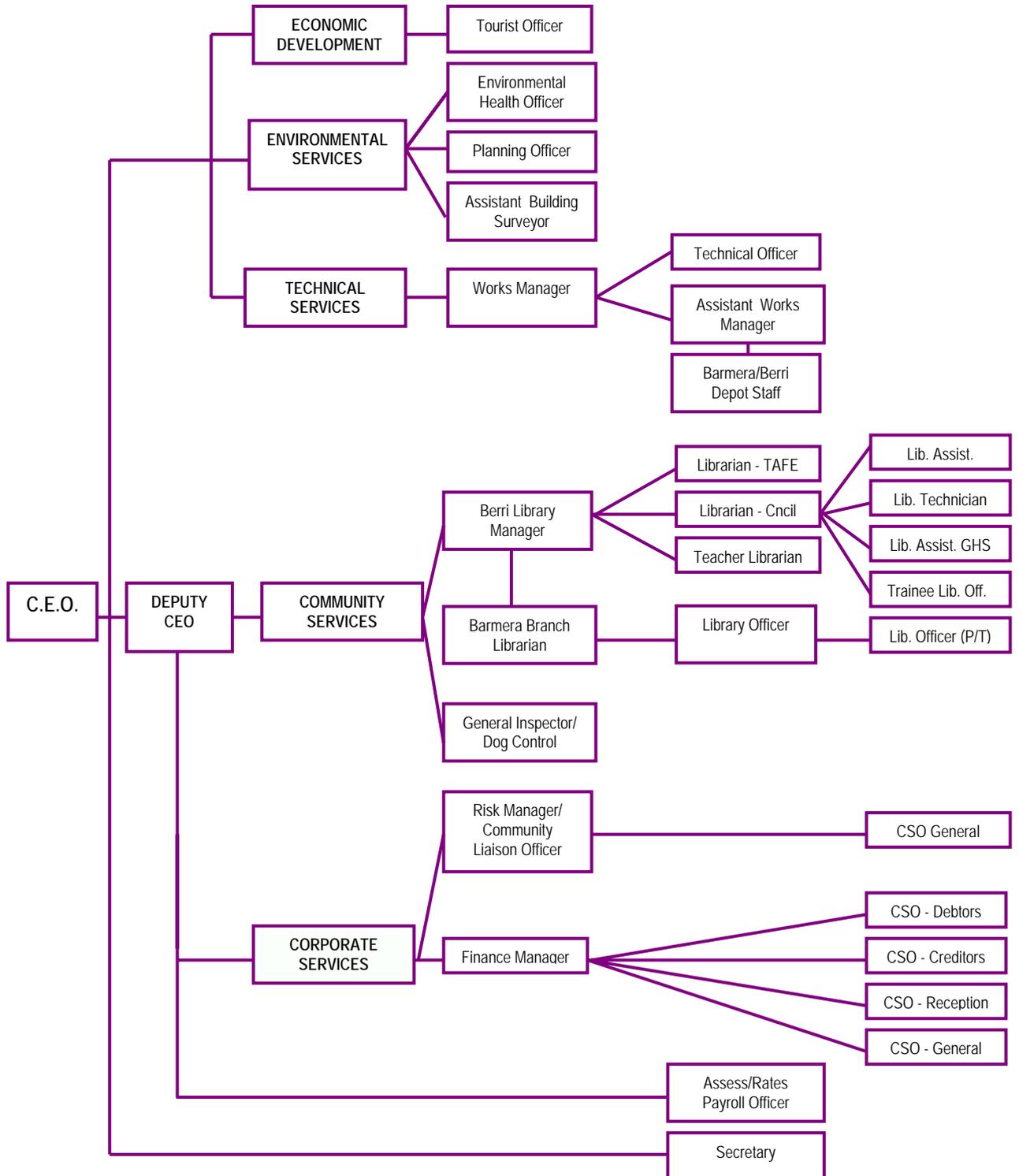
MANAGEMENT AND STAFFING

REGISTER OF SALARIES:

TITLE OF POSITION	CLASIFICATION	NO. OF EMP.	OTHER BENEFITS OR PACKAGES PROVIDED ETC.
Ass. Building Surveyor	ASU Award General Officer Level 6 Inc. 2 Includes E.B. 4 No. 1	1	Private use of vehicle within Riverland area. Vehicle not to be taken when on leave. Telephone rental and business calls. Payment for attendance at Council Meetings.
Planning Officer	ASU Award General Officer Level 6 Inc. 2 Includes E.B. 4 No. 1	1	Full Private use of vehicle. Telephone rental and business calls. Payment for attendance at Council Meetings.
Library Manager	ASU Award General Officer Level 6 Inc. 2 Includes E.B. 4 No. 1	1	Telephone rental and business calls. Payment for attendance at Council Meetings.

MANAGEMENT AND STAFFING

ORGANISATIONAL CHART:



MANAGEMENT AND STAFFING

EQUAL EMPLOYMENT OPPORTUNITY

GENERAL POLICY:

The Berri Barmera Council believes it has a responsibility to all members of its community to create an employment environment which is free of discrimination and which reflects the diversity of the community it serves.

The Council is firmly committed to the principle of equal opportunity in employment for all employees and potential employees.

Council therefore acknowledges its legal obligations under the Local Government and the State and Federal Equal Opportunity Laws, in that:

The South Australian Equal Opportunity Act makes discrimination unlawful on the grounds of sex, sexuality, marital status, pregnancy, race, physical or intellectual impairment and age in the areas of employment, provision of goods and services, advertising, accommodation and clubs and associations.

Sexual harassment and victimisation are also unlawful.

The Local Government Act requires that Council observe general principles of personnel management and development, implement and review an Equal Employment Opportunity Program.

When developing and implementing the Equal Employment Opportunity Program Council will:

- * *Incorporate the program into the Corporate Plan.*
- * *Consult the Council's EEO Officer/EEO Consultative Committee/Extended Workplace Group/Employees/Workplace Representatives (whichever applies).*
- * *Identify the large groups (usually women, Aboriginals, people from non-English speaking backgrounds, people with physical and intellectual impairments, young people and older people) and processes, measures and schemes to redress past disadvantages.*
- * *Appoint a person to the position of EEO Officer.*
- * *Establish a sexual harassment policy.*
- * *Review existing training programs and change or develop them as necessary.*
- * *When providing services to residents, ensure that they will be delivered in a fair and equitable manner.*

MANAGEMENT AND STAFFING

- * *Provide all new and existing employees and Elected Members with EEO awareness training and any other training relevant to their position or responsibilities.*
- * *Ensure that all employees and Elected Members receive copies of the Equal Employment Opportunity and Sexual Harassment Policies and have access at all times to information relating to the development and implementation of the Equal Employment Opportunity Program.*

The overall responsibility for monitoring the effectiveness of this policy and for implementing an ongoing Equal Employment Opportunity Program is vested in the Chief Executive Officer.

All employees have a responsibility to uphold the Equal Opportunity principles outlined in the policy. However, specific responsibility rests with section managers and supervisors to prevent discrimination and promote Equal Employment Opportunities within the workplace.

Employees are encouraged to raise equal opportunity issues or grievances with the Equal Employment Opportunity officer. Confidentiality will be respected. It should be noted that it is the right of every employee to seek advice or assistance from the Equal Opportunity Commission.

Council believes that the implementation of an Equal Employment Opportunity program and policy will result in a more productive workplace and increased job satisfaction and better services to the community.

REGIONAL SUBSIDIARY REPORT MURRAY & MALLEE LOCAL GOVERNMENT ASSOCIATION

Council is a member of the Murray and Mallee Local Government Association which is a Regional Subsidiary pursuant to the Local Government Act, 1999.

A requirement of Schedule 2 (Section 28) is that the Annual Report of the Regional Subsidiary should form part of this Council's Annual Report.

The Annual Report of the Murray and Mallee Local Government Association is included in this Report at Pages 50 to 62.

RATING POLICY

INTRODUCTION

The new Local Government Act, 1999 at section 171 requires that Council prepare and adopt each financial year, in conjunction with the declaration of rates, a Rating Policy. A copy of this policy is to be made available to the community at offices of the council at the contact locations listed below. A summary of the policy is to be forwarded to each ratepayer with the rate notice.

This document sets out the policy of The Berri Barmera Council for setting and collecting rates from its community. The policy covers:

- Strategic focus
- Method used to value land
- Adoption of valuations
- Business impact statement
- Council's revenue raising powers
- Differential general rates
- Minimum rate
- Service charges
- Pensioner concessions
- Unemployed persons concessions
- Payment of rates
- Late payment of rates
- Remission and postponement of rates
- Rebate of rates
- Sale of land for non-payment of rates
- Disclaimer

CONTACT DETAILS FOR FURTHER INFORMATION

The Berri Barmera Council (Head Office)
19 Wilson Street
BERRI SA 5343
Telephone (08) 8582 1922, fax (08) 8582 3029,
email – bbc@berribarmera.sa.gov.au

Postal address: PO Box 229
BERRI SA 5343

The Berri Barmera Council (Branch Office)
3A Barwell Avenue
BARMERA SA 5345

RATING POLICY

STRATEGIC FOCUS

In setting its rates for the 2001/2002 financial year The Berri Barmera Council has considered the following:

- Its current Strategic Management Plan which was last revised in May, 2000. The Berri Barmera Council Strategic Plan 2000-2005 was developed following an extensive community consultation program which included survey questionnaires being sent to a cross section of residents from the community;
- Topical issues faced by our community with respect to council activities, facilities and service, provision in striving to build a better district and a sense of community;

The Strategic Plan 2000-2005 and the Council's budget are available for inspection at the contact locations as listed previously.

The Council regularly conducts public consultation on a broad range of issues relating to the future directions of the area. These opportunities are always advertised in local papers. The Council encourages feedback from ratepayers and other interested parties at any time and such comments should be forwarded to the Council's Chief Executive Officer.

METHOD USED TO VALUE LAND

The Council may adopt one of three valuation methodologies to value the properties in its area. They are:

- **Capital Value** - the value of the land and all of the improvements on the land.
- **Site Value** - the value of the land and any improvements which permanently affect the amenity or use of the land, such as drainage works, but excluding the value of buildings and other improvements.
- **Annual Value** - a valuation of the rental potential of the property.

The Council has decided to continue to use **Capital Value** as the basis for valuing land within the Council area. The Council considers that this method of valuing land provides the fairest method of distributing the rate burden across all ratepayers on the following basis:

- The equity principle of taxation requires that taxpayers of greater wealth pay more tax than those of lesser wealth;
- Property value is a relatively good indicator of wealth and capital value, which closely approximates the market value of a property and provides the best indicator of overall property value.

RATING POLICY

ADOPTION OF VALUATIONS

The Council has adopted the valuations made by the Valuer-General as provided to the Council for the financial year 2001/2002. If a ratepayer is dissatisfied with the valuation made by the Valuer-General then the ratepayer may object to the Valuer-General in writing, within 60 days of receiving the notice of the valuation, explaining the basis for the objection, provided they have not:

- (a) previously received a notice of this valuation under the Local Government Act, 1999, in which case the objection period is sixty (60) days from the receipt of the first notice; or
- (b) previously had an objection to the valuation considered by the Valuer-General.

The address of the Office of the Valuer-General is:

Office of the Valuer General
GPO Box 1354
ADELAIDE SA 5001
Email: objections@saugov.sa.gov.au
Telephone number is 1300 653 345.

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

BUSINESS IMPACT STATEMENT

The Council has considered the impact of rates on all classes of properties in its area, in particular businesses and primary producers. In considering the impact, the following observations were made:

- It is the view of Council that benefits received by ratepayers are not uniform, particularly in regard to rural ratepayers versus urban ratepayers. Examples of services not provided to some ratepayers are street lighting, kerb and guttering, and footpaths to name a few. With this in mind Council has continued to use the differential rating system when calculating the current years' rates.
- Primary producers, in particular the viticulture industry, have in past years suffered poor returns and lower incomes which has then resulted in Council's consideration in setting a somewhat lower rate in the dollar in comparison to other properties within the district. However recent trends in the viticulture industry has shown that the capital values of such properties have increased at a much faster rate than other properties. This fact has been acknowledged by Council in that for the last three years the rate in the dollar for primary production properties in the former Berri District has remained static and for the former Barmera District the rate in the dollar has been lowered.

RATING POLICY

- From primary production properties Council has derived rate revenue of \$1,203,419 for the 2001/2002 year.
- The majority of Council's ratepayers are classified as "town residential". The total rate revenue raised from town residential properties for the 2001/2002 is \$1,537,502 and represents 37.4% of its total rate revenue raised;
- Commercial and industrial properties of the Council area generally have the same services available to them and their employees as other ratepayers, however it is accepted that commercial and industrial users have a greater impact on the main services such as road maintenance and may derive a greater benefit from such services as improved public lighting, parking controls etc. This is the basis for Council setting a higher rate in the dollar for such properties.
- Council has raised rate revenue of \$465,634 from commercial properties for the 2001/2002 financial year and \$124,358 from industrial properties.

Council recognises its' responsibility to stimulate and encourage economic growth in a diverse range of activities and to do so must provide adequate infrastructure

The following works and projects are included in the 2001/2002 Estimates:

Roadworks Construction

Hombsch Road	\$	56,000
Hunt Road		135,000
Kealley Street		19,000
Madden Road		30,000
Phillips Road		103,000
Schell Road		296,000
Spiller Road		87,000
Sturt Highway (Field Day Entrance)		53,000
Whitelaw Road		17,500

Road Construction (Footways)

Ahern Street	\$	29,000
Anderson Street		26,000
Crawford Terrace		25,000
Denny Street		15,000
Scott Avenue		25,000
Wilson Street		

RATING POLICY

Road Construction (Reseals)

District Roads (various)	\$	72,000
Townships (various)		76,000

Parks, Gardens, Sport and Recreation

Berri Riverfront Walkway	\$	97,000
Barmera Library Computerisation		45,000
Sporting Clubs Grants		34,000
Jennings Park Toilets		17,500
Overland Corner Toilets		32,000

Other Works

Cemetery Development	\$	20,000
Effluent Scheme Upgrades		260,500
Kay Avenue (underground street lighting)		150,000
Land Development		352,000
Berri Tourist Centre		420,000

COUNCIL'S REVENUE RAISING POWERS

All land within a Council area, except for land specifically exempt (e.g. Crown Land, Council occupied land and other land prescribed in the Local Government Act 1999 – refer Section 147 of the Act), is rateable. The Local Government Act provides for a Council to raise revenue for the broad purposes of the Council through a general rate, which applies to all rateable properties, or through differential general rates, which apply to classes of properties. In addition, Council can raise separate rates for specific areas of the Council, or service rates or charges for specific services.

The Council also raises revenue through fees and charges, which are set giving consideration to the cost of the service provided and any equity issues. The list of applicable fees and charges is available at Council's contact locations.

RATING POLICY

DIFFERENTIAL GENERAL RATES

At its meeting of 11th July 2001 the Council decided to raise rate revenue of \$4,091,244 in a total revenue budget of \$12,323,936. This resulted in a decision of Council to continue to use the differential rating method for the following properties:

(1) Townships of Barmera, Berri, Cobdogla, Glossop, Loveday and Monash as defined:

(a)	Residential	0.63	cents in the dollar on the capital value of such rateable property
(b)	Commercial	0.74	" "
(c)	Industrial	0.80	" "
(d)	Other	0.565	" "

(2) Outside the aforesaid Townships as defined:

(a)	Residential	0.605	cents in the dollar on the capital value of such rateable property
(b)	Primary Production	0.565	" "
(c)	Vacant Rural Dry	0.565	" "
(d)	Other	0.565	" "
(e)	Commercial	0.72	" "
(f)	Industrial	0.78	" "

Land use is used as the factor to apply differential rates. If a ratepayer believes that a particular property has been wrongly classified as to its land use, then they may object to that land use within 60 days of receiving notice. A ratepayer may discuss the matter with the Council's Rates Officer in the first instance and Council will provide a copy of Section 156 of the Local Government Act 1999 which sets out the rights and obligations of ratepayers in respect of objections to a land use.

MINIMUM RATE

A Council may impose a minimum amount payable by way of rates, provided that it has not imposed a fixed charge. Where two or more adjoining properties have the same owner and are occupied by the same occupier, only one minimum rate is payable by the ratepayer. Where a Council imposes a minimum rate it must not apply to more than 35% of properties in the Council area.

At its meeting of 11th July, 2001 Council decided to set a minimum rate of \$400 which shall be applied to all rateable properties within the townships of Barmera, Berri, Cobdogla, Glossop, Loveday and Monash. It will affect 15% of rateable properties and will raise \$119,000 of rate revenue for the 2001/2002 financial year. The reasons for imposing a minimum rate are:

- The Council considers it appropriate that all rateable properties make a base level contribution to the cost of administering the Council's activities;
- [redacted] property.

RATING POLICY

SERVICE CHARGE

The Council provides a septic tank effluent disposal system to properties in the townships of Barmera, Berri, Cobdogla, Glossop and Monash. The full cost of operating and maintaining the service for the financial year 2001/2002 is budgeted to be \$464,000. This includes capital expenditure of \$263,000 put aside for construction.

At its meeting of 11th July, 2001 Council declared that the following service charges in relation to the Common Effluent Drainage Schemes will apply:

Berri Effluent Scheme	\$ 100.00	per occupied unit
	\$ 50.00	per vacant unit
Glossop Effluent Scheme	\$ 80.00	per occupied unit
	\$ 40.00	per vacant unit
Monash Effluent Scheme	\$ 200.00	per occupied unit
	\$ 151.00	per vacant unit
Barmera Effluent Scheme	\$ 120.00	per occupied unit
	\$ 60.00	per vacant unit
Cobdogla Effluent Scheme	\$ 120.00	per occupied unit
	\$ 60.00	per vacant unit

RATE CONCESSIONS

The State Government, in providing equity across SA in this area, funds a range of concessions on Council rates. The concessions are administered by various State Agencies who determine eligibility and pay the concession directly to Council on behalf of the ratepayer. Concessions are available only on the principal place of residence.

Ratepayers who believe they are entitled to a concession should not withhold payment of rates pending assessment of an application by the State Government as penalties apply to overdue rates. A refund will be paid to an eligible person if Council is advised that a concession applies and the rates have already been paid.

STATE SENIORS CARD RATEPAYER (Self Funded Retiree)

This is a new concession available from 1 July 2001 and is administered by Revenue SA. If you are a self-funded retiree and currently hold a State Seniors Card you may be eligible for a concession toward Council rates. In the case of couples, both must qualify, or if only one holds a State Senior's Card, the other must not be in paid employment for more than 20 hours per week. If you have not received a concession on your rate notice or would like further information please contact the Revenue SA Call Centre on 1300 366 150.

RATING POLICY

PENSIONER CONCESSION

An eligible pensioner must hold a Pension Card, State Concession Card or a Repatriation Health Card marked TPI Gold, EDA Gold or War Widow and may be entitled to a concession of Council rates (and water and effluent charges where applicable). Application forms, which include information on the concessions, are available from the Council, SA Water Corporation and its District Offices or the Department of Human Services. This concession is administered by SA Water on behalf of the Department of Human Services and further information can be obtained by telephoning SA Water.

OTHER CONCESSIONS

The Department of Family and Youth Services administers Council rate concessions available to a range of eligible persons receiving State and Commonwealth allowances. This includes, but is not limited to, ratepayers who are in receipt of: Austudy, Newstart, Parenting Payment, Partner Allowance, Sickness Allowance, Special Benefit, Widow Allowance, Youth Allowance, Abstudy, CDEP or a New Enterprise Initiative Scheme. It may also apply to ratepayers in receipt of a pension as a war widow under legislation of the United Kingdom or New Zealand and the holders of a State Concession Card issued by Family and Youth Services. All enquiries should be directed to your nearest branch office of Family and Youth Services.

PAYMENT OF RATES

Implementation of the Local Government Act 1999 requires that Council must provide an opportunity for all ratepayers to pay rates by quarterly instalments. These instalments are to be payable in the months of September, December, March and June.

It is not mandatory for ratepayers to pay by quarterly instalments, however it is an option that Council must make available to all ratepayers.

The due dates for the quarterly instalments of Council rates for 2001/2002 are:

3rd September, 2001
3rd December, 2001
4th March, 2002
3rd June, 2002

Council rates may be paid:

- by mail (cheque or money order)
- by telephone, using a debit or credit card, phone (08) 8582 1922
- by Bpay facility as detailed on the rate notice
- by internet as detailed on the rate notice
- in person at the Council Office locations - EFTPOS facilities are available for payments.

RATING POLICY

Any ratepayer who may, or is likely to, experience difficulties with meeting the standard payment arrangements should contact the Rates Officer on (08) 8582 1922 to discuss alternative payment arrangements. Such enquiries are treated confidentially.

LATE PAYMENT OF RATES

The Local Government Act provides that Councils impose a penalty of a 2% fine on any payment for rates, whether instalment or otherwise, that is not paid on or before the due date as from 1 July 2001. A payment that continues to be late is then charged a prescribed interest rate, set each year according to a formula in the Act, for each month it continues to be late. The purpose of this penalty is to act as a deterrent to ratepayers who might otherwise fail to pay their rates on time, to allow Councils to recover the administrative cost of following up unpaid rates and to cover any interest cost the Council may meet because it has not received the rates on time. For the 2001/2002 financial year this rate is 0.75% per month.

When the Council receives a payment in respect of overdue rates the Council applies the money received as follows:

- first – to satisfy any costs awarded in connection with court proceedings;
- second – to satisfy any interest costs;
- third – in payment of any fines imposed;
- fourth – in payment of rates, in chronological order (starting with the oldest account first).

REMISSION AND POSTPONEMENT OF RATES

Section 182 of the Local Government Act permits the Council, on the application of the ratepayer, to partially or wholly remit rates or to postpone rates, on the basis of hardship. Where a ratepayer is suffering hardship in paying rates, it is recommended to contact the Rates Officer on (08) 85821922 to discuss the matter. A ratepayer may be required to submit evidence of the hardship being suffered to benefit from the application of Section 182. Such enquiries are treated confidentially by the Council.

REBATE OF RATES

The Local Government Act requires Councils to rebate the rates payable on some land. Specific provisions are made for land used for health services, community services, religious purposes, public cemeteries and educational institutions. Discretionary rebates may be applied by the Council under Section 166 of the Act.

Council applies these rebates in accordance with the Act. Any rebate over and above the legislated percentage provided by the Act would need to be considered by Council upon written application and in conjunction with the Rate Rebate Policy adopted by Council on 26th June 2001. Applications for such additional rebates would be required on an annual basis.

RATING POLICY

SALE OF LAND FOR NON-PAYMENT OF RATES

The Local Government Act provides that a Council may sell any property where the rates have been in arrears for three years or more. The Council is required to notify the owner of the land of its intention to sell the land, provide the owner with details of the outstanding amounts, and advise the owner of its intention to sell the land if payment of the outstanding amount is not received within one month.

DISCLAIMER

A rate cannot be challenged on the basis of non-compliance with the rating policy and must be paid in accordance with the required payment provisions.

Where the ratepayer believes that the Council has failed to properly apply this policy it should raise the matter with the Council. Contact should be made in writing to the Chief Executive Officer, The Berri Barmera Council, PO Box 229, BERRI 5343.

ADOPTION AND REVIEW

This policy was adopted by Council on 24th July 2001 and will be reviewed annually.

**COMPETITIVE TENDERING
COST EFFECTIVE DELIVERY OF SERVICES**

During the year Council's Waste Management operations were tendered out with a private contractor being awarded solid waste pick-up and waste depot operations.

Council, in doing this, restructured its' outside staff to concentrate on delivery of roads, reserves, stormwater and service delivery.

Bitumen laying on roads was tendered and contractors were used for kerb laying, carting of materials, channel digging and tree pruning and removal.

Council will continue to look at improving service delivery options into the future to ascertain the best options available.

In relation to local purchase Council has decided on a weighting of 10% for local purchases (i.e. throughout the Riverland).

POLICIES, BYLAWS AND CODES

COUNCIL POLICIES AND BYLAWS

Policies are guidelines which Elected Members and Staff refer to when making decisions on certain issues.

The Berri Barmera Council has developed a Policy Manual which is continually updated to reflect changes in circumstances or if a new issue arises.

Council's Policies and Bylaws are divided into two groups - General Polices and Bylaws, and Staff Policies - details of which are listed hereunder:

General Policies and Bylaws

ABANDONED VEHICLES (Refer L.G. Act Sec. 748)	
ACCOUNTING POLICIES	A15
ADVERTISING ON FOOTPATHS	A20
AGENDAS - COUNCIL AND COMMITTEE MEETING	A25
AGENDAS - LATE CORRESPONDENCE	A30
BADGE DAYS, & DOOR KNOCK APPEALS	B10
BY-LAWS: No. 1 - PERMITS & PENALTIES	B30
No. 2 - DOGS	B35
No. 5 - TAXIS	B50
No. 6 - COUNCIL LAND	B55
BY-LAWS - PENALTIES	B65
CEMETERIES	C10
CHIEF EXECUTIVE OFFICER	C11
CITIZENSHIP CEREMONIES	C15
CODE OF CONDUCT FOR COUNCIL EMPLOYEES	C17
CODE OF CONDUCT FOR COUNCIL MEMBERS	C18
COMPETITION PRINCIPLES - Complaints Process	C19
CONFIDENTIALITY PROVISIONS - Code of Practice	C19.5
CONSULTATION POLICY	C20
CONTRACTING AND TENDERING POLICY	C22
CONTRACTORS	C25
CONTRACTS - CURRENT	C30
COUNCIL COMMITTEES	C60
COUNCIL DECISIONS PROCEDURE, REVIEW OF	C62
COUNCIL REPRESENTATIVES & DELEGATES	C65
COUNCIL WORKS' VEHICLES - Identification	C75
COUNTRY FIRES ACT - BBQ Areas	C80
COUNTRY FIRE SERVICE - Council Employees	C90
COUNTRY FIRE SERVICE - Use of Council Plant	C95
CROSSING PLACES	C100
DELEGATION OF AUTHORITY - Council Officers	D15
DEPUTY MA	

POLICIES, BYLAWS AND CODES

DOG CONTROL	D25
DWELLINGS - Secondhand Transportable	D50
ELECTED MEMBERS - Allowances & Support Policy	E10
ELECTION SIGNS	E20
ELECTIONS - CASUAL VACANCIES	E30
FLAMMABLE UNDERGROWTH	F20
FOOTPATH - Construction	F25
HOUSE NUMBERING	H15
IMMUNISATIONS	I10
IMMUNISATIONS - Service Policy	I12
IMMUNISATIONS - Standing Drug Orders	I15
MEDIA STATEMENTS	M10
NAMING OF ROADS	N10
OHS & W - Health & Safety Policy	O10
OHS & W - Consultation Policy	O15
ORDER MAKING POLICY	O20
PLANT & MACHINERY - Emergency Use Of	P20
PLANT & MACHINERY - Community Use Of	P25
PURCHASING, HIRING & LEASE OF EQUIPMENT	P35
PURCHASING - Local Preference	P40
PURCHASING - Orders	P45
RATING POLICY	R22
REFUSE COLLECTION - Domestic 240 Litre Bins	R31
RISK MANAGEMENT POLICY	R43
ROADS - Installation of Pipes, etc.	R45
ROADS - Sealing Properties	R51
ROADSIDE TRADING POLICY	R55
SPORT & RECREATION GRANTS	S12
SPORTING GROUNDS - USE OF	S15
STATE EMERGENCY SERVICE - Council Employees	S25
STREET TREES	S30
TREES - Rural Areas - Road Intersections	T30
VOLUNTEER POLICY	V10
WORKS CONTRACT	W10

Staff Policies

EMERGENCY PROCEDURES	E25
EMPLOYEES - Accident Reporting & Investigation	E30
EMPLOYEES - Alcohol & Drugs in the Workplace	E35
EMPLOYEES - Annual Leave	E40

POLICIES, BYLAWS AND CODES

EMPLOYEES - Asbestos Policy	E45
EMPLOYEES - Breach of Health & Safety Rules	E50
EMPLOYEES - Christmas Closure	E55
EMPLOYEES - Confined Spaces	E60
EMPLOYEES - Electrical Safety	E65
EMPLOYEES - First Aid	E70
EMPLOYEES - Hazard Control	E75
EMPLOYEES - Inclement Weather	E80
EMPLOYEES - Induction Procedures	E85
EMPLOYEES - Interim Benefits	E90
EMPLOYEES - Internal Rehabilitation	E95
EMPLOYEES - Isolated Work Location	E100
EMPLOYEES - Long Service Leave	E105
EMPLOYEES - Loss of Driver's Licence	E110
EMPLOYEES - Management of Workplace Substances	E111
EMPLOYEES - Manual Handling	E115
EMPLOYEES - Meetings & Seminars	E120
EMPLOYEES - Mobile Phones & 2-Way Radios	E121
EMPLOYEES - Needles/Sharps Injuries	E125
EMPLOYEES - Pre-Employment Medical	E135
EMPLOYEES - Salaries & Wages Advance	E145
EMPLOYEES - Sexual Harassment	E155
EMPLOYEES - Sun Protection	E160
EMPLOYEES - Traffic Offences	E170
EMPLOYEES - Training Needs Analysis	E175
EMPLOYEES - Uniforms	E180
EMPLOYEES - Union Representatives	E181
EMPLOYEES - VDU Policy	E185
EMPLOYEES - Video Surveillance	E190
EMPLOYEES - Workplace Substances	E195
EMPLOYMENT OF SENIOR STAFF	E200
EQUAL EMPLOYMENT OPPORTUNITY	E205

POLICIES, BYLAWS AND CODES

CODE OF CONDUCT FOR COUNCIL EMPLOYEES:

1.0 Introduction

This Code of Conduct is a public declaration of the principles of good conduct and standards of behavior that the Berri Barmera Council have decided its stakeholders could reasonably expect of Council employees to demonstrate in the performance of their duties and functions.

This Code has been developed, as required by the Local Government Act 1999, in consultation with employees and the relevant registered industrial association representing the interests of Council employees.

The standards in this Code of Conduct are in addition to any statutory requirements of the Local Government Act 1999 or any other relevant Act or Regulation.

2.0 Statement of the General Duty of Council Employees

The general duty of Council employees is to act honestly and with reasonable care and diligence in the performance and discharge of their functions and duties. Council employees must not make improper use of information acquired or make improper use of their position as an employee of Council. - Refer Copy of Section 110 of Part 4 of the Local Government Act, 1999 (Appendix "A").

3.0 Statement of Commitment

Employees of the Berri Barmera Council are committed to discharging their duties conscientiously and to the best of their ability.

In the performance of their duties they will act with honesty and integrity and generally conduct themselves in a manner that generates community trust and confidence in them as individuals and enhances the role and image of the Council and Local Government generally.

In addition to all legislative requirements, employees of the Berri Barmera Council recognise the requirements of this Code of Conduct as the standards that will be adopted in the performance of their functions and duties.

POLICIES, BYLAWS AND CODES

4.0 Principles of this Code of Conduct

4.1 **Employees of Council must act in a fair, honest and proper manner according to the law.**

- * understanding and giving proper consideration to legal requirements
- * reasonable, just and non discriminatory behaviour in all aspects of carrying out their roles and responsibilities
- * actions to be undertaken in good faith and not for improper or ulterior motives
- * behaviour that maintains and enhances the image of the Council and does not reflect adversely on the Council
- * guidelines as to the appropriateness of the acceptance of gifts and gratuities
- * impartiality in implementing Council decisions or when exercising delegated authority

4.2 **Employees must act with reasonable care and be diligent in the performance of their duties and functions.**

- * carrying out lawful policies, decisions and practices of Council in a professional manner
- * respect for decisions of the Council
- * being aware of the effectiveness and efficiency of activities and service delivery for which they are responsible or contribute
- * the proper and responsible use of Council resources

4.3 **Council employees must be fair and honest in their dealings with individuals and organisations and behave in a manner that facilitates constructive communication between the Council, other employees and the community.**

- * honest and fair dealing with all members of the community
- * courteous and sensitive behavior that does not discriminate against people
- * awareness and disclosure of any situation that may create a tension between their public and private roles
- * respect for electors opinions and property.
- * prevention of misuse of an employee's position to gain an advantage for themselves or others

When representing the Council in the community to:

- * provide an accurate and fair representation of Council decisions
- * conduct themselves in a manner that will not reflect unfavorably on the Council

POLICIES, BYLAWS AND CODES

4.4 Council employees and Members will seek to achieve a team approach in an environment of mutual respect, trust, and acceptance of their different roles in achieving the Council's objectives.

- * mature and constructive working relationships based on mutual trust and respect
- * conduct of the relationship with courtesy and respect
- * acceptance and respect for their different but complementary roles in achieving the Council's objectives
- * respect for Council Members' roles in policy and planning and the employees' role in providing professional opinion, guidance and expertise
- * agreed, between the CEO and Council, communication processes regarding access by Council Members to employees
- * prevention of the misuse of their position to influence individual Elected Members to gain an advantage for themselves or others

4.5 Council employees will establish a working relationship with fellow employees that recognises and respects the diversity of opinion and achieves the best possible outcomes for the community.

- * conduct of the relationship with courtesy and respect.
- * behaviour that seeks to establish mature and constructive working relationships
- * the right of all points of view to be heard and considered

4.6 Information obtained by employees in the course of their duties and functions is respected and used in a careful and prudent manner.

- * information obtained by an employee as a result of his or her role is not to be used for any purpose other than Council business
- * not make comments to the media unless instructed by the CEO to do so
- * information given in relation to the Council or Council decisions should be accurate and not be a misuse of information
- * respect for and maintenance of confidentiality

5.0 Compliance with this Code of Conduct

- * questions of compliance raised by Council Members, other staff or the community regarding the Code will be considered by the CEO or his/her nominee
- * employees are entitled to representation in the consideration of a question of non-compliance against them and investigation and management of the matter will have regard to the principles of fairness, equity and natural justice
- * investigations undertaken regarding compliance with the Code will be kept confidential
- * CEO has responsibility for ensuring compliance with the Code occurs

POLICIES, BYLAWS AND CODES

The consideration of questions raised regarding compliance with the code by the CEO may need to be reflected in a different manner, for example:

If a question of compliance with the code by the CEO is raised the Presiding Member will determine, with Council, the manner in which to address the matter. Where Council or the Presiding Officer or a Committee of Council addresses the matter, principles of fairness, equity and natural justice will apply and the matter will be handled confidentially.

6.0 Further Information

Members of the public may inspect this Code of Conduct for Council Employees at the principal office of the Berri Barmera Council, Wilson Street, Berri and obtain a copy.

Any enquiries in relation to this Code of Conduct should be directed to the Chief Executive Officer.

7.0 Statement of Adoption

This Code of Conduct was adopted by the Berri Barmera Council on 25th July, 2000.

8.0 Review of the Code of Conduct

This Code of Conduct will be reviewed by the Berri Barmera Council in consultation with employees and the relevant registered industrial association representing employees, within 12 months after each general election of Council.

Council will take reasonable steps to consult with employees and the relevant registered industrial association when revising this Code of Conduct.

POLICIES, BYLAWS AND CODES

APPENDIX 'A'

LOCAL GOVERNMENT ACT, 1999 PART 4 CONDUCT OF EMPLOYEES

Code of Conduct:

- 110: (1) A Council must prepare and adopt a code of conduct to be observed by the employees of the Council.
- (2) A Council must, within 12 months after each general election of the Council, complete (and, as appropriate, implement) a review of its code of conduct under this section.
- (3) A Council may at any time alter its code of conduct, or substitute a new code of conduct.
- (4) A code of conduct must not diminish a right or employment condition under an Act, Award, Industrial Agreement or Contract of Employment.
- (5) A Council must take reasonable steps to consult with its employees and with any registered industrial association that represents the interests of employees of the Council when preparing or revising its code of conduct under this section.
- (6) A person is entitled to inspect (without charge) the code of conduct of a Council at the principal office of the Council during ordinary office hours.
- (7) A person is entitled, on payment of a fee fixed by Council, to a copy of the code of conduct of a Council.
- (8) An employee of the Council must comply with the code of conduct.

POLICIES, BYLAWS AND CODES

CODE OF CONDUCT FOR COUNCIL MEMBERS:

1.0 Background

This Code of Conduct is a public declaration of the principles of good conduct and standards of behaviour that we, the Members of the Berri Barmera Council, have decided its' stakeholders could reasonably expect of us as Members of the Council to demonstrate in the performance of our responsibilities as elected community representatives.

The standards in this Code of Conduct are in addition to any statutory requirements of the Local Government Act 1999 or any other relevant Act or Regulation.

2.0 Statement of the General Duties of Council Members

The general duties of Council Members are to act honestly and with reasonable care and diligence in the performance and discharge of official functions and duties. Council Members must not make improper use of information acquired or make improper use of their position as a Member of Council.

3.0 Statement of Commitment

We, the Members of the Berri Barmera Council, are committed to discharging our duties conscientiously and to the best of our ability.

In the performance of our community role we will act with honesty and integrity and generally conduct ourselves in a way that both generates community trust and confidence in us as individuals and enhances the role and image of the Council and Local Government generally.

In addition to all legislative requirements, we, the Members of the Berri Barmera Council, have adopted the requirements of this code of conduct as the standards that we will adopt in the performance of our role.

4.0 Principles of this Code of Conduct

- 4.1 A Member of Council must act in a fair, honest and proper manner according to the law.
- 4.2 A Council Member must act with reasonable care and be diligent in the performance of his or her duties and responsibilities.
- 4.3 A Council Member must be fair and honest in their dealings with individuals and organisations and behave in a manner that facilitates constructive communication between Council and the community.

POLICIES, BYLAWS AND CODES

- 4.4 Council Members and employees will seek to achieve a team approach in an environment of mutual respect, trust, and acceptance of their different roles in achieving the Council's objectives.
- 4.5 Members will establish a working relationship with fellow Members that recognises and respects the diversity of opinion and achieves the best possible outcomes for the community.
- 4.6 Information obtained by a Member in the course of his or her duties is respected and used in a careful and prudent manner.

5.0 Compliance with this Code of Conduct

Having adopted this Code of Conduct we, the Elected Members of the Berri Barmera Council, agree that the Code should be self regulated. However, if there is a breach of the Code the matter is to be referred to the Mayor, Deputy Mayor and Chief Executive Officer to report upon and make recommendations.

6.0 Further information

Members of the public may inspect this Code of Conduct for Council Members at the principal office of the Berri Barmera Council, Wilson Street, Berri and obtain a copy.

Any enquiries in relation to this Code of Conduct should be directed to:

Mr M.J. Hurley
 Chief Executive Officer
 The Berri Barmera Council
 PO Box 229
 BERRI SA 5343

7.0 Statement of Adoption and Review

This Code of Conduct was adopted by the Berri Barmera Council on 23rd January 2001.

8.0 Commitment of the Council Members

We, the members of the Berri Barmera Council, commit to observing this Code of Conduct.

Mayor:	Margaret McLean EVANS	
Councillors:	Patricia D. MILLINGTON	Sondra B. NOONAN
	Arthur J. MANSER	Rhonda L. CENTOFANTI
	Leslie T. HILL	Josephine H. NELSSON
	Rosemary GOWER	Peter R. HUNT
	Barry J. FLETCHER	Vasilios KANAKARIS

This Code of

INFORMATION STATEMENT

This Information Statement is published by The Berri Barmera Council in accordance with the requirements of Section 65(r) of the Local Government Act 1934, as amended.

The Berri Barmera Council is pleased to comply with the legislation and welcomes enquiries. An up-dated Information Statement will be published at least every 12 months.

1.0 Structure and Functions of the Council:

1.1 Full Council:

Full Council, consisting of 10 Councillors and the Mayor is the decision making body on all policy matters. Ordinary meetings of the full Council are held on the 4th Tuesday of every month at 6.00 p.m. (except public holidays when meetings are held on the following Wednesday) and members of the public are welcome to attend.

1.2 Standing Committees:

Standing Committees have been formed to streamline Council business. These committees meet when required and make recommendations to Council. Members of the public are again welcome to attend. The standing committees are:-

- * Assessment Revision
- * Finance and General Purposes
- * Works and Planning
- * Swimming Pool
- * Property
- * Waste Management & Recycling
- * Monash Regional Tourist Theme Park

1.3 Agendas and Minutes:

Agendas of all full Council and Standing Committees are placed on public display no less than three days prior to those meetings. Minutes are placed on display within five days of that meeting.

1.4 Working Parties and Groups:

A number of working parties, the Management Executive Group and groups comprising elected members, staff and the public have been established to investigate particular issues. Currently they are:-

- Development Control Unit
- Planning Advisory Committee

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- Bushfire Prevention Committee
- Town Centre Redevelopment Advisory Committee
- Local Heritage Advisory Committee
- War Memorial Advisory Committee

The minutes of the meeting of these Working Parties are included in the Agendas for the meeting of the full Council (or appropriate Standing Committee).

1.5 Delegations:

The Chief Executive Officer and other officers have the delegated authority from Council to make decisions on a number of specified administrative and policy matters. These delegations are listed in the Policy Manual and are reviewed annually by Council.

In keeping with the legislative requirement:

- * to determine policies to be applied by the Council in exercising its discretionary powers;
- * to determine the type, range and scope of projects to be undertaken by the Council; and
- * to develop comprehensive management plans, budgets, financial controls and performance objectives and indicators for the operations of the Council,

The Council makes decisions which direct and/or determine its activities and functions. Such decisions include the approval of works and services to be undertaken, and the resources which are to be made available to undertake such works and services.

Decisions are also made to determine whether or not approvals are to be granted for applications from residents for various forms of development.

Full Council makes decisions on policy issues relating to services that are provided for members of the public. These services currently include:-

Roads/Footpaths/Kerbing	Stormwater Drainage
Traffic Control Devices	Traffic Lights/School Crossings
Cycle Tracks	Parking Bays/Street Closures
Public Cemeteries	Street Lighting
Car Parks	Street Sweeping
Street Tree Planting	Litter Bins
Garbage Collection	Public Toilets
War Memorials	Bus Shelters
Public Seating	Public Libraries
Parks and Reserves	Playground Equipment
Community Halls and Centres	Boat Ramps

INFORMATION STATEMENT

Immunisation Programmes
Parking Controls
Dog Control
Environmental Health Matters

Planning Controls
Clean Air Controls
Special Needs Programmes
Recreational/Sporting Facilities

2.0 Public Participation:

2.1 Council Meetings:

Members of the public have a number of opportunities to put forward their views on particular issues before Council. These are:-

- (1) Deputations - With the permission of the Committee Chairman or the Mayor, a member of the public can address a Committee or the Council personally or on behalf of a group of residents.
- (2) Presentations to Council - With prior notification and arrangement with the Mayor, a member of the public can address the Council on any issue relevant to Council.
- (3) Petitions - Written petitions can be addressed to the Council on any issue within the Council's jurisdiction.
- (4) Written Requests - A member of the public can write to the Council on any Council policy, activity or service.
- (5) Elected Members - Members of the public can contact their Elected Members of Council to discuss any issue relevant to Council.

2.2 Community Consultation:

The Berri Barmera Council consults with local residents on particular issues that affect their neighbourhood. (Below are examples only):

- (1) Reserve Development - Local residents may be consulted on the types of facilities and equipment during the design of some reserves.
- (2) Meetings of Electors - All residents and electors are eligible to attend meetings to decide leasing arrangements for Council reserves by local community groups.
- (3) Residents are notified of some Development Applications requiring the approval of Council. A number of applications are exempted from public notification by the Planning Act. When an application is publicly notified, residents have the opportunity both to write to Council expressing their view or to subsequently personally address the Council before a decision is made.

INFORMATION STATEMENT

3.0 Access to Council Documents:

3.1 Documents Available for Inspection:

The following documents are available for public inspection at the Council Offices, free of charge. Members of the public may purchase copies of these documents and the charges are shown below:

<u>Document</u>	<u>Fee</u>
Council Agenda	Free
Council Minutes	\$2.75 per set (Inc. GST)
Standing Committee Agendas	Free
Standing Committee Minutes	20¢ per page
Policy Manual	20¢ per page
Corporate Plan	20¢ per page
Budget Statement	20¢ per page
Annual Report	Free
The Forward Plan	20¢ per page
Council Bylaws	20¢ per page
Annual Financial Statements	20¢ per page
Supplementary Development Plans (Previously on exhibition)	20¢ per page
Planning Applications by Consent	20¢ per page
Planning Applications Register	20¢ per page
Building Applications Register	20¢ per page
Register of Elected Members' Allowances and Benefits	20¢ per page
Register of Employees' Salaries, Wages and Benefits	20¢ per page
Assessment Book	20¢ per page
Register of Public Streets & Roads	20¢ per page
Register of Fees and Charges levied by Council	20¢ per page

- 3.2 Requests for other information not included in Clause 3.1 above will be considered in accordance with the Freedom of Information provisions of the Local Government Act. Under this legislation, an application fee and search fee must be forwarded with the completed request form as provided for in Regulation No. 275 of 1992, unless the applicant is granted an exemption.

Should the applicant require copies of any documents inspected pursuant to a Freedom of

INFORMATION STATEMENT

Freedom of Information Request Forms should be addressed to:

Freedom of Information Officer
The Berri Barmera Council
PO Box 229
BERRI SA 5343

Forms are available at the Council Office.

Applications will be responded to as soon as possible within the statutory 45 days of Council receiving the properly completed Freedom of Information Request Form, together with the application and search fees.

4.0 Amendment of Council Records:

A member of the public may gain access to Council documents to make amendments concerning their personal affairs by making a request under the Local Government Act. A member of the public may then request a correction to any information about themselves that is incomplete, incorrect, misleading or out of date.

To gain access to these Council records, a member of the public must complete a Freedom of Information Request Form as indicated above outlining the records that he/she wishes to inspect.

FINANCIAL REPORTS

Summary of Results

A summary of revenues and expenses for the Council is set out below:

99/00	<u>EXPENSES</u>	00/01
1,078,555	Administration	1,084,344
102,220	Public Order & Safety	78,923
109,400	Health	128,329
56,502	Social Security & Welfare	52,224
1,033,290	Housing & Community Amenities	1,131,414
20,176	Protection of the Environment	230,207
2,138,595	Recreation & Culture	2,007,332
0	Agricultural Services	0
105,365	Mining, Manufacturing & Construction	106,212
1,329,998	Transport & Communication	1,506,838
143,349	Economic Affairs N.E.C.	449,975
<u>489,262</u>	Other Purposes N.E.C.	<u>631,549</u>
	6,606,712 TOTAL EXPENSES	7,407,347
	 <u>REVENUE</u>	
5,048,893	Administration	5,236,629
51,024	Public Order & Safety	43,462
59,990	Health	79,150
28,191	Social Security & Welfare	27,338
473,068	Housing & Community Amenities	414,518
246,809	Protection of the Environment	207,868
425,430	Recreation & Culture	295,956
0	Agricultural Services	0
73,471	Mining, Manufacturing & Construction	56,704
205,140	Transport & Communication	437,372
207,389	Economic Affairs N.E.C.	533,388
<u>342,277</u>	Other Purposes N.E.C.	<u>178,068</u>
	<u>7,161,682</u> TOTAL REVENUE	<u>7,510,453</u>
	 <u>554,970</u> OPERATING SURPLUS	<u>103,106</u>

FINANCIAL REPORTS

Operating Statement For Reporting Period Ended 30th June 2001

99/00			00/01	
\$	\$	<u>Notes</u>	\$	\$
<u>OPERATING REVENUE</u>				
Rates:				
3,740,230		General	3,868,110	
263,857		Other	266,195	
35,485		Statutory Charges	38,489	
198,720		User Charges	139,553	
1,312,823		Operating Grants & Subsidies	25 1,440,858	
166,520		Investment Income	26 175,521	
268,369		Reimbursements	447,891	
63,080		Gain on Disposal of Non-Current Assets	0	
62,373		Commercial Activity Revenue	24 545,574	
<u>718,452</u>		Other	<u>390,430</u>	
	6829909	TOTAL OPERATING REVENUE		7312620
<u>OPERATING EXPENSES</u>				
2,230,854		Employee Costs	23 2,360,860	
512,339		Contractual Services	631,600	
1,582,061		Materials	1,190,050	
174,194		Finance Charges	20 164,765	
1,470,531		Depreciation	21 1,501,479	
0		Loss on Revaluations	0	
0		Loss on Disposal of Non-Current Assets	88,456	
<u>626,284</u>		Other	<u>22 1,470,136</u>	
	6,596,264	TOTAL OPERATING EXPENSE		7,407,347
	233,645	Operating Surplus before Capital Revenues		-94,727
<u>CAPITAL REVENUES</u>				
331773		Capital Grants, Subsidies and Monetary Contributions.	197833	
		Physical resources received free of charge.		
	<u>331773</u>			<u>197833</u>
		Operating Surplus after Capital Revenues and before Extraordinary Items	0	103,106
10448	<u>10,448</u>	Extraordinary Items	0	<u>0</u>
0	<u>554,970</u>	Change in Equity resulting from Operations	0	<u>103,106</u>

FINANCIAL REPORTS

Statement Of Financial Position As At 30th June 2001

99/00		Notes	00/01
\$	\$		\$
	<u>CURRENT ASSETS</u>		
242,794	Cash	4	252,962
580,211	Receivables	5	585,548
262,632	Inventory	6	131,221
2,366,823	Investments	7	2,742,303
<u>35,085</u>	Other	8	<u>62,940</u>
3,487,545	Total Current Assets		3,774,974
	<u>CURRENT LIABILITIES</u>		
	Bank Overdraft		
499,102	Creditors & Accruals	15	693,982
187,446	Provisions	16	176,931
<u>563,423</u>	Loans	17	<u>585,559</u>
<u>1,249,970</u>	Total Current Liabilities		<u>1,456,472</u>
2,237,575	NET CURRENT ASSETS/(LIABILITIES)		2,318,502
	<u>NON-CURRENT ASSETS</u>		
2,791,478	Plant & Equipment	9	2,656,649
455,144	Office Equipment	10	609,509
169,748	Deferred Loans	11	103,257
7,016,850	Land	12a	7,016,850
12,495,657	Buildings	12b	12,598,840
3,429,247	Structures	12c	3,410,284
13,535,474	Infrastructure	14	13,750,961
97,142	Stormwater Drainage		2,127,500
<u>520,461</u>	Effluent		<u>2,084,740</u>
40,511,200	Total Non-Current Assets		44,358,590
	<u>NON-CURRENT LIABILITIES</u>		
330,696	Provisions	18	356,176
<u>1,834,216</u>	Loans	19	<u>1,998,524</u>
<u>2,164,912</u>	Total Non-Current Liabilities		<u>2,354,700</u>
<u>40,583,863</u>	NET ASSETS		<u>44,322,391</u>
	<u>EQUITY</u>		
22,311,707	Accumulated Surplus		22,089,334
16,264,620	Asset Revaluation		19,900,041
<u>2,007,537</u>	Reserves- Other	27	2,333,016
<u>40,583,863</u>	TOTAL EQUITY		<u>44,322,391</u>

FINANCIAL REPORTS

Statement Of Change In Equity For The Year Ended 30th June 2001

99/00			00/01
\$	\$		\$
		<u>ACCUMULATED SURPLUS</u>	
21,677,319		Balance at beginning of period	22,311,707
		Change in financial position resulting	
554,970		from operations.	103,106
586,496		Transfers from reserves	177,394
<u>-507,078</u>		Transfers to reserves	<u>-502,873</u>
	22,311,707	Balance at end of Reporting Period	22,089,334
		 <u>RESERVE FUNDS</u>	
		<u>Long Service Leave Reserve</u>	
402,957		Balance at beginning of period	389,280
		Transfer to Accumulated Surplus	
-87,055		from Reserve..	-44,894
		Transfer from Accumulated Surplus	
<u>73,378</u>		to Reserve.	<u>70,373</u>
	389,280	Balance at end of Reporting Period	414,759
		 <u>General / Asset Replacement Reserve</u>	
1,648,998		Balance at beginning of period	1,583,257
		Transfer to Accumulated Surplus	
-499,441		from Reserve.	-132,500
		Transfer from Accumulated Surplus	
<u>433,700</u>		to Reserve	<u>432,500</u>
	1,583,257	Balance at end of Reporting Period	1,883,257
		 <u>Open Space Facility Reserve</u>	
0		Balance at beginning of period	0
		Transfer to Accumulated Surplus	
0		from Reserve	0
		Transfer from Accumulated Surplus	
<u>0</u>		to Reserve	<u>0</u>
	0	Balance at end of Reporting Period	0
		 <u>Annual Leave Reserve</u>	
25,000		Balance at beginning of period	35,000
		Transfer from Accumulated Surplus	
<u>10,000</u>		to Reserve.	<u>0</u>
	35,000	Balance at end of Reporting Period	35,000
		 <u>Asset Revaluation Reserve</u>	
16,348,557		Balance at beginning of period	16,330,509
		Recognition of Community Assets	
<u>-83,937</u>		as per AAS27	<u>3,569,533</u>
	16,264,620	Balance at end of Reporting Period	19,900,041

2,391

FINANCIAL REPORTS

Statement of Cash Flows For The Year Ended 30th June 2001

	1999/00 Inflows / (Outflows)	2000/01 Inflows / (Outflows)
<u>CASH FLOWS FROM OPERATING ACTIVITIES</u>		
	\$	\$
<i>Payments</i>		
Wages and Salaries	-2,180,364	-2,361,751
Contractual Services	-491,063	-644,171
Materials	-1,594,035	-1,137,506
Financial Charges	-169,385	-169,395
Other Expenses	<u>-788,922</u>	<u>-1,251,008</u>
<i>Receipts</i>	<u>6,965,222</u>	<u>7,564,936</u>
Rates - General	3,725,048	3,844,290
Rates - Other	263,857	266,195
Statutory Charges	33,177	38,489
User Charges	202,442	130,994
Grants and Subsidies	1,672,224	1,744,112
Investment Income	160,621	186,736
Donations	0	0
Reimbursements	217,360	413,072
Income from Commercial Activities	62,373	545,574
Other Revenue	<u>628,120</u>	<u>395,474</u>
NET CASH PROVIDED BY OPERATING ACTIVITIES (NOTE 28)	1,741,453	2,001,105
<u>CASH FLOWS FROM FINANCING ACTIVITIES</u>		
<i>Payments</i>		
Principal Payments	-560,409	-601,777
Interest Payments	0	0
<i>Receipts</i>		
Loans Received	652,000	788,221
Interest Received Investments Received	84180	0
Principal Received (Clubs, etc)	<u>82046</u>	<u>66491</u>
NET CASH PROVIDED BY FINANCING ACTIVITIES	<u>257,817</u>	<u>252,935</u>
	1,999,270	2,254,040
<u>CASH FLOWS FROM OTHER ACTIVITIES</u>		
Purchase of Assets - Operating and Community	-2,364,665	-2,224,470
Purchase of Investments	0	-375,480
Purchase of Land held for resale	0	0
Proceeds Sale of Assets - General	216,698	356,077
Proceeds Land for Resale	0	0
Capital Grants / Subsidies / Contributions	<u>0</u>	<u>0</u>
NET CASH USED IN OTHER ACTIVITIES	<u>-2,147,967</u>	<u>-2,243,873</u>
Net increase / (decrease) in cash held	-148,697	10,167
Cash at the beginning of the reporting period	<u>391,492</u>	<u>242,795</u>
Cash at the end of the reporting period	<u>242,795</u>	<u>252,962</u>

FINANCIAL REPORTS

Financial Indicators For The Year Ended 30th June 2001

FINANCIAL MEASUREMENT INDICATORS

	y/e 30.06.00	y/e 30.06.01
<u>PERFORMANCE</u>		
Working Capital / Liquidity	279.0%	259.2%
Debt Exposure	7.8%	7.9%
Equity per Capita	\$ 3,454	\$ 3,756
<u>DEBT (LOANS)</u>		
Debt Interest Loans (Total Revenue)	2.4%	2.2%
Debt Interest Loans (Rate Revenue)	4.4%	4.0%
Debt Servicing Loans (ex Self Service to Rate Revenue)	15.5%	16.4%
Debt per Property Assessment.	\$ 393	\$ 419
Debt per Capita.	\$ 204	\$ 221
<u>INCOME</u>		
Rate Revenue	55.9%	54.9%
Average Rates per Assessment (General)	\$ 613	\$ 627
Average Rates per Capita (General)	\$ 318	\$ 328
Grant Income	23.0%	21.8%
Grant Income per Capita	\$ 140	\$ 139
Operating Income (\$m)	\$7.2m	\$ 7.5m
<u>EXPENDITURE</u>		
Operating Expenditure (\$m)	\$ 6.6m	\$ 7.4m
	73.0%	77.0%
Capital Expenditure (\$m)	\$ 2.5m	\$ 2.2m
	27.0%	23.0%

FINANCIAL REPORTS

INDEPENDENT AUDIT REPORT
TO THE MAYOR AND COUNCILLORS OF THE
BERRI BARMERA COUNCIL

Scope

I have audited the attached financial statements of the Berri Barmera Council for the year ended 30th June 2001 as set out on pages 3 to 21.

The Chief Executive Officer is responsible for the preparation and presentation of the financial statements and the information contained therein. I have conducted an independent audit of the financial statements in order to express an opinion on them.

The audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial statements are free of material misstatement. The procedures included an examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statements, and evaluation of accounting policies and significant accounting estimates.

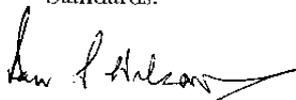
These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial statements are presented fairly in accordance with the Local Government Act 1999 and the Local Government (Financial Management) Regulations made under that Act, so as to present a view of the entity which is consistent with my understanding of its financial position and the results of its operations.

The audit opinion expressed in this report has been formed on the above basis.

Audit Opinion

In my opinion, the financial statements of the Berri Barmera Council are properly drawn up:

- (a) so as to give a true and fair view of:
 - (i) the Council's state of affairs as at 30th June 2001 and its operating result for the year ended on that date; and
 - (ii) the other matters required by the Local Government Act 1999 to be dealt with in the accounts;
- (b) in accordance with the provisions of the Local Government Act 1999 and the Local Government (Financial Management) Regulations 1994 under that Act; and
- (c) in accordance with the Statements of Accounting Concepts and applicable Accounting Standards.



IAN S WILSON AM CPA
Auditor

Dated this 9th day of November 2001

Ian S. Wilson CERTIFIED PRACTISING ACCOUNTANT
