

# Flinders Council

## ANNUAL REPORT

Year Ending 30 June 2010





## STRATEGIC OBJECTIVES

### *Council's Vision*

*Working together to build a caring, safe and productive community*

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### *Municipal Goal*

*Our aim is to provide a caring, safe, productive municipality that enjoys a high standard of living, supporting a larger, viable, permanent population, while retaining the natural charm and beauty of our Islands.*

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### *Strategic Objectives*

- *To enhance the quality of life enjoyed by our residents and visitors.*
- *To preserve our heritage and create a vibrant cultural environment.*
- *To provide a safe, clean, healthy, pollution free environment.*
- *To promote and assist in the economic development of the Municipality.*
- *To provide infrastructure facilities and services that meet community needs and aspirations.*
- *To manage the resources of Council effectively and ensure our customers are informed and involved.*



# ANNUAL REVIEW OF COUNCIL PROGRAMMES

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## COUNCIL SERVICES

### **COUNCIL OFFICE**

4 Davies Street  
Whitemark TAS 7255

### **POSTAL ADDRESS**

PO Box 40  
Whitemark TAS 7255

### **OFFICE HOURS**

9.00 am – 4.30 pm

**Telephone:** (03) 6359 5001

**Facsimile:** (03) 6359 2211

**e-mail:** [office@flinders.tas.gov.au](mailto:office@flinders.tas.gov.au)

**ALL CORRESPONDENCE TO:** General Manager

### **AFTER HOURS EMERGENCY SERVICE**

**Mobile:** 0427 592 211

### **CHILD CARE CENTRE**

6 Davies Street, Whitemark TAS 7255

### **WORKS DEPOT**

21 Patrick Street, Whitemark TAS 7255

**Hours:** Weekdays 8.00am - 5.00pm

**Telephone:** (03) 6359 5020 / 5023 **Facsimile:** (03) 6359 2069

### **AIRPORT**

Palana Road, Whitemark TAS 7255

**Hours:** Weekdays 8.00am - 4.30pm

**Telephone:** (03) 6359 2144

**Facsimile:** (03) 6359 2145 **Mobile Ph:** 0428 592 144

**e-mail:** [airport@flinders.tas.gov.au](mailto:airport@flinders.tas.gov.au)

### **VISITOR INFORMATION CENTRE**

Davies Street, Whitemark TAS 7255

**Hours:** Monday to Friday 9.00am-4.30pm

**Telephone:** (03) 6359 5002

**Facsimile:** (03) 6359 2211 **e-mail:** [info@flinders.tas.gov.au](mailto:info@flinders.tas.gov.au)

## YOUR COUNCILLORS AND COMMUNITY REPRESENTATION

Flinders Council is represented by seven Councillors and is led by the Mayor and the Deputy Mayor. The Council is elected to represent the community and its aspirations and needs. The Council is authorised by the Local Government Act, as amended, to make a broad range of decisions. The scope of the Council's responsibilities includes:

- the allocation of resources and the determination of funding priorities;
- policy determination and the establishment of corporate goals and objectives;
- reviewing and monitoring performance of the Council management structure and team;
- overall performance of the corporate body;
- reporting to and liaising with the community.

The Council from 1<sup>st</sup> July 2009 to 30<sup>th</sup> June 2010 comprised the following members:

<b>Councillor</b>	<b>Address</b>	<b>Phone</b>
<i>Cr Carol Cox (Mayor)</i>	<i>Post Office, Lady Barron</i>	<i>6359 3514</i>
<i>Cr Michael Grimshaw (Deputy Mayor)</i>	<i>209 Dutchman Rd, Lackrana</i>	<i>6359 6518</i>
<i>Cr Terence Klug (July - October 2009)</i>	<i>1581 Lackrana Rd, Lackrana</i>	<i>6359 6509</i>
<i>Cr David Williams</i>	<i>31 Badger Cnr Rd, Badger Cnr</i>	<i>6359 3515</i>
<i>Cr Margaret Wheatley</i>	<i>Killiecrankie Rd, Killiecrankie</i>	<i>6359 8560</i>
<i>Cr Alan Stackhouse</i>	<i>Private Bag 5, Whitemark</i>	<i>6359 9755</i>
<i>Cr Marc Cobham</i>	<i>Post Office, Whitemark</i>	<i>6359 8498</i>
<i>Cr Mary-Anne Roberts (Elected October 2009)</i>	<i>Killiecrankie Rd, Killiecrankie</i>	<i>6359 8464</i>

### **Council Meetings**

Ordinary meetings of Council are held on the third Thursday of each month. Meetings commence at 1.00 pm and are open to the public. A list of ordinary meeting dates for the year ahead is available from Council offices after the December meeting each year.

Question time shall not extend longer than 30 minutes, and will be held between 1.00pm – 1.30pm.

All questioners are encouraged to register their intent to question with the General Manager before the meeting. Preference will be given to those who have so registered.

### **Community Representation**

As at 30<sup>th</sup> June 2010 Council had representatives on the following regional and community organisations:

#### **Special Committees**

- Furneaux Child Care Special Committee - Deputy Mayor M Grimshaw, J Watson, Office Manager K Beeton
- Furneaux Group Aviation Special Committee - Mayor C Cox, Cr A Stackhouse

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- Furneaux Group Shipping Special Committee - Mayor C Cox, Cr A Stackhouse, Deputy Mayor M Grimshaw
- Furneaux Hall and Recreation Ground Special Committee – Cr MA Roberts
- Lady Barron Hall & Recreational Special Committee - Mayor C Cox, Cr D Williams
- Lady Barron Wastewater Special Committee - Mayor C Cox, Cr D Williams, Cr A Stackhouse
- Flinders Council NRM Special Committee - Cr M Cobham, NRM Officer M Sherriff
- Whitemark Municipal Hall Special Committee – Deputy Mayor M Grimshaw
- Port Davies Boat Ramp Special Committee – Cr A Stackhouse
- Youth Action Special Committee – Cr A Stackhouse, Youth Officer S Wheatley
- Furneaux Community Health Special Committee – Cr M Wheatley

## Local Government Organisations

- Australian Airport Owners' Association - General Manager R Harper, Aerodrome Operations Supervisor J Grace
- NTD Board - Mayor C Cox, Deputy Mayor M Grimshaw
- NTD Local Government Committee – Mayor C Cox, General Manager R Harper
- Local Government Association of Tasmania – Mayor C Cox, Deputy Mayor M Grimshaw, General Manager R Harper

## Community Organisations

- Aboriginal Liaison Representative (FIAAI) - Mayor C Cox, Cr D Williams
- Aboriginal Liaison Representative (Cape Barren) – Mayor C Cox, Cr M Cobham (Proxy)
- Flinders Island Tourism Association – Economic Development Officer A Saddler
- Flinders Island District High School Association - Cr A Stackhouse, Deputy Mayor M Grimshaw (Proxy)

## Management Team

- General Manager – Mr R Harper
- Finance Manager – Mr A Wilson
- Office Manager – Mrs K Beeton
- Works & Services Manager - Mr L Pitchford
- Works Coordinator – Mr B Barnewall
- Aerodrome Operations Supervisor - Mr J Grace

## Other Council Committees

- Risk Management Committee - Cr M Cobham, Cr D Williams (Proxy), OHS Co-ordinator S Walsh, General Manager R Harper, Works & Services Manager L Pitchford, Aerodrome Operations Supervisor J Grace
- “Clean Up Australia Day” Co-ordinator – Deputy Mayor M Wheatley, Cr M Cobham
- Staff Consultative Committee – Cr D Williams, Cr MA Roberts (Proxy) General Manager R Harper, Works & Services Manager L Pitchford
- Airport Emergency Committee – Aerodrome Operations Supervisor J Grace, General Manager R Harper
- Code of Conduct Panel – Deputy Mayor M Grimshaw, Cr M Cobham, Cr D Williams
- NRM North Association – Cr M Cobham, Cr D Williams (Proxy)

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**COUNCILLOR MEETING ATTENDANCE REGISTER  
2009-2010**

Ordinary Meetings	C Cox	M Grimshaw	D Williams	M Wheatley	A Stackhouse	M Cobham	T Klug
16 July 2009	✓	✓	✓	✓	✓	✓	✓
20 August 2009	✓	✓	x	✓	✓	✓	✓
17 September 2009	✓	✓	x	✓	✓	✓	✓
22 October 2009	✓	✓	✓	✓	✓	✓	✓
Ordinary Meetings	C Cox	M Grimshaw	D Williams	M Wheatley	A Stackhouse	M Cobham	MA Roberts
12 November 2009	✓	✓	✓	✓	✓	✓	✓
10 December 2009	✓	✓	✓	✓	✓	✓	✓
21 January 2010	x	✓	✓	✓	✓	✓	✓
18 February 2010	✓	✓	✓	✓	✓	✓	✓
25 March 2010	✓	✓	✓	✓	✓	✓	✓
22 April 2010	✓	✓	✓	✓	✓	✓	✓
20 May 2010	✓	✓	✓	x	✓	✓	✓
17 June 2010	✓	✓	✓	✓	✓	✓	✓
<b>Totals</b>	<b>11</b>	<b>12</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>12</b>	<b>8</b>

Special Meetings	C Cox	M Grimshaw	D Williams	M Wheatley	A Stackhouse	M Cobham	MA Roberts
05 November 2009	✓	✓	✓	✓	x	✓	✓
<b>Totals</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>1</b>

AGM	C Cox	M Grimshaw	D Williams	M Wheatley	A Stackhouse	M Cobham	MA Roberts
10 December 2009	✓	✓	✓	✓	✓	✓	✓

**COUNCILLOR ALLOWANCES 2009-2010**

<i>Name</i>	<i>Allowances</i>	<i>Expenses</i>	<i>Total</i>
Cox	\$25202.64	\$ 1150.16	\$ 26352.80
Grimshaw	\$12337.96	\$563.42	\$12901.38
Klug (July – Oct)	\$2333.32	\$319.06	\$2652.38
Williams	\$7200.68	\$468.29	\$7668.97
Wheatley	\$9663.36	\$0.00	\$9663.36
Stackhouse	\$7200.68	\$366.64	\$7567.32
Cobham	\$7200.68	\$608.71	\$7809.39
Roberts (Oct – June)	\$4867.36	\$865.64	\$5733.00
<b>TOTAL</b>	<b>\$76006.68</b>	<b>\$4341.92</b>	<b>\$80348.60</b>



## THE YEAR IN REVIEW

The following reports have been prepared in accordance with the requirements of the Local Government Act 1993. The matters reported are to a large extent prescribed in the Act. The reports relate to Council's Operational Plan, Strategic Plan and Partnership Agreements. These reports refer to the financial year ended 30 June 2010 and provide an overview of Council's operations and achievements during this period.

## MAYOR'S REPORT

Wow what a year, with much happening within and around Council. First and foremost I want to recognise the commitment of the Councillors, each and every one of whom has contributed positively to council's decision making process and discussions around the table. To Councillor Terence Klug who made the decision not to recontest the 2009 election, thank you for the time you committed not just this year but in your many years as a Councillor representing your community. The 2009 elections saw the re-election of Councillors Margaret Wheatley and David Williams, with the election of Councillor Mary-Anne Roberts for the first time and Councillor Michael Grimshaw as Deputy Mayor. Councillors Alan Stackhouse and Marc Cobham continue to fulfil the second half of their four year terms.

August welcomed Raoul Harper as General Manager, and I want to thank and recognise the astuteness of the Councillors in appointing Raoul to the position. The attributes Raoul has brought to the position have enabled Flinders Council to interact very strongly with the other Tasmanian Councils. This has been very relevant through this year with the progression of the Regional planning project, a project that is continuing and should be completed by the end of June 2011. Raoul's knowledge and interaction within the Tasmanian business, State and Local Government sectors is an attribute Flinders Council will continue to benefit from in coming years.

Adam Wilson of Brighton Council filled the gap as Acting General Manager during the process of appointing the new GM. Adam brought with him a wealth of skills in the administration area and took the opportunity of this position to introduce and update many of Council's policies.

Council benefited from the Federal Governments Regional and Local Community Infrastructure program contributing to the fit-out and landscaping of the Flinders Arts and Entertainment Centre, foreshore planting, tables, chairs and new rubbish bins throughout Whitemark, cementing of the pavilion floor at the showgrounds and the new gas BBQ at Yellow Beach, Lady Barron. The second round enabled Council to tint the windows and introduce reverse cycle heating/cooling in the terminal including the installation of solar panels to mitigate the cost of operation.

In August we saw the extension for two years of Hydro Tasmania's Development Application for the construction of wind turbines. It is concerning that we have not yet seen any sign of these turbines being built.

October saw the opening of the redeveloped Whitemark Hall. What a transformation! The community now has a modern, compliant and welcoming building for events and general use. This development was completed on time and on budget by a local contractor, keeping funds within the community during the global economic crisis.

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Premier David Bartlett, on opening the Flinders Arts and Entertainment Centre announced funding for renewable energy projects on the Bass Strait Islands of which Flinders would get a fair share and promised the Royal Flying Doctor Service would remain in the North. Let us hope the latter of these is true as the first has not eventuated.

The January minutes note the loss of Mr. Ken Worsley, the second longest serving Council Clerk, giving twenty one and a half years of service to this Council. Ken's interest in Local Government continued long after his retirement enjoying many long and varied discussions with the Councillors of the day.

Council donated an amount of \$500 to the Three Peaks Race for the sponsorship of a yacht, "*visitflindersisland.com.au*". This was a shared sponsorship with the Flinders Island Tourism Association and Tourism Tasmania and continues onto the 2011 race. Councillor Grimshaw sailed as crew this year but who will be the Flinders connection on the Yacht in 2011 is as yet unknown.

Council has also been active in supporting many other community interests, through community grants, through the Gunn Bequest, by hosting Australia Day celebrations at Killiecrankie and initiating investigations into Community Garden development with consultant Josh Byrne. Through the Youth Officer's position Council ran the transition program for year ten students moving to Launceston.

The April meeting was again held at Lady Barron at the FIAAI facilities to broaden the accessibility of Council's meetings to the public. On the completion of the Flinders Arts and Entertainment Centre, Council meetings were moved to the Rose Garden Room, a much more pleasant atmosphere. The Council chambers being rearranged to allow individual staff elbow room and easier access to files.

Sadly Council also hosted a community appeal for the Xypteras family to assist with the costs of Jimmy's fight with cancer, a fight I am sorry to say he recently lost in November 2010. Jimmy's work at the airport and huge contribution to the community through the Lions Club and Volunteer ambulance will be long remembered and appreciated.

Robin Walker retired after 36 years on Council, a contribution that will be long remembered and appreciated, with some interesting stories of times past being shared at Robin's send off.

And of course this was a notable and memorable year with Southern Shipping, under the management of Mr Geoff Gabriel, going into receivership in January after some memorable action by his staff, around show-time, that saw Flinders Island in the media. The Matthew Flinders was stationary at the Lady Barron wharf for some period of time.

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LD Shipping was engaged under the Government contingency plan and provided the regular weekly service to the Islands for the next six months. This, with the birth of Furneaux Freight and Matthew Bayle's dedication to rebuilding the Bridport – Flinders shipping link, ensured the Islands could go about business as usual.

The role that Council played (which engaged a lot of Councillors and staffs time) as the conduit between the State Government and the community in navigating through this crisis was not inconsiderable. The gaining of \$10,000 to replace perishable goods that were stranded with Southern Shipping at Show time was a Council initiative. I want to thank the General Manager and Staff for the energy and determination they applied to this non core business activity. Council had also initiated the Aurecon reports on the Ports and Optimal Shipping Service that have served to argue for the improvement of the Lady Barron Port area, an ongoing project, again non core business for Council but a project that is much needed to support community and business growth.

End of year saw the decision for Councillors to be supplied with laptops to try to stem the proliferation of paper being disseminated to them and so that all information such as the Local Government Act, Land Use Planning Act 1993, Finders Council Policy manual, minutes and agendas etc could be loaded onto individual laptops to make access easier. The issue of security of Councillor's emails was also considered to be a plus with the move to Councillor individual laptops as opposed to use of family/business computers.

All in all, this was an extremely busy year, with many positives resulting and the promise of more to come, for example a stable shipping service, the promise of a new airline operator, the increasing use of the Flinders Arts and Entertainment Centre, the extension of public use facilities such as the gas BBQ at Yellow Beach, and improvement of the amenity of Whitemark. All this and more, with the breaking of the drought allowing farmers to return to stocking rates and hay making that was the norm prior to the drought.

I look forward to another productive year ahead, and reiterate my thanks to the Councillors and the General Manager and his staff for their support during this past year.

*Carol Cox*  
**Mayor**

## GENERAL MANAGER'S REPORT

It gives me great pleasure to introduce the Flinders Council Annual Report for 2009-2010. The Report outlines Council's achievements for the year, financial position, services provided and compliance with the statutory requirements of a Local Government organisation.

I am able to report that the past year has been one of significant consolidation for Council at a financial level. Councillors and staff have diligently managed our small budget to achieve an outstanding result. The details of this result are reported at length in the accompanying financial statements. The operational performance in light of the financial restraint shown was outstanding. I would like to congratulate Councillors and all staff on their efforts and hard work through what has been an exceptionally busy and challenging period. Flinders Council has a fraction of the staff of other similar sized Councils in Tasmania and the outputs and efficient service delivery provided by these dedicated people are second to none. However there is always more expected and more that can be done.

While Council's financial and operational performance were pleasing, it is clear that a focus on core service delivery improvements must be further embraced. The continued provision of quality roads, works and services and corporate governance must be maintained. Significant improvements in waste management and building and planning are vital to ensure the sustainable development of the Islands is encouraged and supported.

Service delivery and staffing levels are always a topic of discussion in the community. While resource sharing with other Councils has worked very well, and our relationship with Brighton Council and now Northern Midlands Council continues to provide quality cost effective service delivery, it does starve the local community and economy of professional workers and their families living and engaging with the community in a full time manner. Council has instigated a deliberate program of up skilling and supporting local staff to ensure skill levels are increased and trained people are available as positions become vacant. With an ageing workforce such an approach is critical to the ongoing stability and performance of the Council as a whole. The coming year will see further improvements to service delivery by encouraging and employing highly skilled staff who are based on the Island.

The year saw one of Council's great servants in Robin Walker, retire. After a long and dedicated career, I would like to personally note the service Robin has given Council and the community and wish him well in retirement. The year also saw Kelly Blundstone, Jason Robinson and Brian Barnewall join the staff pool. All bring a wealth of skills and knowledge to the Council and I look forward to the contributions they will make over time. Lorna Baker and Meg Walsh have also joined the Council staff as trainees.

The past year has seen many challenges mixed with some good achievements.

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The impact of the shipping crisis cannot be underplayed. The damage this inflicted on businesses, residents and the reputation of the Islands was significant. Council and staff worked tirelessly for many months to resolve the issue and lobby, support and advocate on behalf of the community. The outcomes of a new shipping service and a budget allocation from the State Government of some \$1.6 M will go some way to modernising the port at Lady Barron and ensuring a reliable and efficient shipping service. Council continues to work hard with stakeholders via the shipping committee to develop a staged approach to the ports redevelopment and access further funding for improvements.

The completion of the Flinders Arts and Entertainment Centre has provided a first class venue for our community and Council. The move to use the rose garden room for Council meetings has worked well and the extra space for staff in the Council offices has been greatly appreciated.

Council administered a variety of grants during the year in areas such as tourism, community facility improvements and upgrades, health and economic development. The tireless work of Councils Economic Development Officer in writing and often project managing these should not be overlooked. Too often such positions are reactive to opportunities as they arise and not strategic in meeting the needs of Council and the community. While perceived issues such as population decline and service delivery withdrawals are concerns, Council has worked diligently to provide and seek support and development from all sectors in a considered and long term manner.

With the development of a new strategic plan and planning scheme in the coming year, the community can be sure that Council is focused on creating the appropriate frameworks to stimulate considered and appropriate growth and development while ensuring the key characteristic of our unique community and environment are maintained and enhanced.

State Government initiated local government reforms continue to be challenging for Council. The constant work required to stay abreast and responsive to a reform agenda that has no clear goal is frustrating and time consuming. The past year has seen reform, and the need to meaningfully respond, to the water and sewerage restructure, Council Key Performance Indicators Project, regional planning, State based planning reforms, a rates and charges assessment and a raft of other projects and initiatives. One can only hope that for small Councils such as ours that the time, resources and effort such agendas require provides meaningful improvements and cost savings to the manner in which both State and Local government services are provided to our community.

The election held during the year was well supported and congratulations are in order for those newly elected and re-elected. The retirement of Councillor Terence Klug brought to an end a long and distinguished contribution to the municipality. Being a Councillor is a challenging, time consuming role but can ultimately be very rewarding for those who seek to serve the community and can work as a team. Our

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community is well served by a cohesive, collegiate and hard working group of committed Councillors. This willingness to work together is enhanced by a fine leadership team in Mayor Cox and Deputy Mayor Grimshaw. I would like to thank the Mayor and Councillors for their support of myself and our staff throughout a very busy year. Your assistance and willingness to attend the workshops and meetings has been greatly appreciated.

To all staff at Council, thank you for your loyal support and outstanding achievements throughout the year.

Finally I would like to thank the community for being so supportive, friendly and for making my wife and I feel so welcome on your beautiful Islands.

*Raoul Harper*  
**General Manager**

## WORKS & SERVICES

2009 – 2010 saw the Works & Services Department focus on working towards completing all KPIs for the Roads Management, Waste Management and Town Maintenance divisions as addressed in the Flinders Council Annual Plan.

The Department worked tirelessly to complete all targets set, yet the completion of the Memana Road bridge construction was carried over in to September 2010.

With the impending retirement of our Works Coordinator who would be leaving the Department with a wealth of knowledge and experience, we were confronted with securing a suitable replacement. The Works & Services Department were also faced with the challenge of securing an experienced Grader Operator this year.

2009 – 2010 saw a noticeable improvement in the visual amenity of public areas in the towns of Whitemark and Lady Barron with the placement of seating, new rubbish bins and the hard work of our Parks & Gardens Officer.

This year also saw us conscientiously address our outstanding OH&S issues and we now have a maintenance schedule to which we must adhere.

### Sealed Roads

Year 11 of the Council's sealing programme was completed with the sealing and resealing of:

- Resealed Henwood Street in Lady Barron
- Reseal 3.3 K/M of Lackrana Rd
- Reseal 1.3 K/M of Lady Barron Road
- Resealed 500 meters of Coast Road
- Primed and sealed a strip at the Airport car park.
- Constant patching of sealed roads was needed this year due to the wet winter we experienced and the haulage of the pine logs from N.E River to Lady Barron.

### Unsealed Roads

All the areas identified to be gravelled were completed plus \$85,000.00 given to Council by the Government for repairs to unsealed roads due to the wet winter this was used to repair washouts, do pot holing and cover slippery areas that were unearthed due to the wet weather.

### Town Streets

Approximately 200 meters of footpath was constructed along Franklin Parade and up Henwood Street in Lady Barron and some footpath ramps were up graded in Whitemark.

### Bridge Construction

The twin span bridge on Memana Road was replaced with pre-stressed concrete beams. This bridge was not completed in the financial year it was works in progress carried forward and was completed by September 2010.



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## **Depot & Plant**

A new Sewell Road Broom was purchased \$7,481.00

A new concrete cut off saw was purchased \$1,807.00

## **Town Maintenance**

Council used a tree doctor to trim the pine trees in Walker Street Whitemark to make them safe from falling branches etc. Also, identified dangerous trees on Memana Road were also removed.

Our Parks & Gardens Officer, Jan Lees, has continued to do a wonderful job with the maintenance of gardens in both Whitemark and Lady Barron.

## **Waste Management**

Continued development of the Whitemark tip to bring it up to standard has progressed, with the digging and lining of a cell and rearranging of the tip site. This setup has allowed for better segregation of the various types of waste.

In the next financial year there will be an office built at the Whitemark tip to house the tip officer when on duty. The facility will have a toilet and shower installed. A 22000 litre tank is to be plumbed into the recycling shed to give us water for these facilities and power is to be connected to run pumps etc. All these additions are necessary to bring the tip up to the Government standards.

Monitoring of the bores at the Whitemark tip has been undertaken on 2 occasions with no abnormalities reported.

Transfer stations are still in place in Killiecrankie and Whitemark yet we are continuously having trouble with the dumping of non household waste into these.

## **Lady Barron Main Road**

Council has been given a 2 year extension for the Maintenance Contract 1163 for this road. Other activities outside the contract that have been involved in is, shoulder strengthening and resealing of approximately 1.3 km of road.

## **Infrastructure Grants**

Council has completed the Infrastructure grants such as:

- Whitemark Beautification project that saw new street bins being purchased and planting of trees along the Esplanade and new tables and seats positioned between the Hotel and Bowman's.
- Yellow Beach Foreshore Development gas BBQ, seating and tables were erected on site and has made it a pleasant place to BBQ and relax.
- Whitemark Community Hall fit out. This project is complete and the Hall has now been renamed Flinders Arts & Entertainment Centre.
- Show ground main pavilion flooring has been concreted to make the building more user friendly. Also, the paths in the Rose Garden were concreted with a colour added to give the Rose Garden added effect.

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### **Personnel**

Robin Walker after 36 years of service to Flinders Council has retired. We wish to congratulate Robin on his retirement and thank him for his many years of service. Congratulations also go to Brian Barnewall for his appointment as Works Coordinator and to Jason Robinson on his appointment to the works crew as Trainee Grader Operator.

*Les Pitchford*

***Works & Services Manager***



## AERODROME

*Flinders Island Aerodrome provides a vital transportation link between Flinders Island, Tasmania and mainland Australia providing facilities for regular public transport (RPT) services, tourism and private charter operations, emergency medical evacuations, freight, and general aviation.*

With the improved marketing of Flinders Island, an increase has been experienced in the number of large charter aircraft requesting landing permission at Flinders Island Aerodrome during the 2009/2010 year.

This year the focus has been on completing all KPI's as determined by the Annual Plan, with the results meeting a high level of compliance, as evidenced by the audit reports and positive comments from dignitaries, community members and visitors regarding the Flinders Island Aerodrome.

### Airlines

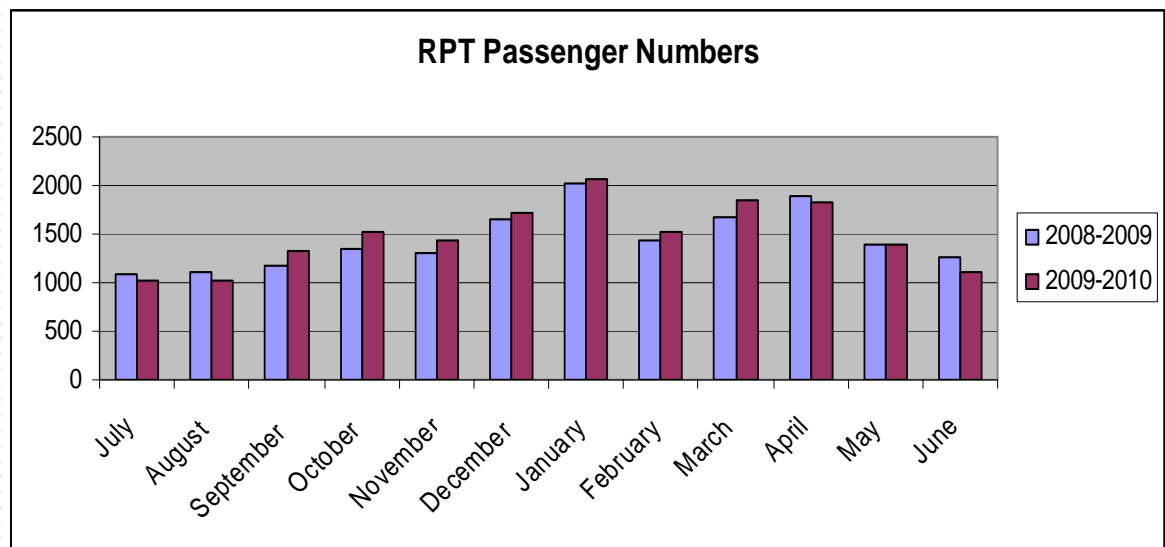
Throughout the year Flinders Island has continued to have an RPT airline service offering 2 to 4 regular daily flights and operating between Flinders Island, Launceston and Essendon.

### Passenger Movements

2009/2010 saw an increase in RPT numbers from the previous year with total passenger movements reaching 17,843.

This represented a total increase of 963 on RPT numbers for the previous financial year.

It is worth noting that the increase experienced at Flinders Island Aerodrome is against the trend recorded at a number of other regional Airports.



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### **Airport Infrastructure**

A report by our engineer Peter Francis of Aerodrome Design was commissioned in early 2009 to review the status of the airport runway and provide ongoing advice on suitability for landing RPT and various charter aircraft.

In mid-March the Flinders Island Aerodrome applied for funding to implement the planned work to reseal some areas of pavement that had been identified as requiring remedial attention, and to enlarge and rebuild the taxi way and Apron. This will ensure exclusion of water to base layers under the pavement surface and comply with regulations pertinent to larger aircraft after the introduction of the Dornier to the RPT Fleet. This project is to be completed in 2010/2011.

### **Security**

On the 8<sup>th</sup> October 2009 the Aerodrome Operations Supervisor successfully achieved a Security Agents Licence.

In March 2009, as part of the 'Securing our Regional Skies' program, the Aerodrome again undertook Security Guard training for 5 Officers.



### **Compliance**

Each year the Airport is required to undergo a series of audits and inspections to ensure compliance with aviation standards and regulations. Once again Flinders Island Aerodrome successfully completed Annual Safety inspections, Civil Aviation Safety Authority Audit, Obstacle Limitation Surveys, and Electrical inspections to ensure it meets the requirements of a Registered Aerodrome. Areas highlighted for attention from these inspections and audit reports have been actioned.

From 23 March 2009 we have had additional legislation to comply with as part of a Civil Aviation Safety Authority (CASA) initiative to instigate a Drug and Alcohol Management Plan for any safety sensitive airside activity. To comply with this requirement a Drug and Alcohol Policy and Procedure has been developed and

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introduced which will be extended to whole of Council. A Disability Access Facilitation Plan has also been developed and introduced.

The airport was required to undergo a mandatory emergency exercise during 2009-2010 to test and activate the Airport Emergency Plan. A Desk top exercise involving all emergency services was undertaken and full activation of the Flinders Island Aerodrome Emergency Plan was carried out as part of the security exercise. This exercise was very successful and the assistance and participation of all in attendance was greatly appreciated.

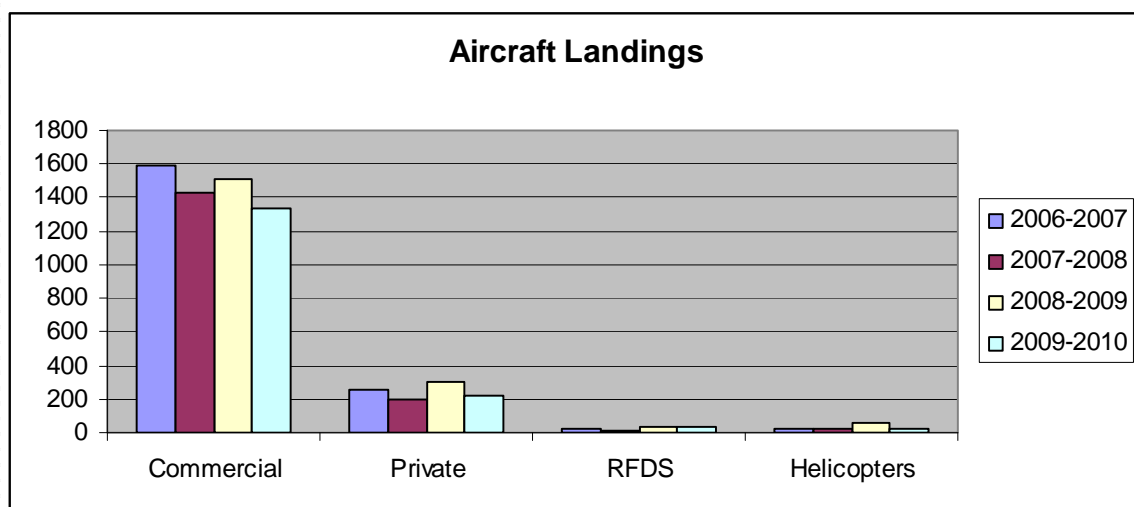
### **Aims and Challenges for 2010/11**

Completion of the Airport Runway re-sealing project, wildlife proof fencing, and upgrade of the taxi-way and apron are a priority for the first half of the 2010/2011 year.

Development of the Flinders Island Airport Strategic and Master Plans will provide strong direction for the future of Flinders Island Aerodrome over the next 15 years.

In conjunction with this, completion of the Airport Infrastructure and Asset Management Plan will ensure Council has financial sustainability plans in place for the Airport for the long term.

Together these plans will ensure a vision is in place for Flinders Island Aerodrome to continue to serve the needs of Flinders Island's Community, Visitors and Businesses well into the future.



*Jeff Grace*

***Aerodrome Operations Supervisor***

## CORPORATE SERVICES

### FINANCIAL MANAGEMENT

#### **Strategy**

To develop, maintain and continually review financial management systems that comply with legislative requirements and accounting standards and ensure services are provided in a cost effective manner.

#### **Responsibilities**

To provide financial and information services of a high quality in support of the general operations of Council.

#### **Outcome**

Council has implemented a 3 way partnership with Brighton and Northern Midland Councils for financial services which has proved to be a successful strategy, both financially and in quality of training provided to Flinders Council staff. Financial reports are submitted in a timely manner and in a format easily understood by elected members. The conference phone has allowed ease of access to the financial manager during Council meetings to discuss or clarify and issues identified by elected members. The budget workshops for the 2010-2011 financial year addressed the limited funds available to Council and the challenge of providing services to meet the needs and aspirations of the community, resulting in a 5% increase rates for 2010-2011 financial year.

Minimising outstanding debtors by adhering to Council's debt collection policy has been rigorously pursued resulting in a noticeable reduction in this area. Where possible, payment arrangements have been made in consideration of individual circumstances and Council's intention is to take the necessary steps to ensure that debts are settled. To this end, Council agreed that properties with outstanding rates to the total value of \$35,975 would be sold at auction and abiding by legislative requirements would see this scheduled for the next financial year.

Attention to monitoring the cash levels held in the current trading account has led to a new approach of keeping this balance to a minimum and transferring excess funds to an *at call* account which offers the bonus of attracting interest. Investments have been closely scrutinised and every opportunity taken to maximise the return on these by scrupulously examining interest rates on offer and ensuring that maturity dates are staggered to allow for retrieval of funds to meet commitments. This has resulted in an increase of approximately \$120,000 in interest earned compared to the previous financial year.

Desk-top adjustments have shown increments in assets in excess of \$4.889 million and this includes Council's share in the new water authority Ben Lomond Water. New accounting standards have dictated that these adjustments be shown under the line i.e. after the Operating Surplus (Deficit) on the Profit and Loss Statement. Physical revaluation of assets should be undertaken every 5-7 years.

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Council's operating figures clearly display that although the operating surplus is \$14,543, this is far in excess of the budgeted deficit of \$1,425,365 revealing an actual savings of \$1,439,908 compared to the budget. Some of this is due to Works in Progress e.g. the Apps Bridge, final completion of capital works at the Whitemark tip and the Lady Barron Wastewater. However, the increased capacity of employees to undertake tasks as the result of training and improved competency levels have contributed to this pleasing result and this should be acknowledged.

This surplus exceeds that gained in the 2009-2010 financial year where the budgeted deficit was \$1,021,520 and an operating surplus of \$254,207 resulting in savings of \$1,275,727 when compared to the budget.

### **Customer Service Charter**

The Customer Service Charter is aimed at improving the level of service which Council provides to its customers and increasing customer satisfaction with regard to the service they receive from Council. It must also be realised that there are expectations from Council's customers and these form part of the charter. Copies of the charter are available from the Council office and can be found on Council's website at [www.flinders.tas.gov.au](http://www.flinders.tas.gov.au). New employees are advised of how to best implement this during the induction process and this is seen as one of Council's main aims.

### **Communication**

During the year Council received one request for information under the Freedom of Information Act 1991. This is being replaced by the Right to Information Act 2009 which is due to commence on 1 July 2010 and has 3 main objectives:

- increasing the accountability of the government to the people of Tasmania;
- increasing the ability of the people of Tasmania to participate in their governance; and
- acknowledging that information collected by public authorities is collected for and on behalf of the people of Tasmania and is the property of the State.

### **Issuing of 337/132 Certificates**

Council had requests for and issued 40 X s.337 and 40 + s.132 certificates during the year. This only indicates the number of properties for which these certificates have been requested, but other properties may have changed hands without such certificates being requested. Also, because the certificate has been issued, it does not necessarily follow that a sale will proceed.

### **Tenders and Contracts**

There was no contract for the provision of goods and services, valued at or above \$100,000 for this financial year.

# ANNUAL REVIEW OF COUNCIL PROGRAMMES

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## **HUMAN RESOURCES MANAGEMENT**

### **Strategy**

To manage the resources of Council effectively and efficiently by ensuring that qualified employees are available to plan and implement the objectives of the Council.

### **Staff Changes**

At the end of 2009/10, Council had 22 permanent employees, six (6) of whom were part-time, with the remainder being full-time employees. In addition Council had five (15) casual employees with a full-time equivalent of 19.6. Casual staff were employed in the following departments: administration, works & services, airport and child care.

### **Policy Manual**

During the year Council reviewed and/or introduced eighteen (18) policies as listed below:

Public Question Time – Council Meetings Policy
Physical Locality Staff Policy
Investment Policy
Disciplinary Policy
Employee Recruitment & Selection Policy
Equal Employment Opportunity Policy
Induction Policy
Staff Development Policy
Employee Promotion Policy
Employee Personal Development Appraisal Policy
Employee Outside Work Activities Policy
Rehabilitation Policy
Corporate Credit Card Policy
Drugs and Alcohol Policy
Computer & Telephone Usage Policy
Staff Code Of Conduct Policy
Code of Tender and Contracts Policy
Uniform Policy

As the Policy Manual is a living document, it is Council's intention to continue to review other policies during the coming year.

### **Human Resource Development**

The Council recognises that its people are its greatest asset and we pride ourselves on offering them the best training and career development opportunities.

New/updated skills have been brought into the workplace with the recruitment of some new staff members and this has been beneficial to Council by providing on the job training at little real cost to Council.



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Council continues to embrace new technology and scanning of files for easy electronic retrieval is being investigated. Staff qualifications need to meet the ever-changing demands of the workplace and interaction between staff and managers is critical to identify areas which need to be addressed.

Council's actual expenditure for training and professional development this financial year was in excess of \$29,000 for the whole organisation. Some employees undertook structured training and Council netted approximately \$18,000 from training subsidies. This is an example of the commitment of staff to increase their skills base.

The position of Trainee Junior Administrative Officer (Reception) will be advertised early in the new financial year and this has resulted from existing staff being given the opportunity of advancement within the organisation in recognition of enthusiasm shown.

### **Senior Staff Salary Packages**

In accordance with the Local Government Act 1993, the following table provides the remuneration for those positions designated by Council as senior positions. Remuneration includes salary payable, employer contributions to superannuation, the value of the use of any motor vehicle provided to the employee, and the value of any other allowance or benefits provided to the employee.

<b>Remuneration Band</b>	<b>No of Positions</b>
\$50,100 - \$70,000	4
\$100,001 - \$120,000	1

### **Public Interest Disclosure Act 2002**

There has been no disclosure either raised or determined during 2009/10.

### **Enterprise Powers**

The Council has not resolved to exercise any powers or undertake any activities in accordance with section 21 of the Local Government Act 1993.

### **Statement of Land Donated**

There was no land donated to Council in this reporting period.

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## **RISK MANAGEMENT**

### **Strategy**

To manage the resources of Council in such a manner that risk is recognised, minimised and managed.

### **Council Initiatives**

A more regimental approach with regard to minimising risk has been implemented and this has resulted from regular meetings of the Risk Management Group which represents the staff from the office, works & services, the airport and childcare. The risk audit score has improved by 6% compared to the previous reporting period, showing a slow but steady improvement.

The Committee meets bi-monthly to discuss OH&S issues in the workplace and emerging issues of concern. Many of these have been addressed and the committee is more aware of issues which may have the potential to be a risk and have taken steps to minimise/remove the risk prior to any harm being caused. More precise procedures have been written into manuals to provide documented steps to be undertaken to minimise risk when undertaking a specific task.

## **PODIATRY**

### **Council Initiatives**

Council has continued its partnership with the Multi Purpose Centre to deliver the much needed and appreciated podiatry services to the island. A “one-off” grant has enabled a podiatry chair to be purchased. Of great benefit to the Island was the training of one staff member from the MPC to undertake minor podiatry services to Island residents.

## **VISITOR INFORMATION CENTRE**

### **Council Initiatives**

The Visitor Information Centre made the following improvements during 2009/10 :-

- With the general public being much more conversant with the internet, tourists are utilising the web to source information prior to arriving on the Island resulting in a noticeable reduction in the number of visitors to our Centre.
- We are no longer in charge of the 1800 number and it has been transferred to a private operator.
- The Tourism Association now have a website working group who help with any changes to the website.
- There are still quite a few email enquiries coming through the [www.visitflindersisland.com.au](http://www.visitflindersisland.com.au) website.
- The visitor centre continues to maintain the “opening hours” brochures for visitors.
- Another edition of the popular tear off map was printed.

*Kerry Beeton*  
**Office Manager**

## **FURNEAUX CHILD CARE CENTRE (DUCKPOND)**

We have had a great group of children this year, and most of the enrolments have been casual bookings. The busiest days seem to be Wednesdays, Thursdays and Fridays. Only a few parents were working and most children came for socialisation. We have only a few older children with more younger babies. There were 4 children under 1, 7 under 2, 3 under 3, 5 under 4, 5 under 5, and 6 under 6. Altogether we have had 30 children enrolled. This may sound like a good number however we have only averaged 13- 17 different children using approximately 180 hours per week.

We received a grant for \$30,000 from the Education Department to spend on improvements to the building and equipment. With this money we purchased new cupboards in the art room, shelves in the office, labour, storage trolley with drawers, blinds, lino, bathroom windows, couches and chairs, climbing equipment, huge shade sail, inside climbing frame, moveable steps in the babies' room, more soft fall, pusher and accessories, new front door and a children's computer desk. These improvements have enabled us to now work within the guidelines for licensing and have a little luxury too.

This year we raised funds through the toy catalogues again and we spent the money raised on new baby toys. We received a donation of dolls and dolls clothes, which even the boys like playing with.

In November I took leave to have my baby and Vicki Mills filled the position of Director. Annabel Apps worked extra hours, Tameika Withington and Michelle Ellwood took on extra hours as well. Claire Blyth and Mel Telfer also filled in during the year as needed.

This year we continued to work under the Dept. of Education guidelines and organised activities that covered all facets of children's learning, development and age appropriate activities in a positive and nurturing environment. Some of the activities the children took part in were painting, crafts, ball games, climbing, bubble blowing, literacy, and numeracy as well as excursions to the park, beach and Walkers supermarket.

*Josie Cox*

***Child Care Director***

## FURNEAUX NATURAL RESOURCE MANAGEMENT

The provision of a locally based Furneaux NRM Facilitator is the result of a partnership between Flinders Council and NRM North. The activities of the Facilitator are overseen by a subcommittee of Council that contains representation from a range of stakeholder groups with strategic direction provided by both NRM North and Flinders Council. The main focus of the Facilitator is to effectively deliver NRM programmes and to provide the Community with way to access advice, funds and support for natural resource management activities.

### 2009-10 Activities

The following table summarises activities during the 2009-10 financial year.

Activity	Description	Outcomes
Farm based NRM activities	<p>8 enterprises completed property management plans and have secured funds to undertake on ground works in the 2010-11 financial year</p> <p>11 enterprises have finished on ground works resulting from 2007 property management planning</p>	<p>Funding proposals totalling \$61000 have been approved which will provide 80 ha of remnant and riparian protection and revegetation projects</p> <p>Project finalised and reported on. Over \$250,000 of on ground investment resulting in 383 ha of remnant vegetation and riparian protection and revegetation</p>
Sustainable agriculture workshops and information	<p>NRM North's Sustainable Agriculture project. Advertising, coordinating discussions between service providers and farmers</p> <p>Project Management for a perennial pastures field trial project funded through CFoC Community action Grants</p> <p>Project Management of Flinders Island Groundwater study- a state and local government partnership that examines groundwater resources and management issues in the main agricultural areas of FI</p> <p>Onsite meetings with 21 landholders</p>	<p>5 sustainable agriculture workshops</p> <p>Secured \$20000 with the Farm Productivity Group to undertake perennial pastures field trials</p> <p>Coordinated \$80,000 project. Report finished and groundwater monitoring network established</p>

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Community engagement	Working with community groups to assist with their natural resource management activities.	Community groups engaged include: Furneaux Landcare, Killiecrankie Foreshore Group, Flinders Island Aboriginal Association, Flinders Island District High School, Friends of Bass Strait Islands, Understorey network, Birds Tasmania, Furneaux Historical Society, Flinders Island Farm Productivity Group, Furneaux Field and Game Assoc.
	Volunteer events	Understorey network workshop Roydon Island tree planting and weeding (x 2) Launch of LB trail School NRM excursions Killiecrankie Tree Foreshore rehabilitation working bees (x 2)

### ***NRM Special Committee of Council***

The NRM committee conducted three meetings in during the reporting period. Chaired by Cr Marc Cobham, the committee has assisted the development of the Furneaux NRM Strategy as well as providing guidance to the NRM Facilitator.

### ***Council NRM Support***

- Coordinated the Councils support for the Local Food Project. This project focuses on the availability of local produce and healthy lifestyles.
- Provided comment on NRM issues as requested by Council or General Manager

### ***Communications***

- Regular items in the Island News
- Attended Landcare meetings
- Radio interviews
- Stall at the Flinders Island Show
- Regular articles and features written for NRM North newsletters and yearbook.

*Michael Sherriff*  
***NRM Facilitator***

## ECONOMIC DEVELOPMENT

The position of Economic Development Officer (EDO) has been operating for the full reporting period for the first time.

The guiding economic goals for the EDO are from the Annual Plan of 2009-2010 and are as follows:

1. Increasing the number of permanent residents in the Council district;
2. Increasing the number of visitors to the Furneaux group;
3. Increasing business and enterprise opportunities in the Furneaux group in an endeavour to expand the resident population; and
4. Increasing employment through a coordinated community approach.

Over the reporting period, the EDO has secured funding worth over \$425,000 from the State and Australian Governments to conduct activities in both public and private sectors.

The EDO successfully applied to the Australian government for funding so that the Council could up-grade community infrastructure projects such as:

- Improved facilities at Yellow beach recreational area;
- New flooring in the main show ground pavilion;
- Improved community areas with seating and rubbish bins for Whitemark;
- Additional funding for the fit out of the Flinders Island Arts and Entertainment Centre;
- Up-graded facilities at the Whitemark Airport; and
- The development of the first stage of the Community Garden Project, implemented by Josh Byrne.

The EDO has continued to work closely with the Flinders Island Tourism Association to strengthen the industry's capability and provide strategic direction. The highlights of the reporting period were:

- Developed a ten year long term strategy for the development and direction of tourism;
- Secured funding from the Australian Government to undertake a nature based feasibility study;
- Secured funding from the State Government to develop a tourism investment ready program;
- Finalisation of the Memorandum of Understanding between Tourism Tasmania and FITA;
- Facilitation of a number of tourism workshops to encourage business development; and
- Implementation and finalisation of the Flinders Island Visitor Survey.

Access has been a continued area of focus, both sea and air, with major changes in these sectors over the reporting period. The EDO will continue to work with these services to ensure that the promotion and growth of the region continues. Other

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major areas that will focus EDO activities will be investment attraction, population growth, renewable energy, sustainability and seeking both Australian Government and State Government support for appropriate projects in these key areas.

Government and stakeholder lobbying is a major part of the EDO role. The EDO represented and pushed Flinders Council's interests and agenda at many meetings and forums with Australian Government Ministers, State Government ministers and senior bureaucrats, and major regional and representative organisations. The EDO will continue to lobby these bodies and organisations for the benefit of the region.

*Adam Saddler*

***Economic Development Officer***

## YOUTH DEVELOPMENT

2009/2010 has been a fantastic year; new programs have been developed and the continuation and ongoing support of existing programs. We have had excellent participation rates for activities with more responsibility on our young people to help formulate what we do throughout the year. Partnerships between Flinders Island District High School and Flinders Council have been maintained and the addition and support of the Youth Worker from the Flinders Island Aboriginal Association has added to the program. I look forward to the growth of this partnership and the support offered to the young people of the Flinders Island municipality.

### YOUTH CLUB 2009/2010

Youth Club is offered as a Friday night (fortnightly) activity consisting of movies; games nights; recreation in the gym and minute to win it. Participants often pay a nominal fee between \$2-\$5 to help cover costs and maintain our youth budget. In the term breaks, school holiday programs and other activities are organised. This helps to encourage local students to form and maintain social connections with students who reside of Island for further education.

#### Youth Club Activities 2009/2010

Activity	Quantity	Attendance
Youth Club – movie nights/games/sport/minute to win it	11	204
Tennis Clinics (FIAAI)	2	24
Pool Parties	3	29
Dinner at the Hotel	2	38
School Holiday Program - Mini Van Mission	1	20
School Holiday program – Commando Challenge	1	28
Day trip to Lady Barron – Tennis, swimming & cricket	1	16
<b>Total</b>	<b>21</b>	<b>359</b>

#### Youth Week 2010 (13th April – 18<sup>th</sup> April)

Activity	Attendance
Snap shot – short film production	9
Drum Beat – drumming workshop	11
Break the Mould – Clay sculpture	15
Funk Factory – Hip hop workshop	33
<b>Total of youth week participants</b>	<b>68</b>



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### **SUMMER PROGRAM 2009/2010**

The summer program is now into its third year, proving this program to be sustainable and well received with our young people. Generally this program consists of surfing lessons, snorkelling lessons, beach days and pool activities. 2009/2010 saw quite a reduction in surf lessons as instructors were off Island and weather did restrict some of our activities eventuating. Youth club participants look forward to continuing this program in 2010/2011.

<b>Activity</b>	<b>Quantity</b>	<b>Attendance</b>
Snorkelling	1	14
Surf School	2	38
End of year Christmas Beach Day	1	27
<b>Total</b>	<b>4</b>	<b>79</b>

### **HEALTH AND WELL BEING PROGRAM 2009/2010**

<b>Activity</b>	<b>Quantity</b>	<b>Attendance</b>	<b>Funded</b>
Party Safe & outdoor education Camp (5 days) including Dorset youth worker and two students. Partnership between FIDHS/Flinders Council/Dorset Council.	1	27	Flinders Council Community Grant
Health Class focusing on Party Safe and Sexual Health	8	104	N/A
Sexual Health Visit/Family Planning Visit – workshops on choices and information for young people	10	15	No Cost
National Walk to School Day	1	85	N/A
Drug Action Week – Sam Cawthorne presentation (FIAAI in partnership with School & YDO)	1	85	
National Heart Foundation Week – visit from Sally Barnes on health, nutrition and physical activity. YDO support with MPC Community Nurse	1	43	
<b>Total</b>	<b>23</b>	<b>359</b>	

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### TRANSITION PROGRAM 2009/2010

The transition program was offered to school leavers in 2009. The primary focus was to build skills, resilience, overcome fears, and develop social connections to create support in their transition to further education/employment. The transition program consisted of a week long stay in Launceston touring youth & health services, sport and recreation providers, city orientation, college & TAFE orientation and social activities with family and friends residing in Launceston. The program also included a support visit from YDO to Launceston at the commencement of College.

Transition for 2010 is being offered as a weekly class at School. The program has support from both FIDHS and FIAAI. The program will continue to develop and we are looking forward to making it a sustainable and collaborative approach for future students.

### GRANT APPLICATIONS/FUNDRAISING AND DONATIONS 2009/2010

Grant Applications:

Grant	Project/Program	Successful	Amount
Rio Tinto Grant Application	Resources/Equipment for Youth Club	Unsuccessful	
Youth In Philanthropy	Youth Art & Youth Art Therapy with Wendy Nash and Cheryl Wheatley	Successful	
Medibank Tasmania Active Awards	Nomination of summer and recreation program including surfing, snorkelling, mixed netball and youth club activities		\$2000
National Youth Week 2009	Youth week activities including hip hop, clay sculpture, short film and drumming workshops	Successful	\$4,410
46 <sup>th</sup> Annual Sports Awards	Nomination of Summer and Recreation Program	Unsuccessful	
Transition Program	Support young people in transition to further education and employment post year ten.	Successful	\$10,000
<b>Total</b>	<b>6</b>		<b>\$16,410</b>

Fundraising 2009/2010 GST Included:

Event	Activity	Amount raised
Flinders Five 2009	Youth Club Stall	\$1004.75
Community Mixed Netball	Weekly Netball game	\$ 651.65
Flinders Show	Hoopla/Cow Pat Lotto/water Bottle sales/chocolate sales	\$1240.45
Ride for Sight	Refreshment sales/provision of kids activities	\$ 327.40

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FIAAI Family Festival Fun Day	Ice creams/refreshments/water bottles	\$ 778.10
Water Bottles	Water bottle sales	\$ 400.45
Fundraising chocolates	Sales	\$ 301.00
Youth Club	Movie Nights/Christmas party	\$ 820.20
Surf School	Surfing	\$ 109.85
<b>Total</b>		<b>\$5663.85</b>

Donations 2009/2010:

<b>Donor</b>	<b>Donation</b>
Wendy and Geoff Blyth	Couch
Mike Nichols	Snorkelling Instruction
Phil & Jo Warren	Table Tennis Table
Tania Wheatley	25 Play Station 2 games
Lions Club	Resources and supplies for drug education
Megan Carr	Use of Nintendo 64 & games (on loan)
Flinders Arts Council	Free usage of data projector & equipment

### **PROFESSIONAL DEVELOPMENT 2009/2010**

<b>Date</b>	<b>Training</b>
19 <sup>th</sup> November – 10 <sup>th</sup> December	Mental Health First Aid
December 2009	Medium Rigid License
December 2009	Public Passenger Ancillary License
18 <sup>th</sup> & 19 <sup>th</sup> December 2009	Pool Bronze Qualification and Instructors Certification
15 <sup>th</sup> December 2009	Surf Bronze Re-qualification

Overall our programs have ensured our young people have access to opportunities for physical activity, entertainment, health and well being and a support network that facilitates their growth. Our emphasis is placed upon ensuring each of our participants become active contributors to our local community and imparts their knowledge in their future endeavours.

*Dolly Wheatley*  
**Youth Development Officer**

## ENVIRONMENTAL HEALTH SERVICES

### Food Surveillance

Council's statutory obligations under the Food Act include identification and registration of all prescribed food premises within the municipality. This also includes participation of food handlers in food safety training courses such as Food Safe or other similar food training programs. All food premises are inspected a minimum of three times per year and any outstanding issues are documented and directed to the licensee of the food premises for their attention. Ongoing informal educational sessions are held with staff on site during inspections to alert them to basic food handling techniques and personal hygiene.

Registered Food Premises include:

- Interstate Hotel
- Furneaux Tavern
- Flinders Island Sports and RSL Club
- Whitemark Butchery
- Whitemark Bakery
- Freckles Café
- Vistas
- Flinders Island Multipurpose Centre
- Bejaro Pty Ltd (Lady Barron Store)
- Partridge Farm
- J & Js on the Bay
- Cape Barren island Community Store
- Catapult
- Furneaux Field and Game
- Walkers Supermarket

New Food Standards 3.1.1 was introduced governing Food Service to Vulnerable Persons. This includes persons accommodated at the Multi Purpose Centre (MPC). The MPC has adopted this Standard and all food prepared or received at the Centre is being audited under this new requirement.

Earlier this year the Department of Health and Human Services commenced a new Compliance Program in relation to the Standard 4.2.3 – Primary Production and Processing Standard for Meat, which was introduced nationally nearly three years ago. This Standard requires testing of product and auditing of the premises and process that produces ready to eat meat products i.e. butchers shops and smallgoods manufacturers. This is an ongoing program to ensure manufacturers of ready to eat products comply with this Standard, which examines the bacteriological integrity of the product.

### Temporary Food Premises

A Temporary Food Stall Guideline has been introduced to provide a level of consistency across Councils when dealing with issues such as minimum fit out and

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minimum food safety operational requirements for this type of food business. The guide should also ensure a safer food product and address some of the concerns that have been raised by operators and members of the public. Council has registered a number of temporary food premises at various functions held around the Island, and has introduced the standard to the operators of temporary food stalls.

Training of food handlers is a continuing program to ensure that new staff employed at food businesses are familiar with the legislative requirements and the food safety operating procedures.

There have been two notices served under the Food Act on food businesses that required urgent upgrading and compliance to their premises. Both premises have complied with the notices.

### **Water Quality**

Continuing monitoring of potable water is conducted on a monthly basis this includes the supplies from Flinders Island School, Multipurpose Centre and the reticulated supplies of Whitemark and Lady Barron. In addition water samples from food producers are sampled as part of their auditing program.

### **Effluent and Wastewater Monitoring/Package Sewerage Treatment Plants**

The two package sewerage treatment plants on the Island – Furneaux Tavern and the Multi Purpose Centre – monthly samples are taken for analysis for compliance under the Environmental Management and Pollution Act 1994.

### **Immunisation**

Council's immunisation program is referred to in the accompanying Medical Officer of Health's report. Council continues to organise the program liaising with both the Medical Officer of Health and the Flinders Island District High School to ensure all targeted age groups are addressed.

### **Places of Assembly**

All Council Halls have been licensed as Places of Assembly and the appropriate occupancy number approved on their Certificates.

Essential services reports for each premise have been issued by the Building Surveyor.

*Joe Conti*

***Environmental Health Officer***

## PUBLIC HEALTH

This year has been busy as usual, from the public health point of view.

The pandemic flu vaccine was introduced in Sept- Oct 2009, as a single vaccine for H1N1, and had lots of volunteers. Then a combined vaccine was introduced, for the seasonal flu and H1N1, and that too had lots of volunteers, with the result, we had a well covered and well protected population, and haven't had a single case of H1N1 so far- fingers crossed!

School immunizations, along with other government funded immunizations have been well covered and up to date, as usual.

On the surgery front, there have been a few changes. Maree Sherriff has resigned and shall be sorely missed, and there have been new faces on the front desk as well. There has been a wave of health awareness, and several patients have taken to improving their health in a big way. Many have successfully quit smoking, taken to healthy food and diets and exercise (many enthusiasts can be seen cycling around Whitemark- come hail/ rain / sunshine). Keep it up, and we shall soon see a very healthy population emerging, with less chronic diseases since prevention is better than cure in many diseases like Heart disease, Diabetes, etc. This healthy trend seems to be catching and that's certainly the best that we can hope for.

Sgt Neil VanVeldhuizen has been also actively promoting this trend and assisting these enthusiasts.

Fiona with her new active-self (proving leadership by self example) and also starting 2 teams of hospital staff for the Global Walking challenge has certainly proved a big encouragement. Sue Hallas and Kathleen Ives-Heap, with Fitness on Flinders, have also helped in a big way. There was a fantastic turnout for the Flinders 5 and the Pub 2 Pub, thereby proving that the Island certainly has started thinking about preventative health in a big way.

The visiting allied health providers like the clinical psychologists, drug and alcohol counsellor, chiropractor, dentist, optometrist, radiographer, podiatrist and of course, David Heap the physiotherapist, continue to provide excellent health services to the Island. Other specialists, such as the skin specialist, orthopaedic specialist and just recently, the eye specialists, shall continue on their regular visits to the Island and help the patients with their assessments.

The recent plane crash, with such a positive outcome {somebody was certainly looking out for those passengers!} again proved that our volunteers - the Ambulance and the SES, certainly deserve all the praise for all the selfless service they provide to the Island.

The Hospital has seen many new faces to the area - the new D.O.N - Barry Herberts and his wife Nicole, the new N.U.M - Rachele Ellem, her husband Chris (also an R/N) and their 4 young children, the new Community Health Nurse - Fiona Turley and her husband Greg (also an E/N) They all are very welcome additions to the Island community and certainly infused the hospital and the FIMPC with their new ideas.

### DEVELOPMENT SERVICES

Flinders Council utilizes the services of Greg Green of Protek Building Surveying Services to ensure compliance of building work with the Building Act 2000 and the Tasmanian Building Regulations 2004. It is the Building Surveyors responsibility to ensure that all building permits issued prior to the Building Act 2000, which commenced on the 1st July 2004, are completed in accordance with the Building Regulations. The consultancy role also involves providing advice to the General Manager on building regulatory issues.

The Building Act 2000 requires all building applications submitted to Council to be accompanied by a certificate of Likely Compliance from a Tasmanian accredited Building Surveyor. Where applications have been submitted without a Certificate of Likely Compliance Flinders Council have authorised Greg Green of Protek Building Surveying Services to carry out this function on their behalf. Applicants may now choose any Building Surveyor, who is accredited in Tasmania, to issue a certificate of Likely Compliance prior to submitting a building application to Council.

To facilitate with building inspections Protek Building Surveying Services use the services of Joe Conti, Steve Kacir and David Gray to carry out building Inspections. Joe has accreditation as a building Surveyor for class 1 & 10 buildings, (domestic buildings), and both Steve and David are accredited builders. The system has worked well and people on the Island are assured of having qualified people to carry out inspections. Joe Conti carries out the final inspections each month when He visits Flinders, while Steve Kacir and David Gray are readily available for footing and frame inspections.

As well as building surveyors the Building Act 2000 also requires all building practitioners to be accredited at the level they are engaged to carry out building design, engineering or building work. The exception to this rule is owner builders who are allowed to carry out the construction of two buildings in a 10 year period without the appropriate qualification and accreditation. A list of accredited building practitioners can be found on the Building Standards and regulation web site. [http://www.wst.tas.gov.au/industries/building/bpa/abp\\_register](http://www.wst.tas.gov.au/industries/building/bpa/abp_register). The web site also includes other Building Act and workplace standards related references.

Since the 1<sup>st</sup> July 2007 owner/builder applications submitted to a building surveyor have required the referral of the owner builder statement (form 34) to the Director of building control. The application is assessed for eligibility as an owner builder and where approved, a registration number is provided for the owner builder. Once a building permit is issued there is still a requirement for a start work notice to be submitted by an accredited builder or an owner/builder to the building surveyor. Where an owner builder submits a start work notice the building surveyor must send a copy to the Director of building control to update the register of owner builders. The register restricts owner/builders to construction of two new buildings in a ten year period.

## ANNUAL REVIEW OF COUNCIL PROGRAMMES

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In the 2009-10 year, builders accreditation in Tasmania continued along the lines of three categories of builder, builder low rise, builder medium rise and builder unrestricted. This has proven to work well with the builder low rise category being able to carry out work on all classes of residential and commercial buildings in Type C construction up to 2000m<sup>2</sup>. This accounts for the majority of building work undertaken on the island.

The Act also requires Council to carry out the role of permit authority and issue building permits and permits of substantial compliance. The role also requires the issue of plumbing permits and completion certificates when building and plumbing permits have had a successful final inspection. Permits of Substantial Compliance are issued where applications are made following illegal building work and the work is substantially complete. A Permit to proceed is issued for illegal work where the building work has commenced but is not substantially completed. The General Manager is responsible under the Building Act to issue notices on illegal work and ensure the building work is brought into conformance with the building regulations and that permits of substantial compliance and Permits to Proceed are issued. Council may also choose to issue fines for the carrying out of building work without a permit.

Council have also been given advice by the Director of Building Control to ensure Commercial property owners maintain essential services in their building.

Commercial property owners or the person holding the lease is required under the Building Act to maintain the essential safety and health features and measures in their building to the standard that the building was constructed. The building owners or occupiers must display a current annual maintenance statement in their building. In order to do this they initially need a schedule of the essential safety and health features (Form 46) that apply to their building provided by a building surveyor. The owner must then keep a logbook of the checks and maintenance carried out in their building to enable them to renew their annual maintenance statement (Form56) each year. Council have a responsibility under the Act to ensure statements are displayed and buildings maintained. Penalties apply under the Act as well as a liability issue for the owner/occupier.

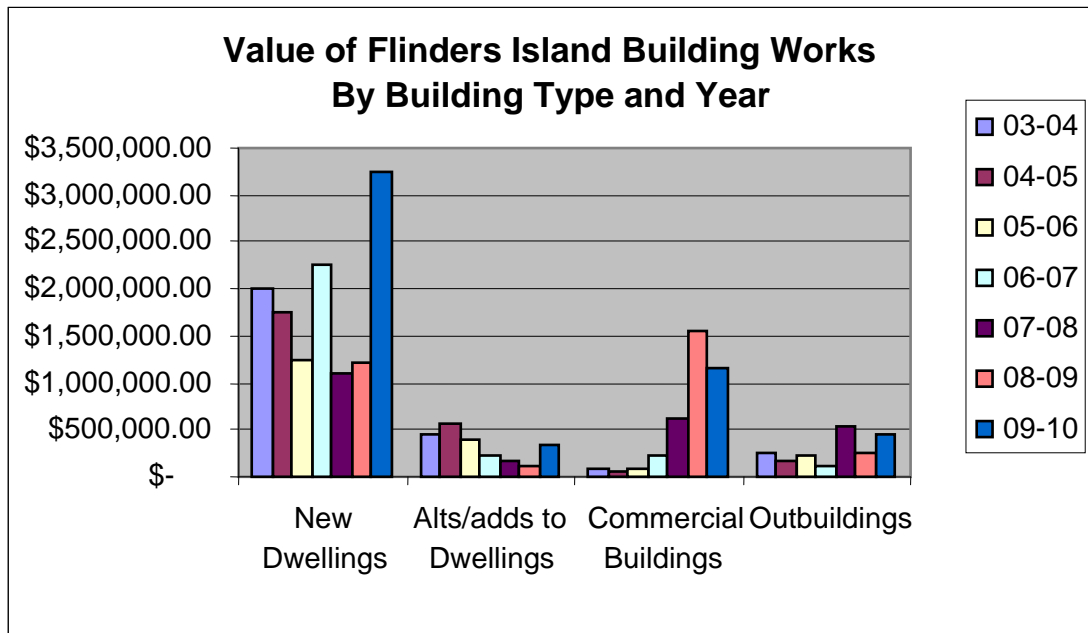
The Building Code of Australia is updated every year on the 1<sup>st</sup> May and this year the focus was on energy efficiency in the buildings. Tasmania did not adopt the Building Code 2009 energy efficiency requirements and 5 star energy ratings in new residential building work until the 1<sup>st</sup> January 2009. It is generally expected under Federal Government guidelines that the Building Code requirements for energy efficiency in new homes will continue to increase each year. However Tasmania did not adopt the 6 star energy requirements of the Building Code of Australia 2010 and this is still subject to review in Tasmania.

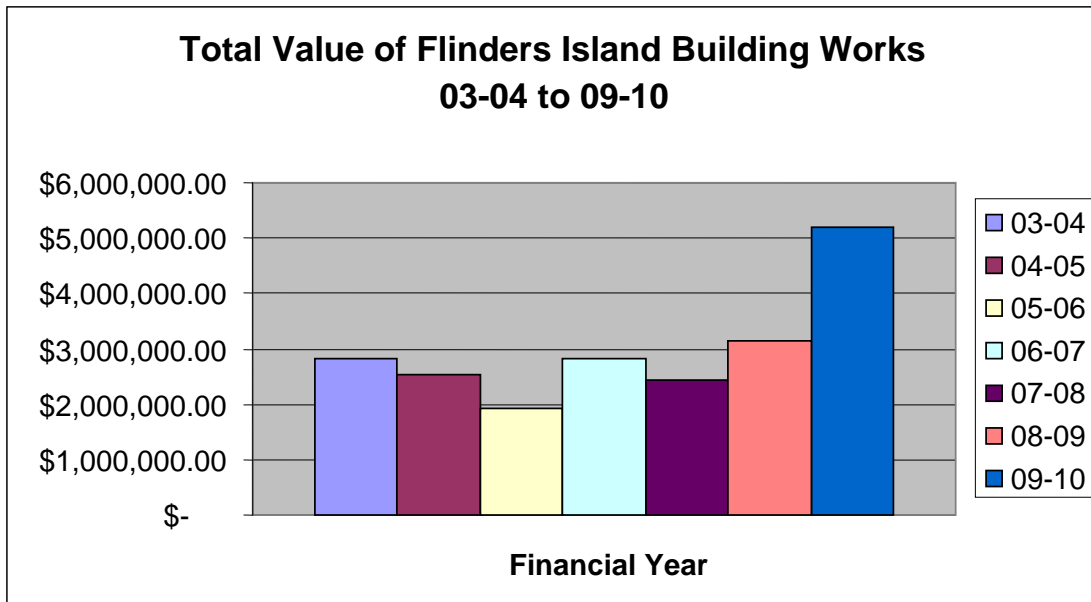
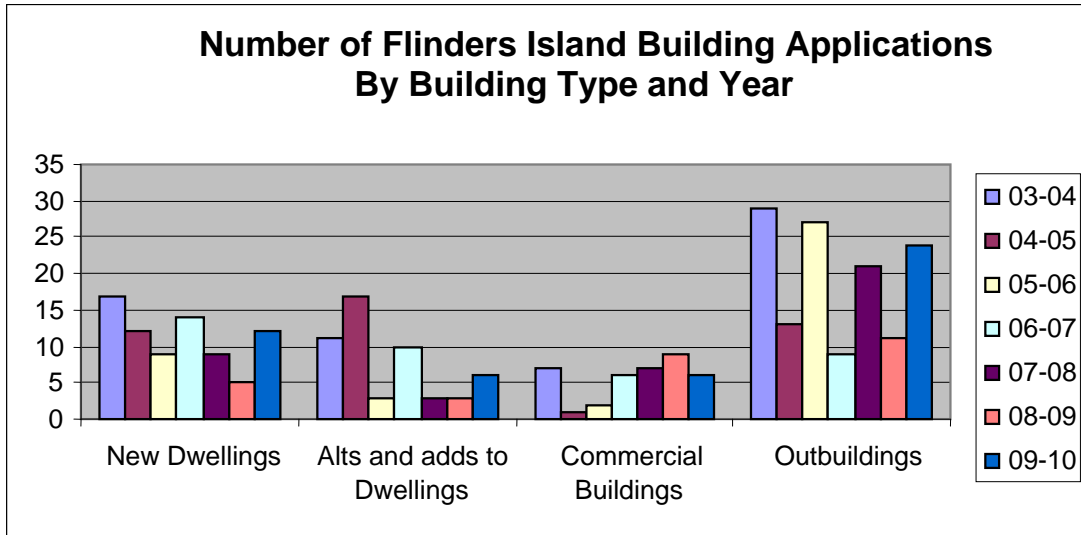
In this financial year 48 building applications were assessed for a building permit. Of these 12 were new dwellings, 6 were alterations or extensions to dwellings and 6 related to commercial buildings. A total of 24 outbuildings were issued with a building permit. The total value of building work on Flinders Island for 2009-10 was \$5,201,058.00.



## ANNUAL REVIEW OF COUNCIL PROGRAMMES

This compares with the previous years where there were 28 building permits issued in 08-09, 40 in 07-08, 39 in 06-07, 41 in 05-06, 43 in 04-05, and 64 in 03-04. Of these permits, 5 were new dwellings in 08-09, 9 in 07-08, 14 in 06-07, 9 in 05-06, 12 in 04-05 and 17 in 03-04. The value of building work was \$3,131,016.00 in 08-09, \$2,430,456.00 in 07-08, \$2,816,145.00 in 06-07, \$1,934,810.00 in 05-06, \$2,545,095.00 in 04-05 and \$2,810,428.00 in 03-04, compared to this year's figure of \$5,201,866.00. This indicates an increase in the number of permits and an increase in the value of building works on the Island. The increase in the value of building works is directly related to the increase in new dwellings on the island in this financial year while also maintaining the commercial value of building works. In the past 7 years, the average number of building applications has been 39 and the average value of building work applied for \$2,981,388.71.





**PLANNING APPROVALS 2009-2010**

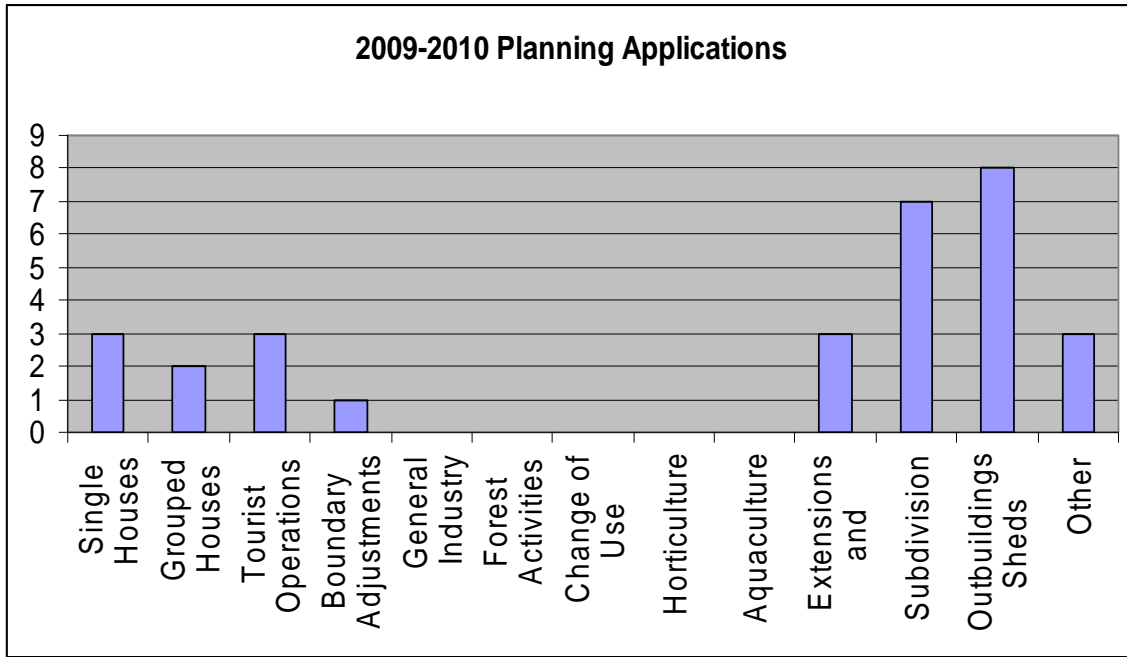
This year planning services have been supplied by Brighton Council through a resource sharing arrangement. This approach has proved to be an efficient and successful partnership that will continue into 2011.

Flinders Council continues to be engaged in the Northern Regional Planning Initiative that includes the eight northern Councils. This initiative is part of a State wide project that aims to develop regionally consistent planning schemes for the Northern, North Western and Southern Regions of Tasmanian. It is expected that the Northern regional planning strategy will be completed next year and work will begin on producing new local interim planning schemes that will be consistent with the regional strategy.

The number of development applications (30) decreased from previous years, with 40 last year and 53 the year before. The majority of applications were for sheds/outbuildings with subdivisions also representing a large proportion of the applications. One application for a Transport Depot was refused by Council. Two planning scheme amendments to rezone land have been approved and one for Palana is pending a decision from the TPC. There were no planning appeals initiated through the RMPAT.

Type of Development	Number approved
Single Houses	3
Grouped Houses	2
Tourist Operations	3
Boundary Adjustments	1
General Industry	0
Forest Activities	0
Change of Use	0
Horticulture	0
Aquaculture	0
Extensions and alterations	3
Subdivision	7
Outbuildings/Sheds	8
Other	3
<b>Total</b>	<b>30</b>

# ANNUAL REVIEW OF COUNCIL PROGRAMMES





**FLINDERS COUNCIL**

**FINANCIAL REPORT**

**FOR FINANCIAL YEAR ENDED**

**30th JUNE 2010**

# ANNUAL REVIEW OF COUNCIL PROGRAMMES

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29 November 2010

**FLINDERS COUNCIL  
STATEMENT BY THE GENERAL MANAGER  
30th JUNE 2010**

The accompanying Statement of Accounts of the Flinders Council has been drawn up in accordance with the requirements of the Local Government Act 1993, the Australian Accounting Standards and to the best of my knowledge and belief, correctly reflects the operating result and the cash flow of the Council for the year ended 30th June 2010 and its financial position at that date.



Raoul Harper  
**General Manager**

Dated: 29 November 2010

# FLINDERS COUNCIL

## STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED 30 JUNE 2010

	Notes	Actual 2010 \$	Budget 2010 \$	Actual 2009 \$
<b>INCOME</b>				
Commonwealth and State Government Grants	26	1,607,953	870,356	2,061,752
Rates and Charges		1,041,244	1,044,360	1,058,079
Interest		363,768	243,600	433,642
Gain/(Loss) on Sale of Assets		0	0	(9,347)
Other Revenue and Reimbursements	27	808,610	596,202	674,931
Distribution from Ben Lomond Water		24,252	0	0
<b>Total Income</b>		<b>3,845,827</b>	<b>2,754,518</b>	<b>4,219,057</b>
<b>EXPENSES</b>				
Employee Benefits	22	1,202,773	1,294,067	1,149,874
Materials and Supplies		172,769	1,182,390	428,820
Contract Services	23	495,092	457,237	437,816
Depreciation	24	1,411,866	1,454,989	1,517,592
Other Expenses	25	763,784	6,200	996,748
<b>Total Expenses</b>		<b>4,046,284</b>	<b>4,394,883</b>	<b>4,530,850</b>
<b>Operating Surplus/(Deficit) before:</b>		<b>(200,457)</b>	<b>(1,640,365)</b>	<b>(311,793)</b>
Capital Grants	26	215,000	215,000	0
Contributed Assets	36	0	293,938	566,000
<b>Operating Surplus/(Deficit) before:</b>		<b>14,543</b>	<b>(1,425,365)</b>	<b>254,207</b>
Net Asset Revaluation Increment	19	4,555,375	0	0
Adjustment to Value of Investment in Ben Lomond Water	37	319,297	0	0
<b>Comprehensive Result</b>		<b>4,889,215</b>	<b>(1,131,427)</b>	<b>254,207</b>

*The Statement of Comprehensive Income should be read in conjunction with the accompanying notes*

# FLINDERS COUNCIL

## STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2010

	Notes	2010 \$	2009 \$
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash and Cash Equivalents	2	1,176,476	2,774,347
Receivables	3	124,905	152,140
Inventories		84,687	119,823
Other Financial Assets	4	6,704,188	4,518,532
Accruals and Prepayments		43,988	166,705
<b>Total Current Assets</b>		<b>8,134,244</b>	<b>7,731,547</b>
<b>Non Current Assets</b>			
Property, Plant and Equipment	7-16	37,033,285	34,398,025
Work in Progress	17	1,101,858	608,368
Investment Ben Lomond Water	37	1,462,840	0
Mineral Resources Bonds		12,000	0
<b>Total Non Current Assets</b>		<b>39,609,983</b>	<b>35,006,393</b>
<b>Total Assets</b>		<b>47,744,227</b>	<b>42,737,940</b>
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Payables	5	203,054	60,287
Provisions	6	133,573	118,973
Revenue Received in Advance		11,017	11,978
Accrued Expenses		84,458	156,883
<b>Total Current Liabilities</b>		<b>432,102</b>	<b>348,121</b>
<b>Non Current Liabilities</b>			
Provisions	18	225,197	192,106
<b>Total Non Current Liabilities</b>		<b>225,197</b>	<b>192,106</b>
<b>Total Liabilities</b>		<b>657,299</b>	<b>540,227</b>
<b>NET ASSETS</b>		<b>47,086,928</b>	<b>42,197,713</b>
<b>Equity</b>			
Accumulated Surplus		36,581,661	36,569,968
Reserves	19	10,505,267	5,627,745
<b>TOTAL EQUITY</b>		<b>47,086,928</b>	<b>42,197,713</b>

*The Statement of Financial Position should be read in conjunction with the accompanying notes*



**FLINDERS COUNCIL**STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 30 JUNE 2010

	Year Ended 30 June 2010					
	Accumulated Surplus	Bequests	Asset Replacement Reserve	Asset Revaluation Reserve	Fair Value Reserve	Total
	\$	(Note 19) \$	(Note 19) \$	(Note 19) \$	(Note 19) \$	\$
Balance 1 July 2009	36,569,968	101,339	4,279,560	1,246,846	0	42,197,713
Comprehensive result	14,543	0	0	4,555,375	319,297	4,889,215
<i>Transfers to/(from) Reserves</i> Gunn Bequest	(2,850)	2,850	0	0	0	0
Balance 30 June 2010	36,581,661	104,189	4,279,560	5,802,221	319,297	47,086,928

	Year Ended 30 June 2009				
	Accumulated Surplus	Bequests	Asset Replacement Reserve	Asset Revaluation Reserve	Total
	\$	(Note 19) \$	(Note 19) \$	(Note 19) \$	\$
Balance 1 July	36,327,483	89,617	4,279,560	1,246,846	41,943,506
Comprehensive Result	254,207	0	0	0	254,207
<i>Transfers to/(from) Reserves</i> Gunn Bequest	(11,722)	11,722	0	0	0
Balance 30 June	36,569,968	101,339	4,279,560	1,246,846	42,197,713

The Statement of Changes in Equity should be read in conjunction with the accompanying notes.

# FLINDERS COUNCIL

## STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2010

	Notes	2010 \$	2009 \$
<b>Cash Flows From Operating Activities</b>			
Payments			
Employee Costs		(1,128,038)	(1,139,150)
Materials		(187,746)	(303,929)
Contracts		(616,295)	(448,514)
Other Expenses		(861,522)	(975,524)
Receipts			
Government Grants		1,607,953	1,861,752
Capital Grants		215,000	200,000
Rates and Charges		1,068,479	1,100,748
Interest		344,212	433,642
Other Income		1,274,525	1,228,607
<b>Net Cash Flow from Operating Activities</b>	33	<u>1,716,568</u>	<u>1,957,632</u>
<b>Cash Flows From Investing Activities</b>			
Payments			
Land		0	(340,000)
Buildings		(227,142)	(286,409)
Plant and Equipment		(9,585)	(214,438)
Roads and Streets		(398,566)	(45,353)
Bridges		0	(168,115)
Furniture and Equipment		0	(8,277)
Work in Progress		(493,490)	(608,368)
Investments		(2,185,656)	0
Receipts			
Investments		0	610,675
Sale of Assets		0	78,038
<b>Net Cash Flow from (used in) Investing Activities</b>		<u>(3,314,439)</u>	<u>(982,247)</u>
<b>Net Increase (Decrease) in Cash Held</b>		(1,597,871)	975,385
Cash at the Beginning of the Financial Year		2,774,347	1,798,962
<b>Cash at the End of the Financial Year</b>	2	<u>1,176,476</u>	<u>2,774,347</u>

*The Statement of Cash Flows should be read in conjunction with the accompanying notes.*

# FLINDERS COUNCIL

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2010

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## 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

### a) Statement of Compliance and Basis of Accounting

This general purpose financial report has been prepared on an accruals basis in accordance with the Framework for the Preparation and Presentation of Financial Statements, applicable Australian Accounting Standards and other authoritative pronouncements of the Australian Accounting Standards Board (AASB). It is presented in Australian dollars. All values are rounded to the nearest dollar. The financial statements include only Flinders Council; Council has no subsidiaries.

Except for certain assets which are valued at fair value in accordance with AASB 116 *Property, Plant and Equipment* as disclosed in the relevant notes, the report has been prepared in accordance with the historical cost convention.

The financial statements and notes of Flinders Council comply with International Financial Reporting Standards (IFRS). Council has determined that it does not have profit generation as a prime objective. Consequently, where appropriate, Council has elected to apply options and exemptions within accounting standards that are applicable to not-for-profit entities.

In the application of accounting standards and other authoritative pronouncements of the AASB management is required to make judgements, estimates and assumptions about carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances, the results of which form the basis of making the judgements. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

Accounting policies are selected and applied in a manner which ensures that the resulting financial information satisfies the concepts of relevance and reliability, thereby ensuring that the substance of the underlying transactions or other events is reported.

### b) The Local Government Reporting Entity

All Funds through which Council controls resources to carry on its functions have been included in these statements.

In the process of reporting on Council as a single unit, all transactions and balances between those Funds (for example, loans and transfers between Funds) have been eliminated in full.

Amounts, if any, received as tender deposits and retention amounts controlled by Council are included in the amount disclosed as 'payables' within current liabilities.

# FLINDERS COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2010

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Flinders Council has periodically received monies as an agent of the State Government. It also continues to hold monies paid by airport tenants and cleaning contractors for bonds and key deposits. It performs a custodial role in respect of these monies, which cannot be used for Council, and accordingly these amounts are excluded from the financial statements.

### **c) Income**

#### *Revenue*

Rates, grants, donations and other contributions (including developer contributions) are recognised as revenues when council obtains control over the assets comprising these receipts.

Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates. A provision for doubtful debts on rates has not been established as unpaid rates represent a charge against the rateable property that will be recovered when the property is next sold.

Control over granted assets is normally obtained upon their receipt or upon notification that a grant has been secured.

Grants, donations and other contributions are brought to account as revenue at the earlier of their receipt or receipt of formal notification in writing from a recognised authority that a grant has been secured.

Unreceived contributions over which Council has no control are recognised as receivables.

Donations and other contributions that are not subject to accompanying conditions that they be expended in a particular manner or for a particular purpose are recognised as revenue in the reporting period when Council obtains control over the assets comprising the contributions and donations.

#### *Dividend Revenue*

Dividend revenue is recognised when Council's right to received payment is established.

The gain or loss on sale of an asset is determined when control of the asset has irrevocably passed to the buyer.

### **d) Acquisition of Assets**

The cost method of accounting is used for the initial recording of all acquisitions of assets. Cost is determined as the fair value of the assets given up at the date of acquisition plus costs incidental to the acquisition and all other costs incurred in getting the asset ready for use.

Non monetary assets received in the form of grants or donations are recognised as assets and revenues at their fair value at date of receipt.

Fair value means the amount for which an asset could be exchanged between a knowledgeable willing buyer and a knowledgeable willing seller in an arm's length transaction.

### **e) Impairment of Assets**

# FLINDERS COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2010

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Assets with an indefinite useful life are not subject to depreciation but are tested annually for impairment. Assets that are subject to depreciation are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs to sell and value in use.

### f) Revaluation of Non current assets

Flinders Council has adopted the following valuation bases for its non current assets:

Land	Fair value
Buildings	Fair value
Infrastructure	Cost
Plant & equipment	Cost
Roads and Streets	Fair value
Bridges	Fair value
Drainage - Culverts	Cost
Water Supply and Pipes	Cost
Furniture and Equipment	Cost
Other Fixed Assets	Cost

At balance date Council reviewed the carrying value of asset classes measured at fair value to ensure that each asset materially approximated fair value. Where the carrying value materially differed from the fair value at balance date the class of assets was revalued by application of relevant indices.

Council has elected not to value the land under roads for roads held prior to 30 June 2008 in accordance with AASB 1051 *Land Under Roads*. Land acquired for the construction of roads are recognised at fair value

### g) Depreciation of Non current Assets

Buildings, land improvements, infrastructure, plant and equipment and other assets having limited useful lives are systematically depreciated over their economic life to Council at a rate of depreciation that reflects the expiration of the service potential of the assets. Depreciation rates and methods are reviewed regularly. Depreciation is recognised on a straight line basis and is reviewed each reporting period. Rates of depreciation reflect the consumption of the service potential of these assets. Land is not a depreciable asset. Non current assets purchased for less than \$1,000 are fully depreciated in the year of purchase.

The current useful lives of depreciable assets are as follows:

	<u>Years</u>
Land	Not depreciated
Buildings	50
Infrastructure	10-30
Plant and Equipment	10-15
Roads and Streets	51-57
Bridges	40-80
Drainage - Culverts	50-100
Water Supply and Pipes	15-60
Furniture and Equipment	4-10

# FLINDERS COUNCIL

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2010

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## **h) Repairs and Maintenance**

Routine maintenance, repair costs, and minor renewal costs are expensed as incurred. Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and depreciated. The carrying value of the replaced asset is expensed.

## **i) Employee Entitlements**

Employee benefits are calculated in accordance with AASB 119 *Employee Benefits*. On-costs relating to employee benefits, such as payroll tax and workers compensation insurance, are calculated and included as liabilities but are not classified as employee entitlements. Liabilities owed to employees are recognised at the remuneration rate that Council expects to pay when the obligation is settled.

### *(i) Wages and Salaries*

The liability for wages and salaries is recognised and included as the amount unpaid at balance date and includes appropriate oncosts (superannuation).

### *(ii) Annual Leave*

The liability for annual leave is calculated on a pro rata basis in respect of services provided by the employees up to balance date and is measured at the amount expected to be paid including appropriate oncosts (superannuation).

### *(iii) Sick Leave*

No amount is shown for sick leave as experience indicates that on average sick leave taken for each reporting period is less than the entitlement accruing in that period.

### *(iv) Long Service Leave*

A liability for long service leave and non current annual leave is recognised, and is measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using interest rates on national government guaranteed securities with terms to maturity that match, as closely as possible, the estimated cash outflows.

The amount vested in employees as at the reporting date (i.e. the amount for which Council has no unconditional right to defer settlement beyond 12 months) is recognised as a current liability in the Statement of Financial Position. The remainder of the liability is recognised as non-current. Oncosts relating to long service leave (superannuation and workers compensation) have been recognised as a separate liability. To the extent that it is expected that settlement of leave will give rise to the payment of superannuation contributions, superannuation contributions are accrued as part of the provisions for leave.

### *(v) Superannuation*

The superannuation expense reported for the period represents the amount contributed by Flinders Council on behalf of its employees to the various funds that provide benefits to employees. Further details of these arrangements are set out in note 29.

### *(iv) Employee Numbers*

# FLINDERS COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2010

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On a full time equivalent basis Council employed 25 employees at the end of the reporting period (16 permanent and 9 casual) (2009, 29 employees - 17 permanent and 12 casual).

### **j) Cash and Cash Equivalents**

For the purpose of the Cash Flows Statement cash and cash equivalents include restricted cash and cash equivalents. They are comprised of cash on hand and short term deposits with original maturities of three months or less that are readily convertible to a known amount of cash and which are subject to insignificant risk of changes in value. Some of these deposits relate to particular reserves (the Gunn Bequest and the Aerodrome).

### **k) Leases**

Operating leases under which the lessor effectively retains all the risks and benefits are set out in Note 20. Operating lease payments are representative of the pattern of benefits derived from the leased assets and accordingly are charged to the Comprehensive Income Statement in the periods in which they are incurred.

### **l) Inventories**

Inventories consist of materials held in store for construction requirements and are carried at the lower of cost and net replacement value.

### **m) Net Fair Value of Financial Assets and Liabilities**

Council considers that the carrying amounts of its financial assets and liabilities approximate net fair value. Net fair values of monetary financial assets and liabilities (including trade debtors, trade creditors and accruals) are calculated using a nominal or cost basis (which approximates net market value). If Council had fixed rate loans or debentures (which it does not at balance date) the liability in relation to these items would be reviewed annually and the net fair value recorded in the notes to the financial statements.

### **n) Significant Terms and Conditions of Financial Assets and Liabilities**

Rate receivables are payable within sixty (60) days of issue. Penalty interest is charged on all outstanding balances not paid by the due date. Sundry receivables are due within thirty (30) days of issue. Should amounts remain unpaid after forty five (45) days collection proceedings may be instigated.

Trade creditors are generally settled within thirty (30) day trading terms or within specified terms if they happen to be earlier than thirty (30) days.

Prepayments and accruals are accounted for in accordance with generally accepted accounting principles.

### **o) Significant Business Activities**

For its significant business activities, which were deemed to be water supply and operation of the Flinders Island Aerodrome, Council is required to provide details of the opportunity cost of capital and competitive neutrality costs. These are provided in Note 31. Note that water supply is no longer a Council operation.

Competitive neutrality costs are those net costs e.g. rates and income tax, which would be payable by an entity other than local government performing the same activities. Local government is currently exempt from such costs.

# FLINDERS COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2010

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The opportunity cost of capital is an estimate of the return or dividend that would be required by private investors were the net assets of the activity provided from that source. It has been deemed that a return of 10% is appropriate. Where appropriate tax equivalents have been calculated by applying a rate of 30% to the activity's notional accounting profit before abnormal items. Notional council rates are included using estimates based on actual rates and charges set by Council for the reporting period. Fringe benefit tax credits, stamp duty debits tax and financial institutions duty have been deemed immaterial and are not included.

### **p) Credit Risk**

Council has a policy of making specific provision where there is concern that full payment from particular debtors will not be made.

### **q) Materiality**

Information will be deemed to be material if its omission, non disclosure or misstatement would cause the financial statements to be misleading to users of the statements when making evaluations or decisions.

### **r) Goods and Services Tax (GST)**

Revenues, expenses and assets are recognised net of goods and services tax (GST) except:-

- i) where the amount of the GST incurred is not recoverable from the taxation authority, it is recognised as part of the cost of acquisition of an asset (in the Statement of Financial Position) or as part of an item of expense (in the Comprehensive Income Statement);
- ii) for receivables and payables (in the Statement of Financial Position) which are recognised inclusive of GST; and
- iii) cash flows from operating activities (in the Statement of Cash Flows) which are reported on a gross basis.

### **s) Budget Information**

Estimated revenue and expense amounts in the Comprehensive Income Statement represent the amended budget figures. Underlying budget figures have not been audited.

### **t) Comparatives**

Where necessary, comparative figures have been adjusted to conform with changes in presentation in the current year.

### **u) Land Under Roads**

Under AASB 1051 paragraphs 8 and 9 Council has elected not to recognise land under roads acquired prior to 30 June 2008. From 1 July 2008 any land under roads is recognised in accordance with AASB 116; that is it is not generally recognised unless it satisfies both recognition criteria of providing economic benefits and having a reliably measured cost. As such land is generally acquired for no or nominal consideration, when it is recognised its cost is its fair value.

### **v) Water and Sewerage Reform**



## **FLINDERS COUNCIL**

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2010

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As of 1 July 2009, Council transferred assets, rights, liabilities and employees directly associated with water and sewerage functions to Ben Lomond Water. The net assets are now recognised as an investment in Ben Lomond Water by the Council and the value of this investment will be assessed annually.

### **w) Quarry Pit Reinstatement**

Provision has been made for the quarry pit reinstatement and restoration on an incremental basis during the course of the life of the quarry (refer to Note 18).

# FLINDERS COUNCIL

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2010

	2010	2009
	\$	\$
<b>2 Current Assets - Cash and Cash Equivalents</b>		
Cash at Bank and On Hand	580,681	1,457,500
Deposits at Call	552,257	1,277,050
Cash at Bank - Special Committees (Note 28)	43,538	39,797
	<u>1,176,476</u>	<u>2,774,347</u>
<b>3 Current Assets - Receivables</b>		
Rates Receivable	86,111	92,721
Sundry Debtors	39,994	43,602
GST Receivable	0	17,125
	<u>126,105</u>	<u>153,448</u>
Less Provision for Impairment	(1,200)	(1,308)
	<u>124,905</u>	<u>152,140</u>
<b>Aged Analysis</b>		
The ageing analysis of receivables is as follows:		
Current	392	3,406
1-30 days	20,494	48,393
31-60 days	9,893	2,121
61-90 days (past due not impaired)	5,867	23
91+ days (past due not impaired)	89,459	99,505
	<u>126,105</u>	<u>153,448</u>
<b>4 Current Assets - Other Financial Assets</b>		
Term Deposits	<u>6,704,188</u>	<u>4,518,532</u>
<b>5 Current Liabilities - Payables</b>		
Accrued Wages	24,845	19,765
GST Payable	12,684	0
Creditors	165,525	40,522
	<u>203,054</u>	<u>60,287</u>
<b>Aged Analysis</b>		
The ageing analysis of creditors is as follows:		
Current	31,078	12,859
0-30 days	103,017	27,663
31-60 days	31,430	0
61-90 days (past due not impaired)	0	0
91+ days (past due not impaired)	0	0
	<u>165,525</u>	<u>40,522</u>
<b>6 Current Liabilities - Provisions</b>		
Employee Benefits - Annual Leave	72,145	75,613
Employee Benefits - Long Service Leave	61,428	43,360
	<u>133,573</u>	<u>118,973</u>
<b>7 Non Current Assets - Land</b>		

# FLINDERS COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2010

Fair Value 1 July	1,647,000	1,307,000
Additions	0	340,000
Net Adjustment from Revaluation	0	0
Fair Value 30 June	<u>1,647,000</u>	<u>1,647,000</u>

Council's land was last valued by the Valuer General in 2006-07 and indices applied each year since.

### 8 Non Current Assets Buildings

#### **Gross Carrying Amount**

Fair Value 1 July	2,807,741	2,521,332
Additions	227,142	286,409
Net Adjustment from Revaluation	385,127	0
Balance 30 June	<u>3,420,010</u>	<u>2,807,741</u>

#### **Accumulated Depreciation**

Balance 1 July	102,973	49,682
Depreciation Expense for the Year	58,426	53,291
Net Adjustment from Revaluation	20,481	0
Balance 30 June	<u>181,880</u>	<u>102,973</u>

#### **Net Fair Value 30 June**

**3,238,130                      2,704,768**

Council's buildings were last valued by the Valuer General in 2006-07 and indices applied each year since.

### 9 Non Current Assets Infrastructure

#### **Gross Carrying Amount**

At Cost 1 July	2,101,803	2,101,803
Additions	0	0
Balance 30 June	<u>2,101,803</u>	<u>2,101,803</u>

#### **Accumulated Depreciation**

Balance 1 July	816,256	664,482
Depreciation Expense for the Year	109,306	151,774
Balance 30 June	<u>925,562</u>	<u>816,256</u>

#### **Net Book Value 30 June**

**1,176,241                      1,285,547**

### 10 Non Current Assets Plant and Equipment

#### **Gross Carrying Amount**

At Cost 1 July	2,272,397	2,246,018
Additions	9,585	205,091
Disposals	0	(178,712)
Balance 30 June	<u>2,281,982</u>	<u>2,272,397</u>

#### **Accumulated Depreciation**

Balance 1 July	993,708	913,331
Depreciation Expense for the Year	169,463	181,051
Disposals	0	(100,674)
Balance 30 June	<u>1,163,171</u>	<u>993,708</u>

# FLINDERS COUNCIL

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2010

<b>Net Book Value 30 June</b>	<b>1,118,811</b>	<b>1,278,689</b>
<b>11 Non Current Assets Roads and Streets</b>		
<b>Gross Carrying Amount Flinders Island</b>		
Fair Value 1 July Flinders Island (FI)	52,938,355	52,893,002
Additions FI	398,566	45,353
Net Adjustment from Revaluation FI	9,376,631	0
Balance 30 June FI	62,713,552	52,938,355
<b>Accumulated Depreciation Flinders Island</b>		
Balance 1 July FI	30,001,353	29,044,868
Depreciation Expense for the Year FI	955,548	956,485
Net Adjustment from Revaluation FI	5,442,223	0
Balance 30 June FI	36,399,124	30,001,353
<b>Gross Carrying Amount Cape Barren Island</b>		
Fair Value 1 July Cape Barren Island (CBI)	2,978,325	2,978,325
Additions CBI	0	0
Net Adjustment from Revaluation CBI	523,590	0
Balance 30 June	3,501,915	2,978,325
<b>Accumulated Depreciation Cape Barren Island</b>		
Balance 1 July CBI	2,471,988	2,419,870
Depreciation Expense for the Year CBI	52,118	52,118
Net Adjustment from Revaluation CBI	443,738	0
Balance 30 June CBI	2,967,844	2,471,988
<b>Net Fair Value 30 June</b>	<b>26,848,499</b>	<b>23,443,339</b>

Council's Consulting Engineers (SKM) last reviewed road values during 2005-06 and indices applied each year since.

## 12 Non Current Assets Bridges

### Gross Carrying Amount

Fair Value 1 July	2,386,140	2,218,025
Additions	0	168,115
Net Adjustment from Revaluation	419,483	0
Disposals	0	0
Balance 30 June	2,805,623	2,386,140

### Accumulated Depreciation

Balance 1 July	1,350,212	1,316,378
Depreciation Expense for the Year	32,114	33,834
Net Adjustment from Revaluation	243,013	0
Disposals	0	0
Balance 30 June	1,625,339	1,350,212

### Net Book Value 30 June

<b>1,180,284</b>	<b>1,035,928</b>
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## 13 Non Current Assets Drainage

### Gross Carrying Amount Flinders Island

At Cost 1 July FI	2,010,662	2,010,662
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# FLINDERS COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2010

Additions FI	0	0
Disposals FI	0	0
Balance 30 June FI	<u>2,010,662</u>	<u>2,010,662</u>
 <b><i>Accumulated Depreciation Flinders Island</i></b>		
Balance 1 July FI	241,301	221,194
Depreciation Expense for the Year FI	20,107	20,107
Disposals FI	0	0
Balance 30 June FI	<u>261,408</u>	<u>241,301</u>
 <b><i>Gross Carrying Amount Cape Barren Island</i></b>		
At Cost 1 July CBI	41,806	41,806
Additions CBI	0	0
Disposals CBI	0	0
Balance 30 June CBI	<u>41,806</u>	<u>41,806</u>
 <b><i>Accumulated Depreciation Cape Barren Island</i></b>		
Balance 1 July CBI	5,025	4,605
Depreciation Expense for the Year CBI	419	420
Disposals CBI	0	0
Balance 30 June CBI	<u>5,444</u>	<u>5,025</u>
<b><i>Net Book Value 30 June</i></b>	<u>1,785,616</u>	<u>1,806,142</u>
 <b>14 Non Current Assets Water Supply</b>		
<b><i>Gross Carrying Amount</i></b>		
At Cost 1 July	2,119,256	2,119,256
Additions	0	0
Disposals	(2,119,256)	0
Balance 30 June	<u>0</u>	<u>2,119,256</u>
 <b><i>Accumulated Depreciation</i></b>		
Balance 1 July	975,713	942,411
Depreciation Expense for the Year	0	33,302
Disposals	(975,713)	0
Balance 30 June	<u>0</u>	<u>975,713</u>
<b><i>Net Book Value 30 June</i></b>	<u>0</u>	<u>1,143,543</u>
 <b>15 Non Current Assets Furniture and Equipment</b>		
<b><i>Gross Carrying Amount</i></b>		
At Cost 1 July	297,636	289,359
Additions	0	8,277
Disposals	0	0
Balance 30 June	<u>297,636</u>	<u>297,636</u>
 <b><i>Accumulated Depreciation</i></b>		
Balance 1 July	244,567	209,357
Depreciation Expense for the Year	14,365	35,210
Disposals	0	0

# FLINDERS COUNCIL

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2010

Balance 30 June	258,932	244,567
<b>Net Book Value 30 June</b>	<b>38,704</b>	<b>53,069</b>
<b>16 Total Property Plant and Equipment</b>		
Property Plant and Equipment at Cost	9,539,512	11,229,700
Land, Buildings, Roads and Streets at Fair Value	71,282,477	60,371,421
	80,821,989	71,601,121
Less Accumulated Depreciation	43,788,704	37,203,096
	37,033,285	34,398,025
<b>17 Non Current Assets Work in Progress</b>		
Assets in Progress	1,101,858	608,368
<b>18 Non Current Liabilities Provisions</b>		
Employee Benefits Long Service Leave	60,608	32,728
Provision for Quarry Pit Reinstatement	164,589	159,378
	225,197	192,106
<b>19 Reserves</b>		
Composition		
Asset Replacement Reserves (refer below)	4,598,857	4,279,560
<i>A reserve to set aside funds to replace or upgrade various assets.</i>		
Asset Revaluation Reserve	5,802,221	1,246,846
<i>A reserve to record revaluation increments relating to revaluations of tangible non current assets. Reversals of these increments may also be included here.</i>		
Bequests	104,189	101,339
<i>A reserve to set aside funds that have been bequeathed to Council and are not yet spent.</i>		
	10,505,267	5,627,745
Asset Replacement Reserves (funds allocated to replace various assets)		
Cash Reserve	3,686,060	3,686,060
<i>A reserve to set aside funds to replace or upgrade various assets.</i>		
Airport Cash Reserve	527,500	527,500
<i>A reserve to set aside funds to upgrade or replace airport assets.</i>		
Whitemark Hall Renovation Reserve	16,000	16,000
<i>A reserve to set aside funds to upgrade or replace the Whitemark Hall.</i>		
Infrastructure Asset Reserve	50,000	50,000
<i>A reserve to set aside funds to upgrade or replace infrastructure.</i>		

# FLINDERS COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2010

Ben Lomond Water Investment Reserve	319,297	0
<i>A reserve to set aside funds to recognise the investment in Ben Lomond Water</i>		
	<u>4,598,857</u>	<u>4,279,560</u>

### 20 Commitments for Expenditure

(a) Capital Commitments	20,110	269,560
<i>Whitemark Hall</i>		
(b) Operating Lease Commitments		
<i>Photocopier Lease</i>		
Future operating lease commitments not provided for in the financial statements and payable:-		
Within on year	4,206	4,206
One year or later and no later than five years	1,325	5,532
	<u>25,641</u>	<u>279,298</u>
(c) Other Commitments		
Future commitments not provided for in the financial statements and payable:-		
<i>Bass Strait Islands Energy Efficiency Project</i>		
Within on year	41,666	0
One year or later and no later than five years	83,334	0
	<u>125,000</u>	<u>0</u>

### 21 Contingent Liabilities

At 30 June 2010 Council had no legal claims against it.

### 22 Employee Benefits

Wages and Salaries	942,721	903,851
Superannuation Expense	148,280	126,769
Annual and Long Service Leave	95,179	99,040
Other Employee Related Expenses	72,418	52,314
	<u>1,258,598</u>	<u>1,181,974</u>
Less Amounts Capitalised	55,825	32,100
	<u>1,202,773</u>	<u>1,149,874</u>

### 23 Contract Service

Main payments were made in relation to the following functional activities:

Corporate	133,857	136,672
Roads	44,634	98,240
Water Supply	0	6,295
Waste Management	4,330	6,755
Town Maintenance	17,929	10,569
Public Health, Safety and Environment	92,498	72,050
Community and Economic Development	168,192	77,979

# FLINDERS COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2010

Depot and Plant	9,953	8,837
Airport	23,699	20,419
	<u>495,092</u>	<u>437,816</u>

### 24 Depreciation

Depreciation was charged in respect of:

Buildings	58,426	53,291
Infrastructure	109,306	151,774
Plant and Equipment	169,462	181,051
Furniture and Equipment	14,365	35,210
Water Infrastructure	0	33,302
Roads and Streets	1,007,667	1,008,603
Bridges	32,114	33,834
Drainage	20,526	20,527
	<u>1,411,866</u>	<u>1,517,592</u>

### 25 Other Expenses

Other Expenses	<u>763,784</u>	<u>996,748</u>
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Other expenses includes:

Audit Fees	13,051	45,805
Councillors' Travel and Allowances	85,166	89,065
Fire Service Levy	46,964	46,527
Insurance Premiums	88,292	80,242
Land Tax	28,910	27,470
Telephone	62,921	54,508
Other	438,480	653,131
	<u>763,784</u>	<u>996,748</u>

### 26 Government Grants

Grants were received in respect of the following:

#### Community and Economic Development

Child Care Centre	52,410	73,680
Natural Resources Management	40,000	51,600
Tourism and Economic Development	59,000	10,000
Recreation	0	750
Youth	4,410	12,333
	<u>155,820</u>	<u>148,363</u>

#### Water

Water and Sewer Transition	<u>500</u>	<u>65,963</u>
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#### Roads and Bridges Management

Roads to Recovery Programme	<u>193,937</u>	<u>182,634</u>
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#### Public Health and Safety

Ground Water	0	35,000
Dept of Rural and Aged Care Podiatry	34,342	38,117
	<u>34,342</u>	<u>73,117</u>

#### Financial Assistance Grant

	<u>1,092,057</u>	<u>1,271,326</u>
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## FLINDERS COUNCIL

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2010

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<b>Motor Tax Grant</b>	131,297	120,349
<b>Total Revenue Grants</b>	<u>1,607,953</u>	<u>1,861,752</u>
<b>Infrastructure Grants</b>	215,000	200,000
<b>Total Government Grants</b>	<u>1,822,953</u>	<u>2,061,752</u>

Grants recognised as revenue during the reporting period were obtained on the condition that they be applied in the specific manner but yet to be totally expended in that manner as at the report date was \$94,000.

\$280,903 in the Financial Assistance Grant (2008-09: \$255,535) was received in advance in the 2009-10 financial year.

### 27 Other Revenue and Reimbursements

Other revenue and reimbursements includes:

Private Works	147,350	36,844
Reimbursements	0	12,214
Airport Charges	187,749	181,596
DIER Contract	125,045	205,386
Other	348,466	238,891
	<u>808,610</u>	<u>674,931</u>

Government funds received in relation to Pensioner Rates Remissions of \$17,534 (2009: \$17,900) were treated as Rates Revenue in the Statement of Comprehension Income.

# FLINDERS COUNCIL

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2010

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28 Special Committees	Balance	Receipts	Payments	Balance
	01/07/2009			30/06/2010
	\$	\$	\$	\$
Furneaux Hall & Recreation Ground Committee	6,820	13,500	11,810	8,510
Lady Barron Hall & Recreation Ground Committee	4,355	3,392	1,828	5,919
Flinders Island Gymnasium Committee	25,471	481	0	25,952
Furneaux Child Care Centre Committee	3,151	313	308	3,156
	<u>39,797</u>	<u>17,686</u>	<u>13,946</u>	<u>43,537</u>

Special Committees have been consolidated in to the financial report - refer note (2)

## 29 Superannuation

The Flinders Council makes superannuation contributions for a number of its employees to the Quadrant Defined Benefits Fund, which is a sub fund of the Quadrant Superannuation Scheme. The Defined Benefits Fund has been classified as a multi-employer sponsored plan. As the Fund's assets and liabilities are pooled and are not allocated by employer, the Actuary is unable to allocate benefit liabilities, assets and costs between employers. As provided under paragraph 32(b) of AASB 119, Council does not use defined benefit accounting for these contributions.

At the present time Council contributes 9.5% of employees' gross income to the Fund. Assets accumulate in the fund to meet member benefits as they accrue, and if assets within the fund are insufficient to satisfy benefits payable, the Council is required to meet its share of the deficiency.

Bendzulla Actuarial Pty Ltd undertook the last actuarial review of the Fund at 30 June 2008. The review disclosed that at that time the net market value of assets available for funding member benefits was \$84,786,241, the value of vested benefits was \$77,078,401, the surplus was \$7,707,840, and the value of total accrued benefits was \$81,398,000. These amounts relate to all members of the fund at the date of valuation and no asset or liability is recorded in the Quadrant Superannuation Scheme's financial statements for Council employees.

The financial assumptions used to calculate the Accrued Benefits for the Fund were:

Net Investment Return	-17.0% 2008-09 and 7.0% pa thereafter
Salary Inflation	4.0% pa
Price Inflation	n/a

In the opinion of the Actuary, the Quadrant Defined Benefit Fund was adequately funded in that assets were sufficient to cover the vested benefits of all members at the review date and the actuarial value of accrued past service benefits. The next full triennial review will be undertaken after 31 October 2011 for 30 June 2011.

Council also contributes to other accumulation schemes on behalf of a number of employees, however the Council has no ongoing responsibility to make good any deficiencies that may occur in those schemes.

During the year Council made the required superannuation contributions for all eligible employees to an appropriate complying superannuation fund as required by the *Superannuation Guarantee (Administration) Act 1992*.

During the reporting period the amount of contributions paid to all superannuation schemes was \$148,280 (2009, \$126,769).

## FLINDERS COUNCIL

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2010

### 30 Functions / Activities of the Council

	Corporate Services	Roads	Water	Waste Management	Town Maintenance	Public Health Safety & Environment	Community & Economic Development	Depot & Plant	Airport	Total
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>2009/10 Actual</b>										
Expenses	1,017,176	1,542,316	132	81,670	118,660	271,574	417,944	305,425	308,272	4,063,169
%	25.03%	37.96%	0.00%	2.01%	2.92%	6.68%	10.29%	7.52%	7.59%	100.00%
Revenue										
Grants	723,865	808,925	0	0	100,000	34,342	155,820	0	0	1,822,953
Other	1,341,402	0	1,556	111,213	32,259	93,723	174,346	287,310	193,212	2,235,023
Total	2,065,267	808,925	1,556	111,213	132,259	128,065	330,166	287,310	193,212	4,057,976
%	50.89%	19.93%	0.04%	2.74%	3.26%	3.16%	8.14%	7.08%	4.76%	100.00%
Increase/(Decrease) in Net Assets from Operations	1,048,091	(733,391)	1,424	29,543	13,599	(143,509)	(87,778)	(18,115)	(115,060)	(5,193)
Assets										
Works in Progress	4,090	83,914	0	133,153	880,305	0	396	0	0	1,101,858
Non Current	4,152,471	29,814,399	0	0	0	0	0	994,249	3,227,711	38,188,830
Current	8,049,556	0	0	0	0	0	0	84,687	0	8,134,243
	12,206,117	29,898,313	0	133,153	880,305	0	396	1,078,936	3,227,711	47,424,931
<b>2008/09 Actual</b>										
Expenses	1,038,340	2,018,046	100,579	83,415	87,668	273,135	302,000	273,564	354,104	4,530,851
%	22.92%	44.54%	2.22%	1.84%	1.93%	6.03%	6.67%	6.04%	7.82%	100.00%
Revenue										
Grants	764,180	810,878	100,963	0	200,000	38,117	147,613	0	0	2,061,751
Other	1,305,295	162,518	107,778	84,100	33,137	726,904	44,209	69,762	189,600	2,723,303
Total	2,069,475	973,396	208,741	84,100	233,137	765,021	191,822	69,762	189,600	4,785,054
%	43.25%	20.34%	4.36%	1.76%	4.87%	15.99%	4.01%	1.46%	3.96%	100.00%
Increase/(Decrease) in Net Assets from Operations	1,031,135	(1,044,650)	108,162	685	145,469	491,886	(110,178)	(203,802)	(164,504)	254,203
Assets										
Works in Progress	0	0	0	55,705	552,663	0	0	0	0	608,368
Non Current	2,631,350	26,285,409	1,143,544	0	0	0	0	1,136,325	3,201,398	34,398,026
Current	7,611,724	0	0	0	0	0	0	119,822	0	7,731,546
	10,243,074	26,285,409	1,143,544	55,705	552,663	0	0	1,256,147	3,201,398	42,737,940

# FLINDERS COUNCIL

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2010

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## 31 Significant Business Activities

	Water		Aerodrome	
	2010 Actual	2009 Actual	2010 Actual	2009 Actual
	\$	\$	\$	\$
<b>Revenue</b>				
Rates	0	95,593	0	0
Other	0	12,185	187,749	189,600
Grants	0	100,963	0	0
<b>Total Revenue</b>	<u>0</u>	<u>208,741</u>	<u>187,749</u>	<u>189,600</u>
<b>Expenses</b>				
Employee Costs	0	15,434	108,517	98,087
Materials and Contracts	0	51,843	90,449	104,244
<b>Total Expenses</b>	<u>0</u>	<u>67,277</u>	<u>198,966</u>	<u>202,331</u>
<b>Capital Costs</b>				
Depreciation	0	33,302	109,306	151,774
Opportunity Cost of Capital	0	114,354	322,771	320,140
<b>Total Capital Costs</b>	<u>0</u>	<u>147,656</u>	<u>432,077</u>	<u>471,914</u>
<b>Competitive Neutrality Costs</b>	<u>0</u>	<u>911</u>	<u>18,506</u>	<u>17,625</u>
	<u>0</u>	<u>(7,103)</u>	<u>(461,800)</u>	<u>(502,270)</u>

# FLINDERS COUNCIL

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2010

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## 32 FINANCIAL INSTRUMENTS

### a) Risk Exposures

Credit risk:

The amount of any credit risk associated with financial assets is the carrying amount net of any provision for doubtful debts. Such a risk crystallises when one party to the transaction fails to discharge their obligations. Council's financial assets comprise receivables and cash and cash equivalents.

There is no significant concentration of credit risk with any single debtor or group of debtors. Amounts owing in relation to rates are secured by a charge over the land to which the debts relate. Debtors other than rate debtors are immaterial and the amount of debt written off in any one year is also immaterial.

Council has no investments, only short term deposits with Tascorp, Westpac and credit unions; and an operating account with Westpac.

Council's credit risk is therefore immaterial. There has been no change in its exposure to or management of this risk since the previous reporting period.

Market risk:

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk, those being currency risk, interest rate risk and other price risk. Council's exposure to or management of these risks has not changed since the previous period.

*Currency risk -*

This is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates. Council has no exposure to currency risk.

*Interest rate risk -*

This is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Council's financial instruments comprise cash and cash equivalents, receivables and payables. It has no interest bearing liabilities.

At balance date Council had the following mix of financial assets and liabilities exposed to interest rate risk:

	2010	2009
	\$	\$
<b>Financial Assets</b>		
Cash and cash equivalents	1,176,476	2,774,347
Other financial assets	6,704,188	4,518,532
<b>Financial Liabilities</b>		
Interest bearing liabilities	0	0
Net exposure	<u>7,880,664</u>	<u>7,292,879</u>

# FLINDERS COUNCIL

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2010

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## 32 FINANCIAL INSTRUMENTS continued

The following sensitivity analysis is based on interest rate risk exposures existing at balance date. It shows the effect of interest rate movements on the net result and equity.

	2010	2009
	\$	\$
<b>Net Result</b>		
+1%	56,114	71,105
-1%	(56,114)	(71,105)
<b>Equity</b>		
+1%	56,114	71,105
-1%	(56,114)	(71,105)

The movements in net result and equity are due to higher/lower interest rates relating to cash and cash equivalents and to other financial assets. Council has no borrowings.

### *Other price risk -*

This is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in market prices other than those arising from interest rate risk or currency risk, whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market. Council is not aware of having any exposure to this risk.

### Liquidity risk:

This is the risk that Council will encounter difficulty in meeting obligations associated with financial liabilities. It's liquidity risk is immaterial as it has no interest bearing liabilities and its other liabilities are significantly less than the value of its current assets.

# FLINDERS COUNCIL

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2010

## 32 INTEREST RATE RISK continued

### b) Interest Rate Risk Exposure

Council's exposure to interest rate risk, repricing maturities and the effective interest rates on financial instruments as at balance date is:

2010	Effective or weighted average interest rate %	Variable interest rate \$	Fixed Interest Rate Maturity			Non interest bearing \$	Total \$
			<1 Yr \$	1 -5 yrs \$	> 5 yrs \$		
<b>Financial Assets</b>							
Cash op'g account	-	1,176,476	0	0	0	0	1,176,476
Investments	5.87	0	6,704,188	0	0	0	6,704,188
Receivables Rates	10.00	86,111	0	0	0	0	86,111
Receivables Other	-	0	0	0	0	38,794	38,794
Accrued Income	-	0	0	0	0	43,988	43,988
<b>Total</b>		<b>1,262,587</b>	<b>6,704,188</b>	<b>0</b>	<b>0</b>	<b>82,782</b>	<b>8,049,557</b>
<b>Financial Liabilities</b>							
Creditors	-	0	0	0	0	214,071	214,071
Accrued Expenses	-	0	0	0	0	84,458	84,458
<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>298,529</b>	<b>298,529</b>

Council's exposure to interest rate risk on financial instruments as at 30 June 2009 was:

2009	Effective or weighted average interest rate %	Variable interest rate \$	Fixed Interest Rate Maturity			Non interest bearing \$	Total \$
			<1 Yr \$	1 -5 yrs \$	> 5 yrs \$		
<b>Financial Assets</b>							
Cash op'g account	-	2,774,347	0	0	0	0	2,774,347
Investments	3.87	0	4,518,532	0	0	0	4,518,532
Receivables Rates	10.00	92,721	0	0	0	0	92,721
Receivables Other	-	0	0	0	0	59,419	59,419
Accrued Income	-	0	0	0	0	166,705	166,705
<b>Total</b>		<b>2,867,068</b>	<b>4,518,532</b>	<b>0</b>	<b>0</b>	<b>226,124</b>	<b>7,611,724</b>
<b>Financial Liabilities</b>							
Creditors	-	0	0	0	0	72,265	72,265
Accrued Expenses	-	0	0	0	0	156,883	156,883
<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>229,148</b>	<b>229,148</b>

# FLINDERS COUNCIL

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2010

## 32 INTEREST RATE RISK continued

### c) Net fair value

The carrying amount of Council's receivables, payables, cash and short term deposits is a reasonable approximation of fair value.

The net fair value of Council's financial assets and liabilities is as follows:-

	Actual 2010		Actual 2009	
	\$		\$	
	Carrying amount	Aggregate net fair value	Carrying amount	Aggregate net fair value
<b>Financial assets</b>				
Cash and cash equivalents	1,176,476	1,176,476	2,774,347	2,774,347
Other financial assets	6,704,188	6,704,188	4,518,532	4,518,532
Receivables	124,905	124,905	152,140	152,140
	<u>8,005,569</u>	<u>8,005,569</u>	<u>7,445,019</u>	<u>7,445,019</u>
<b>Financial liabilities</b>				
Payables	203,054	203,054	60,287	60,287
Interest bearing liabilities	0	0	0	0
	<u>203,054</u>	<u>203,054</u>	<u>60,287</u>	<u>60,287</u>

Aggregate net fair value is calculated using a discount rate equal to the average of mid rates of Commonwealth Government securities maturing on or near 30 June each year for the next 10 years. As these rates are applied to borrowings they have no effect in these financial statements.

### d) Accounting policies

Accounting policies relating to financial assets and financial liabilities are disclosed in note

### e) Terms and conditions

There are no terms and conditions associated with financial assets or financial liabilities which may significantly affect the amount, timing and certainty of future cash flows.

### f) Fair Value Hierarchy

Council's investment in Ben Lomond Water is measured at fair value, and is classified as a Level 3. This is the first year of this investment and so its classification has not changed. This investment is not subject to credit or market risks.

The table below analyses financial instruments carried at fair value valuation by valuation method. The different levels have been detailed as follows:-

Level 1 - quoted prices (unadjusted) in active markets for identical assets or liabilities.

Level 2 - inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly (ie. Prices) or indirectly (ie. Derived from prices).

Level 3 - inputs for the asset or liability that are not based on observable market data.

Fair Value as of 30 June 2010 -

Level 1 - nil  
Level 2 - nil  
Level 3 - \$1,462,840

There were no transfers between Level 1 and 2 during the year.



# FLINDERS COUNCIL

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2010

## 33 Reconciliation of Increase in Net Assets Resulting From Operations to Net Cash Inflow From Operating Activities

	2010	2009
	\$	\$
Operating Surplus/(Deficit)	14,543	254,207
Non-cash adjustments		
Depreciation	1,411,866	1,517,592
Net Loss (Gain) on Disposal of Assets	0	9,347
Changes in Assets and Liabilities		
(Increase)/Decrease in Receivables	27,235	89,869
(Increase)/Decrease in Inventories	35,136	124,891
(Increase)/Decrease in Accrued Revenue	122,717	(52,808)
Increase/(Decrease) in Creditors	137,685	(7,966)
Increase/(Decrease) in Revenue Received in Advance	(12,961)	(23,842)
Increase/(Decrease) in Provisions	64,577	10,724
Increase/(Decrease) in Accrued Expenses	(67,345)	35,618
Increase/(Decrease) in Assets	(16,885)	0
Net Cash Inflow From Operating Activities	<u>1,716,568</u>	<u>1,957,632</u>

## 34 Related Party Disclosure

(a) Allowances and Reimbursements: 85,166      89,065

(b) Register of Interests at 30 June 2010:

Interests of Councillors notified to the General Manager in respect of any body or organisation with which the Council has major financial dealings are as follows:

Councillor and Position	Interest
Clr Carol Cox (Mayor)	No interest declared.
Clr Michael Grimshaw (Deputy Mayor)	No interest declared.
Clr Marc Cobham	No interest declared.
Clr Terence Klug	No interest declared.
Clr Alan Stackhouse	No interest declared.
Clr Margaret Wheatley	No interest declared.
Clr David Williams	No interest declared.

An election was held in October 2009 to fill three vacant positions. Candidates are listed below in alphabetical order. 'No ballot required' is shown where the number of candidates was equal to the number of vacancies.

3 Councillor Positions - 4 Candidates:

COLE, Katrina  
ROBERTS, Mary-Anne  
WHEATLEY, Margaret  
WILLIAMS, David

Mayor - 1 Candidate "No Ballot Required":

COX, Carol Denise

Deputy Mayor - 2 Candidates:

GRIMSHAW, Michael  
WHEATLEY, Margaret

Returning Officer - Mr David Foulkes, Australian Electoral Commission, Ground Floor, 87 George Street, Launceston 7250.

# FLINDERS COUNCIL

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2010

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## 35 Subsequent Events

There have been no material events or circumstances that have occurred since 30 June 2010 that require disclosure or adjustment to the balances.

## 36 Contributed Assets

Contributed assets is the value of land and buildings transferred to Council by the Crown.

## 37 Investment Ben Lomond Water

In February of 2008 State and Local Government reached agreement to establish three Local Government owned, vertically integrated businesses providing bulk, distribution and retail water and sewerage services, and a common service provider subsidiary company. The Water and Sewerage Corporations Act 2008 (Corporations Act) was subsequently enacted and received Royal Assent on 13 June 2008.

Full transfer of water and sewerage assets, liabilities and staff to the new corporations took place on 1 July 2009. From that date, responsibility for the provision of water and sewerage services moved from local councils to the three new regional water and sewerage corporations (trading as Cradle Mountain Water, Ben Lomond Water and Southern Water). A fourth company provides common services and support to the three regional corporations

Council will in future derive returns from the new corporations, mainly in the form of dividends

The following assets and liabilities relating to water and sewerage were transferred to Ben Lomond Water from 1 July 2009. Council's opening ownership interest in the new corporation will be represented by the net assets transferred.

	2010	2009
	\$	\$
Carrying Value	1,143,543	0
Fair Value at 30 June 2010	1,462,840	0
Additions/(disposals)	0	0
Movement in Investment	<u>319,297</u>	<u>0</u>

The fair value of the investment in Ben Lomond Water was based on Council's equity share of Ben Lomond net assets at 30 June 2010

Council has an ownership interest of **0.3%** (based upon the 2009 Draft Treasurer's Returns Allocation Order) of the total net asset balance of \$487,614M. At the time of preparation of this report the Treasurer's Allocation Order confirming the equity allocation percentage was not finalised. Council does not have significant influence to allow it to use the equity method

There is no active market for the investment and so it is valued at Council's share of total equity as at each balance date. Changes in the fair value are recognised as revenue or expense in the Comprehensive Income Statement each year. Council's investment is disclosed on the face of the Statement of Financial Position with the value being determined as disclosed above. Dividends received from Ben Lomond Water are brought to account as

Council's share of the Corporation's net assets at 30 June 2010 is \$1,462,840.



## INDEPENDENT AUDIT REPORT

### To the Aldermen of Flinders Council

### Financial Report for the Year Ended 30 June 2010

### Report on the Financial Report

I have audited the accompanying financial report of Flinders Council (Council), which comprises the statement of financial position as at 30 June 2010, the comprehensive income statement, statement of changes in equity and statement of cash flows for the year ended on that date, a summary of significant accounting policies, other explanatory notes and the General Manager's statement.

#### *The Responsibility of the General Manager for the Financial Report*

The General Manager is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including Australian Accounting Interpretations) and Section 84 of the *Local Government Act 1993*. This responsibility includes establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

#### *Auditor's Responsibility*

My responsibility is to express an opinion on the financial report based upon my audit. My audit was conducted in accordance with Australian Auditing Standards. These Auditing Standards require that I comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance as to whether the financial report is free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the General Manager's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate to the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Council's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the General Manager, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

My audit is not designed to provide assurance on the accuracy and appropriateness of the budget information in Council's financial report.

### **Independence**

In conducting this audit, I have complied with the independence requirements of Australian Auditing Standards and other relevant ethical requirements. The *Audit Act 2008* further promotes independence by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General, and
- mandating the Auditor-General as auditor of State Entities but precluding the provision of non-audit services, thus ensuring the Auditor-General and the Tasmanian Audit Office are not compromised in their role by the possibility of losing clients or income.

### **Auditor's Opinion**

In my opinion the financial report of Flinders Council:

- (a) presents fairly, in all material respects, its financial position as at 30 June 2010, and financial performance, cash flows and changes in equity for the year then ended; and
- (b) is in accordance with the *Local Government Act 1993* and Australian Accounting Standards (including Australian Accounting Interpretations).

### **TASMANIAN AUDIT OFFICE**



E R De Santi  
**DEPUTY AUDITOR-GENERAL**  
**Delegate of the Auditor-General**

HOBART  
30 November 2010

# ANNUAL REVIEW OF COUNCIL PROGRAMMES

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## Appendix A

### **STRUCTURE OF ANNUAL REPORT**

The structure of Council's Annual Report follows the formal requirements laid down under the Local Government Act 1993. Section 72 of the Act provides that:

1. A council must prepare an annual report containing all of the following:
  - a) a summary of the annual plan for the preceding financial year;
    - i) a statement of its goals and objectives in relation to public health for the preceding financial year;
  - b) a statement of the Council's activities and its performance in respect of goals and objectives set for the preceding financial year;
  - c) the financial statements for the preceding financial year;
    - i) a statement of the activities and performance of the council in relation to any activity undertaken pursuant to section 21 as compared with its objectives for the preceding financial year.
    - ii) a statement of the total allowances and expenses paid to the Mayor, Deputy Mayor and Councillors;
    - ii) a statement detailing the attendance of each councillor at meetings of the council or any council committee during the preceding financial year;
    - iv) a statement in accordance with subsection (4) relating to the total annual remuneration paid to employees of the council who hold positions designated by the council as being senior positions;
  - d) a copy of the audit opinion for the preceding financial year;
    - i) a statement specifying details of any land donated by the council under section 177, including the name of the recipient, the reason for the donation and the value of the land;
  - e) any other prescribed matter.
2. A statement under subsection (1)(ab) is to:
  - a) state the extent to which the council has carried out its functions under the Public Health Act 1997 and the Food Act 2003; and
  - b) state the resources allocated to public health; and
  - c) state the extent to which its goals, objectives, policies and programmes in relation to public health met the needs of persons within its municipal area; and
  - d) include details of the completion of any strategies.
3. The General Manager is to:
  - a) submit 2 copies of the report to the Director of the Local Government Office and one copy of the report to the Director of Public Health; and
  - b) make available copies of the report for public inspection; and
  - c) make available copies of the report free of charge or on payment of a prescribed fee; and
  - d) advertise the availability of the report in a daily newspaper circulating in the municipal area.
4. A council must invite the community to make submissions on its report for discussion at its annual general meeting.

## ANNUAL REVIEW OF COUNCIL PROGRAMMES

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5. A statement under subsection (1)(cd) is to list the number of employees in groups according to the total annual remuneration as specified in subsection (5) where each group has a maximum of \$20,000 between the highest and lowest total annual remuneration.
  
6. The total annual remuneration of an employee means the total of the following for the financial year:
  - a) the salary payable to the employee;
  - b) the amount of employer contribution to the employee's superannuation;
  - c) the value of the use of any motor vehicle provided to the employee;
  - d) the value of any other allowances or benefits paid or payable to, or provided for the benefit of, the employee.

## **Appendix B**

### **MEETING PROCEDURES FOR THE ANNUAL GENERAL MEETING**

Every Council in the State is required to hold an Annual General Meeting before 15<sup>th</sup> December in each year. A Council must give 14 days notice of the meeting by advertisement in a daily newspaper and advertise on at least two occasions.

A Council must have a quorum of Elected Members present at the meeting. Should this not occur, the meeting must be reconvened within a period of 14 days. Should any resolutions be put at the meeting, only electors of the municipality are entitled to vote, i.e. persons whose names appear on Council's and the General Manager's Electoral Roll.

The General Manager is to keep minutes of the Annual General Meeting and all resolutions passed at the meeting are to appear on the agenda for the next meeting of Council.

#### **Meeting Procedures**

The format of the Annual General Meeting is left to the Council. However the following features should be incorporated into the agenda:

- The General Manager is to make available to the public free of charge a copy of the agenda to make submissions, at least 4 days before the scheduled meeting. Local Government (Meeting Procedures) Regulations 2005 – Part 2
- A resolution is passed by a majority of votes taken by a show of hands (Schedule 4 LGA).

The following meeting procedure is recommended for the conduct of Annual General Meetings:-

1. Notice of dates and times of meetings to be as prescribed.
2. Chairperson
  - a. The Mayor, or in his or her absence, the Deputy Mayor, is to preside at the Annual General Meeting.
  - b. If both the Mayor and the Deputy Mayor are not present at an Annual General Meeting, the Councillors present are to elect one of their number to preside at that Meeting.
3. The Meeting may only transact business where a quorum of Elected Members is present.
4. Order of Business
  - a. Welcome
  - b. Apologies
  - c. Presentation of the Annual Report
  - d. Consideration of community submissions on Council's Annual Report.  
An overall time limit of 30 minutes is allowed for this segment of the meeting and a time limit of five minutes is allowed to electors to deliver his/her submission.
  - e. Other Business  
An overall time limit of 30 minutes is to be allowed for this segment of the meeting. Questions may be either answered at the meeting, or where research is required, the matter will be listed on the agenda of the next Ordinary Meeting of Council.

# ANNUAL REVIEW OF COUNCIL PROGRAMMES

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## **Conduct of Debate**

1. Persons present at the meeting should stand when addressing the Chair.
2. All motions put to the meeting must be moved and seconded before discussion can take place.
3. A person is not to speak to a motion for more than five minutes at any one time
4. Persons should only speak once to a motion, with the mover having the right of reply.
5. The method of voting at Annual General Meetings is by show of hands, ie by counting the electors present who are entitled to vote and who choose to vote.

## **Motions to Amend**

The following rules apply to motions to amend original motions:

1. An amendment to a motion is not to be considered while a previous motion to amend is before the meeting, i.e. following debate the amendment must be dealt with as the next order of business.
2. Whether or not an amended motion is resolved in negative or affirmative, only one further amendment is to be accepted.

## **Other Matters**

It should be noted that resolutions passed at Annual General Meetings are not binding on the Council. However, Council has an obligation to consider those resolutions at its next meeting.

Please deliver your submission to the Council Offices, or mail it to:

The General Manager

Flinders Council

PO Box 40

Whitemark, Flinders Island, 7255

to arrive no later than 5.00pm, Friday 3<sup>rd</sup> December 2010. Where possible, please refer to the page number of the Annual Report and your presentation should focus on the main points you wish to make.



# ANNUAL REVIEW OF COUNCIL PROGRAMMES

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Name

Address

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**Tick which applies:**

*I DO NOT wish to make a personal submission at the meeting but ask that this written submission be considered.*

*I wish to talk to the main points in my written submission at the meeting*

Signature

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*I am registered as an elector in the Flinders Municipality.*