

Reference: AF11/861

8th June, 2016

MEMBERS

NOTICE is given that the Corporate and Community Services Committee will meet in the following Meeting Room on the day, date and time as follows:

Corporate and Community Services Committee
(Reception Area - Level 4):

Tuesday, 14th June, 2016 at 5.30 p.m.

An agenda for the meeting is enclosed herewith.



Mark McSHANE
CHIEF EXECUTIVE OFFICER

CONFLICT OF INTEREST DISCLOSURE FORM

I _____,
(insert name)

have received a copy of the agenda for the ☐ **ordinary** ☐ **special** meeting of the

_____ ☐ Council ☐ Committee ☐ Board
(insert full name of Committee/Sub-Committee/Board)

to be held on: _____
(insert date of meeting)

CONFLICT OF INTEREST DISCLOSURE

I consider that I have a:

☐ **material** conflict of interest pursuant to section 73 (complete and sign below)

☐ **actual** or ☐ **perceived** conflict of interest pursuant to section 74 (complete and sign overleaf)

of the *Local Government Act 1999* ("the LG Act") in relation to the following agenda item:

(insert details - include Agenda Item No, Report Number, Item/Report Subject Title)

which is to be discussed at that meeting.

MATERIAL

The nature of my **material** conflict of interest is as follows *[ensure sufficient detail is recorded, including the reasons why you (or a person prescribed in section 73(1) of the LG Act) stands to obtain a benefit or suffer a loss depending on the outcome of the consideration of the matter at the meeting of the Council in relation to the agenda item described above]*:

In accordance with section 74(1)(b) I will be leaving the meeting room while the matter is being discussed and voted on.

Signature

Date

In accordance with section 75A(2)(b) I propose ☐ to ☐ not to participate in the meeting in relation to the matter.

ACTUAL

The nature of my **actual** conflict of interest is as follows *[ensure sufficient detail is recorded, including the reasons why the conflict between your interests and the public interests might lead to a decision that is contrary to the public interest in relation to the agenda item described above]:*

Where I have proposed to participate in the meeting I intend to deal with my **actual** conflict of interest in the following transparent and accountable way *[ensure sufficient detail is recorded as to the manner in which you intend to deal with the actual conflict of interest in a transparent and accountable way].*

OR

PERCEIVED

The nature of the **perceived** conflict of interest is as follows *[ensure sufficient detail is recorded, including the reasons why you consider that an impartial fair-minded person could reasonably consider that you have a perceived conflict of interest in the matter].*

Where I have proposed to participate I intend to deal with the **perceived** conflict of interest in the following transparent and accountable way *[ensure sufficient detail is recorded as to the manner in which you intend to deal with the perceived conflict of interest in a transparent and accountable way].*

Signature

Date

CORPORATE AND COMMUNITY SERVICES COMMITTEE

Meeting to be held on Tuesday, 14th June, 2016 at 5.30 p.m.

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3. GOVERNANCE – Committees - Community Engagement and Social Inclusion Sub-Committee - Amended Minutes of Meeting held 22nd March, 2016
4. GOVERNANCE – Committees - Community Engagement and Social Inclusion Sub-Committee - Minutes of Meeting held 23rd May, 2016
5. GOVERNANCE – Committees - Audit Committee - Minutes of Meeting held 31st May, 2016
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7. PROPERTY MANAGEMENT - Railway Lands Activation Team Update
8. CORPORATE AND COMMUNITY SERVICES REPORT NO. 40/2016 - Policy Review - R155 Rate Rebate Policy
9. CORPORATE AND COMMUNITY SERVICES REPORT NO. 41/2016 - Policy Review - R105 Rating Policy
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12. CORPORATE AND COMMUNITY SERVICES REPORT NO. 44/2016 - Elector Representation Review – Options Paper
13. CORPORATE AND COMMUNITY SERVICES REPORT NO. 45/2016 - Provincial Cities Association – Audited Statement Of Financial Position

MOTIONS WITH NOTICE - Nil

MOTIONS WITHOUT NOTICE -

CORPORATE AND COMMUNITY SERVICES COMMITTEE

Meeting to be held in the Reception Area, Level 4, Civic Centre, 10 Watson Terrace,
Mount Gambier on Tuesday 14th June, 2016 at 5.30 p.m.

AGENDA

PRESENT: Cr S Meziniec (Presiding Member)
Cr M Lovett, Cr Lynagh, Cr S Perryman and Cr H Persello

APOLOGY: moved that the apology from Mayor Lee be received.

seconded

COUNCIL OFFICERS: Chief Executive Officer, Mark McShane
Director Corporate Services, Grant Humphries
Finance Manager, Gary Button
Manager Community Services and Development, Barbara Cernovskis
Manager Governance and Property, Michael McCarthy
Administration Officer – Executive Support, Fiona McGregor

COUNCIL MEMBERS
AS OBSERVERS:

COUNCIL MEMBERS
AS OBSERVERS
APOLOGY:

WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR INDIGENOUS PEOPLES HAVE WITH THIS LAND.

MINUTES: moved that the minutes of the previous meeting held 9th May, 2016 be taken as read and confirmed.

seconded

QUESTIONS:

(a) With Notice - Nil received

(b) Without Notice -

1. FINANCIAL STATEMENT – as at 31st May, 2016

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance

moved it be recommended the financial statement as at 31st May, 2016 be received.

seconded

2. GOVERNANCE – Committees – Lifelong Learning Sub-Committee – Minutes of Meeting held 20th May, 2016 – Ref. AF15/501

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance

moved it be recommended:

- (a) the Minutes of the Lifelong Learning Sub-Committee Meeting held on 20th May, 2016 be received;
- (b) the following recommendations of the Lifelong Learning Sub-Committee be adopted by Council;

1. KEY FOCUS AREA – Wellbeing and Resilience

- (a) The progress report on the Regional Wellbeing & Resilience Collaboration provided by the Manager Community Services & Development be received.

2. KEY FOCUS AREA – Wellbeing and Resilience

- (a) The progress report on a Wellbeing Workforce/Positive Organisation project provided by the Manager Community Services & Development report be received.

3. KEY FOCUS AREA – Wellbeing and Resilience integration with STEM

- (a) the report on the integration of the Wellbeing and Resilience Program with the STEM, South East Strategy and Action Plan 2015 – 2018 provided by the Manager Community Services & Development report be received;
- (b) the implementation of the STEM, South East Strategy and Action Plan 2015 - 2018 remain a Key Focus area for the Lifelong Learning Sub-Committee.

seconded

3. GOVERNANCE – Committees – Community Engagement and Social Inclusion Sub-Committee – Amended Minutes of Meeting held 22nd March, 2016 – Ref. AF15/500

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance

moved it be recommended:

- (a) the amended Minutes of the Community Engagement and Social Inclusion Sub-Committee Meeting held on 22nd March, 2016 be received;
- (b) the following recommendations of the Community Engagement and Social Inclusion Sub-Committee be adopted by Council:

Corporate and Community Services Committee Agenda, Tuesday 14th June, 2016 cont'd...

1. GUEST SPEAKER – Mr Alan March, Families SA and Mr David Copley, Pangula Mannamurna Inc
 - (a) Mr Alan March, Families SA and Mr David Copley, Pangula Mannamurna Inc be thanked for their presentation.
2. RECONCILIATION ACTION PLAN – Reconciliation Action Plan Progress Table
 - (a) The Reconciliation Action Plan progress table be received.
3. KEY FOCUS AREAS – Key Focus Area Progress Table
 - (a) The Community Engagement & Social Inclusion Key Focus Area progress table be received and noted for information.

seconded

4. **GOVERNANCE – Committees – Community Engagement and Social Inclusion Sub-Committee – Minutes of Meeting held 23rd May, 2016 – Ref. AF15/500**

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance

moved it be recommended:

- (a) the minutes of the Community Engagement and Social Inclusion Sub-Committee Meeting held on 23rd May, 2016 be received;
- (b) the following recommendations of the Community Engagement and Social Inclusion Sub-Committee be adopted by Council:
 1. RECONCILIATION ACTION PLAN – Reconciliation Action Plan Progress Table Ref. - AF15/341
 - (a) The Reconciliation Action Plan progress table be received.
 2. KEY FOCUS AREAS – Key Focus Area Progress Table Ref. - AF15/500
 - (a) The Community Engagement & Social Inclusion Key Focus Area progress table be received and noted for information;
 3. LIMESTONE COAST COMMUNITY SERVICES ROUNDTABLE – Update Ref. - AF15/469
 - (a) The report on the Limestone Coast Community Services Roundtable Planning Day be received.

seconded

5. GOVERNANCE – Committees – Audit Committee – Minutes of Meeting held 31st May, 2016 – Ref. AF11/863

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance

moved it be recommended:

- (a) the minutes of the City of Mount Gambier Audit Committee meeting held on 31st May, 2016 be received;
- (b) the following recommendations of the Audit Committee meeting held on Tuesday, 31st May, 2016 be adopted by Council.

1. REPORTS FOR INFORMATION

The report be received.

2. AUDIT WORK PROGRAM 2014 - 2018 - Ref. AF11/863

The report be received.

3. EXTERNAL AUDITOR - Ref. AF12/227

- (a) the report be received;
- (b) the Finance Managers report (attached) on improvements to stock control processes at 'The Lady Nelson' including the actions referenced therein be endorsed by the Audit Committee;
- (c) the outstanding Audit findings continue to be monitored by the Audit Committee.

4. EXTERNAL AUDITOR - Financial Controls Review - Ref. AF11/714

- (a) the External Auditor's Financial Controls Review Management Letter be received;
- (b) the External Auditor be advised of Council Management's response;
- (c) the Audit findings continue to be monitored by the Audit Committee.

5. EXTERNAL AUDIT SERVICES

The report be received for information.

6. FINANCIAL INTERNAL CONTROLS - Internal Audit Program - Ref. AF16/164

- (a) the report be received;
- (b) Financial Internal Controls report No 2/2016 be endorsed by Council.

7. 2016/2017 ANNUAL BUSINESS PLAN AND BUDGET PROGRAM - Ref. AF15/461

The report be received.

seconded

6. GOVERNANCE - Committees - Junior Sports Assistance Fund - Minutes of Meeting held 8th June, 2016 - Ref. AF11/725

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance

moved it be recommended:

- (a) the minutes of the City of Mount Gambier Junior Sports Assistance Fund General Meeting held on 8th June, 2016 be received;
- (b) the following recommendations of the City of Mount Gambier Junior Sports Assistance Fund held on 8th June, 2016 be adopted by Council:

1. FINANCIAL STATEMENT AS AT 3RD JUNE, 2016

The financial statement as at 3rd June, 2016 be received noting a cash balance of \$70,985.

2. APPLICATIONS FOR FINANCIAL ASSISTANCE FOR JUNIORS FROM 21ST MARCH, 2016 TO 3RD JUNE, 2016

The actions in making the above payments from the Fund be confirmed and ratified.

3. APPRECIATIONS - letters received/forwarded

The report be received.

4. GENERAL INFORMATION - Since 1st July 2015

The reports be received.

5. OTHER APPLICATIONS

The report be received.

6. MEMBER CONTRIBUTIONS - Unpaid Membership 2015/2016

- (a) the report be received;
- (b) if the Blue Lake BMX Club submit an application to rejoin the Fund for the 2016/2017 financial year and pay their respective membership, no other penalties be enforced.
- (c) acknowledgement be made that the fees for 2015/2016 be waived.

7. ROTARY CLUB OF MOUNT GAMBIER LAKES - DONATIONS TO FINANCIALLY DISADVANTAGED JUNIOR SPORTS PERSONS

- (a) the report be received;
- (b) the following application(s)/funding be made available to the Member Organisations named below to assist the identified junior(s) to achieve their fullest participation with the specific purpose donation from the Rotary Club of Mount Gambier Lakes - Donations to Financially Disadvantaged Junior Sportsperson's initiative (funded from some of the proceeds from the 2014 SA Power Networks Blue Lake Fun Run) and to

be used strictly in accordance with their respective confidential application:

- (i) Limestone Coast Football Association - Nominee One \$300

seconded

7. PROPERTY MANAGEMENT - Railway Lands Activation Team update – Ref AF15/398

Goal: Building Communities

*Strategic Objective: (i) Encourage the empowerment of the community to lead and self manage their respective desires and aspirations.
(ii) Encourage the development of community facilities and infrastructure, community events, and active and safe community spaces through direct support, seeking funding, facilitation etc.*

The Manager – Community Services and Development reported:

During May 2016 the Railway Lands Activation Team continued to plan and facilitate activities at the site such as #STEMfun16, Winter @ the Rail, the Leaders Celebration and oversee the installation of the public art works.

The artwork of Diana Wiseman has been well received by the community and the installation of the Ben Brumby piece is another exciting example of the calibre of local artists we have in our community.

Continuing in the realm of arts development, the Activation Team hosted Illuminart technician, Craig Laurendet in Mount Gambier and conducted an audit of public spaces throughout the City that would be suitable for a projection art project. This audit was followed by a webinar with the Principal of Illuminart, Cindi Drennan that was attended by a cohort of local visual artists. The outcome from this work will be a report that will provide guidance to the types of projects possible and a development program that could produce quality projection artwork locally.

The Railway Lands came to life with a full program of scientific fun on Sunday 29th May 2016 as part of the first ever regional STEM summit. This initiative attracted in the vicinity of 2,000 people – mostly families - and initial feedback received includes consistent enquiry into 'the next event like this'.

The Railway Lands Activation Team are finalising a full evaluation of the test and trial phase of the site activation and have continued to progress temporary, low cost activations including the following initiatives:

Commercial/Community integration	
Railway Building	No further activity
Site	Short term hospitality option has been discussed for site – awaiting submission.

Arts/Cultural/Music Activities	
Public Art @ The Rail Public Murals	<i>First Stop Public Art @ the Rail</i> The works by Diana Wiseman and Ben Brumby have both been installed.
Nature Play Sculptures	Ivo Tadic has commenced the on site carvings and all other sculptures are under construction.
Illuminart	Activation Team and a cohort of visual artists attended a

Corporate and Community Services Committee Agenda, Tuesday 14th June, 2016 cont'd...

	workshop/webinar with Cindi Drennan and Craig Laurendet of Illuminart.
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Events	
#STEMfun16	This was a very successful family event that attracted in the vicinity of 2,000 people. This activity was part of a regional first STEM program that was incredibly well received by the community.

Evaluation
Evaluation consultations have been completed and a final report is being prepared.

Confirmed future events for the Railway Lands.

<u>June</u>
Winter @ the Rail – Winter Sessions Pt 1 Studebaker Display Leaders Celebration

moved it be recommended:

- (a) the progress report on the Railway Lands Activation Team be received.

seconded

8. CORPORATE AND COMMUNITY SERVICES REPORT NO. 40/2016 - Policy Review - R155 - Rate Rebate Policy - Ref. AF11/1952, AF11/823, AF11/824

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance

moved it be recommended:

- (a) Corporate and Community Services Report No. 40/2016 be received;
- (b) Council hereby adopts amended Council Policy R155 - Rate Rebate Policy, as provided with this report.

seconded

9. CORPORATE AND COMMUNITY SERVICES REPORT NO. 41/2016 - Policy Review - R105 - Rating Policy - Ref. AF11/1952

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance

moved it be recommended:

- (a) Corporate and Community Services Report No. 41/2016 be received;
- (b) Council hereby adopts amended Council Policy R105 - Rating Policy, as provided with this report.

seconded

10. CORPORATE AND COMMUNITY SERVICES REPORT NO. 42/2016 - Nominations - Community Engagement and Social Inclusion Sub-Committee - Ref. AF15/500

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance.

Engage with national, state, regional and local forums and partnerships to provide solutions and options to continually improve Councils service delivery and performance.

Goal: Diversity

Strategic Objective: Develop the capacity of Council to effectively communicate and engage with our communities, other agencies and service providers.

moved it be recommended:

(a) Corporate and Community Services Report No. 42/2016 be received;

(b) to be determined.

seconded

11. CORPORATE AND COMMUNITY SERVICES REPORT NO. 43/2016 - LCLGA - Audit Committee Exemption - Ref. AF11/936

Goal: Governance

Strategic Objective: Engage with national, state, regional and local forums and partnerships to provide solutions and options to continually improve Councils service delivery and performance.

moved it be recommended:

(a) Corporate and Community Services Report No. 43/2016 be received;

(b) The Limestone Coast Local Government Association (LCLGA) be supported in seeking an exemption from the requirement to have an Audit Committee based on the following;

- i. the LCLGA Board has in place relevant internal control policies and procedures and these are periodically reviewed and updated;
- ii. the LCLGA Board's external auditor has provided an audit opinion that its internal controls are sufficient to provide a reasonable assurance that its financial transactions are being conducted properly and lawfully;
- iii. all reports by the auditor are (and will be in the future) circulated to each constituent council (i.e. by way of the Annual Report and at a Board Meeting);
- iv. no evidence has come to light which strongly suggests that the LCLGA Board is not complying with its obligations under the Local Government Act 1999 and associated Regulations in all material respects;
- v. The value of assets owned by the LCLGA Board does not appear unduly high for one not subject to audit committee requirements;
- vi. the level of annual operating expenses of the LCLGA Board does not appear unduly high for one not subject to audit committee requirements; and

- vii. The predominant source of income of the LCLGA Board does not involve rates or charges levied directly on Council ratepayers.

12. CORPORATE AND COMMUNITY SERVICES REPORT NO. 44/2016 - Elector Representation Review – Options Paper - Ref. AF15/624

Goal: Diversity

Strategic Objective: Understand our community profile

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance.

Establish measures for Council's performance and continually compare against community expectations.

moved it be recommended:

- (a) Corporate and Community Services Report No. 44/2016 be received.
- (b) The Elector Representation Review – Options Paper and questionnaire attached to Corporate and Community Services Report No. 44/2016 be received and endorsed for public consultation purposes.
- (c) Public Consultation on the Elector Representation Review - Options Paper be conducted in accordance with the requirements of the Local Government Act and any resultant questionnaires/submissions be the subject of a further report to Council for consideration.

seconded

13. CORPORATE AND COMMUNITY SERVICES REPORT NO. 45/2016 - Provincial Cities Association – Audited Statement Of Financial Position - Ref. AF11/935

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance.

moved it be recommended:

- (a) Corporate and Community Services Report No. 45/2016 and the final Audited Statement of Financial Position of the Provincial Cities Association of South Australia as at 30th April 2016 be received;
- (b) Acceptance of the final Audited Statement of Financial Position of the Provincial Cities Association as at 30th April 2016 be acknowledged to the Auditor Mr John Ewen of John Ewen & Associates;
- (c) In accordance with the provisions of the Local Government Act and Regulations, the relevant components of the final Audited Statement of Financial Position of the Provincial Cities Association as at 30th April 2016 be endorsed for publication in Council's 2015/16 Annual Report;
- (d) The former Executive Officer of the Provincial Cities Association, Mr Ian McSporran, his support staff, and the other constituent Council's comprising the Provincial Cities Association be thanked for their efforts over its period of operation.

Corporate and Community Services Committee Agenda, Tuesday 14th June, 2016 cont'd...

seconded

MOTIONS WITH NOTICE - Nil

MOTIONS WITHOUT NOTICE -

Meeting closed at p.m.
FM/MJT

FINANCIAL STATEMENT - Monthly Bank Reconciliation

as at 30/04/2016 \$		<u>GENERAL ACCOUNT (Westpac)</u>	as at 31/05/2016 \$
- 322.91	DR	OPENING BALANCE	- 18,066.85 DR
356,736.03		<u>PLUS</u> Receipts -	
686,348.80		Rates & Arrears	1,259,664.47
-		General	1,251,723.34
1,690,000.00		<u>Receipt of Cash Advance Funds</u>	
-		Transfer from CAD Loan 104	1,350,000.00
-		Transfer from CAD Loan 105	-
-		Transfer from Investment Funds	-
-		Transfer from Reserve Funds	-
<u>\$ 2,733,084.83</u>			<u>\$ 3,861,387.81</u>
2,732,761.92	CR		3,843,320.96 CR
695,130.91		<u>LESS</u> Direct Debits to Bank Account -	
-		Payroll - 2 Pays processed in May (1/5, 15/5 & 29/5)	1,009,067.91
-		Sundry	-
230,000.00		Transfer to Investment Funds	-
<u>925,130.91</u>		Transfer to CAD Loan 104	<u>1,200,000.00</u>
			2,209,067.91
1,807,631.01	CR		1,634,253.05 CR
1,825,697.86		<u>LESS</u> Expenditure Statement - \$	1,465,333.70
<u>-\$ 18,066.85</u>	DR	<u>CASH BALANCE</u>	<u>\$ 168,919.35</u> CR
 <u>BANK RECONCILIATION</u>			
- 19,939.07	DR	Balance as per Bank Statement	186,952.16 CR
10,096.50		<u>PLUS</u> Deposits not yet credited	34,184.80
12,368.31		<u>PLUS</u> Deposits not yet reconciled	- 22,748.99
- 15,102.66		<u>LESS</u> Deposits not yet updated	-
-		<u>PLUS</u> Payments not yet reconciled	
<u>- 12,576.92</u>	DR		<u>198,387.97</u> CR
5,489.99		<u>LESS</u> Unpresented Cheques & EFT's	18,053.43
-0.06		Unpresented Direct Debits	11,415.19
<u>-\$ 18,066.85</u>	DR	<u>CASH BALANCE</u>	<u>\$ 168,919.35</u> CR

Current Interest Rate on Bank Account Balance is 0.10%

FINANCIAL STATEMENT - Monthly Bank Reconciliation continued.....

as at 30/04/2016 \$		LGFA CAD LOAN 104	as at 31/05/2016 \$
280,000.00	DR	OPENING BALANCE	1,740,000.00 DR
230,000.00		PLUS Deposits	1,560,975.48
1,690,000.00		LESS Withdrawals (Transfer to General Account)	1,350,000.00
-		Sundry	-
<u>\$ 1,740,000.00</u>	DR	<u>CASH BALANCE</u>	<u>\$ 1,529,024.52</u> DR
		LGFA CAD LOAN 105	
-	DR	OPENING BALANCE	- DR
-		PLUS Deposits	-
-		LESS Withdrawals (Transfer to General Account)	-
-		Sundry	-
<u>\$ -</u>	DR	<u>CASH BALANCE</u>	<u>\$ -</u> DR

Current Interest Rate on CAD Loan Balances is 4.00%

LOAN FUNDS OWING (Local Government Finance Authority)

Opening Bal	Loan Purpose	Interest Rate	Maturity Date	Closing Bal
99,791.13	101 RSL Bowls - Artificial Rink	5.05%	16/03/2019	99,791.13
3,169,438.64	102 Library	5.97%	15/06/2024	3,169,438.64
1,740,000.00	104 CAD - Variable Int Only	4.00%	17/06/2028	1,529,024.52
-	105 CAD - Variable Int Only	4.00%	17/08/2030	-
<u>\$ 5,009,229.77</u>				<u>\$ 4,798,254.29</u> DR

FINANCIAL STATEMENT - Monthly Bank Reconciliation continued.....

as at 30/04/2016 \$		INVESTMENT FUNDS (Local Government Finance Authority)	as at 31/05/2016 \$
- CR		Opening Balance	2,088.48 CR
2,088.48		<u>PLUS</u> Deposits	358,887.00
		<u>PLUS</u> Interest	
-		<u>LESS</u> Withdrawals (Transfer to Westpac)	-
-		Withdrawals (Transfer to CAD Loan 104)	- 360,975.48
<u>\$ 2,088.48</u> CR		CLOSING BALANCE	<u>\$ -</u> CR

DOWNSTREAM DRAINAGE FUNDS (Local Government Finance Authority)

176,217.36 CR		OPENING BALANCE	176,217.36 CR
-		<u>PLUS</u> Deposits	-
-		<u>LESS</u> Withdrawals	-
<u>\$ 176,217.36</u> CR		CLOSING BALANCE	<u>\$ 176,217.36</u> CR

INVESTMENT OF FUNDS

Investment Funds - all invested - 'At Call' at	1.75%
Reserve Funds - all invested - '90 Days' at	2.15%

Prepared by:



Finance Manager

Reviewed by:



Chief Executive Officer

LIFELONG LEARNING SUB-COMMITTEE

Minutes of Meeting held in the Committee Room, Level Four of Civic Centre, 10 Watson Terrace,
Mount Gambier on 20th May, 2016 at 1.00 p.m.

PRESENT: Cr Meziniec (Presiding Member)
Cr Lovett
Cr Richardson (arrived 1.20 p.m.)
David Meziniec
Sarah Pellen
Alexandra Nicholson

APOLOGIES: Cr Julie Reis (District Council of Grant)

COUNCIL OFFICERS: Chief Executive Officer, Mark McShane
Manager Community Services & Development, Barbara Cernovskis
Library Manager, Vicki Hutchinson
Community Development Officer, Alison Brash
Manager Governance and Property, Michael McCarthy
Administration Officer, Belinda Cahill

NOT IN ATTENDANCE: Nil

COUNCIL MEMBERS
AS OBSERVERS: Nil

OTHER EMPLOYEES IN
ATTENDANCE: Nil

OTHERS IN
ATTENDANCE: Nil

WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR INDIGENOUS PEOPLES HAVE WITH THIS LAND.

MINUTES: Sarah Pellen moved that the minutes of the Mount Gambier Lifelong Learning Sub-Committee held on 18th March, 2016 be received.

Cr Lovett seconded

Carried

1. KEY FOCUS AREA – Wellbeing and Resilience

Goal: Building Communities
Strategic Objective: Encourage the empowerment of the community to lead and self manage their respective desires and aspirations.

Goal: Community Well-Being
Strategic Objective: Increase the local awareness and understanding of the range of health issues and needs of the community.

Lifelong Learning Sub-Committee Minutes, 20th May, 2016 cont'd...

The Manager Community Services and Development reported:

- (a) The proposal for the Limestone Coast Region of Wellbeing platform has been finalised with the Wellbeing & Resilience Centre at South Australian Health and Medical Research Institute and submitted to the Department of Premier and Cabinet (attachment 1)
- (b) A meeting with the Regional Leadership group and the Director Wellbeing & Resilience, Gabrielle Kelly be held to discuss next steps.
- (c) An updated Regional Wellbeing & Resilience work plan has been attached (attachment 3) for discussion at the meeting.

Cr Meziniec moved it be recommended:

- (a) The progress report on the Regional Wellbeing & Resilience Collaboration provided by the Manager Community Services & Development be received.**

Alexandra Nicholson seconded

Carried

2. KEY FOCUS AREA – Wellbeing and Resilience

Goal: Building Communities

Strategic Objective: Encourage the empowerment of the community to lead and self manage their respective desires and aspirations.

Goal: Community Well-Being

Strategic Objective: Increase the local awareness and understanding of the range of health issues and needs of the community.

The Manager Community Services and Development reported:

- (a) Refined Wellbeing Workforce/Positive Organisation project have been negotiated with the Wellbeing & Resilience Centre at South Australian Health and Medical Research Institute and included in the Wellbeing Workforce/Positive Organisation project work plan using the Lead, Build, Measure, Embed model.
- (b) Training schedule has been identified for the implementation of the Wellbeing Workforce/Positive Organisation project. Expect surveys to commence early July 2016 and the program in mid to late July 2016.
- (c) An updated Wellbeing Workforce/Positive Organisation project work plan has been attached (attachment 3) for discussion at the meeting

Cr Meziniec moved it be recommended:

- (a) The progress report on a Wellbeing Workforce/Positive Organisation project provided by the Manager Community Services & Development report be received;**

Sarah Pellen seconded

Carried

3. **KEY FOCUS AREA – Wellbeing and Resilience integration with STEM**

Goal: Building Communities

Strategic Objective: Encourage the empowerment of the community to lead and self manage their respective desires and aspirations.

Goal: Community Well-Being

Strategic Objective: Increase the local awareness and understanding of the range of health issues and needs of the community.

The Manager Community Services and Development reported:

- (a) To explain the integration of the Wellbeing and Resilience Program with the STEM, South East Strategy and Action Plan 2015 – 2018 (attachment 2) the following extract from the strategy is presented to provide context:
- i. The regional STEM initiative brings together science and research agencies, education providers, industry and business and community organisations at a regional level and provides a platform for a coordinated approach to advance student learning in science, technology, engineering and mathematics (STEM) and to building community awareness of STEM skills. The strategy is supported by the *Inspiring Australia Regional Science Hub* and is focused on progressing a sustainable whole of community approach to maximise the potential benefits that Science and Innovation can bring to our region.
 - ii. Our State needs a bold approach to ensure our children and young people are at the highest level of achievement and capability by Australian and world standards. Our evidence is that most of our children and young people do well in their learning but too few experience higher levels of achievement or demonstrate the capacity to be powerful in their learning. Powerful learning is not a subject to be studied but is something children and students do every day in their learning. It is not based on notions of personal power or power over others. Rather it refers to learners who have the curiosity, creativity and confidence to:
 - Actively participate in their learning.
 - Make decisions based on sound evidence.
 - Skilfully solve problems and deal proactively with new situations.
 - Communicate effectively in a variety of forms.
 - Collaborate with others.
 - iii. Powerful learners also have what Professor Carol Dweck terms a 'growth mindset' – the belief that they are capable of learning and achieving with effort. Strong numeracy and literacy development enables aspiring powerful learners to achieve these qualities.
- (b) It is important to understand that STEM is about developing resilience and perseverance skills in both our students and our educators to enable them to be creative and innovative thinkers.
- (c) The PERMA+ model taught in the Wellbeing & Resilience training becomes the critical integration point that dovetails with the STEM, South East Strategy and Action Plan 2015 – 2018 and supports Councils strategic focus - that learning in all its forms is a lifelong activity and is a core source of individual, social and community strength.

Cr Mezinec moved it be recommended:

Lifelong Learning Sub-Committee Minutes, 20th May, 2016 cont'd...

- (a) the report on the integration of the Wellbeing and Resilience Program with the STEM, South East Strategy and Action Plan 2015 – 2018 provided by the Manager Community Services & Development report be received;
- (b) the implementation of the STEM, South East Strategy and Action Plan 2015 - 2018 remain a Key Focus area for the Lifelong Learning Sub-Committee.

Alexandra Nicholson seconded

Carried

MOTIONS WITH NOTICE - Nil

MOTIONS WITHOUT NOTICE - Nil

The meeting closed at 1.59 p.m.

MJT

CONFIRMED THIS DAY OF 2016.

.....
PRESIDING MEMBER

COMMUNITY ENGAGEMENT & SOCIAL INCLUSION SUB-COMMITTEE

Minutes of meeting held in the Mayoral Reception Area, Level Four of Civic Centre, 10 Watson Terrace, Mount Gambier, on Tuesday, 22nd March 2016 at 6.00 pm

PRESENT: Cr Persello (Presiding Member)
Cr Lovett
Cr Richardson
John Amoroso

APOLOGIES: Cr Persello moved the apologies from Emma Milera (leave of absence), Caroline Hill and Rob Foggo be accepted.

Cr Richardson seconded Carried

COUNCIL OFFICERS: Manager Community Services & Development, Barbara Cernovskis
Library Manager, Vicki Hutchinson
Community Development Officer, Alison Brash

COUNCIL OFFICER

APOLOGIES: Chief Executive Officer, Mark McShane

COUNCIL MEMBERS

AS OBSERVERS: Nil

WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR INDIGENOUS PEOPLES HAVE WITH THIS LAND.

MINUTES: Cr Lovett moved that the minutes of the previous meeting held on 22nd February 2016 be taken as read and confirmed.

Cr Richardson seconded Carried

QUESTIONS: (a) With Notice - nil submitted.
(b) Without Notice .

1. GUEST SPEAKER – Mr Alan March, Families SA and Mr David Copley, Pangula Mannamurna Inc

Mr Alan March, Families SA and Mr David Copley, Pangula Mannamurna Inc presented on the issue of Indigenous children in care in the South East.

Cr Persello moved it be recommended:

(a) Mr Alan March, Families SA and Mr David Copley, Pangula Mannamurna Inc be thanked for their presentation.

Cr Richardson seconded Carried

2. RECONCILIATION ACTION PLAN – Reconciliation Action Plan Progress Table

The Community Development Officer reported:

The Reconciliation Action plan progress table (attachment 1) be tabled for discussion.

Community Engagement & Social Inclusion Sub-Committee Minutes, 22nd March 2016 cont'd...

Cr Persello moved it be recommended:

- (a) The Reconciliation Action Plan progress table be received;**

John Amoroso seconded

Carried

3. KEY FOCUS AREAS – Key Focus Area Progress Table

The Manager Community Services & Development reported:

- (a) Key Focus Area progress table (attachment 2) outlines progress against key focus area action items for Members information.

Cr Persello moved it be recommended:

- (a) The Community Engagement & Social Inclusion Key Focus Area progress table be received and noted for information.**

Cr Richardson seconded

Carried

4. LIMESTONE COAST COMMUNITY SERVICES ROUNDTABLE – Update

Caroline Hill, Chair of the Limestone Coast Community Services Roundtable (LCCSRT) was scheduled to provide a verbal update on the LCCSRT Planning day schedules for Tuesday 12th April, 2016. Due to non attendance, the report was not received.

MOTIONS WITHOUT NOTICE - Nil

CONFIRMED THIS DAY OF 2016

.....
PRESIDING MEMBER

The meeting closed at 7.12 p.m.
BJC/ES

COMMUNITY ENGAGEMENT & SOCIAL INCLUSION SUB-COMMITTEE

Minutes of meeting held in the Committee Room, Level Four of Civic Centre, 10 Watson Terrace,
Mount Gambier, on Monday, 23rd May 2016 at 5.30pm

PRESENT: Cr Persello (Presiding Member)
Cr Lovett
Caroline Hill
Rob Foggo
John Amoroso

APOLOGIES: John Amoroso moved the apologies from Cr Richardson and Rob Foggo be accepted.

Cr Lovett seconded Carried

COUNCIL OFFICERS: Manager Community Services & Development, Barbara Cernovskis
Library Manager, Vicki Hutchinson
Community Development Officer, Alison Brash
Manager Governance & Property, Michael McCarthy

COUNCIL OFFICER

APOLOGIES: Chief Executive Officer, Mark McShane

COUNCIL MEMBERS

AS OBSERVERS: Nil

WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR INDIGENOUS PEOPLES HAVE WITH THIS LAND.

Minute's silence acknowledging National Sorry Day on 26th May, 2016

MINUTES: John Amoroso moved that the minutes of the previous meeting held on 22nd March 2016 be taken as read and confirmed as amended.

Cr Lovett seconded Carried

QUESTIONS: (a) With Notice - nil submitted.
(b) Without Notice –

1. RECONCILIATION ACTION PLAN – Reconciliation Action Plan Progress Table Ref. - AF15/341

The Community Development Officer reported:

(a) The Reconciliation Action plan progress table (attachment 1) be tabled for discussion

Cr Lovett moved it be recommended:

(a) The Reconciliation Action Plan progress table be received;

Caroline Hill seconded Carried

Community Engagement & Social Inclusion Sub-Committee Agenda, 23rd May 2016 cont'd...

2. KEY FOCUS AREAS – Key Focus Area Progress Table Ref. - AF15/500

The Manager Community Services & Development reported:

- (a) Key Focus Area progress table (attachment 2) outlines progress against key focus area action items for Members information.

John Amoroso moved it be recommended:

- (a) **The Community Engagement & Social Inclusion Key Focus Area progress table be received and noted for information;**

Cr Lovett seconded

Carried

3. LIMESTONE COAST COMMUNITY SERVICES ROUNDTABLE – Update Ref. - AF15/469

Caroline Hill, Chair of the Limestone Coast Community Services Roundtable (LCCSRT) reported:

- (a) Presented the draft Limestone Coast Community Services Round table population plan for discussion.

Cr Lovett moved it be recommended:

- (a) **The report on the Limestone Coast Community Services Roundtable Planning Day be received.**

John Amoroso seconded

Carried

MOTIONS WITH NOTICE – Nil

MOTIONS WITHOUT NOTICE – Nil

CONFIRMED THIS

DAY OF

2016

.....
PRESIDING MEMBER

The meeting closed at 6.20 p.m.
TLN

AUDIT COMMITTEE

Minutes of Meeting held on Tuesday, 31st May, 2016 at 5.30 p.m. in the Committee Room,
Civic Centre, 10 Watson Terrace, Mount Gambier

PRESENT: Mr Jeroen Zwijnenburg (Presiding Member)
Cr Sonya Meziniec

APOLOGY/IES: Cr Meziniec moved that the apology from Donald Currie be received.

Jeroen Zwijnenburg seconded

Carried

COUNCIL MEMBERS/
OTHERS AS
OBSERVERS:

Nil

GUESTS: Mr Simon Smith, Auditor, Galpins
Mr Pascal Marrot-Castellat, Galpins

COUNCIL EMPLOYEES
IN ATTENDANCE:

Mr Grant Humphries, Director - Corporate Services
Mr Gary Button, Finance Manager
Ms Kahli Rolton, Management Accountant

OTHER APOLOGIES: Mr Mark McShane, Chief Executive Officer

WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR INDIGENOUS PEOPLES HAVE WITH THIS LAND.

MINUTES: Cr Meziniec moved the minutes of the previous meeting held on Tuesday, 22nd March, 2016 be taken as read and confirmed.

Jeroen Zwijnenburg seconded

Carried

QUESTIONS:

- (a) With Notice - Nil received
- (b) Without Notice - Nil submitted

1. REPORTS FOR INFORMATION

The Director - Corporate Services reported;

- (a) the following Reports are referenced for the information of Audit Committee Members;
- (b) the following Reports, being for information purposes only, are available from the Council website under Committee Agendas for the relevant calendar month;
 - 11/2016 Budget Update as at 31/12/2015
 - 19/2016 Risk Management Framework Policy Review
 - 21/2016 Procurement Policy Review
 - 23/2016 Investment review as at 31/12/2015
 - 27/2016 Delegations Review
 - 28/2016 Statutory Resolutions/Appointments Review
 - 33/2016 Budget Review as at 31/03/2016
 - 35/2016 Strategic Plan/KPI Quarterly Report

RECOMMENDATION NO. 1

Jeroen Zwijnenburg moved it be recommended that the above report be received.

Cr Meziniec seconded

Carried

2. AUDIT WORK PROGRAM 2014 - 2018 - Ref. AF11/863

The Director - Corporate Services reported:

- (a) the Audit Committee should continually review the Audit Work Program to establish whether any adjustments are required to be introduced for the particular financial years activities;
- (b) the Audit Work Program 2014-2018 was last reviewed and adopted in August 2015;
- (c) the following activities and associated timelines (extracted from the Audit Work Program) are provided in abbreviated form, for the Committees reference and review:

FIRST QUARTER

- Work Plan
- Treasury Management Reviews
- Asset Reviews/Revaluation Strategy
- Policy reviews incorporating;
 - Internal Controls
 - Fraud and Corruption Framework
 - Whistleblowing
 - Risk Management
 - Budget Performance

SECOND QUARTER

- Interim External Audit
- Work Plan
- Business Continuity
- Business Plan and Budget

THIRD QUARTER

- Work Plan
- Annual Report to Council incorporating;
 - Self Assessment
 - Review of Work Plan
 - Review of Terms of Reference

FOURTH QUARTER

- Work Plan
- Statutory External Audit(Inc. Fin. Int. Controls)
- AFS authorisation by Presiding Member
- Council Annual Report Compliance

RECOMMENDATION NO.2

Cr Meziniec moved it be recommended the report be received.

Jeroen Zwijnenburg seconded

Carried

3. EXTERNAL AUDITOR - Ref. AF12/227

The Director - Corporate Services reported:

- (a) the following table represents an updated consolidation of the 2015 Audit findings:

AUDIT	FINDING	RISK	STATUS
14/15 E of Y(New)	Risk Register	Moderate	Awaiting Report
	VIC Stock Control	Low	Awaiting Report

RECOMMENDATION NO. 3

Jeroen Zwijnenburg moved it be recommended:

- (a) the report be received;
- (b) the Finance Managers report (attached) on improvements to stock control processes at 'The Lady Nelson' including the actions referenced therein be endorsed by the Audit Committee;
- (c) the outstanding Audit findings continue to be monitored by the Audit Committee.

Cr Meziniec seconded

Carried

4. EXTERNAL AUDITOR - Financial Controls Review - Ref. AF11/714

The Director - Corporate Services reported:

- (a) this financial year the scope of the traditional interim audit was extended to include a review of internal controls to comply with the requirements of Section 129 of the Local Government Act;
- (b) as can be seen from the Management letter the Audit identified the following weaknesses:
- 1 x Moderate Risk (Procurement/Contracting)
3 x Low Risk (General Ledger and Rates)
2 x Better Practice (Payroll)
- (c) a copy of the Management Letter with Management response is attached for information noting that the findings have either been completed or are in the process of being addressed.

RECOMMENDATION NO. 4

Cr Meziniec moved it be recommended:

- (a) the External Auditor's Financial Controls Review Management Letter be received;
- (b) the External Auditor be advised of Council Management's response;
- (c) the Audit findings continue to be monitored by the Audit Committee.

Jeroen Zwijnenburg seconded

Carried

5. EXTERNAL AUDIT SERVICES

The Director - Corporate Services reported:

- (a) Councils existing contract for External Audit Services conclude following the 2015/2016 final Audit;
- (b) the Local Government Act requirements in relation to the Auditor (Section 128) are as follows;
 - (1) A council must have an auditor.
 - (2) The auditor will be appointed by the council on the recommendation of the council's audit committee.
 - (2a) The audit committee must, in making a recommendation under subsection (2), take into account any factor prescribed by the regulations.
 - (3) The auditor must be—
 - (a) a registered company auditor; or
 - (b) a firm comprising at least one registered company auditor.
 - (4) A person is not eligible to be the auditor if—
 - (a) the person is a member of the council; or
 - (b) the person is a nominated candidate for election as a member of the council.
 - (4a) The term of appointment of an auditor of a council must not exceed 5 years (and, subject to this section, a person may be reappointed at the expiration of a term of office).
 - (5) The office of auditor becomes vacant if—
 - (a) the auditor dies; or
 - (b) the auditor resigns by written notice to the chief executive officer; or
 - (c) the auditor is not or ceases to be eligible for appointment as the auditor; or
 - (d) the auditor accepts remunerated office or employment from the council; or
 - (e) the term of appointment of the auditor expires and the auditor is not reappointed; or
 - (f) the auditor is removed from office by the council for reasonable cause.
 - (6) A person's ability to hold office as an auditor of a council, and to be reappointed to that office, is subject to the qualification that if the person has

Audit Committee Minutes, Tuesday 31st May, 2016 cont'd...

held the office of auditor of the council for at least 5 successive financial years, or for 5 out of 6 successive financial years—

- (a) the person may only continue in that office if he or she ensures that any individual who plays (or who has played) a significant role in the audit of the council for 5 successive financial years, or for 5 out of 6 successive financial years, does not then play a significant role in the audit of the council for at least 2 financial years; or
 - (b) the person may be reappointed to the office if at least 2 years have passed since he or she last held the office.
- (7) The appointment of an auditor will be subject to any other terms or conditions prescribed by the regulations.
- (8) A council, and the auditor of a council, must comply with any requirements prescribed by the regulations with respect to providing for the independence of the auditor.
- (9) A council must ensure that the following information is included in its annual report:
- (a) information on the remuneration payable to its auditor for work performed during the relevant financial year, distinguishing between—
 - (i) remuneration payable for the annual audit of the council's financial statements; and
 - (ii) other remuneration;
 - (b) if a person ceased to be the auditor of the council during the relevant financial year, other than by virtue of the expiration of his or her term of appointment and not being reappointed to the office—the reason or reasons why the appointment of the council's auditor came to an end.
- (10) For the purposes of this section, a person plays a significant role in the audit of a council if the person would, if the council were a company, play such a role in the audit of the company within the meaning of section 9 of the Corporations Act 2001 of the Commonwealth.
- (c) Council will therefore initiate a process for External Audit Services for a five (5) year term, for the future consideration of the Audit Committee.

RECOMMENDATION NO. 5

Jeroen Zwijnenburg moved it be recommended:

- (a) the report be received for information.**

Cr Meziniec seconded

Carried

6. FINANCIAL INTERNAL CONTROLS - Internal Audit Program - Ref. AF16/164

The Director - Corporate Services reported:

- (a) as reported previously Council has commenced its Financial Internal Controls Program with the attached report (02/2016) being the initial periodic report;

Audit Committee Minutes, Tuesday 31st May, 2016 cont'd...

- (b) these reports, which will become a regular feature of Audit Committee agendas, have been presented to Councils Management Executive Team (MET) for review and for assigning a management response;
- (c) you will note that from the four (4) Controls received there are a number of recommendations/improvements that will be actioned and monitored through the MET meeting process.

RECOMMENDATION NO. 6

Cr Meziniec moved it be recommended:

- (a) the report be received;
- (b) Financial Internal Controls report No 2/2016 be endorsed by Council.

Jeroen Zwijnenburg seconded

Carried

7. 2016/2017 ANNUAL BUSINESS PLAN AND BUDGET PROGRAM - Ref. AF15/461

The Director - Corporate Services reported:

- (a) Council has adopted the following Program in respect of the 2016/2017 Business Plan and Budget process;

Date (2016)	Description	Status
March	Member's Budget Workshops/Briefing(s) Wednesday 2 nd March - Wednesday 9 th March	Completed
29 th March	Draft Business Plan and Budget released for public comment.	Completed
29 th April	Public submissions on draft Business Plan and Budget close.	Completed
Wednesday 11 th May	First Special (public) Meeting to hear any public submissions and to discuss the draft Business Plan and Budget.	Completed
Wednesday 24 th May	Second Special (public) Meeting to be held to discuss/finalise the draft Business Plan and Budget (if required).	Not Required
Tuesday 7 th June	Special Council meeting to be held to finalise and endorse draft Business Plan and Budget (if required).	Scheduled
8 th July	Last date for finalisation/distribution of first quarterly rate notice and distribution of summary Annual Business Plan.	
9 th September	First quarterly rate installment final payment date.	

- (b) Copies of draft documents can be provided at the meeting or available from the Council website.

RECOMMENDATION NO. 7

Cr Meziniec moved it be recommended:

- (a) the report be received.

Jeroen Zwijnenburg seconded

Carried

Audit Committee Minutes, Tuesday 31st May, 2016 cont'd...

8. NEXT MEETINGS (for confirmation)

- Third Quarter - Tuesday, 2nd August, 2016
- Fourth Quarter - Tuesday, 4th October, 2016

The meeting closed at 6.45 p.m.

MJT

CONFIRMED THIS DAY OF 2016.

.....
PRESIDING MEMBER

CITY OF MOUNT GAMBIER

JUNIOR SPORTS ASSISTANCE FUND

Minutes of Meeting held in the Conference Room, Level 1, Civic Centre, 10 Watson Terrace,
Mount Gambier on Wednesday 8th June, 2016 at 5.30 p.m.

PRESENT: Mrs Jeanette Elliott
Mrs Karen McGregor
Mrs Karen Cunningham
Mr Grant Humphries
Mrs Melissa Telford

APPOINTMENT OF ACTING

PRESIDING MEMBER: Karen Cunningham moved that Karen McGregor be appointed Acting Presiding Member.

Jeanette Elliott seconded Carried

APOLOGIES: Jeanette Elliott moved that the apology from Cr Hanna Persello, Cr Barry Kuhl and Jenny Burston be received.

Karen Cunningham seconded Carried

OBSERVERS: Nil

WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR INDIGENOUS PEOPLES HAVE WITH THIS LAND.

MINUTES: Karen Cunningham moved that the minutes of the previous meeting held on 30th March, 2016 be received, the actions resolved therein be confirmed and the minutes are hereby ratified as a true and correct record.

Jeanette Elliott seconded Carried

1. FINANCIAL STATEMENT AS AT 3RD JUNE, 2016

Karen Cunningham moved it be recommended to Council that the financial statement as at 3rd June, 2016 be received noting a cash balance of \$70,985.

Jeanette Elliott seconded Carried

2. APPLICATIONS FOR FINANCIAL ASSISTANCE FOR JUNIORS FROM 21ST MARCH, 2016 TO 3RD JUNE, 2016

The Secretary reported that since the last meeting viz. 21st March 2016, to 3rd June, 2016 the following applications have been received and payments made from the Fund for Juniors:

(a) Mount Gambier Netball Association

Nil

(b) Basketball Mount Gambier

(i) four nominees \$1,000

(c) Lower South East Hockey Association

(i) one nominee \$350

(d) Mount Gambier and District Baseball League

- | | | |
|------|----------------|-------|
| (i) | one nominee | \$300 |
| (ii) | three nominees | \$900 |

(e) Mount Gambier Softball League

- | | | |
|-----|--------------|-------|
| (i) | two nominees | \$600 |
|-----|--------------|-------|

(f) Blue Lake Y Swim Club

Nil

(g) South Gambier Football/Netball Clubs

Nil

(h) North Gambier Football/Netball Clubs

- | | | |
|-----|-------------|-------|
| (i) | one nominee | \$350 |
|-----|-------------|-------|

(i) Mount Gambier Touch Association

Nil

(j) Mount Gambier and District Junior Cricket

Nil

(k) Mount Gambier Golf Club

Nil

(l) Mount Gambier District Little Athletics

- | | | |
|-----|-------------|-------|
| (i) | one nominee | \$250 |
|-----|-------------|-------|

(m) Blue Lake BMX Club

Nil

(n) Shingokan Karate Mount Gambier

Nil

(o) Discretionary

Nil

(p) East Gambier Sportsmen's Football/Netball Clubs

Nil

(q) Mount Gambier and District Pony Club

Nil

(r) Seishikan Karate Australia

Nil

- (s) South East Women's Football

Nil

- (t) Mount Gambier Cycling Club

Nil

- (u) Western Border Soccer Association

Nil

- (v) Lakes Junior Tennis

Nil

Karen Cunningham moved it be recommended to Council that the actions in making the above payments from the Fund be confirmed and ratified.

Jeanette Elliott seconded

Carried

3. APPRECIATIONS - letters received/forwarded

The Secretary reported that the following letters/cards have been received thanking the Fund for payments made and general correspondence since the last meeting viz 16th December, 2016:-

- Jack Opperman, Mount Gambier Cycling Club (letter of appreciation for donation to attend National Track Titles)
- Basketball Mount Gambier (letter of appreciation for 4 nominees to attend the U18 Australian Country Junior Basketball Cup)
- Branden Telford - Mount Gambier and District Baseball League (letter of appreciation for donation to attend the SASSSA Baseball Championships in Perth)

Jeanette Elliott moved it be recommended to Council that the report be received.

Karen Cunningham seconded

Carried

4. GENERAL INFORMATION - Since 1st July 2015

The Secretary reported:-

- (a) payments to Member Organisations for Junior Sportsperson's financial assistance for period 1st July 2015 to 3rd June, 2016 amounts to \$19,050 and total payments since 1st July 1988 to 20th March, 2016 amounts to \$428,850;
- (b) actual payments to Member Organisations for Coaching Clinics for the period 1st July 2015 to 3rd June, 2016 amounts to \$5,000 and total actual payments since 1st July 1991 to 3rd June, 2016 amounts to \$75,383;
- (c) payments to Member Organisations for Financially Disadvantaged Juniors for period 1st July, 2015 to 3rd June, 2016 amounts to \$900 and total payments since 22nd May, 2013 to 3rd June, 2016 amounts to \$6,290.

- (d) payments to Member Organisations for Exceptional Juniors for period 1st July 2015 to 3rd June, 2016 amounts to \$1,000 and total payments since 20th November 2013 to 3rd June, 2016 amounts to \$3,000.

Note: this initiative was previously funded by a sponsor direct to the awardee.

- (e) payments from the Junior Sports Fund on a quarterly basis over previous quarters for Juniors – State Selection only (not coaching etc). is as follows:

Financial year	Quarter	Totals each quarter \$	Accumulative Totals \$
2015/2016	J - S	3,450	3,450
	O - D	9,950	13,400
	J - M	3,900	17,300
	A - 03/06/16	1,750	19,050
2014/2015	J - S	4,000	4,000
	O - D	5,350	9,350
	J - M	1,000	12,450
	A - J	2,750	15,200
2013/14	J - S	6,150	6,150
	O - D	4,300	10,450
	J - M	6,250	16,700
	A - J	7,800	24,500
2012/13	J - S	6,350	6,350
	O - D	6,550	12,900
	J - M	4,600	17,500
	A - J	16,650	34,150
2011/12	J - S	7,600	7,600
	O - D	7,200	14,800
	J - M	3,200	18,000
	A - J	6,950	24,950
2010/11	J - S	5,100	5,100
	O - D	7,700	12,800
	J - M	5,650	18,450
	A - J	2,450	20,900

Karen Cunningham moved it be recommended the reports be received.

Jeanette Elliott seconded

Carried

5. OTHER APPLICATIONS

The Secretary reported that since the previous meeting of 16th December, 2015:

- (a) there were no non-resident applications received;
- (b) no applications for financial assistance were declined during this period;
- (c) since being granted the ability to make discretionary donations:

The 2004 AGM of the Fund resolved:

"as a matter of Policy this Annual Meeting of Members hereby adopts and delegates the power to the Committee to make a discretionary donation to a local junior sportsperson when in the opinion of the Committee any such application deserves the Committee's support based on special merit and circumstances and where the application is not able to be processed under the current procedures of the Fund."

There were no discretionary donations made during this period.

Karen Cunningham moved it be recommended to Council that the report be received.

Jeanette Elliott seconded

Carried

6. MEMBER CONTRIBUTIONS - Unpaid Membership 2015/2016

As at 3rd June, 2016 the following Member Organisations had not paid their 2015/2016 donation to the Fund:

- Blue Lake BMX Club \$735

We have received the following advice from the Blue Lake BMX Club.

The Blue Lake BMX Club has undergone significant changes to its Committee. The Club is looking at rejoining the Junior Sports Assistance Fund next year as our numbers have dropped off significantly and we have had a \$5000 piece of equipment fail, so the \$700 required to remain in the Junior Sports Assistance Fund this year is unfortunately not possible at this point in time, we simply do not have the funds.

Paperwork to rejoin the Fund for the 2016/2017 financial year has been sent.

Blue Lake BMX did not receive any funding for the 2015/2016 financial year and the previous year was a very minimal amount (two applications totalling \$500).

The Terms of Reference of the Junior Sports Assistance Fund stipulate:

15.4 Other Sporting Groups

Other sporting organisation wishing to join the Fund after the commencement date shall agree to the Rules in writing and shall pay a contribution or contributions that is solely determined by the Committee in respect of any "back payments" to ensure that the new sporting organisation contributes financially at a level or incurs a penalty that ensures equality with existing affiliated sporting organisations who are already members, and have paid contributions to the Fund over a longer period of time.

The Blue Lake BMX has been a long term Member of the Junior Sports Assistance Fund. It is the recommendation of the Secretary that if the Blue Lake BMX Club rejoin the Fund for the 2016/2017 financial year and pay their respective membership, no penalty be enforced taking into consideration the longevity of their Membership, no funds were distributed for the 2015/2016 financial year and a minimal amount the previous year.

Jeanette Elliott moved it be recommended:

- (a) the report be received;
- (b) if the Blue Lake BMX Club submit an application to rejoin the Fund for the 2016/2017 financial year and pay their respective membership, no other penalties be enforced;
- (c) acknowledgement be made that the fees for 2015/2016 be waived.

Karen Cunningham seconded

Carried

7. ROTARY CLUB OF MOUNT GAMBIER LAKES - DONATIONS TO FINANCIALLY DISADVANTAGED JUNIOR SPORTS PERSONS

The Secretary reported:

- (a) The Rotary Club of Mount Gambier Lakes conducted the very successful 2014 SA Power Networks Blue Lake Fun Run.
- (b) The Club had previously determined its schedule of organisations to receive the benefit of the surplus funds from the 2014 event.
- (c) One of the initiatives that the Club wished to achieve was to develop a process to assist financially disadvantaged junior sportspersons with the costs of their participation in their chosen sport e.g. equipment, footwear etc. and has made available the sum of \$3,000 to the Fund;
- (d) Member Organisations were invited to submit up to two (2) confidential nominations to the Committee in accordance with the guidelines and the application form detail. The first round of submissions closed on Friday 4th December, 2015 where \$900 was distributed;
- (e) A second call for applications was made with a closing date of Friday 27th May, 2016;
- (e) As at Friday 27th May, 2016 the following nomination was received:

(i) APPLICANT 1

LIMESTONE COAST FOOTBALL ASSOCIATION (formerly Western Border Soccer Association) - Nominee Aged 15 years

REASONS FOR NOMINATING THIS PARTICULAR JUNIOR:

Applicant one comes from a single parent situation who struggle on a daily basis. He has competed at State and Country Championship Level for the past 3 years.

ASSUME MAXIMUM DONATION IS \$300 – HOW WILL DONATION BE USED?

This donation will be used to purchase new uniform and attire for the SAJSA Championship Fees for State and Country 2016.

SECRETARY'S NOTE

Details of confidential applications are attached to this Agenda – **Committee Members only**

Karen Cunningham moved it be recommended to Council;

- (a) the report be received;
- (b) the following application(s)/funding be made available to the Member Organisations named below to assist the identified junior(s) to achieve their fullest participation with the specific purpose donation from the Rotary Club of Mount Gambier Lakes - Donations to Financially Disadvantaged Junior Sportsperson's initiative (funded from some of the proceeds from the 2014 SA Power Networks Blue Lake Fun Run) and to be used strictly in accordance with their respective confidential application:
 - (i) Limestone Coast Football Association - Nominee One \$300

City of Mount Gambier Junior Sports Assistance Fund Minutes for Wednesday 8th June, 2016 cont'd....

Jeanette Elliott seconded

Carried

Meeting closed at 5.39 p.m.

7th June, 2016
MJT/FM

CORPORATE AND COMMUNITY SERVICES REPORT NO 40/2016

SUBJECT: POLICY REVIEW – R155 - RATE REBATE POLICY

REF: AF11/1952, AF11/823, AF11/824

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance.

The introduction of the Local Government Act 1999 resulted in significant changes being introduced to the rate rebate provisions particularly those applicable to the manner in which rate rebates are administered.

To assist with this process the Local Government Financial Management Group with the assistance of Norman Waterhouse Lawyers developed a *model* policy for rate rebates which is suitable for adaptation for individual Councils.

Council in May 2002, duly adopted a Rate Rebate Policy which was aimed at assisting the administration of both the mandatory and discretionary rate rebate provisions of the Local Government Act 1999.

2016/2017 REVIEW

Although there are a number of amendments to the Policy there are no amendments of significance.

The amendments proposed are mainly formatting or are modernisation of the existing wording.

Section 9 continues the practice of providing 'rate cap' for residential properties and the Vacant Land rebate is maintained as indicated in the review of Council's valuation and rating system conducted earlier in 2016.

RECOMMENDATION

- (a) Corporate and Community Services Report No. 40/2016 be received;
- (b) Council hereby adopts amended Council Policy R155 - Rate Rebate Policy, as provided with this report.



Grant HUMPHRIES
DIRECTOR CORPORATE SERVICES

Sighted:



Mark McSHANE
CHIEF EXECUTIVE OFFICER

R155 RATE REBATE POLICY

Version No:	54
Issued:	16 th 21 st June, 2015 2016
Next Review:	June 2016-2017

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1. INTRODUCTION

It is the policy of the City of Mount Gambier that a rebate of rates in respect of any rateable land in the Council area will be available only when the applicant satisfies the requirements under the Local Government Act 1999 and, where appropriate, the requirements of this Policy.

2. SCOPE

- 2.1 The Local Government Act 1999 ("the Act") sets out at Chapter 10, Division 5 (Sections 159 to 166) those provisions applicable to the Council granting a rebate of rates to persons or bodies.
- 2.2 The Council has decided to adopt a Policy to assist it in its decision making functions relative to the operation of the rate rebate provisions contained in the Act.
- 2.3 This Policy is intended to provide guidance to the community as to the grounds upon which a person or body is, or may be entitled to receive a rebate of rates and the matters that the Council will take into account in deciding an application for a rebate.
- 2.4 In accordance with the rebate provisions contained in the Act, this Policy sets out the type of use in respect of land which the Council must grant a rebate of rates and the amount that rebate must be, and those types of land use where the Council has a discretion to grant a rebate of rates.

3. PURPOSE

- 3.1 Section 159(3) of the Act provides that the Council may grant a rebate of rates under the Act if it is satisfied that it is appropriate to do so.
- 3.2 The Act provides for a mandatory rebate of rates in specified cases and the amount of that mandatory rebate (see Clause 3 below).
- 3.3 The Act also provides that where the Council must grant a rebate of rates under the Act, and the amount of that rebate is fixed by the Act at less than 100%, the Council **may** increase the amount of the rebate.
- 3.4 The Act provides, at Section 166 for the Council to provide a discretionary rebate of rates in the cases set out in that Section.

4. MANDATORY REBATES

- 4.1 The Council must grant a rebate in the amount specified in respect of those land uses which the Act provides will be granted a rebate.



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4.2 Rates on the following land will be rebated at **100%**:

4.2.1 Health Services

Land being predominantly used for service delivery or administration by a hospital or health centre incorporated under the Health Care Act;

4.2.2 Religious Purposes

Land containing a church or other building used for public worship (and any grounds), or land solely used for religious purposes;

4.2.3 Public Cemeteries

Land being used for the purposes of a public cemetery;

4.2.4 Royal Zoological Society of SA

Land (other than land used as domestic premises) owned by, or under the care, control and management of, the Royal Zoological Society of South Australia Incorporated.

4.3 Rates on the following land will be rebated at **75%**:

4.3.1 Community Services

Land being predominantly used for service delivery or administration (or both) by a community services organisation. A “community services organisation” is defined in the Act as a body that –

4.3.1.1 is incorporated on a not for profit basis for the benefit of the public; and

4.3.1.2 provides community services without charge or for a charge that is below the cost to the body of providing the services; and

4.3.1.3 does not restrict its services to persons who are members of the body.

It is necessary for a community services organisation to satisfy all of the above criteria to be entitled to the mandatory 75% rebate.

The Act further provides that eligibility for a rebate by a community services organisation is subject to it providing one or more of the following community services –



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- 4.3.1.4 emergency accommodation;
- 4.3.1.5 food or clothing for disadvantaged persons ~~(i.e., persons who are disadvantaged by reason of poverty, illness, frailty, or mental, intellectual or physical disability);~~
- 4.3.1.6 supported accommodation - Local Government Act defines as:
- (a) *residential care facilities that are approved for Commonwealth funding under the Aged Care Act 1997 (Cwlth); or*
 - (b) *accommodation for persons with mental health difficulties, intellectual or physical difficulties, or other difficulties, who require support in order to live an independent life; or*
 - (c) *without limiting paragraph (b), accommodation provided by a community housing provider registered under the Community Housing Providers National Law that is incorporated on a not-for-profit basis for the benefit of the public, other than accommodation provided by such a body—*
 - (i) *that has as a principal object of the body the provision of housing for members of the body; or*
 - (ii) *that is excluded from the ambit of this paragraph by the Minister by notice published in the Gazette;*
- 4.3.1.7 essential services, or employment support, for persons with mental health disabilities, or with intellectual or physical disabilities;
- 4.3.1.8 legal services for disadvantaged persons;
- 4.3.1.9 drug or alcohol rehabilitation services; or
- 4.3.1.10 the conduct of research into, or the provision of community education about, diseases or illnesses, or the provision of palliative care to persons who suffer from diseases or illnesses.
- 4.3.1.11 Disadvantaged person are persons who are disadvantaged by reason of poverty, illness, frailty or mental, intellectual or physical disability.

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4.3.2 Educational Purposes

- 4.3.2.1 Land occupied by a government school under a lease or licence and being used for educational purposes; or
- 4.3.2.2 Land occupied by a non-government school registered under The Education and Early Childhood Services (Registration and Standards) Act 2011 and being used for educational purposes; or
- 4.3.2.3 Land being used by a University or University College to provide accommodation and other forms of support for students on a not for profit basis.

- 4.4 Where the Council is satisfied from its own records or from other sources that a person or body meets the necessary criteria for a mandatory 100% or 75% rebate, the Council will grant the rebate of its own initiative. Where the Council is not so satisfied it will require the person or body to apply for the rebate in accordance with Clause 6 of this Policy.
- 4.5 Where a person or body is entitled to a rebate of 75% the Council may, pursuant to Section 159(4) of the Act, increase the rebate up to a further 25%. The Council may grant the further 25% rebate upon application or on its own initiative. In either case the Council **will** take into account those matters set out at Clauses 6.4 of this Policy and **may** take into account any or all of those matters set out at Clause 6.5 of this Policy.
- 4.6 Where an application is made to the Council for a rebate of up to a further 25% the application will be made in accordance with Clause 7 of this Policy and the Council will provide written notice to the applicant of its determination of that application.

4.7 Council has delegated the determination of entitlement to Mandatory rebates to the Chief Executive Officer.

5. DISCRETIONARY REBATES

- 5.1 The Council may in its absolute discretion grant a rebate of rates or service charges in any of the following cases pursuant to Section 166 of the Act –
 - 5.1.1 where it is desirable for the purpose of securing the proper development of the area (or a part of the area);
 - 5.1.2 where it is desirable for the purpose of assisting or supporting a business in its area;
 - 5.1.3 where it will be conducive to the preservation of buildings or places of historic significance;

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- 5.1.4 where the land is being used for educational purposes;
- 5.1.5 where the land is being used for agricultural, horticultural or floricultural exhibitions;
- 5.1.6 where the land is being used for a hospital or health centre;
- 5.1.7 where the land is being used to provide facilities or services for children or young persons;
- 5.1.8 where the land is being used to provide accommodation for the aged or disabled;
- 5.1.9 where the land is being used for a residential aged care facility that is approved for Commonwealth funding under the Aged Care Act 1997 (Commonwealth) or a day therapy centre;
- 5.1.10 where the land is being used by an organisation which, in the opinion of the Council, provides a benefit or service to the local community;
- 5.1.11 where the rebate relates to common property or land vested in a community corporation under the Community Titles Act 1996 over which the public has a free and unrestricted right of access and enjoyment;
- 5.1.12 where the rebate is considered by the Council to be appropriate to provide relief against what would otherwise amount to a substantial change in rates payable due to: ~~a change in the basis of valuation used for the purposes of rating, rapid changes in valuations, or anomalies in valuations;~~
 - (i) a redistribution of the rates burden within the community arising from a change to the basis or structure of the Council's rates; or
 - (ii) a change to the basis on which land is valued for the purpose of rating, rapid changes in valuations, or anomalies in valuations.
- 5.1.13 where the rebate is considered by Council to be appropriate to provide relief in order to avoid a liability to pay a rate or charge that is inconsistent with liabilities that were anticipated in the annual Business Plan or a liability that is unfair or unreasonable;
- 5.1.14 where the rebate is to give effect to a review of a decision of the Council under Chapter 13 Part 2; and
- 5.1.15 where the rebate is contemplated under another provision of this Act.

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~~5.2 The Council may grant a rebate of rates up to and including 100% of the relevant rates or service charges. The Council may grant a rebate for a period exceeding one year, but not exceeding 10 years in respect of those cases identified at 4.1.1, 4.1.2 or 4.1.11 above.~~

~~5.2 A council must, in deciding whether to grant a rebate of rates or charges under Section 166, subsection (1)(d), (e), (f), (g), (h), (i) or (j), take into account—~~

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~~(a) the nature and extent of council services provided in respect of the land for which the rebate is sought in comparison to similar services provided elsewhere in its area; and~~

~~(b) the community need that is being met by activities carried out on the land for which the rebate is sought; and~~

~~(c) the extent to which activities carried out on the land for which the rebate is sought provides assistance or relief to disadvantaged persons, and~~

~~(d) may take into account other matters considered relevant by the council.~~

The Council may take into account, but not limited to, the following:

(i) why there is a need for financial assistance through a rebate;

(ii) the level of rebate (percentage and dollar amount) being sought and why it is appropriate;

(iii) the extent of financial assistance, if any, being provided to the applicant and/or in respect of the land by Commonwealth or State agencies;

(iv) whether the applicant has made/intends to make applications to another Council;

(v) whether, and if so to what extent, the applicant is or will be providing a service within the Council area;

(vi) whether the applicant is a public sector body, a private not for profit body or a private for profit body;

(vii) whether there are any relevant historical considerations that may be relevant for all or any part of the current Council term;

(viii) the desirability of granting a rebate for more than one year in those circumstances identified at Clause 4.2 of this policy;

(ix) consideration of the full financial consequences of the rebate for the Council;

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- (x) the time the application is received;
- (xi) the availability of any community grant to the person or body making the application;
- (xii) whether the applicant is in receipt of a community grant; and
- (xiii) any other matters, and policies of the Council, which the Council considers relevant.

5.3 The Council has an absolute discretion –

- (a) ~~5.3.1~~ to grant a rebate of rates or service charges in the above cases; and
- ~~(b)~~(a) ~~5.3.2~~ to determine the amount of any such rebate to a maximum of 100% of the relevant rate.

5.4 Discretionary rebates granted under this policy will be reviewed at the time of reviewing the policy (Section 10), so consequently are granted for a maximum of two years.

5.54 Persons who or bodies which seek a discretionary rebate will be required to submit an application form to the Council and provide to the Council such information as stipulated on the application form and any other information that the Council may reasonably require.

~~5.5 Council has developed certain qualifying criteria to assist with the application process for Discretionary Rebates in respect of:~~

~~COMMUNITY BASED SPORT, RECREATION AND SOCIAL GROUPS WHO OWN AND OCCUPY LAND FOR COMMUNITY 'NOT FOR PROFIT' PURPOSES QUALIFYING CRITERIA:~~

- ~~• provide a real measurable community benefit to the wider community~~
- ~~• applies only to the existing premises now occupied by the respective community service organisations~~
- ~~• not for profit community service organisations~~
- ~~• limited capacity to generate funds by way of means such as public access, bar facilities and/or gaming machines~~
- ~~• proof of limited capacity to raise funds (i.e. Annual Reports)~~
- ~~• provide a service which meets a recognised community service need in Mount Gambier~~
- ~~• provide access and opportunity for community service development to the wider community of Mount Gambier~~
- ~~• the dominant use on the land is for community service activities and not for social activities~~

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- ~~net rates payable shall not be less than the current fixed charge then applicable~~
- ~~incorporated associations~~
- ~~exclusion of properties which are club/social/commercial/office by land use~~

6. NATURAL RESOURCE MANAGEMENT (NRM) LEVY CONCESSIONS

Councils are required under the NRM Act to make a specified contribution to their regional NRM Board. Council recovers this contribution by imposing a separate rate on individual rateable properties in the Council area.

Council will provide a concession or rebate off the NRM levy for rateable properties who presently receive a mandatory or discretionary rebate of rates. The level of the NRM concession will be equivalent (in percentage terms) to the level of rate rebate Council has granted to those same rateable properties.

7. APPLICATIONS

7.1 The Council will inform the community of the provisions for rate rebate under the Local Government Act by the inclusion of suitable details in the Council's Business Plan (and on the Draft Business Plan) in accordance with Council's adopted Public Consultation Policy.

~~7.2 Persons or bodies who seek a rebate of rates (and/or service charges) either—~~

~~7.2.1 pursuant to Section 159(4) of the Act;~~

~~7.2.2 pursuant to Section 166 of the Act;~~

~~7.2.3 pursuant to Section 165(2) of the Act~~

~~must make written application to the Council pursuant to Section 159(1) of the Act in the manner and form determined by the Council and supplying such information as the Council may reasonably require.~~

7.23 Application forms may be obtained from the Council Office located at The Civic Centre, 10 Watson Terrace, Mount Gambier, telephone 87212555 or download from the Council website www.mountgambier.sa.gov.au.

~~7.4 The Council will take into account, in accordance with Section 166(1a) of the Act, the following matters—~~

~~7.4.1 the nature and extent of Council services provided in respect of the land for which the rebate is sought in comparison to similar services provided elsewhere in the Council's area;~~

~~7.4.2 the community need that is being met by activities carried out on the land for which the rebate is sought; and~~



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~~7.4.3 the extent to which activities carried out on the land for which the rebate is sought provides assistance or relief to disadvantaged persons.~~

~~7.5 The Council may take into account other matters considered relevant by the Council including, but not limited to, the following—~~

~~7.5.1 why there is a need for financial assistance through a rebate;~~

~~7.5.2 the level of rebate (percentage and dollar amount) being sought and why it is appropriate;~~

~~7.5.3 the extent of financial assistance, if any, being provided to the applicant and/or in respect of the land by Commonwealth or State agencies;~~

~~7.5.4 whether the applicant has made/intends to make applications to another Council;~~

~~7.5.5 whether, and if so to what extent, the applicant is or will be providing a service within the Council area;~~

~~7.5.6 whether the applicant is a public sector body, a private not for profit body or a private or profit body;~~

~~7.5.7 whether there are any relevant historical considerations that may be relevant for all or any part of the current Council term;~~

~~7.5.8 the desirability of granting a rebate for more than one year in those circumstances identified at Clause 4.2 of this policy;~~

~~7.5.9 consideration of the full financial consequences of the rebate for the Council;~~

~~7.5.10 the time the application is received;~~

~~7.5.11 the availability of any community grant to the person or body making the application;~~

~~7.5.12 whether the applicant is in receipt of a community grant; and~~

~~97.5.13 any other matters, and policies of the Council, which the Council considers relevant.~~

7.36 All persons who or bodies which wish to apply to the Council for a rebate of rates must do so by completing and lodging a Rate Rebate Application on or before 31st March in each year to be considered for a rebate in the new rating year commencing 1st July of each year. The Council reserves the right to refuse to consider applications received after that date. However, applicants which satisfy the criteria for a mandatory 100% rebate will be granted the rebate at any time.



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7.47 The Act provides that the Council may grant a rebate of rates or charges on such conditions as the Council thinks fit.

7.58 The Council may, for proper cause, determine that an entitlement to a rebate of rates under the Act no longer applies.

Where an entitlement to a rebate of rates ceases or no longer applies during the course of a financial year, the Council is entitled to recover rates, or rates at the increased level (as the case may be), proportionate to the remaining part of the financial year.

7.69 It is an offence for a person or body to make a false or misleading statement or representation in an application or to provide false or misleading information or evidence in support of an application made (or purporting to be made) under the Act.

The maximum penalty for this offence is \$5,000.

7.749 If a person or body has the benefit of a rebate of rates and the grounds on which the rebate has been granted cease to exist, the person or body must immediately inform the Council of that fact and (whether or not the Council is so informed) the entitlement to a rebate ceases. If a person or body fails to do so that person or body is guilty of an offence.

The maximum penalty for this offence is \$5,000.

7.844 The Council will, in writing, advise an applicant for a rebate of its determination of that application within sixty business days of receiving the application or of receiving all information requested by the Council. The advice will state –

6.11.1 *if the application has been granted, the amount of the rebate; or*

6.11.2 *if the application has not been granted, the reasons why.*

7.9 A person or body that is aggrieved by a determination of Council in respect of an application for a rate rebate may seek a review of that determination by written application to the Council in accordance with Council's Internal Review of Decisions Policy.

8. DELEGATION

8.1 The Council has delegated its power, pursuant to Section 44 of the Act, to grant applications for mandatory rebates which meet the requirements of the Act.

8.2 The Council has delegated its power to refuse applications for increase of mandatory rebates to a greater percentage than that provided by the Local Government Act.

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8.3 All discretionary rebates shall be determined by the Council.

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8.2 The Council has delegated its power, pursuant to Section 44 of the Act to determine applications and to grant a discretionary rebate of rates to the Chief Executive Officer having regard to the following qualifying criteria;

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- provide a real measurable community benefit to the wider community
- applies only to the existing premises now occupied by the respective community service organisations
- not for profit community service organisations
- limited capacity to generate funds by way of means such as public access, bar facilities and/or gaming machines
- proof of limited capacity to raise funds (i.e. Annual Reports)
- provide a service which meets a recognised community service need in Mount Gambier
- provide access and opportunity for community service development to the wider community of Mount Gambier
- the dominant use of the land is for community service activities and not for social activities
- net rates payable shall not be less than the current fixed charge amount then applicable
- incorporated associations
- exclusion of properties which are club/social/commercial/office by land use.

9. RATE RELIEF OPTIONS

To address any potential inequities in how rates are levied across the Council area the following rate relief options are provided:

9.1 Residential Rate Cap

(i) For land use Category 1 (residential) use:

Where an ~~residential~~ owner/occupier/principal place of residence property with a Category 1 (Residential) Land Use experiences an increase in general rates payable, for the preceding financial year as compared to the general rates payable for the current financial year (excluding any rebates/remissions/~~concessions~~) and where that increase, in monetary terms, is greater than 15%.

The amount of the rate rebate is the amount of gross rates for the current year over and above the calculation referred to above, i.e. the difference (in monetary terms) between the general rates imposed in the preceding financial year plus 15%.

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(All calculations referenced herein are gross rates figures i.e. exclusive of any rebates/remissions/~~concessions~~).

The rebate will not apply where:

- (a) any such increase is due in whole or part to an increase in valuation of the land in the Assessment because of improvements made to it worth more than \$20,000, or
- (b) any such increase is in whole or part because the zoning or land use category of the land has changed, or
- (c) any such increase is due in full or part to the use of the land being different for rating purposes on the date the Council declared its general rates for the current financial year than on the date the Council declared its general rates for the preceding financial year, or
- (d) the ownership of the rateable property has changed since 1st July in the preceding financial year i.e. the residential property has changed ownership and the new owners have purchased the residential property at the new current market value; or
- (e) the subject property boundary(s) have been altered in some way e.g. subdivision, boundary alignment etc. i.e. the subject property is not the exact same property, for valuation purposes, as assessed in the previous financial year; or
- (f) other factors considered relevant by the Chief Executive Officer that do not warrant the granting of the discretionary rate rebate.

The rebate will only apply to:

- (a) a ratepayer in respect of their principal place of residence only, excluding second and subsequent properties and all other non principal place of residence properties;
- (b) the current financial year only then subject to an annual review.

9.23 For Land Use Category 8 (Vacant Land) Use

Vacant land owned by person/persons intending to be developed in the short term as their principal place of residence may be considered for a rebate/deferral on Council rates on a case by case basis through the existing relief provisions of the Local Government Act, i.e. hardship application with the maximum rate rebate calculated so that the rates payable is equivalent to the average residential land use.

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9.34 Postponement of Rates - Seniors

Section 182A of the Local Government Act 1999 provides for applications to be made to Council for a postponement of the payment of the prescribed proportion of rates for the current or a future financial year if:

- (a) the person is a prescribed ratepayer, or is the spouse of a prescribed ratepayer; and
- (b) the rates are payable on land that is the principal place of residence of the prescribed ratepayer; and
- (c) the land is owned by the prescribed ratepayer and his or her spouse and no other person has an interest (as owner) in the land.

The Act defines a 'prescribed ratepayer' as a person who holds a current State Seniors Card issued by the State Government, or who has the qualifications to hold such a card and has applied for the card but has yet to be issued with the card.

All Postponement Applications will be considered and must comply with the provisions of Section 182A of the Local Government Act, 1999 and Regulation 18 of the Local Government (General) Regulations 2013.

All applications for rebates, remissions or postponements must be in writing, addressed to the Chief Executive Officer, City of Mount Gambier, 10 Watson Terrace, Mount Gambier SA 5290."

9.45 Retirement Villages

For the purpose of providing a rebate to Retirement Villages, particularly upon issues arising from circumstances where the ratepayers claim to provide or maintain infrastructure that might otherwise be maintained by the Council, a rebate does not generally apply, but the power will be exercised as appropriate and in accordance with the Local Government Act, 1999.

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10. REVIEW & EVALUATION

This Policy is scheduled for review by Council annually, however, will be reviewed as required by any legislative changes which may occur.

11. AVAILABILITY OF POLICY

This Policy will be available for inspection at Council's principal office during ordinary business hours and on the Council's website www.mountgambier.sa.gov.au. Copies will also be provided to interested members of the community upon request, and upon payment of a fee in accordance with Council's Schedule of Fees and Charges.



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CITY OF MOUNT GAMBIER
RATE REBATE APPLICATION

1. **DETAILS OF APPLICANT**

Organisation Name

Postal Address

..... Postcode

Telephone Email

Please provide details of a contact person for the Applicant

Given Name Surname

Postal Address

..... Postcode

Telephone Email

2. **DETAILS OF LAND**

Council Assessment Number

Certificate of Title Reference

Address

.....

Owner of Land (if not you)

3. **CATEGORIES OF REBATE**

Please tick ☒ the category of rebate under which you are seeking a rebate:

	R155 RATE REBATE POLICY	Version No:	<u>52</u>
		Issued:	<u>July 21st June, 2016-2015</u>
		Next Review:	June, <u>2016</u> 2017

3.1 **Mandatory - 100%**

- ☐ Health Services – Land being predominantly used for service delivery or administration by a hospital or health centre incorporated under the South Australia Health Commission Act 1976 (Section 160 of the Local Government Act 1999);
- ☐ Religious Purposes – Land containing a church or other building used for public worship (and any grounds), or land solely used for religious purposes (Section 162 of the Local Government Act 1999);
- ☐ Public Cemeteries – Land being used for the purposes of a public cemetery (Section 163 of the Local Government Act 1999);
- ☐ Royal Zoological Society of SA – Land (other than land used as domestic premises) owned by, or under the care, control and management of, the Royal Zoological Society of South Australia Incorporated (Section 164 of the Local Government Act 1999).

3.2 **Mandatory - 75%**

- ☐ 3.2.1 Community Services – Land being predominantly used for service delivery or administration by a community services organisation (Section 161 of the Local Government Act 1999).

~~Does your organisation satisfy the following:~~ To qualify as a Community Service Organisation under the rebate provisions of the Local Government Act 1999 an organisation MUST MEET ALL THREE of the following criteria. (See section 'Additional Information' at end of this form).

(a) is incorporated on a not for profit basis for the benefit of the public; **and**

YES ☐ NO ☐

(b) provides community services without charge or for a charge that is below the cost to the body of providing the services; **and**

YES ☐ NO ☐

(c) does not restrict its services to persons who are members of the body.

YES ☐ NO ☐



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~~If you have ticked 'YES' to (a), (b) and (c) above, which of the following services does your organisation provide (please tick the appropriate box/es):~~

If you have ticked (a), (b) and (c) above which of the following services does your organisation provide from the property specified in this application if these services apply only to part of your property, please supply additional details. You must answer these below questions in respect of your application.

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- ☐ emergency accommodation;
- ☐ food or clothing for disadvantaged persons (i.e., persons who are disadvantaged by reason of poverty, illness, frailty, or mental, intellectual or physical disability);
- ☐ supported accommodation - Local Government Act defined as:
 - (a) *residential care facilities that are approved for Commonwealth funding under the Aged Care Act 1997 (Cwlth); or*
 - (b) *accommodation for persons with mental health difficulties, intellectual or physical difficulties, or other difficulties, who require support in order to live an independent life; or*
 - (c) *without limiting paragraph (b), accommodation provided by a community housing provider registered under the Community Housing Providers National Law that is incorporated on a not-for-profit basis for the benefit of the public, other than accommodation provided by such a body—*
 - (i) *that has as a principal object of the body the provision of housing for members of the body; or*
 - (ii) *that is excluded from the ambit of this paragraph by the Minister by notice published in the Gazette.*
- ☐ essential services, or employment support, for persons with mental health disabilities, or with intellectual or physical disabilities;
- ☐ legal services for disadvantaged persons;
- ☐ drug or alcohol rehabilitation services; and/or
- ☐ research into, or community education about, diseases or illnesses, or palliative care to persons who suffer from diseases or illnesses.

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- ☐ ~~Other – please specify~~ Disadvantaged person are persons who are disadvantaged by reasons of poverty, illness, frailty, or mental, intellectual or physical disability.

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- ☐ **3.2.2 Educational Purposes** - (Section 165 of the Local Government Act 1999)

Which of the following criteria apply:

- ☐ land occupied by a government school under a lease or licence and being used for educational purposes; **or**
- ☐ land occupied by a non-government school registered under The Education and Early Childhood Services (Registration and Standards) Act 2011 and being used for educational purposes; **or**
- ☐ land being used by a University or University College to provide accommodation and other forms of support for students on a not for profit basis.

3.3 **Discretionary** - (Section 166 of the Local Government Act 1999)

The Council may in its discretion grant a rebate of rates or service charges in any of the following cases. Please indicate which of the following is applicable to your application:

- ☐ the rebate is desirable for the purpose of securing the proper development of the area (or a part of the area);
- ☐ the rebate is desirable for the purpose of assisting or supporting a business in its area;
- ☐ the rebate will be conducive to the preservation of buildings or places of historic significance;
- ☐ the land is being used for educational purposes;
- ☐ the land is being used for agricultural, horticultural or floricultural exhibitions;
- ☐ the land is being used for a hospital or health centre;
- ☐ the land is being used to provide facilities or services for children or young persons;



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- ☐ the land is being used to provide accommodation for the aged or disabled;
- ☐ the land is being used for a residential aged care facility that is approved for Commonwealth funding under the Aged Care Act 1987 (Commonwealth) or a day therapy centre;
- ☐ the land is being used by an organisation which provides a benefit or service to the local community;
- ☐ the rebate relates to common property or land vested in a community corporation under the Community Titles Act 1996 over which the public has a free and unrestricted right of access and enjoyment;
- ☐ the rebate is appropriate to provide relief against what would otherwise amount to a substantial change in rates payable by a rate payer due to a change in the basis of valuation used for the purposes of rating, rapid changes in valuations, or anomalies in valuations.

4. Amount of Rebate

- 4.1 If you are seeking a mandatory rebate under Clause ~~3.2.1 or 3.2.2~~ 3.2 of this Application, for which you are entitled to a 75% rebate, are you also applying to the Council to increase that rebate?

YES ☐ NO ☐

Please specify the amount of rebate that you are applying for: \$_____

- 4.2 If you are applying for a discretionary rebate under Clause 3.3 of this Application, please specify the rebate amount you are applying for:

\$_____

Please specify why you (or your organisation) need financial assistance through a rebate and why the amount of rebate you have applied for is appropriate.

.....
.....
.....
.....
.....



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5. Additional Information Required

The Council requires you to attach the following additional information to this Application:

5.1 Where you are seeking a rebate under Clause 3.2.1 of this Application – Community Services:

5.1.1 evidence that the land is being used for service delivery and/or administration;

5.1.2 a copy of the organisation's Constitution and/or other documentation establishing that it is incorporated on a not-for-profit basis;

5.1.3 a copy of the organisation's latest Annual Report;

5.1.4 evidence that the organisation provides services free of charge or below cost;

5.1.5 evidence that the organisation provides services to persons other than members.

~~5.2 Where you are seeking a rebate under Clause 3.2.2 of this Application – Educational Purposes:~~

~~5.2.1 Evidence that the university or university college is providing the accommodation and other forms of support for students.~~

5.23 Where you are seeking a rebate in any other case:

5.3.1 evidence that the land is being used for the purpose for which the rebate is being sought;

5.3.2 information as to whether, and if so to what extent, you (or your organisation) will be providing a service within the Council area;

5.3.3 whether you have made or intend to make an application to another council;

5.3.4 the extent of financial assistance (if any) being provided by Commonwealth or State agencies;

5.3.5 whether you are in receipt of a community grant;

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5.3.6 any other information that you believe is relevant in support of this Application.

6. **Application Forms**

Application forms and all additional information must be submitted to the Council on or before the 31st March annually to be considered for a discretionary Rebate of Rates or a mandatory rebate of 75% in the new rating year commencing 1st July, of each year.

The application date does not apply to applicants which satisfy the criteria for a mandatory 100% rebate.

A failure to submit application forms or to provide the additional information required by the Council to assess the application by the due date may result in the Council refusing to consider the application.

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IMPORTANT INFORMATION

It is an offence for a person or body to make a false or misleading statement or representation in an application or to provide false or misleading information or evidence in support of an application made (or purporting to be made) under the Act. The maximum penalty for this offence is \$5,000.00, (Section 159 (2) of the Local Government Act 1999).

The Council may grant a rebate of rates or charges on such conditions as the Council thinks fit.

If a person or body has the benefit of a rebate of rates and the grounds on which the rebate has been granted cease to exist, the person or body must immediately inform the Council of that fact and (whether or not the Council is so informed) the entitlement to a rebate ceases. If a person or body fails to notify the Council that person or body is guilty of an offence and liable to a maximum penalty of \$5,000.00, (Section 159 (7) and (8) of the Local Government Act 1999).

The Council may, for proper cause, determine that an entitlement to a rebate of rates under the Act no longer applies.

Where an entitlement to a rebate of rates ceases or no longer applies during the course of a financial year, the Council is entitled to recover rates, or rates at the increased level (as the case may be), proportionate to the remaining part of the financial year.

I declare that the information I have provide on and attached to this application form is true.

DATED this day of 20

Print Name

Signature

Position Title

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		Issued:	July 21 ²¹ st June, 2016 ²⁰¹⁶ - 2015 ²⁰¹⁵
		Next Review:	June, 2016 ²⁰¹⁷

File Reference:	AF11/1742, AF11/823, AF11/824
Applicable Legislation:	Local Government Act, 1999 Chapter 10, Division 5 (Sections 159 to 166)
Reference: Strategic Plan – Beyond 2015	Goal 5, Strategic Objective 5
Related Policies:	I105 Internal Controls R105 Rating Policy/Statement R130 Rates - General Matters
Related Procedures:	Nil
Related Documents:	Nil

DOCUMENT DETAILS

Responsibility:	Director - Corporate Services
Version:	4.0
Last revised date:	16th-21st ^{21st} June, 2015 ²⁰¹⁶
Effective date:	1 st July, 201 6 ⁵
Minute reference:	16-June ^{21st June} , 2015 ²⁰¹⁶ , Corporate and Community Services Item 10
Next review date:	June 201 7 ⁶
<u>Document History</u>	
First Adopted By Council:	May 2002
Reviewed/Amended:	Annually

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CORPORATE AND COMMUNITY SERVICES REPORT NO 41/2016

SUBJECT: POLICY REVIEW – R105 - RATING POLICY

REF: AF11/1952

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance.

INTRODUCTION

Council's powers to raise rates are found in Chapter 10 of the Local Government Act 1999 ("the Act"). The Act provides the framework within which the Council must operate, but also leaves room for the Council to make a range of policy choices. This document includes reference to compulsory features of the rating system as well as the policy choices that the Council has made on how it imposes and administers the collection of rates.

This document sets out the policy of the City of Mount Gambier ("Council") for setting and collecting rates from its community.

2016/2017 REVIEW

The review includes a number of minor amendments principally related to legislative amendments i.e. pension concessions, introduction of SACAT etc. however the opportunity has also been taken to generally modernise and update Policy wording.

RECOMMENDATION

- (a) Corporate and Community Services Report No. 41/2016 be received;
- (b) Council hereby adopts amended Council Policy R105 - Rating Policy, as provided with this report.



Grant HUMPHRIES

DIRECTOR – CORPORATE SERVICES

Sighted:



Mark McSHANE

CHIEF EXECUTIVE OFFICER

R105 RATING POLICY

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1. INTRODUCTION

Councils are required to raise revenue for governance and administration to deliver goods and services to the community.

Council's major source of revenue is Rates, derived as a tax on land within the Council area. All ratepayers receive benefits from paying rates, but those benefits are consumed in different quantities and types over the lives of the ratepayer.

This document sets out the policy of the City of Mount Gambier ("Council") for setting and collecting rates from its community.

2. PURPOSE

Council's powers to raise rates are found in Chapter 10 of the *Local Government Act 1999* ("the Act"). The Act provides the framework within which the Council must operate, but also leaves room for the Council to make a range of policy choices. This document includes reference to compulsory features of the rating system, as well as the policy choices that the Council has made on how it imposes and administers the collection of rates.

3. SCOPE

Strategic Focus

In determining a suitable Rating Policy, Council has taken into consideration the following:

- the Council's Strategic Management Plan
- Long Term Financial Plan
- the Annual Business Plan and Budget
- ~~Infrastructure and Asset Management Plan.~~
- ~~The recurrent expenditure and income expected for the financial year.~~
- ~~The resources required for the delivery of Council services which are documented in the Annual Business Plan and Budgets which provides direct links to the Corporate Plan and outlines financial and non-financial performance levels in the form of stated projects for delivery over the next 12 months.~~
- Council's Treasury Management and Debt Strategy
- Required funding for future Asset Replacement (Infrastructure and Asset Management Plan)
- the current economic climate of the City and its district
- the specific issues faced by our community
- the impact of general rate increases upon the community, either generally or for specific classes of the community
- the impact of rates on the community and the need to balance the communities capacity to pay with the needs and desires of the wider interests that form our community

There will continue to be economic pressures applying to the Council in a number of ways, which will have an impact on the Council's budget and as a result will put pressure on rates.

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4. POLICY STATEMENT

4.1 Communication of the Policy

Section 123 of the Local Government Act 1999 requires a Council to prepare an Annual Business Plan and Budget. As per Section 123 (2) (d) the annual plan must set out the rates structure and policies for the financial year. A summary of the Annual Business Plan must be included with the first rates notice.

4.2 Method Used to Value Land

Councils may adopt one of three valuation methodologies to value the properties in their areas. They are:

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

The City of Mount Gambier has decided to continue to use Capital Value as the basis for valuing land within the Council area. The Council considers that this method of valuing land provides the fairest method of distributing the rate burden across all ratepayers because property value is considered a reasonable indicator of income and capital value, which closely approximates the market value of a property and provides the best indicator of overall property value.

4.3 Adoption of Valuation

The City of Mount Gambier will adopt the most recent valuations made by the Valuer-General. If a ratepayer is dissatisfied with the valuation made by the Valuer-General then the ratepayer may object to the Valuer-General in writing, within 60 days of receiving the notice of the valuation, explaining the basis for the objection, provided they have not:

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

The address of the Office of the Valuer-General is:
State Valuation Office GPO Box 1354
ADELAIDE SA 5001
Email: LSGObjections@sa.gov.au
Phone: 1300 653 345

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4.4 Objection to Valuation and/or Land Use

A person may object to a valuation of the Valuer-General by notice in writing, setting out the reasons for the objections, and the Valuer-General must consider the objection. If the person then remains dissatisfied with the valuation the person has a right to a review. Applications must be made within 21 days of receipt of the notice of the decision (in relation to the objection) from the Valuer-General. A payment of the prescribed fee for the review to be undertaken together with the review application must be lodged in the State Valuation Office, who will then refer the matter to an independent Valuer. If the person remains dissatisfied with the valuation then they have a right of appeal to the Land and Valuation Court (Part 4 of the Valuation of Land Act 1971)-may apply to the South Australian Civil and Administrative Tribunal (SACAT) for a review of the decision.

The address of the Office of the Valuer-General is:
State Valuation Office GPO Box 1354
ADELAIDE SA 5001
Email: LSGObjections@sa.gov.au
Phone: 1300 653 345

The Council has no role in the valuation review process & the lodgement of an objection does not change the due date for payment of rates.

4.5 Notional Values

Certain properties may be eligible for a notional value under the Valuation of Land Act 1971. This can relate to certain primary production land or where there is State heritage recognition. A notional value is generally less than the capital value and generally results in a reduced rate liability being incurred.

Application by the ratepayer for a notional value must be made to the Office of the Valuer- General.

The address of the Office of the Valuer-General is:
State Valuation Office GPO Box 1354
ADELAIDE SA 5001
Email: LSGObjections@sa.gov.au
Phone: 1300 653 345

4.6 Business Impact Statement

Current Economic Environment

Council will consider the impact of rates on all businesses in the Council area, including industry, commercial and primary production sections. In considering the impact, Council will assess the following matters:

- Those elements of Council's Strategic Management Plan relating to business development.

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- Relevant economic forecast reports.
- Council's recent development approval trends.
- The operating and capital projects and new programs for the coming year that will principally benefit industry and business development.
- Valuation changes.
- Consumer Price Index (CPI) and Local Government Price Index (LGPI) Movements.

Council recognises the importance of supporting and encouraging a diverse and healthy business sector.

4.7 Council's Revenue Raising Powers

All land within a Council area, except for land specifically exempt (eg Crown land, Council occupied land and other land prescribed in the Local Government Act – refer Section 147 of the Act), is rateable. The Local Government Act provides for a Council to raise revenue for the broad purposes of the Council through a general rate, which applies to all rateable properties, or through differential general rates, which apply to classes of properties. In addition, Council can raise separate rates, for specific areas of the Council or service rates or charges for specific services. The Council also raises revenue through fees and charges, which are set giving consideration to the cost of the service provided and any equity issues. The list of applicable fees and charges is available at the Mount Gambier Civic Centre, 10 Watson Terrace, Mount Gambier or on our website at www.mountgambier.sa.gov.au. A Goods and Services Tax at a rate determined under the Goods and Services Tax Act 1999 will be charged on those fees not given exemption under the Act.

4.8 Fixed Charge

Council has decided that a component of the total rate will be a fixed charge on every rateable property. The fixed charge will affect all ratepayers and will raise slightly less than one half of total rate revenue (before rebates and remissions).

Section 152 of the Act provides for a fixed charge component of rates. Council's reasons for including a fixed charge component are:

- To be able to deliver a range of services to the community, Council must maintain a range of internal support and administrative services. No particular group of ratepayers benefit more than any other group of ratepayers by the provision of the support and administrative services.
- The Council therefore considers it appropriate that all ratepayers contribute equally to the cost of administering Council's activities.

The fixed charge will affect all ratepayers and is set to raise slightly less than one half of total rate revenue.

~~From a ratepayer's perspective, the anecdotal evidence appears to be in favour of a~~
The fixed charge, which is uniformly paid by each ratepayer, irrespective of capital value, has the effect of limiting the impact ~~and thus limiting the effect~~ changes in valuation have on individual assessments.

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Where two or more adjoining properties have the same owner and occupier only one fixed charge is payable by the ratepayer.

4.9 Differential General Rates

In addition to the use of a Fixed Charge, the Local Government Act 1999, allows Councils to differentiate rates based on the use of the land, the locality of the land or on the use and locality of the land. Current categories of land use defined by the Local Government (General) Regulations 1999 are:

1. Residential
2. Commercial-Shops
3. Commercial-Office
4. Commercial-Other
5. Industrial-Light
6. Industrial-Other
7. Primary Production
8. Vacant Land
9. Other

4.10 Land Use

Land use is a factor to levy differential rates. If a ratepayer believes that a property has been wrongly classified as to its land use, then an objection in writing may be made within 60 days of being notified of the land use classification.

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

Office of the Valuer-General
GPO Box 1354
ADELAIDE SA 5001
Email: lsgobjections@sa.gov.au
Phone: 1300 653 345

Note: Lodgement of an objection does not change the due date for the payment of rates.

4.11 Minimum Rate

Council does not use the minimum rate provisions, instead, preferring to use the combination of fixed charge and valuation based rating.

4.12 Natural Resource Management Levy

The Council is in the South East Natural Resource Management Board area and is required under the NRM Act to make a specified annual contribution to the South East NRM Board. As such, Council is obliged to collect the levy on behalf of the State Government for no gain to Council.

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The Council is simply operating as a revenue collector for the South East Natural Resource Management Board in this regard. It does not retain this revenue nor determine how the revenue is spent.

4.13 ~~State Government Concessions~~ Cost of Living Concessions

~~As from the 2015/2016 financial year the State Government will no longer provide concessions for eligible pensioners in respect of Council rates.~~

~~Pensioners, low income earners and self funded retirees holding a Commonwealth Seniors Health Card will receive up to \$200 per year under a new 'Cost of Living' (CLC) concession.~~

~~For more information contact the State Government Concessions Hotline 1800 307 758.~~

Eligible Pensioners

If you are an eligible pensioner you may be entitled to a cost of living concession up to \$200. This concession is paid direct and can be used towards either electricity, gas, water bills or council rates.

This concession replaces the \$190 council rate concession which was only provided to those pensioners who owned their own home.

Application forms are available by contacting the Concession Hotline on 1800 307 758.

Applications are administered by the State Government. Payment of rates must not be withheld pending assessment of an application by the State Government as penalties apply to unpaid rates.

Self-Funded Retirees

The State Government has determined that self-funded retirees meeting certain conditions may also be entitled to cost of living concession up to \$100. This concession is paid direct and can be used towards either electricity, gas, water bills or council rates.

Application forms are available by contacting the Concession Hotline on 1800 307 758.

Payment of rates must not be withheld pending assessment of an application by the State Government as penalties apply to unpaid rates.

4.14 Payment of Rates

The Council will collect rates quarterly on the dates to be specified on the rates notice, in the following months:

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- September
- December
- March
- June

Rate notices will be issued quarterly however the total outstanding balance of rates may be paid at any time.

Rates may be paid:

- In person, at the Council Offices during the hours of 8.30 a.m. to 5.00 p.m., Monday to Friday
- By post, P O Box 56, Mount Gambier SA 5290
- Over the Internet - www.mountgambier.sa.gov.au
- By telephone, using credit card, phone 1300 ~~303-276 201-468~~ 24 hours, 7 days per week (~~Quote Infopay B Point~~ Number ~~13452634342~~)
- By Bpay - Use Biller Code 464263
- ~~Bpay View (register with your Bank)~~
- By direct debit from savings ~~accounts~~ [or cheque account](#)
- By Centrepay deductions from social security payments
- Any Australia Post outlet

Any ratepayer who may, or is likely to, experience difficulty with meeting the standard instalments and due dates can contact the Council to discuss alternative payment arrangements. It should be noted that fines and interest may still be levied in accordance with the Act.

4.15 Late Payment of Rates

The Local Government Act provides that Councils impose a penalty of 2% on any payment for rates, whether instalment or otherwise, that is received late. A payment that continues to be late is then charged an interest rate, set each year according to a formula in the Act, for each month it continues to be late. Interest charged on late payments is charged on both the amount of the rate arrears and any interest that has previously been imposed. The purpose of this penalty is to act as a genuine deterrent to ratepayers who might otherwise fail to pay their rates on time, to allow Councils to recover the administrative cost of following up unpaid rates and to cover any interest cost the Council may incur because it has not received the rates on time.

The City of Mount Gambier imposes late payment penalties strictly in accordance with the Local Government Act. The ability to remit penalties in whole or part is a power vested in Council. At the City of Mount Gambier each case will be considered on its merit based on the information provided.

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4.16 Debt Recovery

Council has determined that Rate Payments will be applied in accordance with the provisions of Section 183 of the Act.

When Council receives a payment in respect of overdue rates the Council applies the money received in accordance with Section 183 of the Local Government Act, as follows:

- firstly – to satisfy any costs awarded in connection with court proceedings;
- secondly – to satisfy any interest costs;
- thirdly – in payment of any fines imposed; and
- fourthly – in payment of rates, in date order of their imposition (starting with the oldest account first).

4.17 Rebate of Rates - Mandatory

The Local Government Act requires Councils to rebate the rates payable on some land uses. Specific provisions are made for land used for health services, community services, religious purposes, public cemeteries, the Royal Zoological Society and educational institutions. These rebates vary from 25% to 100% and will be applied upon application and on verification.

4.18 Rebate of Rates - Discretionary

The Local Government Act 1999 enables Council (upon application and subject to certain eligibility criteria) to grant discretionary rebates of up to 100% for land used for the purposes of a community benefit and that meet certain legislative and Council Policy criteria.

Council (by Policy) has agreed to grant specific Rate Rebates pursuant to the said Act.

Councils Rate Rebate Policy (incorporating Rate Rebate Application) is available from the Council website - www.mountgambier.sa.gov.au.

4.19 Rate ~~Capping~~ Relief Options

~~To address any potential inequities in how rates are levied across the Council area the following rate relief assistance is available:~~

~~4.19.1 Residential (Principal place of Residence) Rate Cap~~

~~This option will provide relief where a ratepayer (principal place of residence) with a residential land use is levied an increase in rates greater than 15%.~~

~~This rebate will not apply where:~~

- ~~The increase is due to an increase in valuation as a result of improvements greater than \$20,000~~

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- The increase is a result of a charge of zoning or land use
- Ownership of the property has changed in the year previous
- The subject property has been altered in some way (boundary alignment etc) which has resulted in a new property valuation compared to previous
- Properties other than the principal place of residence i.e. second and subsequent properties and all other non-principal places of residences of the ratepayer

4.19.1 Where an owner/occupier/principal place of residence property with a Category 1 (Residential) Land Use experiences an increase in general rates payable, for the preceding financial year as compare to the general rates payable for the current financial year (excluding any rebates/remissions) and where that increase, in monetary terms, is greater than 15%.

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The amount of the rate rebate is the amount of gross rates for the current year over and above the calculation referred to above, i.e. the difference (in monetary terms) between the general rates imposed in the preceding financial year plus 15%.

(All calculations referenced herein are gross rates figures i.e. exclusive of any rebates/remissions/concessions).

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The rebate will not apply where:

- any such increase is due in whole or part to an increase in valuation of the land in the Assessment because of improvements made to it worth more than \$20,000, or
- any such increase is in whole or part because the zoning or land use category of the land has changed, or
- any such increase is due in full or part to the use of the land being different for rating purposes on the date the Council declared its general rates for the current financial year than on the date the Council declared its general rates for the preceding financial year, or
- the ownership of the rateable property has changed since 1st July in the preceding financial year i.e. the residential property has changed ownership and the new owners have purchased the residential property at the new current market value; or
- the subject property boundary(s) have been altered in some way e.g. subdivision, boundary alignment etc. i.e. the subject property is not the exact same property, for valuation purposes, as assessed in the previous financial year; or
- other factors considered relevant by the Chief Executive Officer that do not warrant the granting of the discretionary rate rebate.

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The rebate will only apply to:

(a) a ratepayer in respect of their principal place of residence only, excluding second and subsequent properties and all other non principal place of residence properties;

(b) the current financial year only then subject to an annual review.

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4.19.2 Vacant Land

The vacant land rate in the dollar is set higher than the residential rate in the dollar.

For those owners of vacant land who intend to develop that land, in the short term, as their principal place of residence (as opposed to land speculation), may be entitled to a rebate on Council rates.

Applications must be in writing with the maximum rebate calculated so that the rates payable are equivalent to the average residential land use.

4.21-19.3 Postponement of Rates - Seniors

Any person holding a State Seniors Card issued by the State Government may make application to Council for a postponement of the prescribed proportion of rates for the current or future financial years.

All applications of postponement will need to be considered in accordance with the relevant legislative provisions.

4.202 Hardship

Any ratepayer experiencing difficulties in meeting rates payments or experiencing hardship will be able to access payment plans tailored to meet their particular circumstances. All arrangements will be strictly confidential.

4.213 Applications

All applications for rebates, remissions or postponements must be in writing, addressed to the Chief Executive Officer, City of Mount Gambier, P O Box 56, Mount Gambier SA 5290 and include sufficient details to identify the relevant property and support the application.

Application forms are available from Council's website www.mountgambier.sa.gov.au.

Please refer to Councils Rate Rebate Policy for further information.

4.224 Sale of Land for Non-Payment of Rates

The Local Government Act provides that a Council may sell any property where the rates have been in arrears for three years or more. The Council is required to provide

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Version No:	⁷⁶
Issued:	16th 21st June, 2015 ²⁰¹⁶
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the principal ratepayer and the owner (if not the same person) with details of the outstanding amounts and advise the owner of its intention to sell the land if payment of the outstanding amount is not received within one month. The City of Mount Gambier enforces the sale of land for non-payment of rates after 3 years or more in accordance with the provisions of the Act.

4.2³⁵ Changes to Assessment Records

All changes to postal address of ratepayer/owner and changes of ownership of a property must be notified promptly to Council in writing.

4.2⁴⁶ Disclaimer

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

Where a ratepayer believes that the Council has failed to properly apply this policy it should raise the matter with the Council. In the first instance contact Council's Director - Corporate Services on (08) 8721 2555 to discuss the matter. If, after this initial contact, a ratepayer is still dissatisfied they should write to the Chief Executive Officer, City of Mount Gambier, P O Box 56, Mount Gambier SA 5290, or email city@mountgambier.sa.gov.au

5. REVIEW & EVALUATION

This Policy is scheduled for review by Council annually, however, will be reviewed as required by any legislative changes which may occur.

6. AVAILABILITY OF POLICY

This Policy will be available for inspection at Council's principal office during ordinary business hours and on the Council's website www.mountgambier.sa.gov.au. Copies will also be provided to interested members of the community upon request, and upon payment of a fee in accordance with Council's Schedule of Fees and Charges.

R105 RATING POLICY

Version No:	7 ⁶
Issued:	16th-21st June, 2015 ²⁰¹⁶
Next Review:	June 201 7 ⁶

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File Reference:	AF11/1742
Applicable Legislation:	Local Government Act, 1999 - Chapter 10
Reference: Strategic Plan – Beyond 2015	Goal 5, Strategic Objective 5.
Related Policies:	R105 Rating Policy/Statement R155 Rates - Rebate Policy Statement and Application Process R130 Rates - General Policy
Related Procedures:	Nil
Related Documents:	Nil

DOCUMENT DETAILS

Responsibility:	Director - Corporate Services
Version:	6.0
Last revised date:	16th-21st June, 2015 ²⁰¹⁶
Effective date:	16th-21st June, 2015 ²⁰¹⁶
Minute reference:	16th-21st June, 2015-2016 Corporate and Community Services Item 11
Next review date:	June, 201 7 ⁶
<u>Document History</u> First Adopted By Council: Reviewed/Amended:	18 th October, 2011 Annually

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CORPORATE AND COMMUNITY SERVICES REPORT NO. 42/2016

SUBJECT: NOMINATIONS – COMMUNITY ENGAGEMENT AND SOCIAL INCLUSION SUBCOMMITTEE

REF: AF15/500

Goal: Governance
Strategic Objective: Demonstrate innovative and responsive organisational governance. Engage with national, state, regional and local forums and partnerships to provide solutions and options to continually improve Councils service delivery and performance.

Goal: Diversity
Strategic Objective: Develop the capacity of Council to effectively communicate and engage with our communities, other agencies and service providers.

At it's meeting held on 20th April 2016 in consideration of Corporate and Community Services Report No. 29/2016 in relation to a vacancy on Council's Community Engagement and Social Inclusion Sub-Committee, Council resolved as follows:

- (a) Corporate and Community Services Report No. 29/2016 be received.*
- (b) a targeted approach be used by Council Members to identify suitable nominees for the Community Engagement and Social Inclusion Sub-Committee vacancy;*
- (c) Council Members present nominations (with accompanying background information) for the Community Engagement and Social Inclusion Sub-Committee position to the Manager - Governance and Property by Friday 27th May 2016 for presentation to the June 2016 Corporate and Community Services Committee.*

No nominations had been received at the close of business on Friday 27th May 2016.

Council may now consider whether to seek nominations for the vacant position on the Community Engagement and Social Inclusion Sub-Committee and to conduct a secret ballot to select/confirm the nominee (if/as necessary).

RECOMMENDATION

- (a) Corporate and Community Services Report No. 42/2016 be received;
- (b) to be determined.



Michael McCARTHY
MANAGER GOVERNANCE & PROPERTY

Sighted:



Mark McSHANE
CHIEF EXECUTIVE OFFICER

CORPORATE AND COMMUNITY SERVICES REPORT NO. 43/2016

SUBJECT: LCLGA – AUDIT COMMITTEE EXEMPTION

REF: AF11/936

Goal: Governance

Strategic Objective: Engage with national, state, regional and local forums and partnerships to provide solutions and options to continually improve Councils service delivery and performance.

In previous years the Limestone Coast Local Government Association (LCLGA) has been exempt from the requirement to have an Audit Committee based on the size of the organisation and the limited financial transactions.

Clause 30, Schedule 2, of the *Local Government Act 1999* requires regional subsidiaries to establish and maintain an audit committee unless exempted by regulation.

The LCLGA has by notice of the Minister in the Gazette dated 16 April 2015 an exemption from the requirement to establish an audit committee under Regulation 18 of the *Local Government (Financial Management) Regulations 2011* until 30 June 2016.

If the LCLGA seeks to apply for a further exemption from this audit committee requirement each constituent Council must first pass a resolution in favour of seeking the exemption.

The following framework is used to inform Ministerial decisions regarding applications from regional subsidiaries seeking an exemption. It is expected that a regional subsidiary should satisfy most of the criteria:

- i. the regional subsidiary has in place relevant internal control policies and procedures and these are periodically reviewed and updated;
- ii. the regional subsidiary's external auditor has provided an audit opinion to the regional subsidiary that its internal controls are sufficient to provide a reasonable assurance that its financial transactions are being conducted properly and lawfully;
- iii. all reports by the regional subsidiary's auditor are (or will be in the future) circulated to each constituent council;
- iv. no evidence has come to light which strongly suggests that the regional subsidiary is not complying with its obligations under the *Local Government Act 1999* and associated Regulations in all material respects;
- v. the value of assets owned by the regional subsidiary does not appear unduly high for one not subject to audit committee requirements;
- vi. the level of annual operating expenses of the regional subsidiary does not appear unduly high for one not subject to audit committee requirements; and
- vii. The predominant source of income of the regional subsidiary does not involve rates or charges levied directly on Council ratepayers.

An application to the Minister should contain information to assist in assessing the application against the above framework, a copy of the signed audit report, financial statements and the resolutions from each of the constituent Councils.

As the LCLGA meets all the criteria set out above in points 1 – 7 it has been suggested that all constituent Councils of the LCLGA develop a report for their Councils to consider making a resolution in favour of the LCLGA Board seeking an exemption from having an Audit Committee.

This matter has been raised at South Australian Regional Organizations of Councils recommending that the legislation be changed to remove the need for regional subsidiaries, like

Corporate and Community Services Report No. 43/2016 cont'd...

Regional LGA's having to make periodical application for exemption, and instead be given exemption until circumstances substantially change (e.g. set limits on the financials etc.)

It is understood that the Local Government Association will be raising this through a thorough review of the Local Government Act 1999 during 2016.

RECOMMENDATION

- (a) Corporate and Community Services Report No. 43/2016 be received;
- (b) The Limestone Coast Local Government Association (LCLGA) be supported in seeking an exemption from the requirement to have an Audit Committee based on the following;
 - i. the LCLGA Board has in place relevant internal control policies and procedures and these are periodically reviewed and updated;
 - ii. the LCLGA Board's external auditor has provided an audit opinion that its internal controls are sufficient to provide a reasonable assurance that its financial transactions are being conducted properly and lawfully;
 - iii. all reports by the auditor are (and will be in the future) circulated to each constituent council (i.e. by way of the Annual Report and at a Board Meeting);
 - iv. no evidence has come to light which strongly suggests that the LCLGA Board is not complying with its obligations under the Local Government Act 1999 and associated Regulations in all material respects;
 - v. The value of assets owned by the LCLGA Board does not appear unduly high for one not subject to audit committee requirements;
 - vi. the level of annual operating expenses of the LCLGA Board does not appear unduly high for one not subject to audit committee requirements; and
 - vii. The predominant source of income of the LCLGA Board does not involve rates or charges levied directly on Council ratepayers.



Mark McSHANE
CHIEF EXECUTIVE OFFICER

8th June, 2016
MMcC

CORPORATE AND COMMUNITY SERVICES REPORT NO. 44/2016

SUBJECT: ELECTOR REPRESENTATION REVIEW – OPTIONS PAPER

REF: AF15/624

Goal: Diversity

Strategic Objective: Understand our community profile

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance.

Establish measures for Council's performance and continually compare against community expectations.

At its meeting held on 16th February 2016 Council received Corporate and Community Services Report No. 13/2016 with regard to the commencement of an Elector Representation Review as required to be conducted by Council during the period April 2016 – April 2017.

The statutory review process has commenced with 2 Elected Member Workshops, the first on 26th April 2016 to brief Members on the Elector Representation Review process, and the second on 1st June 2016 to present a Draft Options Paper prepared for public consultation purposes.

Following Member feedback the Draft Options Paper has been updated with 3 proposed Ward/No. Councillor options and is attached to this report (**Attachment 1**) and is recommended for endorsement for public consultation purposes.

Several alternative Ward/No. of Councillor options are also attached to the report (**Attachments 2-4**). Council may wish to endorse the Options Paper with one or more of these alternative Ward/No. of Councillor options in replacement/addition to those presented in the Options Paper. Such replacement/additional options should be clearly specified in the Council resolution.

The purpose of the Options Paper and first round of public consultation is to inform the community of options and seek public submissions on the possible composition of the Council to apply from November 2018.

Consultation on the Options Paper will comprise Notices published in The Border Watch and the (SA) Government Gazette, publication of the Notice and the Options Paper on the Council website, display of the Options Paper at the Council Offices, and a questionnaire published on the Council website and in Have Your Say, as well as being available in hardcopy at the Council Offices.

The questionnaire is attached (**Attachment 5**) and seeks specific information from respondents including their preferences for:

- Elected Mayor or Chairperson selected from amongst elected Councillors,
- Ward or no Ward structure
- Number of Wards and Ward Names
- Area Councillors (in addition to Ward Councillors)
- Number of Councillors

Following the first round of public consultation Council will consider the options and submissions received before determining a particular composition proposal for presentation to the community in a subsequent public consultation process.

Corporate and Community Services Report No. 44/2016 cont'd...

RECOMMENDATION

- (a) Corporate and Community Services Report No. 44/2016 be received.
- (b) The Elector Representation Review – Options Paper and questionnaire attached to Corporate and Community Services Report No. 44/2016 be received and endorsed for public consultation purposes.
- (c) Public Consultation on the Elector Representation Review - Options Paper be conducted in accordance with the requirements of the Local Government Act and any resultant questionnaires/submissions be the subject of a further report to Council for consideration.



Michael McCARTHY
MANAGER GOVERNANCE & PROPERTY

Sighted:



Mark McSHANE
CHIEF EXECUTIVE OFFICER

8th June, 2016
MMcC



City of
Mount Gambier

Representation Options Paper

ELECTOR REPRESENTATION REVIEW

June 2016

Prepared for the City of Mount Gambier by C L Rowe and Associates Pty Ltd, June 2016

Disclaimer

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1. Introduction

Section 12(4) of the Local Government Act 1999 (the Act) states:

"A review may relate to a specific aspect of the composition of the council, or of the wards of the council, or may relate to those matters generally – but a council must ensure that all aspects of the composition of the council, and the issue of the division, or potential division, of the area of the council into wards, are comprehensively reviewed under this section at least once in each relevant period that is prescribed by the regulations".

The City of Mount Gambier last completed an "elector representation review" in September 2009 and is scheduled to undertake another review during the period April 2016 – April 2017.

This paper has been prepared in accordance with the requirements of Section 12(5) and (6) of the Act and examines the advantages and disadvantages of the various options that are available to Council in respect to its future composition and structure. It contains information pertaining to the review process; elector distribution and ratios; comparisons with other councils; demographic trends; population projections; residential development opportunities which may impact upon future elector numbers; and alternative ward structure options.

The key issues that need to be addressed during the review include:

- the principal member of Council, more specifically whether it should be a mayor elected by the community or a chairperson selected by (and from amongst) the elected members;
- the composition of council, including the number of elected members required to provide fair and adequate representation to the community and the need for area councillors in addition to ward councillors (where the council area is to be divided into wards);
- the division of the Council area into wards or the retention of the existing "no wards" structure; and
- if wards are to be introduced, the level of ward representation within, and the name of, any future proposed wards.

At the end of the review process, any proposed changes to Council's composition and/or structure must serve to uphold the democratic principle of "one person, one vote, one value". Bearing this in mind, it is highly likely that any potential future ward structure of Council will, in the main, be determined by the requirement for an equitable distribution of elector numbers between wards, rather than be based specifically on any socio-economic, regional or topographic factors.

2. Review Process

Sections 12(5) - 12(12a) of the Act outline the process that Council must adhere to when undertaking its review. A brief summary of this process is as follows.

2.1 Representation Options Paper

The review is commenced with the preparation of a "Representation Options Paper" by a person who, in the opinion of Council, is qualified to address the representation and governance issues that may arise during the course of the review.

The "Representation Options Paper" must examine the advantages and disadvantages of the options available in respect to a range of issues relating to the composition and structure of Council. The provisions of the Act specifically require Council to examine issues such as over-representation in comparison to other councils of a similar size and/or whether the existing "no wards" structure should be retained in favour of introducing wards.

2.2 First Public Consultation

Council is currently advising the community that the review is being undertaken and that the "Representation Options Paper" is available for consideration. An invitation is being extended to any interested member of the community to make a written submission to Council by (date to be inserted).

Section 12(7)(a)(ii) of the Act specifies that the consultation period shall be at least six (6) weeks in duration.

2.3 Representation Review Report

At the completion of the first of the prescribed public consultation stages Council will consider the available options in respect to its future composition and structure, as well as the submissions received from the community, and will make "in principle" decisions regarding the elector representation arrangements it favours and desires to be effected at the next Local Government elections. Council will then prepare a "Representation Review Report" which will outline its proposal and the reasons for such, as well as provide details of the submissions that were received during the first public consultation period and its responses thereto.

2.4 Second Public Consultation

Council will initiate a second public consultation (by means of public notices) seeking written comments on the "Representation Review Report" and the preferred proposal.

Section 12(9)(b)(ii) of the Act specifies that the second consultation period shall be at least three (3) weeks in duration.

2.5 Final Decision

Council will consider the submissions received in response to the second public consultation; hear from the individual community members who may wish to address Council in support of their submission; finalise its decision; and prepare a report for presentation to the Electoral Commissioner.

2.6 Certification

The final stage of the review involves certification of the Council proposal by the Electoral Commissioner and gazettal of any amendments to Council's composition and/or ward structure.

Any changes to Council's composition and/or ward structure as a consequence of the review will come into effect at the next Local Government election (scheduled for November 2018).

3. Current Structure

Council currently comprises an elected mayor and ten area councillors; and the Council area is not divided into wards. The current elector representation arrangement, which was adopted by Council during the elector representation review undertaken in 2008/2009, came into effect at the 2010 Local Government elections. Prior to the previous review the Council area was divided into two wards and Council comprised an elected mayor and ten ward councillors.

At the time of preparing this paper, the total number of persons eligible to vote in Local Government elections in the Council area was determined to be 18,997, this comprising 18,885 enrolments on the House of Assembly Roll (as maintained by Electoral Commission South Australia) and 112 enrolments on the Supplementary Voters Roll, as maintained by Council pursuant to the provisions of Section 15 of the Local Government (Elections) Act 1999.

As elector numbers can change as a consequence of on-going (daily) amendments to the voter's rolls, elector data will be re-examined throughout the course of the review so as to ensure the accuracy of the elector numbers within any final ward structure proposal.

4. Composition of Council

Section 51 of the Act indicates that a council may constitute a mayor or chairperson, with all other elected members being known as councillors, whether they represent the council area as a whole or a ward. The key issues relating to the future composition of Council are as follows.

4.1 Mayor/Chairperson

The roles and responsibilities of a mayor and a chairperson are identical in all respects, however, there are differences in their election/selection and their voting rights in chamber.

A mayor is elected by all of the electors for a period of four years and, as such, provides stable community leadership. By contrast, a chairperson is chosen by (and from amongst) the elected members of council for a term of one to four years (as determined by Council). The latter provides flexibility and the opportunity for a number of elected members to gain experience as the principal member over the term of a Council.

In addition, a mayor does not have a deliberative vote on a matter before council, but in the event of a tied vote, has a casting vote. On the other hand, the chairperson has a deliberative vote at a council meeting but does not have a casting vote.

Further, as an election (or supplementary election) for an elected mayor must be conducted across the whole of the Council area, a significant cost can be incurred by council on every occasion the position is contested. The selection of a chairperson is not reliant upon an election and, as such, costs will only be incurred by council where a chairperson leaves Council before the completion of his/her term in office and the resultant vacancy for the position of councillor is contested.

It should also be noted that:-

- at present all of the metropolitan councils have an elected mayor and only sixteen relatively small regional councils (i.e. elector numbers in the range 732 - 3,944) have a chairperson;
- candidates for the office of mayor cannot also stand for election as a councillor and as such, the experience and expertise of unsuccessful candidates will be lost to council;
- there is a perception that the position of chairperson lacks the status of an elected mayor, and this in turn may reflect detrimentally on the status of a council;
- where the principal member of council is chosen by the elected members rather than elected by the community (i.e. a chairperson), council can decide on the title of the office (e.g. mayor) pursuant to Section 51(1)(b) of the Act; and
- any proposal to change the principal member from an elected mayor to a selected chairperson (and vice versa) cannot proceed unless a poll of the community has been conducted in accordance with the requirements of Section 12 (11a-d) of the Act (either during the course of the review or at the time of the Local Government election in November 2018), and the result of the poll favours the proposed change.

4.2 Councillors

Section 52(2) of the Act indicates that:

- a councillor can be elected to represent the council area as a whole, whether or not the area is divided into wards (i.e. an area councillor); and/or
- if the council area is divided into wards, a councillor will be elected by the electors of a particular ward, as a representative of that ward (i.e. a ward councillor).

As a person elected to the council, a ward councillor is required to represent the interests of residents and ratepayers, to provide community leadership and guidance, and to facilitate communication between the community and Council

4.3 Area Councillors (in addition to ward councillors)

Section 52 of the Act indicates that councillors can be elected as a representative of a ward, or alternatively, to represent the Council area as a whole (whether or not the council area is divided into wards).

Where the Council area is divided into wards, Council can comprise both area councillors and ward councillors, with the area councillors adopting a similar role to that of the former office of alderman whereby they focus on council-wide issues rather than local/ward matters.

The arguments in favour of the area councillor (in addition to ward councillors) are that:-

- the area councillor is free of parochial ward attitudes and responsibilities;
- the area councillor is generally an experienced elected member who can share his/her knowledge and experience with the ward councillors;
- the area councillor is free to assist the mayor and ward councillors, if required; and
- the lines of communication between council and the community are improved, as the community have the area councillors and their ward councillors to approach for assistance.

The opposing view is that:

- an area councillor holds no greater status than a ward councillor, has no greater responsibilities than a ward councillor, and need not comply with any extraordinary or additional eligibility requirements;
- additional elected members ("area councillors") will create additional expense (e.g. elected member's allowances and administration costs);
- any contested election for area councillors must be conducted across the whole of the Council area at considerable cost;
- area councillors (in addition to ward councillors) are considered to be an unnecessary tier of representation and therefore are not a popular option amongst Councils (i.e. only the City of Adelaide has "area councillors" in addition to councillors);
- ward councillors do not have to reside in the ward which they represent and, as such, the traditional role and/or basis for the ward councillor has changed to a council-wide perspective;
- ward councillors generally consider themselves to represent not only their ward, but the council area as a whole (like an area councillor), as is the general expectations espoused under Section 8 of the Act; and
- the task and expense of contesting council-wide elections for an area councillor can be prohibitive, and may deter appropriate/quality candidates.

5. Elector Representation (number of councillors)

Council must provide adequate and fair representation and generally adhere to the democratic principle of "one person, one vote, one value".

Section 33(1)(f) of the Act indicates *"the need to ensure adequate and fair representation while at the same time avoiding over-representation in comparison to other councils of a similar size and type (at least in the longer term)."* Similarly, Section 26(1)(xi) of the Act states *"residents should receive adequate and fair representation within the local government system, while over-representation in comparison with councils of a similar size and type should be avoided (at least in the longer term)".*

The comparison of councils is not a straightforward exercise, given that no two councils are identical in terms of their size (elector numbers and/or area), population, topography, communities of interest and/or predominant land uses. However, it can provide some guidance in regards to an appropriate elector ratio or level of representation (number of councillors).

Table 1 provides (for comparison purposes) the elector data pertaining to five councils which are similar in size (elector numbers) to the City of Mount Gambier. The data indicates that Council has the least number of elected members; covers a small area; has a reasonable number of electors (by comparison); and exhibits an acceptable elector ratio.

Table 1: Elector data, representation and areas (Councils with similar elector numbers)

Council	Councillors	Electors	Ratio
The Barossa Council (912 km ²)	11	16,665	1:1,515
Town of Gawler (41.1 km ²)	10	16,297	1:1,630
Alexandrina Council (1827 km ²)	11	18,945	1:1,722
City of Mt Gambier (34 km²)	10	18,997	1:1,900
Norwood Payneham St Peters (15.1 km ²)	13	25,096	1:1,930
DC Mt Barker (595 km ²)	10	21,951	1:2,195

Source: Electoral Commission SA , House of Assembly Roll (December, 2015)
Council Voters Roll (February 2016)

The difference in the composition and elector ratios of councils becomes evident when the City of Mount Gambier is compared to the larger of the metropolitan councils. These councils comprise 12 - 20 elected members; have elector numbers ranging from 62,486 - 117,715; and exhibit elector ratios of 1:4,653 - 1:6,017.

Whilst the elector ratio of Council is reasonable in comparison to the ratios exhibited by many of the cited councils in Table 1, there are councils throughout the state and the nation which are functioning with fewer elected members and/or higher elector ratios. This being the case, the review affords the opportunity to at least consider alternative arrangements including a smaller number of elected members.

When determining the appropriate composition of Council some consideration needs to be given to the role of the elected members, as the commitment and workloads of the elected members need to be taken into account. Section 59 of the Act specifies that the role of a member of Council is:

- to participate in the deliberation and activities of Council;
- to keep Council's objectives and policies under review to ensure that they are appropriate and effective; and
- to keep Council's resource allocation, expenditure and activities, and the efficiency and effectiveness of its service delivery, under review.

Section 59 also requires a person elected to the Council to represent the interests of residents and ratepayers, to provide community leadership and guidance, and to facilitate communication between the community and the Council.

Essentially, the elected members of Council assume the role of a Board, the roles of which typically include:

- developing/approving the vision, purpose and values of the organisation;
- approving/developing a strategic, service and risk management plans;
- approving organisational policies;
- approving budgets and monitoring expenditure;
- ensuring legal requirements are met;
- ensuring quality of service;
- ensuring there are adequate funds and resources for the organisation; and
- ensuring the Board is functioning well.

The function of a Council (and/or Board) can be affected by:

- a temptation to micro-manage;
- the lack of a functioning committee structure;
- a lack of elected members, given the need to lead and form the core of the committees and share in the other works of the Council;
- the need for sufficient members to reflect the desired diversity in Council as well as assure the range of viewpoints that spurs innovation and creativity in Council planning and decision making; and
- the lack of a strategic plan and/or vision to provide clear direction.

In addition to attending Council meetings, briefings and workshops, the elected members have commitments to a number of other Council committees, including the following.

- Operational Services Standing Committee.
- Corporate and Community Services Standing Committees.
- Community Engagement and Social Inclusion Sub-Committee.
- Lifelong Learning Sub-Committee.
- Environmental Sustainability Sub-Committee.
- Audit Committee.
- Junior Sports Assistance Fund Committee.
- Mount Gambier cemetery Committee.
- Railway Lands Development and Management Committee.
- Building Fire Safety Committee.
- Council Development Assessment Panel.

All of the above is in addition to the commitments that the individual elected members have to community organisations, committees and/or consultative/management groups.

If considering a reduction in the number of councillors, care must be taken to ensure that:

- sufficient elected members are available to manage the affairs of Council;
- the elected member's workloads do not become excessive;
- there is an appropriate level of elector representation;
- a diversity in member's skill sets, experience and backgrounds is maintained; and
- adequate lines of communication will exist between a growing community and Council.

A reduction in the number of elected members will serve to increase the elector ratio from the current 1:1,900 to the following.

Nine councillors:	1:2,111	Seven councillors:	1:2,714
Eight councillors:	1:2,375	Six councillors:	1:3,166

All of the above elector ratios are consistent with the elector representation arrangements of many of the small - medium sized metropolitan Adelaide councils, as well as the interstate councils cited in Table 2.

On the other hand, any move to increase the number of councillors will have to be justified in terms of benefits to the community and electors. Arguments in favour of an increase in elector members include:

- enhancing the lines of communication between Council and the community;
- the greater the number of elected members, the greater the likelihood that the elected members will be more familiar with the experiences of, and issues confronting, the local community;
- the greater the number of elected members, the more diverse the skill sets, expertise, experience and opinions; and
- an increase in the number of elected members may provide greater opportunity for community scrutiny and can make the elected members more accountable to their immediate constituents.

Given the requirements of the Act which seek to avoid over-representation, it may be difficult to mount a sustainable argument to increase the number of elector members.

Finally, there are no inherent disadvantages in having an even or odd number of councillors. An odd number of councillors may serve to reduce the incidence of the Mayor casting a deciding vote, however, it may also may require the development/implementation of a ward structure which exhibits a varying level of representation between wards. The latter can be perceived as an imbalance.

6. Ward Structure

Section 12(1)(b) of the Act indicates that Council can "*divide, or redivide, the area of the council into wards, alter the division of the area of the council into wards, or abolish the division of the area of a council into wards*".

6.1 Wards/No Wards

Arguments supporting the retention of the existing "no wards" structure include:-

- "no wards" is the optimum form of democracy as the electors vote for all of the vacant positions on Council;
- the most supported candidates from across the Council area will likely be elected, rather than candidates who may be favoured by the peculiarities of the ward based electoral system (e.g. candidates elected unopposed or having attracted less votes than defeated candidates in other wards);
- the elected members should be free of parochial ward attitudes;
- the lines of communication between Council and the community should be enhanced, given that members of the community will be able to consult with any and/or all members of Council, rather than feel obliged to consult with their specific ward councillors;
- as ward councillors do not have to reside within the ward that they represent, a ward structure does not guarantee that a ward councillor will have empathy for, or an affiliation with, the ward;
- the structure still affords opportunities for the small communities within the Council area to be directly represented on Council, if they are able to muster sufficient support for a candidate;
- the structure automatically absorbs fluctuations and there is no requirement for compliance with specified quota tolerance;
- existing ward councillors generally already consider themselves to represent not only their ward but the Council area as a whole;
- the introduction of postal voting has facilitated the dissemination of campaign literature throughout the Council area, thereby reducing the difficulty and cost of contesting a council-wide election campaign;
- successful candidates generally have to attract no more votes than what they would have received/required under a ward election; and
- candidates for election to Council will require the genuine desire, ability and means to succeed and serve on Council, given the perceived difficulties and expense associated with contesting council-wide elections.

Arguments in favour of a ward structure include:

- wards guarantee some form and level of direct representation to all existing communities of interest;
- ward councillors can focus on local issues;
- under the "no wards" structure a single interest group could gain considerable representation on Council;
- concern council-wide elections under a "no wards" structure will not guarantee that elected members will have any empathy for, or affiliation with, all communities across the whole Council area;
- the task and expense of contesting council-wide elections may deter appropriate/quality candidates;

- under the “no wards” structure Council has to conduct elections and supplementary elections across the whole of the Council area (at a significant expense); and
- under the “no wards” structure the more popular or known councillors may receive more enquiries from the public (i.e. inequitable workloads).

6.2 Ward Representation

6.2.1 Single Councillor Ward

Wards represented by a single councillor are generally small in area and therefore afford the ward councillors the opportunity to be more accessible to their constituents and able to concentrate on issues of local importance. Due to the small size of the wards it is generally difficult to identify suitable ward boundaries; maintain entire communities of interest within a ward; and sustain significant fluctuations in elector numbers (and therefore comply with the specified quota tolerance limits for any length of time). The work load of the ward councillor can also be demanding, and absenteeism by the elected member (for whatever reason and/or period) will leave the ward without representation.

6.2.2 Two Councillors per Ward

Two councillors representing a ward is traditional and/or common; allows for the sharing of duties and responsibilities between the ward councillors; lessens the likelihood of ward parochialism; and affords continuous ward representation should one ward councillor be absent.

6.2.3 Multi-Councillor Ward

Multi-councillor wards are generally larger in area and therefore the overall ward structure can be relatively simple. Councillor absenteeism can be easily covered; the work load of the ward councillors can be reduced; there are greater perceived lines of communication between ward councillors and their constituents; and there is more flexibility in regards to ward quota, allowances for fluctuations in elector numbers, and the preservation of communities of interest.

6.2.4 Varying Ward Representation

There are no inherent disadvantages associated with varying levels of representation between wards, however, such structures can be seen to lack balance and/or equity, with the larger wards (in elector and ward councillor numbers) being perceived as having a greater, more influential voice on Council, even if the elector ratios within the wards are consistent.

6.3 Ward Boundaries

The community is more likely to accept a ward structure which has some logical basis and exhibits ward boundaries which are easily identifiable. Accordingly, it is suggested that every effort be made to align proposed possible future ward boundaries with existing, long established suburb boundaries; main roads; or prominent geographical and/or man-made features.

6.4 Ward Identification

The means of ward identification are limited.

The allocation of letters, numbers (as per the current arrangement) and/or compass points (e.g. north, south, central etc) are all considered to be acceptable, but lack imagination and fail to reflect the character and/or history of the Council area. The same cannot be said for the allocation of geographical/place names or names of European and/or Aboriginal heritage/cultural significance, however, reaching consensus over the selection of appropriate names may prove to be a difficult exercise.

7. Ward Structure Assessment Criteria

Section 33(1) of the Act requires that the following matters be taken into account, as far as practicable, in the formulation of a proposal that relates to the boundaries of a ward or wards:

- (a) the desirability of reflecting communities of interest of an economic, social, regional or other kind;
- (b) the population of the area, and of each ward affected or envisaged by the proposal;
- (c) the topography of the area, and of each ward affected or envisaged by the proposal;
- (d) the feasibility of communication between electors affected by the proposal and their elected representatives;
- (e) the nature of substantial demographic changes that may occur in the foreseeable future; and
- (f) the need to ensure adequate and fair representation while at the same time avoiding over-representation in comparison to other councils of a similar size and type (at least in the longer term).

Relevant information pertaining to the above matters is as follows.

7.1 Communities of Interest

The issue of "communities of interest" can be very complex and, as such, local knowledge will be particularly valuable.

In the past the Local Government Boundary Reform Board indicated that:

- "communities of interest", for the purpose of structural reform proposals, are defined as aspects of the physical, economic and social systems which are central to the interactions of communities in their living environment;
- "communities of interest" are identified by considering factors relevant to the physical, economic and social environment, including neighbourhood communities; history and heritage communities; sporting facilities; community support services; recreation and leisure communities; retail and shopping centres; work communities; industrial and economic development clusters; and environmental and geographic interests; and
- the analysis of the demographic data and profile will provide socio-economic indicators relevant to "communities of interest".

In addition, Sections 26 and 33 of the Act make reference to "communities of interest" of an economic, social, regional or other kind,

7.2 Population and Demographic Trends

When developing potential future ward structures for the City of Mount Gambier, consideration will need to be given to demographic trends, as allowances will have to be made to accommodate any identified or likely future fluctuations in elector numbers.

The following information should be of assistance in respect to this matter.

7.2.1 Elector Numbers

According to the House of Assembly Rolls maintained by Electoral Commission SA, the number of enrolled electors within the Council area:

- increased by 1,132 or 8.8% (i.e. 15,777 to 16,909) during the seven year period February 2001 - February 2008; and
- increased by a further 1,623 or 9.4% (i.e. 17,262 to 18,885) during the period February 2010 to February 2016.

7.2.2 Residential Development

The residential development opportunities detailed hereinafter have the potential to increase population (and therefore elector numbers) in the foreseeable future and, as such, need to be taken into account when developing potential future ward structure options which have to comply with the specified quota tolerance variation limits. However, the extent and timing of any of this future development (and resultant increase in elector numbers) is difficult to quantify at this time.

- The creation (in stages) of approximately 200 allotments in the north-western part of the city (O'Leary Road, Wireless Road West and Spring View Drive).
- The future extension of Matthew Flinders Way (approximately 50 allotments).
- A further 50 or more allotments adjacent the golf course (Attamurra Road).
- An additional 70 allotments within "The Meadows" estate (corner of Wireless Road East and Kennedy Avenue).
- Perhaps 20 allotments south of "The Meadows" estate (i.e. south of Wireless Road East).
- A community-titled development containing 45 allotments (O'Leary Road).
- The creation of approximately 50 allotments in the southern part of the city (McCormick Road and Lakes Park Drive)

The aforementioned indicates that the majority of the anticipated future residential development is to occur in the northern parts of the city.

7.2.3 Population Projections

Population projections provided by the Department of Planning, Transport and Infrastructure (DPTI), as at February 2016, are based on the 2011 Census population data. They indicate that the population of the City of Mount Gambier is expected to:

- increase by 1,790 (i.e. 25,773 to 27,563) or 6.95% during the ten year period 2011 - 2021 (which will likely be several years before the next scheduled elector representation review); and
- increase by a further 1,294 (i.e. 26,614 to 28,857) or 8.43% during the period 2021 – 2031.

Whilst these projections are useful in that they provide an indication of the magnitude of the estimated future population growth within the Council area, DPTI warns that the projections represent a possible future population outcome based on assumption of continued population growth and a spatial distribution that is a reflection of current and likely government policies. Further, the population projections are not forecasts for the future but are estimates of future population based on particular assumptions about future fertility, mortality and migration.

7.2.4 Census Data

According to data provided by the Australian Bureau of Statistics (2001, 2006 and 2011 Census Community Profiles – Mount Gambier (C) Local Government Area), the estimated total population of the Council area increased by 838 (3.7%) over the period 2001 – 2006, and then increased by a further 1,753 (or 7.46%) during the period 2006 – 2011.

Overall, the population in the Council area increased by 2,591 or 11.44% over the period 2001 – 2011 period. In addition, over the same period the total number of dwellings (all forms) within the Council area increased by 1,915 or 19.73%. By comparison, during the period 2001 - 2011 the population of South Australia increased by 9.44%, whilst dwelling numbers increased by 12.65%.

7.3 Quota

Section 33(2) of the Act indicates that a proposal which relates to the formation or alteration of wards of a council must also observe the principle that the number of electors represented by a councillor must not, as at the relevant date (assuming that the proposal were in operation), vary from the ward quota by more than 10 per cent.

According to Section 33(2a)(b) of the Act, ward quota is determined to be: *"the number of electors for the area (as at the relevant date) divided by the number of councillors for the area who represent wards (assuming that the proposal were in operation and ignoring any fractions resulting from the division)."*

Given the aforementioned, any proposed future ward structure must incorporate wards wherein the distribution of electors is equitable, either in terms of numbers (if the wards have equal representation) or elector ratio. Under the latter circumstance, the elector ratio within each ward must be within 10% of the average elector ratio for the Council area.

Notwithstanding the above, Section 33(3) of the Act allows for the 10% quota tolerance limit to be exceeded (at the time of the review) if demographic changes predicted by a Federal or State government agency indicate that the ward quota will not be exceeded at the time of the next periodic election.

8. Ward Structure Options

Three ward structure options have been provided to demonstrate how the City of Mount Gambier can be divided into wards, should the introduction of wards be preferred over the retention of the existing "no wards" structure. These options are only examples of how the Council area could be divided into wards under various composition scenarios, ranging from eight to ten ward councillors. The presented ward structures have been developed to reflect some logical basis and an equitable distribution of elector numbers; to accommodate anticipated future residential development (and the resultant increase in elector numbers); and to maintain existing communities of interest, where possible.

It should also be noted that, as elector growth occurs across the council area, the elector ratios within all of the proposed wards will adjust accordingly and, as a consequence, these proposed wards will likely be capable of sustaining greater fluctuations in elector numbers.

The "no wards" structure has also been presented, given that it has been the preferred structure of Council for the past six years and is an identified option under the provisions of Section 12(1)(b) of the Act.

8.1 OPTION 1

8.1.1 Description

No wards (i.e. the retention of the existing "no wards" structure which requires area councillors to represent the whole of the Council area and be elected at council-wide elections).

8.5.2 Comments

The City of Mount Gambier has not been divided into wards since the 2010 Local Government election..

The "no wards" structure can accommodate any number of "area" councillors (i.e. councillors elected to represent the whole council area), as determined appropriate by Council (e.g. 6 - 10 councillors), given that the structure automatically absorbs any elector fluctuations and there is no requirement for compliance with the specified quota tolerance limits which are applicable to wards.

The arguments for and against the "no ward" option have been previously presented (refer 6.1 Wards/No Wards).

Primarily, the current "no wards" structure:

- overcomes the division of the local community into wards based solely on the distribution of elector numbers;
- prevents parochial ward attitudes; and
- enables the electors within the community to vote for all members of Council, with the most favoured candidates being elected to represent (and act in the best interests of) the whole of the council area, despite the geographical location of their place of residence.

8.2 OPTION 2

8.2.1 Description

The division of the council area into two wards, with one ward being represented by six councillors and the remaining ward being represented by four councillors (total of ten ward councillors).

Ward 1: Princes (Jubilee) Highway.

Ward 2: Princes (Jubilee) Highway

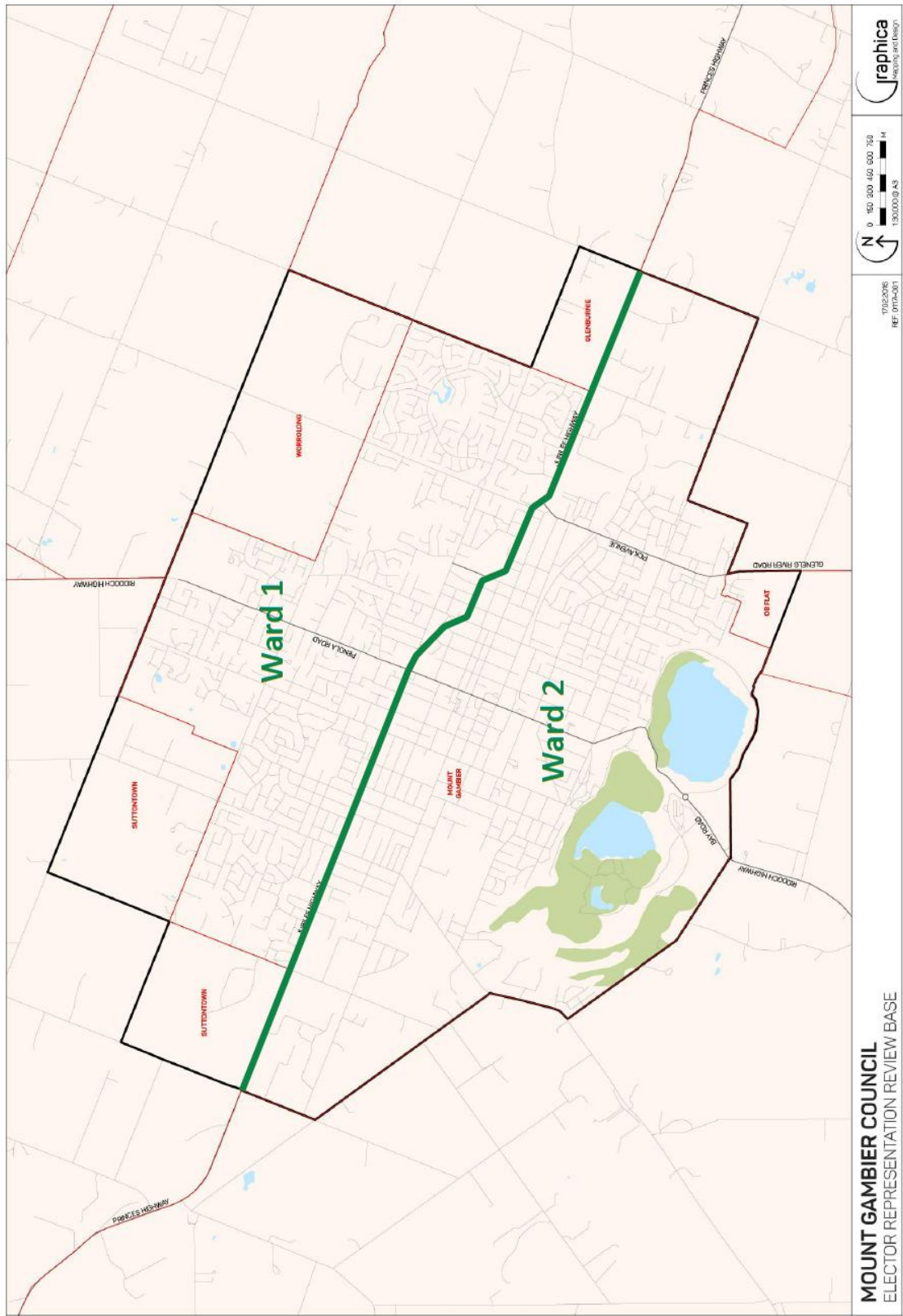
8.2.2 Ward Representation

Ward	Councillors	Electors	Ratio	% Variance
Ward 1	6	11,367	1:1,895	+ 1.3
Ward 2	4	7,330	1:1,833	- 2.0
Total	10	18,997		
Average			1:1,870	

8.2.3 Comments

The simple division of the council area into two wards aligning the proposed ward boundary with the prominent Princes (Jubilee) Highway.

Whilst the levels of representation vary between the two proposed wards, the elector ratios within each ward are comparable and lay well within the specified quota tolerance limits.



8.3 OPTION 3

8.3.1 Description

The division of the council area into three wards, with each ward being represented by three councillors (total of nine ward councillors)

Ward 1: Penola Road (Riddoch Highway); Wireless Road West; Wehl Street North; Commercial Street West; and White Avenue.

Ward 2: Penola Road (Riddoch Highway); Wireless Road West; Wehl Street North; Commercial Street West; Commercial Street East; Kennedy Avenue; and North Terrace.

Ward 3: White Avenue; Commercial Street West; Commercial Street East; Kennedy Avenue; and North Terrace.

8.3.2 Ward Representation

Ward	Councillors	Electors	Ratio	% Variance
Ward 1	3	6,172	1:2,057	- 2.5
Ward 2	3	6,583	1:2,194	+4.0
Ward 3	3	6,242	1:2,081	- 1.4
Total	9	18,997		
Average			1:2,111	

8.3.3 Comments

This ward structure option exhibits a consistent level of representation in all three wards.

Whilst awkward in configuration, the distribution of electors between wards is equitable and the proposed ward boundaries primarily align with main roads, although the partial division of the Commercial Road traders between three wards may be seen as undesirable (and a division of a "community of interest").

As the elector ratios within all of the proposed wards lay comfortably within the specified quota tolerance limits, all of the proposed wards are capable of sustaining reasonable fluctuations in elector numbers.



8.4 OPTION 4

8.4.1 Description

The division of the council area into three wards, with two wards each being represented by three councillors and the remaining ward being represented by two councillors (total of eight ward councillors)

Ward 1: Penola Road (Riddoch Highway); Wireless Road West; Wehl Street North; and Princes (Jubilee) Highway.

Ward 2: Penola Road (Riddoch Highway); Wireless Road West; Wehl Street North; Wehl Street South; Commercial Street West; Commercial Street East; and Princes (Jubilee) Highway.

Ward 3: Princes (Jubilee) Highway; Wehl Street South; Commercial Street West; Commercial Street East; and Princes (Jubilee) Highway.

8.4.2 Ward Representation

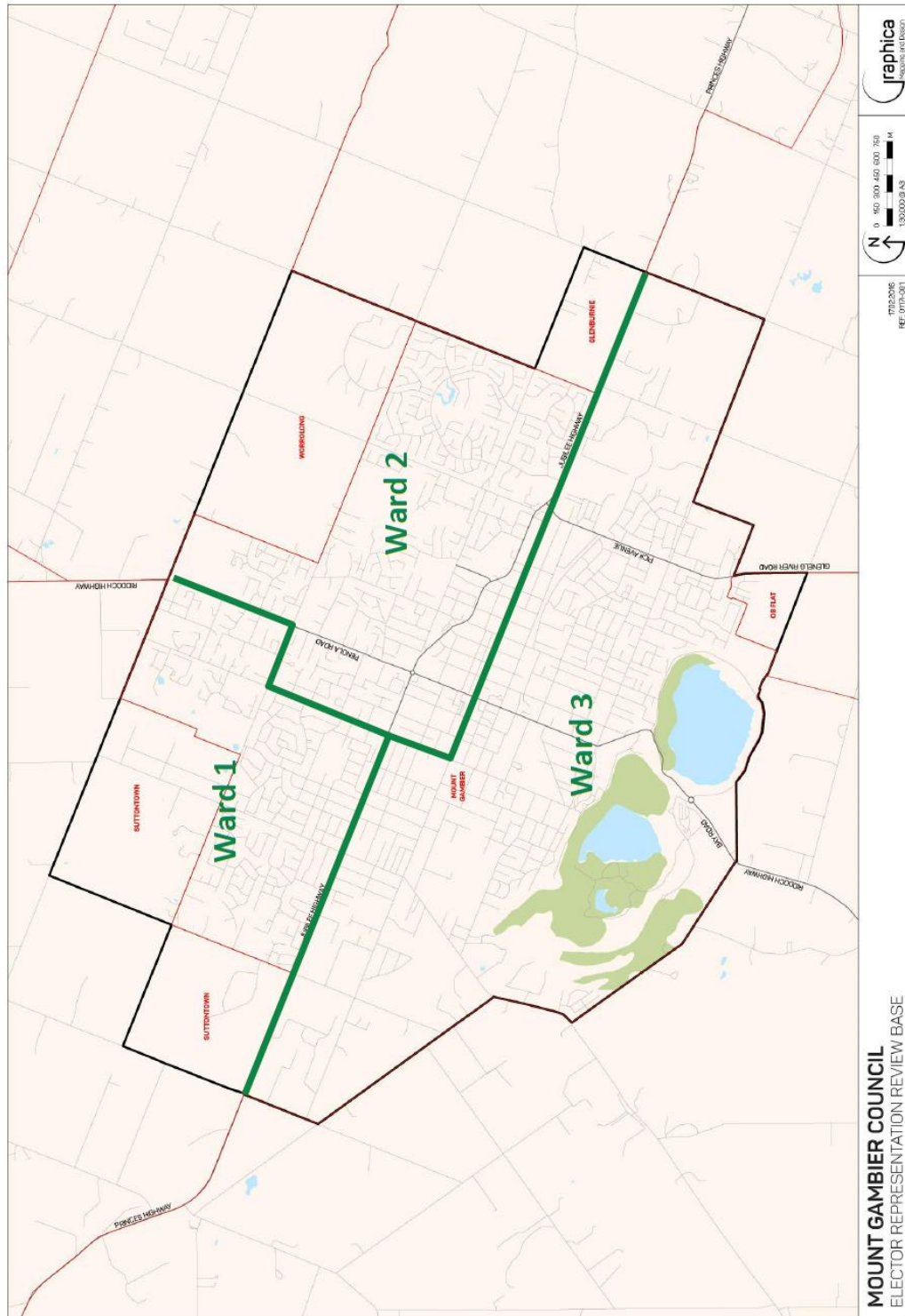
Ward	Councillors	Electors	Ratio	% Variance
Ward 1	2	4,661	1:2,331	- 1.9
Ward 2	3	7,291	1:2,430	+2.4
Ward 3	3	7,045	1:2,348	- 1.1
Total	8	18,997		
Average			1:2,375	

8.4.3 Comments

This three ward structure exhibits varying levels of representation between wards, however, the elector ratios in each of the proposed wards are relatively consistent and lay well within the specified quota tolerance limits. As such, each of the proposed wards can sustain considerable fluctuations in elector numbers.

The proposed ward boundaries primarily align with main roads, however, as stated earlier, the partial division of the Commercial Road traders between two wards may been seen as undesirable (and a division of a "community of interest").

As the elector ratios within all of the proposed wards lay comfortably within the specified quota tolerance limits, all of the proposed wards are capable of sustaining reasonable fluctuations in elector numbers.



9. Summary

The representation review being undertaken by the City of Mount Gambier must be comprehensive; open to scrutiny by, and input from, the local community; and, where possible, seek to improve elector representation. Further, Council must examine and, where necessary, identify amendments to its present composition and ward structure, with the view to achieving fair and adequate representation of all of the electors across the Council area.

This early stage of the review process entails the dissemination of relevant information pertaining to the review process and the key issues; and affords the community the opportunity to participate over a six week (minimum) public consultation period. At the next stage of the review process Council will make some "in principle" decisions in respect to its future composition, and the future division of the Council area into wards (if required), taking into account the practical knowledge and experience of the individual elected members and the submissions made by the community.

The principal member of Council has always been a **mayor** who is elected by the community to lead the Council for a term of four years. The only alternative is a chairperson who is selected by the elected members for a term of between one and four years. The term of office and title of the chairperson are determined by the elected members of Council. Fundamentally the roles and responsibilities of the mayor and chairperson are the same, with the only difference being in respect to the voting rights in chamber. At present only sixteen relatively small regional councils have a chairperson as the principal member.

All elected members other than the principal member bear the title of councillor.

Area councillors represent the whole of the Council area and are generally associated with those Councils who have abolished wards. The alternative is a **ward councillor** who is specifically elected to represent a particular ward area. However, ward structures can also include area councillors (in addition to ward councillors) and this arrangement is unique to one council in South Australia (i.e. the City of Adelaide). It is considered that this office/form of elected member provides an unnecessary second tier of representation; affords few advantages; and comes at a financial cost. Further, ward councillors are generally quick to point out that they represent the Council area as a whole, and participate equally in determining matters of council-wide importance that are presented before council. It should also be noted that any contested elections (and/or supplementary elections) for the position(s) of area councillor have to be conducted across the Council area at a considerable cost to the council.

Whilst there is no formula that can be utilised to determine the appropriate **number of elected members**, the provisions of the Local Government Act 1999 give some guidance as they specifically require Council to avoid over-representation in comparison to other Councils of a similar size and type (at least in the longer term).

The City of Mount Gambier has a similar number of elected members and an acceptable elector ratio when compared to other councils in South Australia which are of a like size (in terms of elector numbers). Notwithstanding this, there are councils within the state that are of a similar size but function with less elected members and/or at higher elector ratios. This being the case, a reduction in the number of elected members warrants some consideration.

Care must also be taken to ensure that any future Council will comprise sufficient elected members to adequately represent the community; meet its obligations in respect to its roles and responsibilities; afford sufficient lines of communication with the community; provide for a diverse range of skill sets, expertise, experience and opinions; and manage the workloads of the elected members.

The Council area is **not presently divided into wards**, and this structure was introduced by Council following previous elector representation reviews undertaken in 2008/2009.

The "no wards" structure enables an elector to vote for all of the vacant positions on Council; ensures that the most supported candidates from across the Council area will be elected; and overcomes parochial ward attitudes. Wards can also be seen as an unnecessary division of the community, an assertion that has some basis given that ward councillors do not have to reside within the ward that they represent.

On the other hand, the **division of the council area into wards** guarantees the direct representation of all parts of the Council area; enables ward councillors to focus on local as well as council-wide issues; prevents a single interest group from gaining considerable representation on Council; enables and attracts candidates to contest ward elections; reduces the cost and effort required to campaign at an election; and potentially provides cost savings to Council in regards the conduct of elections and supplementary elections.

Three ward structure options have been presented as examples to demonstrate how the Council area can be divided into wards under circumstances whereby Council comprises eight to ten councillors. These ward structures are all relatively well balanced (in regards to elector numbers) and exhibit ward elector ratios which lay comfortably within the specified quota tolerance limits.

As for the issue of **ward identification**, further consideration will have to be given to this matter later in the review process (if required). There are several conventional options in respect to ward identification, however, the allocation of names of local geographical and/or heritage significance may be the most appropriate.

Interested members of the community are invited to make a **written submission** expressing their views on the future composition and structure of Council. Submissions will be accepted until 5.00pm on **xxxxxxxx 2016** and should be addressed to the Chief Executive Officer, PO Box 56, Mount Gambier 5290.

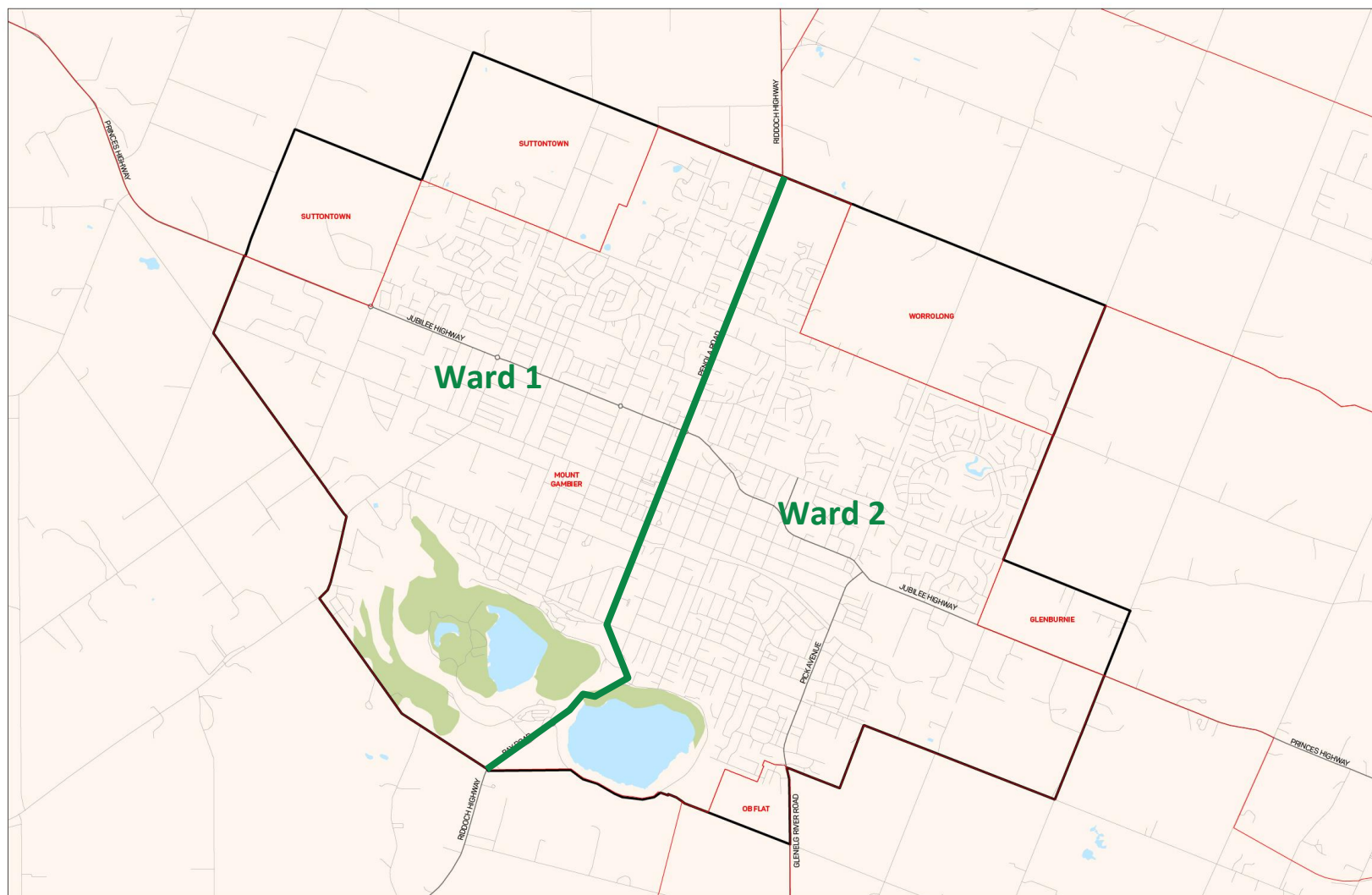
Further information regarding the elector representation review can be obtained by contacting Michael McCarthy, Manager - Governance and Property, on telephone 8721 2555 or emailing city@mountgambier.sa.gov.au.

10 Councillors, 2 Wards

Ward	Councillors	Electors	Ratio	% Variance
Ward 1	5	9,357	1:1,871	- 1.5
Ward 2	5	9,640	1:1,928	+ 1.5
Total	10	18,997		
Average			1:1,900	

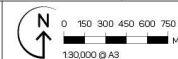
Source: Electoral Commission SA , House of Assembly Roll (February 2016)
Council Voters Roll (25th February 2016)

10 Councillors, 2 Wards



MOUNT GAMBIER COUNCIL
ELECTOR REPRESENTATION REVIEW BASE

17/02/2016
REF: 0117-001



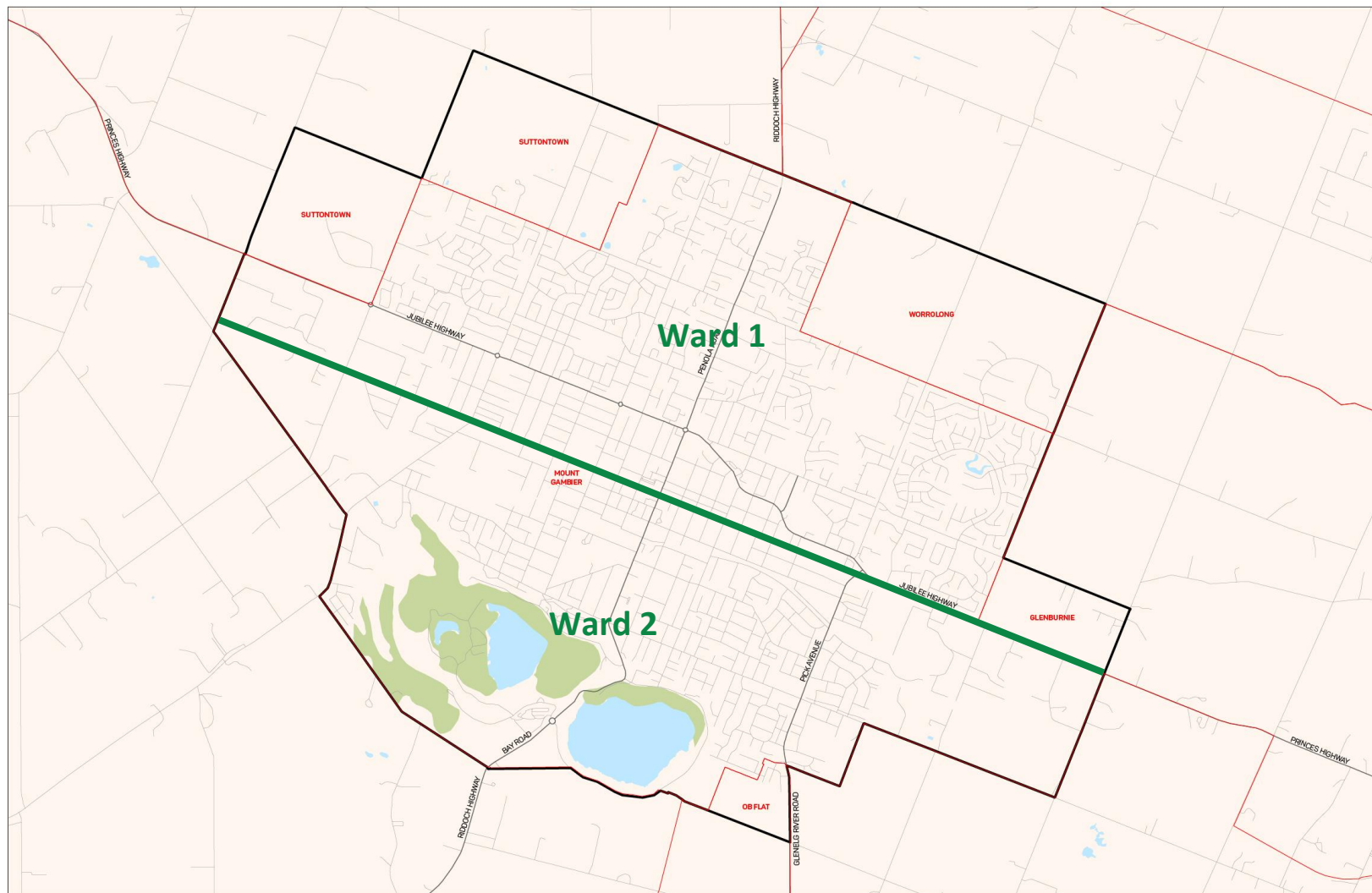
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Mapping and Design

10 Councillors, 2 Wards (2)

Ward	Councillors	Electors	Ratio	% Variance
Ward 1	5	10,027	1:2,005	+ 5.6
Ward 2	5	8,970	1:1,794	- 5.6
Total	10	18,997		
Average			1:1,900	

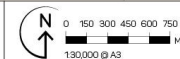
Source: Electoral Commission SA , House of Assembly Roll (February 2016)
Council Voters Roll (25th February 2016)

10 Councillors, 2 Wards (2)



MOUNT GAMBIER COUNCIL
ELECTOR REPRESENTATION REVIEW BASE

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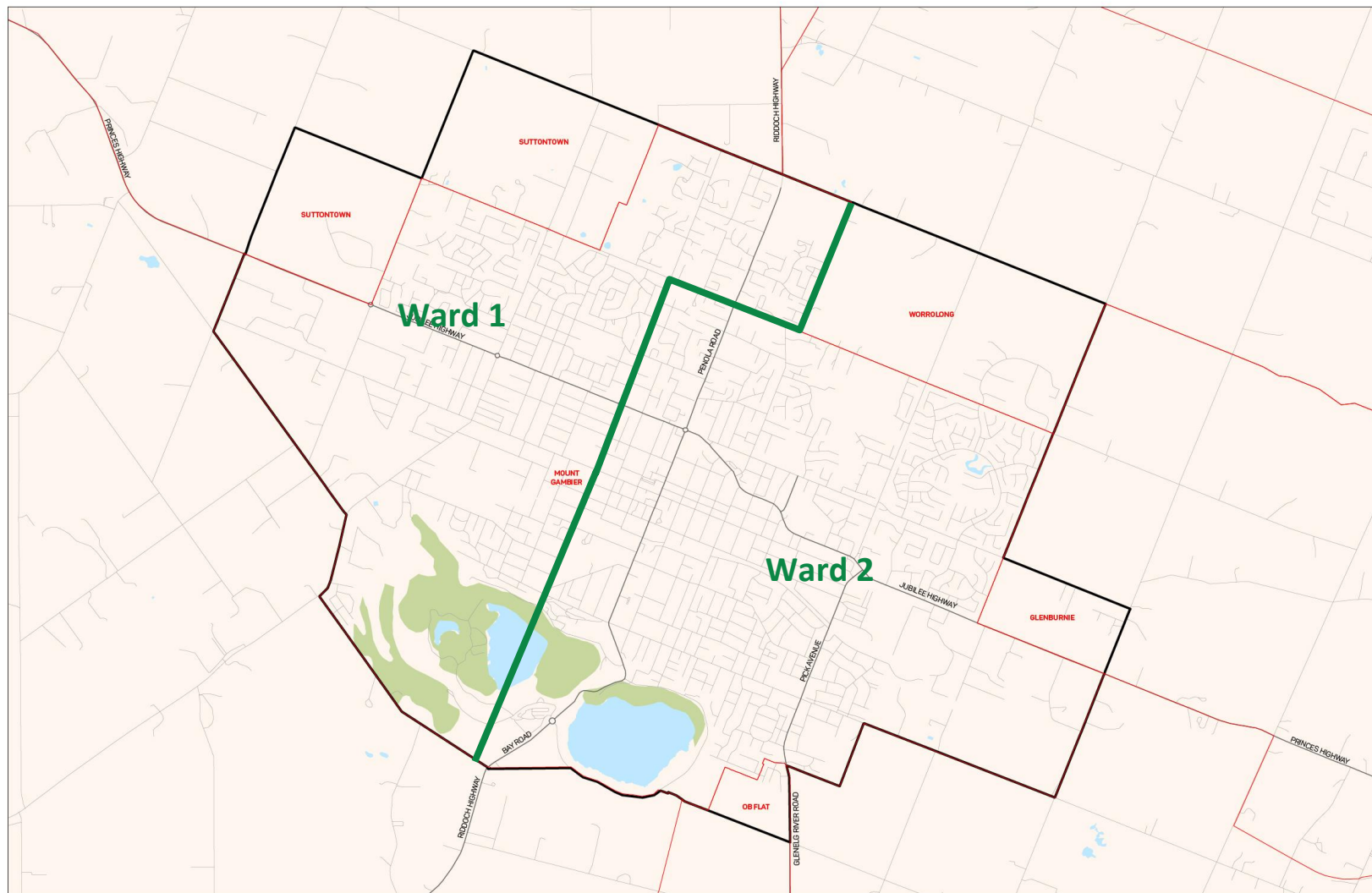
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Mapping and Design

7 Councillors, 2 Wards(2)

Ward	Councillors	Electors	Ratio	% Variance
Ward 1	3	8,044	1:2,681	- 1.2
Ward 2	4	10,953	1:2,738	+ 0.9
Total	7	18,997		
Average			1:2,714	

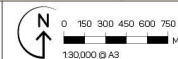
Source: Electoral Commission SA , House of Assembly Roll (February 2016)
Council Voters Roll (25th February 2016)

7 Councillors, 2 Wards(2)



MOUNT GAMBIER COUNCIL
ELECTOR REPRESENTATION REVIEW BASE

17/02/2016
REF: 0117-001



graphica
Mapping and Design



Elector Representation Review

SECTION 12 OF THE LOCAL GOVERNMENT ACT 1999

This document is provided to assist community members to make a submission to Council regarding the key issues being addressed under the current elector representation review. Interested persons should take the opportunity to read the Representation Options Paper prior to making a submission; and are encouraged to provide any additional relevant comments.

Please ✓ where appropriate.

1. PRINCIPAL MEMBER:

Section 51 of the Local Government Act indicates that a Council may have a mayor or a chairperson as its principal member.

Should the principal member of Council be a mayor elected by the community or a chairperson (perhaps with the title of mayor) chosen by the elected members of Council from within the elected members?

MAYOR (elected)

☐

CHAIRPERSON (chosen)

☐

2. WARDS/NO WARDS:

The City of Mount Gambier is currently not divided into wards. This "no wards" structure was introduced as a consequence of the previous elector representation review conducted in 2008/2009. Prior to this review the Council area was divided into two wards.

Should Council retain the current structure (i.e. no wards) or introduce wards?

NO WARDS

☐

WARDS

☐

3. NUMBER OF WARDS:

If you support the introduction of a ward structure, how many wards would you prefer?

.....

4. WARD NAMES:

If the City of Mount Gambier were to be divided into wards, what would be suitable ward names?

.....

5. AREA COUNCILLORS (IN ADDITION TO WARD COUNCILLORS):

Section 52 of the Local Government Act indicates that councillors can be elected as a representative of a ward, or alternatively, to represent the council area as a whole (whether or not the council area is divided into wards).

If the City of Mount Gambier were to be divided into wards, would you favour a structure comprising area councillors (to represent the whole of the council area) in addition to ward councillors?

YES

☐

NO

☐

6. NUMBER OF COUNCILLORS:

The City of Mount Gambier currently has ten area councillors who represent the whole of the Council area.

How many councillors are required to provide fair and adequate representation to the electors within the City of Mount Gambier?

10

☐

9

☐

8

☐

7

☐

OTHER

☐

7. OTHER COMMENTS:

.....

.....

Name:

Address:

Please return completed form to:

Chief Executive Officer,
City of Mount Gambier
PO Box 56,
Mount Gambier, SA 5290

by close of business on **xxxxxxxx xxx xxxxx 2016.**

Information regarding the Representation Review can be obtained by contacting Michael McCarthy, Manager - Governance and Property, on telephone 8721 2555 or emailing city@mountgambier.sa.gov.au.

Thank you for your interest in the future of the City of Mount Gambier

CORPORATE AND COMMUNITY SERVICES REPORT NO. 45/2016

SUBJECT: PROVINCIAL CITIES ASSOCIATION – AUDITED STATEMENT OF FINANCIAL POSITION

REF: AF11/935

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance.

At its meeting on 15th December 2015 Council considered Corporate and Community Services Report No. 79/2015 relating to the proposed winding-up of the Provincial Cities Association (PCA).

Members have since been advised of the Minister's approval for the winding-up of the PCA having been published in the Government Gazette, and the subsequent return of unspent contributions to constituent Councils.

Council has now received a final Audited Statement of Financial Position of the PCA as at 30th April 2016, the receipt and acceptance of which is to be acknowledged to the Auditor, Mr John Ewen of John Ewen & Associates. The Audited Statement and covering letter from the former Executive Officer of the PCA are attached (Attachment 1).

RECOMMENDATION

- (a) Corporate and Community Services Report No. 45/2016 and the final Audited Statement of Financial Position of the Provincial Cities Association of South Australia as at 30th April 2016 be received;
- (b) Acceptance of the final Audited Statement of Financial Position of the Provincial Cities Association as at 30th April 2016 be acknowledged to the Auditor Mr John Ewen of John Ewen & Associates;
- (c) In accordance with the provisions of the Local Government Act and Regulations, the relevant components of the final Audited Statement of Financial Position of the Provincial Cities Association as at 30th April 2016 be endorsed for publication in Council's 2015/16 Annual Report;
- (d) The former Executive Officer of the Provincial Cities Association, Mr Ian McSporran, his support staff, and the other constituent Council's comprising the Provincial Cities Association be thanked for their efforts over its period of operation.



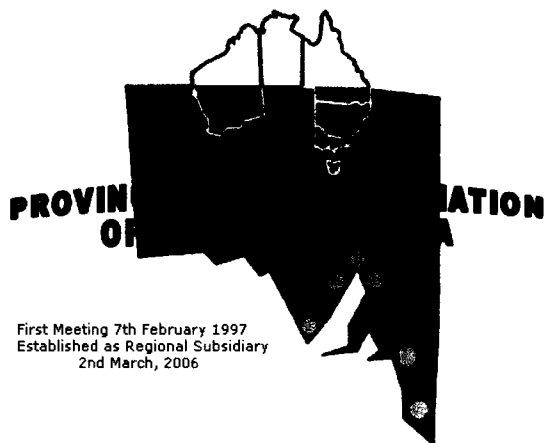
Michael McCARTHY
MANAGER – GOVERNANCE & PROPERTY

sighted



Mark McSHANE
CHIEF EXECUTIVE OFFICER

8th June, 2016

**Membership**

City of Port Augusta
City of Mount Gambier
City of Port Lincoln
City of Whyalla
Port Pirie Regional Council
Rural City of Murray Bridge

Executive Officer

Mr. Ian McSporran
PO Box 3106
PORT AUGUSTA WEST SA 5700
Mobile: 0419 810 644
Phone: (08) 8642 2092
Email: myallone@bigpond.com

LET0173

1 June 2016

Mr M McShane
Chief Executive Officer
City of Mount Gambier
PO Box 56
MOUNT GAMBIER SA 5290

Dear Mark

WINDING UP OF ASSOCIATION

I refer to previous correspondence concerning the above and enclose final Audited Statement of Financial Position of the Provincial Cities Association of South Australia as at 30th April 2016.

As the Association no longer exists as a legal entity, it would be appreciated by the Auditor, Mr John Ewen of John Ewen & Associates, if advice of the receipt and acceptance of the Audited Statement of Financial Position of the former Provincial Cities Association by your Council, could be provided in due course to him at P.O. Box 202, Magill SA 5072.

In forwarding the Audited Statement of Financial Position of the Provincial Cities Association of South Australia, I point out that members of the former Association are still paid up Corporate Members of the South Australian Centre for Economic Studies until 30th June 2016. As such you will continue to receive economic publications and corporate invitations from SACES until that date.

With regard to future involvement with SACES by former constituent members of the Provincial Cities Association, I respectfully suggest that a continuation of a Corporate Membership package in one form or another should be considered by the Councils as I suspect that after the forthcoming Federal Election, Regional Development and the pursuance of large infrastructure projects will become a major issue. I also suspect that based on what is occurring in other states, Local Government reform will be a big or bigger issue in South Australia, and again members may value SACES research documents on such issues.

In closing, I wish all former Provincial Cities Association members every success for the future as you tackle the ever changing landscape of Local Government. I also look back on my 53 years of service to the Local Government Industry as time well spent and enjoyed.

With kind regards

IAN McSPORRAN
EXECUTIVE OFFICER
(Retired)

PROVINCIAL CITIES ASSOCIATION OF SOUTH AUSTRALIA

STATEMENT OF FINANCIAL POSITION
As at 30th April 2016

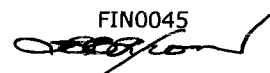
	Note	2016 \$	2015 \$
CURRENT ASSETS			
Cash and Cash Equivalents		0	4,107
Receivables	5	0	300
TOTAL CURRENT ASSETS		<u>0</u>	<u>4,407</u>
CURRENT LIABILITIES		0	0
TOTAL CURRENT LIABILITIES		0	0
NET CURRENT ASSETS		<u>0</u>	<u>4,407</u>
NON CURRENT ASSETS		0	0
TOTAL NON-CURRENT ASSETS		0	0
NON-CURRENT LIABILITIES		0	0
TOTAL NON-CURRENT LIABILITIES		0	0
NET ASSETS		<u>0</u>	<u>4,407</u>
Accumulated Surplus		<u>0</u>	<u>4,407</u>

PROVINCIAL CITIES ASSOCIATION OF SOUTH AUSTRALIA

OPERATING STATEMENT

For period ending 30th April 2016

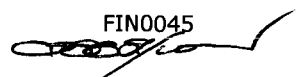
	Note	2016 \$	2015 \$
OPERATING REVENUE			
Contributions	2	66,000	66,000
TOTAL OPERATING REVENUE		<u>66,000</u>	<u>66,000</u>
OPERATING EXPENSES			
Contractual Services	3	13,230	37,391
Other	4	16,694	26,403
TOTAL OPERATING EXPENSES		<u>29,924</u>	<u>63,794</u>
NET SURPLUS RESULTING FROM OPERATIONS		<u>36,076</u>	<u>2,206</u>



PROVINCIAL CITIES ASSOCIATION OF SOUTH AUSTRALIA

**STATEMENTS OF CHANGES IN EQUITY
FOR PERIOD ENDING 30th APRIL 2016**

	2016 \$	2015 \$
ACCUMULATED SURPLUS		
Balance at end of previous reporting period	4,407	2,201
Net surplus for period	36,076	2,206
Equity distributed to Members	(40,483)	
BALANCE AT END OF PERIOD	<u>0</u>	<u>4,407</u>



**NOTES TO THE FINANCIAL STATEMENTS
FOR FINAL ACCOUNT TO PERIOD ENDING 30 APRIL 2016**

Note 1. Statement of Significant Accounting Policies

The principal accounting policies adopted in the preparation of the financial report are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

1. Basis of Preparation

1.1 Compliance with Australian equivalents to International Financial Reporting Standards.

This general purpose financial report has been prepared in accordance with Australian equivalents to International Financial Reporting Standards (AIFRS) as they apply to not-for-profit entities, other authoritative pronouncements of the Australian Accounting Standards Board, Urgent Issues Group Interpretations (UIGs) and relevant South Australian legislation.

The financial report was authorised for issue by certificate under clause 11 of the *Local Government (Financial Management) Regulations 1999*.

1.2 Historic Cost Convention.

Except where stated below, these financial statements have been prepared in accordance with the historical cost convention.

1.3 Critical Accounting Estimates.

The preparation of financial statements in conformity with AIFRS requires the use of certain critical accounting estimates, and requires management to exercise its judgement in applying the Subsidiary's accounting policies. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements are specifically referred to in the relevant sections of this note.

1.4 Rounding.

All amounts in the financial statements have been rounded to the nearest dollar.

2. The Local Government Reporting Entity

The Provincial Cities Association of SA Regional Subsidiary is incorporated under the SA Local Government Act 1999 and has its principal place of business at a Lot 7, Section 147, Eyre Highway, Port Augusta West. In the process of reporting on the Subsidiary as a single unit, all transactions and balances between activity areas have been eliminated.

3. Income Recognition.

Income is measured at the fair value of the consideration received or receivable. Income is recognised when the Subsidiary obtains control over the assets comprising the income, or when the amount due constitutes an enforceable debt, whichever first occurs.

Where grants, contributions and donations recognised as incomes during the reporting period were obtained on the condition that they be expended in a particular manner or used over a particular period, and those conditions were undischarged as at the reporting date, the amounts subject to those undischarged conditions are disclosed in these notes. Also disclosed is the amount of grants, contributions and receivables recognised as incomes in a previous reporting period which were obtained in respect of the Subsidiary's operations for the current reporting period.

4. Cash, Cash Equivalents and other Financial Instruments.

Cash Assets include all amounts readily convertible to cash on hand at the Subsidiary's option with an insignificant risk of changes in value with a maturity of three months or less from the date of acquisition.

5. GST Implications.

In accordance with UIG Abstract 1031 "Accounting for the Goods & Services Tax"

- Receivables and Creditors include GST receivable and payable.
- Except in relation to input taxes activities, revenues and operating expenditures exclude GST receivable and payable.
- Non-current assets and capital expenditures include GST net of any recoupment.

6. Comparative Information.

Comparative information has been reclassified to be consistent with the current year disclosure of equivalent information in accordance with AIFRS.

PROVINCIAL CITIES ASSOCIATION OF SOUTH AUSTRALIA

Note 2 Contributions

	2016	2015
City of Mount Gambier	11,000	11,000
Rural City of Murray Bridge	11,000	11,000
City of Port Augusta	11,000	11,000
City of Port Lincoln	11,000	11,000
Port Pirie Regional Council	11,000	11,000
City of Whyalla	11,000	11,000
	<u>66,000</u>	<u>66,000</u>

Note 3 Contractual Services

Executive Officer Contract	11,430	36,230
Audit Fees	1,800	900
South Australian Centre for Economic Studies		
Legal Fees		261
	<u>13,230</u>	<u>37,391</u>

Note 4 Other Expenses

Travelling Expenses – Executive Officer	1,806	7,853
Postage and Stationery	164	646
Telephone/Internet	502	624
Administration & IT Services –	5,000	5,000
City of Port Augusta		
Bank Fees	141	87
Membership – Corporate	1,723	1,723
Insurance	6,655	6,506
Meeting Expenses – Members (Note 6)	703	3,964
	<u>16,694</u>	<u>26,403</u>

Note 5 Trade & Other Receivables


GST (net)	0	300
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Note 6 Meeting Expenses – Members

Association Meetings		3,784
Non Refundable Deposit for Cancelled Meeting	500	
Teleconference	203	
Regional Development Policy Meetings		180
	<u>703</u>	<u>3,964</u>

CHIEF EXECUTIVE OFFICER'S STATEMENT

I, IAN MCSPORRAN the EXECUTIVE OFFICER of PROVINCIAL CITIES ASSOCIATION OF SOUTH AUSTRALIA do hereby state that the Statement of Financial Position of the PROVINCIAL CITIES ASSOCIATION OF SOUTH AUSTRALIA as at 30 APRIL 2016 and the operating Statement and Statement of Changes in Community Wealth, together with the supporting notes for the year ended on that date are to the best of my knowledge presented in accordance with the *Local Government Act 1999*, and the *Local Government Accounting Regulations* made under that Act.


Signed _____


Dated _____

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE PROVINCIAL CITIES ASSOCIATION OF SOUTH AUSTRALIA

We have audited the accompanying Financial Report of the Provincial Cities Association of South Australia which comprises the statement of financial position as at 30 April 2016 and the operating statement and statement of changes in equity for the period ended on that date, a summary of significant accounting policies, other explanatory notes and the Chief Executive Officer's declaration.

THE CHIEF EXECUTIVE OFFICER'S RESPONSIBILITY FOR THE FINANCIAL REPORT

The Chief Executive Officer is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations) the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011*. This responsibility includes establishing and maintaining internal control 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

Our responsibility is to express an opinion on the financial report based on my audit. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from 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 judgment, including the assessment of the 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 entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Council, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

AUDITOR'S INDEPENDENCE DECLARATION

In conducting our audit we have complied with the independence requirements of the *Local Government Act 1999*, the *Local Government (Financial Management) Regulations 2011* and the Australian professional accounting bodies.

AUDIT OPINION

In our opinion the financial report of the Provincial Cities Association of South Australia is properly drawn up:

- a) To give a true and fair view of :
 - i) the Subsidiary's state of affairs as at 30 April 2016 and changes in equity resulting from operations and cashflows for the period ended on that date.
 - ii) the other matters required by the Local Government Act 1999 to be dealt with in the financial statements.
- b) According to the Local Government Act 1999, together with the Local Government Act 1999 (Financial Management) Regulations 2011 made under that Act; and
- c) According to Australian Accounting Standards and mandatory professional reporting requirements.

Signed at Margill this 24th day of May 2016



JOHN D EWEN
JOHN D EWEN & ASSOCIATES
CHARTERED ACCOUNTANT

AUDITOR'S INDEPENDENCE DECLARATION

Auditor's Independence Declaration Under Section 16A of the Local Government (Financial Management) Regulations 1999 to The Members of the Provincial Cities Association of South Australia.

I confirm that, for the audit of the financial statements of the Provincial Cities Association of South Australia for the period ended 30 April 2016 I have maintained my independence in accordance with the requirements of APES 110 – Code of Ethics for Professional Accountants, Section 290, published by the Accounting Professional and Ethical Standards Board, in accordance with the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011* made under that Act.

This statement is prepared in accordance with the requirements of Regulation 16A (4) *Local Government (Financial Management) Regulations 2011*.

Signed at Margill this 24th day of May 2016



JOHN D EWEN
JOHN D EWEN & ASSOCIATES
CHARTERED ACCOUNTANT