

Reference: AF11/862

**MAYOR
COUNCILLORS
CITY OF MOUNT GAMBIER**

Members

1. NOTICE is given that a meeting of the Council of the City of Mount Gambier will be held at the Council Chamber, Civic Centre, 10 Watson Terrace, Mount Gambier on **TUESDAY, 17th JANUARY 2017 AT 6.00 P.M.**
2. Notice is given that the Standing Committees (Committee Room and Level 1 Conference Room) and Development Assessment Panel (Level 1 Conference Room) will meet at the Civic Centre, 10 Watson Terrace, Mount Gambier on the days and dates as follows:

Corporate and Community Services Committee	Monday 13th February, 2017
Operational Services Committee	Tuesday 14th February, 2017
Development Assessment Panel	Thursday, 16th February, 2017



Mark McSHANE
CHIEF EXECUTIVE OFFICER

6th January, 2017
FM

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

CITY OF MOUNT GAMBIER

Meeting to be held at the Council Chamber, Civic Centre, 10 Watson Terrace, Mount Gambier
on Tuesday, 17th January, 2017 at 6.00 p.m.

AGENDA

COUNCIL

PRESENT:

Mayor Andrew Lee

Cr Christian Greco
Cr Mark Lovett
Cr Josh Lynagh
Cr Sonya Meziniec
Cr Frank Morello
Cr Des Mutton
Cr Hanna Persello
Cr Penny Richardson
Cr Ian Von Stanke

APOLOGY/IES:

moved that the apology from Cr Steven Perryman be received.

seconded

COUNCIL OFFICERS:

Chief Executive Officer	- Mr M McShane
Director - Corporate Services	- Mr G Humphries
Director – Operational Services	- Mr D Sexton
Manager Governance and Property	- Mr M McCarthy
Manager Community Services and Development	- Ms B Cernovskis
Manager Business and Strategic Planning	- Mrs T Tzioutziouklaris
Finance Manager	- Mr G Button
Administrative Officer Executive Support	- Mrs F McGregor
Administrative Officer Executive Support	- Ms A Lavia

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.

**CONFIRMATION
OF MINUTES:**

moved the minutes of the previous meeting held on 20th of December, 2016 be taken as read and confirmed.

seconded

MAYORAL REPORT - Ref. AF11/881

REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE ORGANISATIONS / ACTIVITIES - Ref. AF11/882

Member

Organisation

.....

.....

.....

.....

moved the reports made by Council representatives on outside organisations / activities be received.

seconded

QUESTIONS:

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

PETITIONS: Nil

NOTICE OF MOTION TO RESCIND: Nil

ELECTED MEMBERS WORKSHOPS - Ref. AF15/83

Nil held

ELECTED MEMBER TRAINING AND DEVELOPMENT – Governance – Ref. AF11/903

Nil submitted.

COUNCIL ACTION ITEMS - Corporate and Community Services Committee and Operational Services Committee referred to the Council Meeting held 20th December, 2016 - Ref. AF11/1718, AF11/866

moved that the Council Action Items for the Corporate and Community Services Committee and the Operational Services Committee referred to the Council Meeting held 20th December 2016 be received and the contents noted.

seconded

CORPORATE AND COMMUNITY SERVICES COMMITTEE

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

moved the financial statement as at 31st December, 2016 be received.

seconded

2. CORPORATE AND COMMUNITY SERVICES REPORT NO. 01/2017 - Council Fees and Charges Review 2017/2018 - Ref. AF11/2289

moved:

- (a) Corporate and Community Services Report No. 1/2017 be received;
- (b) Council adopt all recommended fees and charges identified in the “Schedule of Fees and Charges – 2017/2018 Financial Year” as presented in Corporate and Community Services Report No. 1/2017 notwithstanding that;
 - (i) other than those fees and charges that are identified as having specific commencement or review dates, all fees and charges in the “Schedule of Fees and Charges – 2017/2018 Financial Year” will come into effect on 1st July 2017.
 - (ii) Council may see fit to amend any fee or charge as circumstances change or arise.

seconded

3. CORPORATE AND COMMUNITY SERVICES REPORT NO. 02/2017 - Financial Sustainability – Key Financial Indicators - Ref. AF11/704

The Director - Corporate Services reported;

- (a) This same report (74/2016) was presented to Council in November, 2016, however since that time minor amendments have been made to Council’s annual financial statements;
- (b) These amendments altered Council’s previously reported Operating Ratio (in a positive way) therefor the report has now been repeated incorporating the amended key financial indicators.

moved:

- (a) Corporate and Community Services Report No. 02/2017 be received for information;
- (b) Corporate and Community Services Report No. 02/2017 be referred to Council's Audit Committee for review.

seconded

4. **CORPORATE AND COMMUNITY SERVICES REPORT NO. 03/2017 - Review of Valuation and Rating System - Ref. AF11/2290**

moved:

- (a) Corporate and Community Services Report No. 03/2017 be received;
- (b) Rating assumptions and directions referred to in this Report be used to prepare Council's draft Annual Business Plan and draft Budget, for Council's future consideration.

seconded

5. **CORPORATE AND COMMUNITY SERVICES REPORT NO. 05/2017- Flag Enquiry – Red Cross Month - Ref. AF11/2285**

moved:

- (a) Corporate and Community Services Report No. 05/2017 be received;
- (b) the request from Australian Red Cross to fly the Red Cross Flag be supported.
- (c) the Red Cross Flag be raised at a flag raising ceremony on the morning of Monday 8th May 2017 using one of the special occasion flag poles located in the Cave Garden Courtyard, and then flown daily by Council for the remainder of the month of May 2017 only.
- (d) the Australian Red Cross to supply the flag that is to be flown in accordance with resolution (c) and to make all necessary arrangements for the flag raising ceremony.

seconded

6. **CORPORATE AND COMMUNITY SERVICES REPORT NO. 06/2017 - Elector Representation Review – Submissions Report - Ref. AF15/624**

moved:

- (a) Corporate and Community Services Report No. 06/2017 be received.
- (b) The eleven electronic submissions received during the second public consultation stage of the elector representation review process be received and noted.
- (c) The deputations (verbal submissions) from (to be inserted at Council meeting if/as relevant) be received.
- (d) The principal member of Council continue to be a Mayor elected by the community.
- (e) The Council area not be divided into wards (i.e. retain the existing "no wards" structure).
- (f) The future elected body of Council comprise eight (8) Area Councillors and the Mayor.
- (g) The Chief Executive Officer be authorised to prepare and forward the necessary report and documents to the Electoral Commissioner, pursuant to the provisions of Sections 12(11) and 12(12) of the Local Government Act 1999.

seconded

7. **CORPORATE AND COMMUNITY SERVICES REPORT NO. 07/2017 - Position Nominations – Limestone Coast LGA - Ref. AF11/854**

moved:

- (a) Corporate and Community Services Report No. 07/2017 be received;
- (b) The Limestone Coast Local Government Association be advised that Council's current position representatives as set out in Attachments 1-3 of Corporate and Community Services Report No. 07/2017 are confirmed.

seconded

OPERATIONAL SERVICES COMMITTEE

1. **COMMITTEES - Internal - Operational Services Committee - re Projects to be undertaken by the Operational Services Department, Engineering Division, during month - Ref. AF11/866**

The Engineering Manager reported the following works are to be undertaken/are currently being undertaken by the Operational Services Department, Engineering Division, during the month:

<u>Commenced Tasks</u>	<u>% Completed</u>
• Foote Street (kerbing works)	50%
• James Street (paving works)	30%
• O'Halloran Terrace (kerbing works)	5%
• Lake Terrace East (footpath construction)	5%

Railway Lands

• Heritage elements (fence and stobie poles)	80%
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Completed Tasks

- Duigan Street (road reconstruction)
- Lansell Street (kerbing works)
- Lansell Street (concrete footpath)
- Crater Lakes boat mooring sand area

moved the report be received.

seconded

2. **COMMITTEES - Council Development Assessment Panel - Minutes of Meeting held 15th December 2016 - Ref. AF15/554**

moved:

- (a) Minutes of the Council Development Assessment Panel meeting held on Thursday, 15th December 2016 be received;
- (b) the decisions made by the Council Development Assessment Panel be noted.

seconded

3. **PROPERTY MANAGEMENT - Use of Valley Lake Precinct - Drift Challenge Australia - King of the Hill Drift Event - 31/03/2017 - 01/04/2017 - 02/04/2017 - Ref. AF15/453**

The Director Operational Services reported:

- (a) Council considered a report on 20th April 2016 regarding the potential for the City of Mount Gambier to host a National Series Drift Event and resolved as follows:

“(a) The report be received;

- (b) Council approve in principle closure of the Valley Lakes precinct on the 24th and 25th September 2016.*

- (c) *Approval is conditional upon the track being suitable, an appropriate risk management plan, evidence of current public liability insurance and all approvals received from relevant authorities.*"
- (b) following the success of the event in September 2016, Drift Challenge Australia (DCA) has approached Council with a view to holding an annual event but earlier in the year (which suits their calendar and should also have the benefit of better weather);
- (c) DCA are seeking approval for a drift event to be held on Friday, 31st March 2017 to Sunday, 2nd April 2017 inclusive and have submitted Risk, Safety and Traffic Management Plans to Council;
- (d) this event will require the closure of the Valley Lake precinct for the three nominated days plus some restrictions to traffic during set up and dismantling of track infrastructure;
- (e) Council may be requested to assist with waste management and track sweeping.

moved:

- (a) The report be received;
- (b) Council approve the closure of the Valley Lake precinct from Friday, 31st March 2017 to Sunday, 2nd April 2017 inclusive to allow Drift Challenge Australia to run a drift event;
- (c) if requested, Council provide in kind support up to a value of \$3,000;
- (d) Drift Challenge Australia to apply for, and receive, a Special Events Permit from Council.

seconded

4. OPERATIONAL SERVICES REPORT NO. 1/2017 - Appointment - Council Development Assessment Panel 2017-2019 - Ref. AF16/439

moved:

- (a) Operational Services Report No. 1/2017 be received;
- (b) the following Independent Persons be appointed to the Council Development Assessment Panel which shall commence for a two year term at the expiration of the current term in February, 2017:
- Mrs Liz Travers;
 - Ms Emily Finnigan;
 - Mr Peter Seebohm; and
 - Mrs Margaret Trotter.
- (c) Mrs Liz Travers be appointed as the Presiding Member of the Council Development Assessment Panel;
- (d) Council re-appoint Crs Greco, Lovett and Von Stanke to the Council Development Assessment Panel for a further two year term commencing at the expiration of the current term in February 2017;

- (e) Council advise both the successful and unsuccessful applicants of the outcome of their Expression of Interest and thank them for their interest.

seconded

MOTION WITH NOTICE - Nil

MOTION(S) WITHOUT NOTICE -

Meeting closed at
FM

City of Mount Gambier

Corporate and Community Services Committee 12/12/2016 and Council Meeting 20/12/2016 for **Council Meeting 17/01/2017**

Committee	Item No.	Action	Responsible	Status
Corporate & Community Services Items	1. <u>FINANCIAL STATEMENT</u> – as at 30th November, 2016	The financial statement as at 30th November, 2016 be received.	DCS/FM	No Action
	2. ECONOMIC DEVELOPMENT - Progress Report - December 2016 – Ref. AF16/201	The Economic Development Update for December 2016 be received.	MED	No Action
	3. GOVERNANCE – Committees – Strategic Planning Sub-Committee – Minutes of Meeting held 25th November, 2016 – Strategic Planning Sub-Committee Report 8/2016 (attached) - Ref. AF15/366	<p>(a) the Minutes of the Strategic Planning Sub-Committee Meeting held on 25th November, 2016 be received;</p> <p>(b) the following recommendations of the Strategic Planning Sub-Committee be adopted by Council:</p> <p>1. BEST PEOPLE BEST COMMUNITY - Community Plan - Organisation Structure - Strategic Planning Sub-Committee Report No. 8/2016 - Ref. AF16/185</p> <p>Strategic Planning Sub-Committee Report No. 8/2016 be received and the contents noted.</p> <p>2. STRATEGIC PLANNING SUB-COMMITTEE - Scheduled Meeting Dates - Ref. AF15/266</p> <p>The report be received and the Special Meeting of Council to be held on Monday 5th December be noted.</p>	MSP	Completed
	4. GOVERNANCE – Committees – Audit Committee – Minutes of Meeting held 6th December, 2016 – Ref. AF11/863	<p>(a) the Minutes of the City of Mount Gambier Audit Committee meeting held on Tuesday 6th December, 2016 be received;</p> <p>(b) the following recommendations of the Audit Committee meeting held on Tuesday, 6th December, 2016 be adopted by Council:</p> <p>1. ANNUAL FINANCIAL STATEMENTS 2015/2016 - Correction - Ref. AF16/322</p> <p>(a) the report be received;</p> <p>(b) In accordance with Section 126(4)(a) of the Local Government Act 1999 the Audit Committee advises that it has reviewed the annual financial statements (corrected) of the Council for the year ended 30 June 2016 and is satisfied they present fairly the state of affairs of Council;</p> <p>(c) The Chief Executive Officer and Presiding Member of the City of Mount</p>	DCS	Completed

Committee	Item No.	Action	Responsible	Status
		<p>Gambier Audit Committee sign the statement to certify the independence of the Council Auditor, Galpins.</p> <p>2. EXTERNAL AUDITOR – END OF YEAR REPORT - Ref. AF12/227</p> <p>(a) the letter be received and contents noted;</p> <p>(b) the Audit findings and recommendations be referred to the Council administration for attention and to the Audit Committee for ongoing monitoring;</p> <p>(c) Councils External Auditor be advised of this course of action.</p> <p>3. FINANCIAL INTERNAL CONTROLS - Internal Audit Program - Ref. AF16/164</p> <p>(a) the report be received;</p> <p>(b) Financial Internal Controls Report (Control 16) be endorsed by Council.</p>	DCS	Completed
	5. HEALTH MANAGEMENT - Advice - Regional Public Health Plan - Mental Health - Advice and Information - Ref. AF15/373	The letter be received.	CEO	No Action
	6. HEALTH MANAGEMENT - Advocating – Emergency Ophthalmology Services – Mount Gambier Hospital – Ref. AF16/250	The letter be received.	CEO	No Action
	7. CORPORATE AND COMMUNITY SERVICES REPORT NO. 77/2016 - Digital Strategy - Ref. AF16/190	<p>(a) Corporate and Community Services Report No. 77/2016 be received;</p> <p>(b) the Digital Strategy report prepared by Explor Consultants be received and endorsed;</p> <p>(c) an implementation program to be arranged and discussed at a Council workshop (18th January 2017) to prioritise the actions.</p>	CEO/MED	In Progress
	8. CORPORATE AND COMMUNITY SERVICES REPORT NO. 78/2016 - Election of Corporate and Community Services Standing Committee Presiding Member - Ref. AF11/858	<p>(a) Corporate and Community Services Report No. 78/2016 be received;</p> <p>(b) Cr Lynagh be Presiding Member of the Corporate and Community Services Committee on and from 20th January 2017.</p>	TLES	Completed
	9. CORPORATE AND COMMUNITY SERVICES REPORT NO. 79/2016 - China Engagement - Status Update and Planning - Ref. AF13/306	<p>(a) Corporate and Community Services Report No. 79/2016 be received;</p> <p>(b) the City of Mount Gambier commences the planning for an outbound delegation of Council and business leaders in March 2017;</p> <p>(c) that Council attendees include:</p> <ul style="list-style-type: none"> - The Mayor - The Chief Executive Officer plus another senior staff member; - up to 4 Councillors be considered for inclusion to the outbound China Delegation 	CEO	In Progress

Committee	Item No.	Action	Responsible	Status
	10. CORPORATE AND COMMUNITY SERVICES REPORT NO. 80/2016 - Transfer of Taxi Licence - Ref. AF16/103	(a) Corporate and Community Services Report No. 80/2016 be received; (b) Council write to all current Taxi Licence holders seeking their views and interest in participating in a tender process for the re-issue of the subject licence; (c) a further report be presented to consider any responses received; (d) in the event that no responses or objections are received the Chief Executive Officer be authorised to issue a new Licence to the proposed new operator/licensee.	MGP	In Progress
	11. CORPORATE AND COMMUNITY SERVICES REPORT NO. 81/2016 - Appointment of Representative - Tourism Mount Gambier - Ref. AF11/854	(a) Corporate and Community Services Report No. 81/2016 be received; (b) The Tourism Mount Gambier Key Performance Indicators be agreed as: <ul style="list-style-type: none"> • Increase in occupancy over 2015/2016 figures • Increase in Tourism Economy over 2016/2017 figures • New Tourism Mount Gambier website operational by 30th June 2017 • Manage expenditure within budget • Membership revenue of \$10,000 or 80 members by 20th June 2017 • 2,000 followers of Tourism Mount Gambier facebook page by 30th June 2017 (c) A secret ballot be conducted to determine the successful candidate for the position as Tourism Mount Gambier Board meeting observer. <ul style="list-style-type: none"> (i) the term of appointment for the Tourism Mount Gambier Board meeting observer be until the date voting closes for the 2018 local government elections or until the position is resigned or replaced. (ii) Council determines that the method of choosing a Tourism Mount Gambier Board meeting observer and proxy be by an election process undertaken by secret ballot. (iii) the successful candidate will be the candidate with the highest number of votes and the runner-up will be the proxy. (iv) where two or more candidates have an equal number of votes one of those candidates will be determined as successful from a drawing 	CEO/MGP	Completed

Committee	Item No.	Action	Responsible	Status
		<p>of lots by the Returning Officer.</p> <p>(v) the Chief Executive Officer be appointed Returning Officer for the election.</p> <p>(vi) upon the completion of the election, the Returning Officer be authorised to declare the successful candidates appointed to the position of Tourism Mount Gambier Board meeting observer and proxy.</p> <p>(vii) upon the declaration of the Returning Officer the candidates and proxy are appointed to the positions of Tourism Mount Gambier Board meeting observer and proxy for the term determined by this resolution.</p> <p>The following nominations were received:</p> <p>Cr Meziniec, Cr Lynagh and Cr Greco indicated that they are nominating for the position of the Tourism Mount Gambier Board meeting observer.</p> <p>The Returning Officer, Mark McShane conducted the secret ballot.</p> <p>Cr Lynagh and Cr Meziniec each having an equal highest number of votes, the Returning Officer drew a lot and declared the successful candidate being the first name drawn as Cr Lynagh to be endorsed as Council's representative observer to attend Tourism Mount Gambier Board meetings and communicate tourism activities to Council, and Cr Meziniec be proxy in Cr Lynagh's absence.</p>	CEO/MGP	Completed
	12. CORPORATE AND COMMUNITY SERVICES REPORT NO. 82/2016 - Cultural Fund Program Selection Panel - Ref. AF15/416	<p>(a) Corporate & Community Services Committee Report No. 82/2016 be received;</p> <p>(b) A meeting be scheduled following receipt of Cultural Fund Program applications, to accommodate the following Elected Members and Community invitees:</p> <ul style="list-style-type: none"> • Cr Perryman nominated Cr Morello • Mayor Lee nominated Cr Richardson • Community Invitees 	MCSD	In Progress
	13. CORPORATE AND COMMUNITY SERVICES REPORT NO. 83/2016 – Corporate & Community Services Sub-Committee Memberships - Ref. AF11/858	Corporate & Community Services Committee Report No. 83/2016 be received.	MCSD	Completed
	14. COMMUNITY RELATIONS - Congratulations, Greetings and Condolences Received and Sent by Council - Ref. AF11/208	Council congratulate former Councillor Mr James Maher on his appointment to the Reconciliation South Australia Board.	CEO	Completed
	15. GOVERNANCE - Council Committee Membership and Appointments - Ref. AF11/858	Cr Persello moved that a Elected Member Workshop be conducted early January 2017 to consider the Sub - Committee Membership in light of the new Community Plan.	CEO/TLES	Completed

Committee	Item No.	Action	Responsible	Status
<u>COUNCIL ITEM</u>	1. <u>CORPORATE AND COMMUNITY SERVICES REPORT NO. 84/2016</u> - Grant of Easement - Aramanta Development - Ref. AF14/196	<ul style="list-style-type: none"> (a) Corporate and Community Services Report No. 84/2016 be received; (b) Consent be given to a grant of easement on Lot 700 (Reserve) in Certificate of Title Volume 6022 Folio 96 (Stella Place) for sewerage purposes and a Licence to Enter for installation of infrastructure prior to registration of the easement on the Certificate of Title; (c) The Chief Executive Officer and Mayor be authorised to execute and affix the common seal of Council to any necessary documentation associated with resolution (b); (d) Council Policy <i>P420 Procurement & Disposal of Land and Assets</i> be reviewed to set less onerous provisions for disposal of a partial interest in land (such as an easement) where the net value to Council is not diminished to any material extent by the disposal. 	MGP	In Progress
<u>MOTION(S) WITHOUT NOTICE</u>	1. <u>SOCIAL, CULTURAL AND COMMUNITY SERVICES</u> - Advice - Aboriginal and Indigenous Advice and Information - Ref. AF11/1595	<ul style="list-style-type: none"> a) the report from Cr Richardson be received; b) that the City of Mount Gambier negotiates with Kelvin Smibert as a matter of urgency to guarantee the storage and safekeeping of the "Out of the Dark" fibre glass castings of ancient Aboriginal cave art that are currently stored at the Old Stables currently occupied by the South East Art Society; c) that the City of Mount Gambier negotiate with Kelvin Smibert regarding future ownership of the pieces with a view to ensuring they are available for future exhibitions relating to the Aboriginal heritage of our area and Management Committee for approval under delegated authority of Council; d) Council seek a presentation on the subject of pre-parietal art from Mr Geoff Aslin and Mr Kelvin Smibert. 	CEO/TLES	In Progress

City of Mount Gambier

Council Meeting 17th January 2017 - Operational Services Action Items

Committee	Item	Action	Responsible	Status																										
Operational Services (September 2016)	2. <u>ENVIRONMENTAL MANAGEMENT</u> - Environmental Protection (Air Quality) Policy 2016 - Ref. AF15/257	<ul style="list-style-type: none"> The report be received. Council defer a decision on this matter pending further information. 	MRS	In Progress																										
	5. <u>SOCIAL, CULTURAL AND COMMUNITY SERVICES</u> - Recreation and Sport - Proposal for Disc Golf Park - Ref. AF11/1630	<ul style="list-style-type: none"> The report be received; Council request the Director Operational Services to further research and develop the proposal for a Disc Golf facility at Brownes Lake and provide a further report to Council for consideration. 	DOS	In Progress																										
Operational Services (October 2016)	3. <u>ENVIRONMENTAL MANAGEMENT</u> - Enquiries - Establishment of Paintback Collection Point at Waste Transfer Centre - Ref. AF11/392	<ul style="list-style-type: none"> Council approve the Site Services Agreement with Paintback and establish a Paintback collection point at Council's Waste Transfer Centre. 	ESO	In Progress																										
Operational Services (December 2016)	2. <u>DEVELOPMENT CONTROL</u> - Mount Gambier Heritage Advisory Group - Local Heritage Restoration Fund Grant Program 2016/2017 - Ref. AF16/88	<ul style="list-style-type: none"> Council allocate funding to the applicants listed below for the 2016/2017 Heritage Grants: <table border="1" data-bbox="1048 751 1720 1493"> <thead> <tr> <th>APPLICANT</th> <th>RECOMMENDED VALUE OF GRANT</th> </tr> </thead> <tbody> <tr> <td>Admill Nominees Pty Ltd</td> <td>\$4000</td> </tr> <tr> <td>Eureka Care Communities (Mount Gambier) Pty Ltd</td> <td>\$0</td> </tr> <tr> <td>Anthony Lane & Aileen Ferguson</td> <td>\$1000</td> </tr> <tr> <td>Mrs Joanne de Bruin</td> <td>\$1000</td> </tr> <tr> <td>Brian Rowett</td> <td>\$1000</td> </tr> <tr> <td>Morris Dickins</td> <td>\$3500</td> </tr> <tr> <td>Kenneth Haig</td> <td>\$1000</td> </tr> <tr> <td>Georgina & Meirion Jones</td> <td>\$1000</td> </tr> <tr> <td>Craig Marsh</td> <td>\$1000</td> </tr> <tr> <td>Robyn Glynn</td> <td>\$1500</td> </tr> <tr> <td>Catholic Church Endowment Society Inc</td> <td>Ineligible - State Heritage Place</td> </tr> <tr> <td>Catherine Rymill</td> <td>\$500</td> </tr> </tbody> </table>	APPLICANT	RECOMMENDED VALUE OF GRANT	Admill Nominees Pty Ltd	\$4000	Eureka Care Communities (Mount Gambier) Pty Ltd	\$0	Anthony Lane & Aileen Ferguson	\$1000	Mrs Joanne de Bruin	\$1000	Brian Rowett	\$1000	Morris Dickins	\$3500	Kenneth Haig	\$1000	Georgina & Meirion Jones	\$1000	Craig Marsh	\$1000	Robyn Glynn	\$1500	Catholic Church Endowment Society Inc	Ineligible - State Heritage Place	Catherine Rymill	\$500	PO	Completed
APPLICANT	RECOMMENDED VALUE OF GRANT																													
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		<table border="1"> <tr> <td>R Schubert & P Little</td> <td>\$1500</td> </tr> <tr> <td>M & J Heemskerk</td> <td>\$2000</td> </tr> <tr> <td>J & E Praolini</td> <td>\$1000</td> </tr> <tr> <td>A & M Harrington</td> <td>Ineligible - Late application</td> </tr> <tr> <td style="text-align: center;">TOTAL</td> <td>\$20,000</td> </tr> </table> <ul style="list-style-type: none"> Council advise all applicants of the outcome of their grant application and, where applicable, the conditions relating to claiming reimbursement. 	R Schubert & P Little	\$1500	M & J Heemskerk	\$2000	J & E Praolini	\$1000	A & M Harrington	Ineligible - Late application	TOTAL	\$20,000		
R Schubert & P Little	\$1500													
M & J Heemskerk	\$2000													
J & E Praolini	\$1000													
A & M Harrington	Ineligible - Late application													
TOTAL	\$20,000													
3. <u>ENVIRONMENTAL MANAGEMENT</u> - Limestone Coast Local Government Association - Climate Adaptation Program - Ref. AF16/505	<ul style="list-style-type: none"> Council receive the report titled "Limestone Coast Regional Climate Change Adaptation Plan, April 2016" prepared by URPS and note the comments. 	DOS	Completed											
5. <u>PROPERTY MANAGEMENT</u> - Enquiries - Hosking Avenue Carpark Extension - Request from Grant High School - Ref. AF11/2245	<ul style="list-style-type: none"> Council write to Grant High School advising that the offer for a loan of \$90,000 will remain on the table until the end of the 2016/2017 financial year. 	EM	Completed											
9. <u>OPERATIONAL SERVICES REPORT NO. 10/2016</u> - Traffic Management Report - Intersection of Shepherdson Road / Mackenzie Street - AF11/1880	<ul style="list-style-type: none"> The Traffic Impact Statement attached to the Operational Services Committee agenda be endorsed by Council. The City of Mount Gambier pursuant to Ministerial delegation resolves the following: Prohibited Area 1.2.072 SHEPHERDSON ROAD (SOUTHERN SIDE) - 20 metres east of the intersection with MacKenzie Street, to apply at all times to be effective on the installation of appropriate signage. Council remove all vegetation (trees, shrubs) back to the property line adjacent to 31 Shepherdson Road, in order to improve sight visibility for exiting motorists from MacKenzie Street. 	EM / GI's	In Progress											
10. <u>OPERATIONAL SERVICES REPORT NO. 11/2016</u> - Tender - Kennedy Avenue Retaining Wall - Asbestos Removal And Repair Work - Ref. AF16/483	<ul style="list-style-type: none"> Council award Tender AF16/483 for the Kennedy Avenue retaining wall asbestos removal and repair works to SMB Civil for a tender price of \$293,900 (exc. GST). 	EM	Completed											

FINANCIAL STATEMENT - Monthly Bank Reconciliation

as at 30/11/2016		as at 31/12/2016
<u>\$</u>	<u>GENERAL ACCOUNT (Westpac)</u>	<u>\$</u>
142,400.00 CR	OPENING BALANCE	149,254.71 CR
1,616,987.76	<u>PLUS</u> Receipts -	
701,282.04	Rates & Arrears	2,337,871.73
-	General	709,238.14
-	<u>Receipt of Cash Advance Funds</u>	
-	Transfer from CAD Loan 104	-
-	Transfer from CAD Loan 105	-
500,000.00	Transfer from Investment Funds	1,000,000.00
-	Transfer from Reserve Funds	-
<u>\$ 2,818,269.80</u>		<u>\$ 4,047,109.87</u>
2,960,669.80 CR		4,196,364.58 CR
	<u>LESS</u> Direct Debits to Bank Account -	
722,271.78	Payroll - 2 Pays processed in December (9/12 & 23/12)	733,536.27
-	Sundry	-
760,000.00	Transfer to Investment Funds	1,550,000.00
-	Transfer to CAD Loan 104	-
<u>1,482,271.78</u>		<u>-</u>
2,283,536.27		
1,478,398.02 CR		1,912,828.31 CR
1,329,143.31	<u>LESS</u> Expenditure Statement - \$	1,787,834.96
<u>\$ 149,254.71 CR</u>	<u>CASH BALANCE</u>	<u>\$ 124,993.35 CR</u>
 <u>BANK RECONCILIATION</u> 		
292,814.68 CR	Balance as per Bank Statement	258,881.60 CR
26,400.41	<u>PLUS</u> Deposits not yet credited	713.20
- 66,245.64	<u>LESS</u> Deposits not yet reconciled	- 97,040.25
-	<u>LESS</u> Deposits not yet updated	-
-	<u>PLUS</u> Payments not yet reconciled	
<u>252,969.45 CR</u>		<u>162,554.55 CR</u>
66,216.79	<u>LESS</u> Unpresented Cheques & EFT's	2,980.17
37,497.95	Unpresented Direct Debits	34,581.03
<u>\$ 149,254.71 CR</u>	<u>CASH BALANCE</u>	<u>\$ 124,993.35 CR</u>

Current Interest Rate on Bank Account Balance is 0.10%

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

as at 30/11/2016 \$		as at 31/12/2016 \$
	<u>LGFA CAD LOAN 104</u>	
-	DR OPENING BALANCE	-
-	<u>PLUS</u> Deposits	-
-	<u>LESS</u> Withdrawals (Transfer to General Account)	-
-	Sundry	-
<u>\$ -</u>	DR <u>CASH BALANCE</u>	<u>\$ -</u>

	<u>LGFA CAD LOAN 105</u>	
-	DR OPENING BALANCE	-
-	<u>PLUS</u> Deposits	-
-	<u>LESS</u> Withdrawals (Transfer to General Account)	-
-	Sundry	-
<u>\$ -</u>	DR <u>CASH BALANCE</u>	<u>\$ -</u>

Current Interest Rate on CAD Loan Balances is 3.75%

LOAN FUNDS OWING (Local Government Finance Authority)

Opening Bal	Loan Purpose	Interest Rate	Maturity Date	Closing Bal
84,178.62	101 RSL Bowls - Artificial Rink	5.05%	16/03/2019	84,178.62
3,091,416.23	102 Library	5.97%	15/06/2024	3,011,064.85
-	104 CAD - Variable Int Only	3.75%	17/06/2028	-
-	105 CAD - Variable Int Only	3.75%	17/08/2030	-
<u>\$ 3,175,594.85</u>				<u>\$ 3,095,243.47</u>

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

as at 30/11/2016 \$	<u>INVESTMENT FUNDS (Local Government Finance Authority)</u>	as at 31/12/2016 \$
524,330.16 CR	Opening Balance	1,429,344.16 CR
1,405,014.00	PLUS Deposits	1,550,000.00
	PLUS Interest	-
- 500,000.00	LESS Withdrawals (Transfer to Westpac)	- 1,000,000.00
-	Withdrawals (Transfer to CAD Loan 104)	-
<u>\$ 1,429,344.16 CR</u>	CLOSING BALANCE	<u>\$ 1,979,344.16 CR</u>

<u>DOWNSTREAM DRAINAGE FUNDS (Local Government Finance Authority)</u>		
263,714.19 CR	OPENING BALANCE	264,845.58 CR
1,131.39	PLUS Deposits	-
-	LESS Withdrawals	-
<u>\$ 264,845.58 CR</u>	CLOSING BALANCE	<u>\$ 264,845.58 CR</u>

INVESTMENT OF FUNDS

Investment Funds - all invested - 'At Call' at	1.50%
Reserve Funds - all invested - '90 Days' at	2.00%

Prepared by:



.....
Finance Manager

Reviewed by:



.....
Chief Executive Officer

CORPORATE AND COMMUNITY SERVICES REPORT NO. 1/2017

SUBJECT: COUNCIL FEES AND CHARGES REVIEW 2017/2018

REF: AF11/2289

Local Government Act

Section 188 of the Local Government Act provides the authority for Councils to impose fees and charges.

Section 188 further provides *"the Council must keep a list of fees and charges imposed under this section on public display (during ordinary office hours) at the principal office of the Council."*

and

"If a Council fixes a fee or charge under this section, or varies a fee or charge under this section the Council must up date the list of fees and charges and take reasonable steps to bring the fee or charge, or the variation of the fee or charge, to the notice of persons who may be affected."

Council Fees and Charges Review 2017/2018

In the interest of consistency across the local government sector the SA Local Government Association (LGA) developed a standard template format (including the treatment of GST) for use by Councils when recording their fees and charges.

Council's review of fees and charges for 2017/2018 has now been completed having regard to the provisions of the Local Government Act as well as the Fees and Charges guidelines.

The fees and charges review has continued to adopt the model format recommended in the LGA guidelines.

In completing the current Review, account has also been taken of the previous Council resolution i.e. "where practical, Council endeavour to increase fees and charges, on an annual basis, by the ruling, consumer price index percentage."

RECOMMENDATION

- (a) Corporate and Community Services Report No. 1/2017 be received;
- (b) Council adopt all recommended fees and charges identified in the "Schedule of Fees and Charges – 2017/2018 Financial Year" as presented in Corporate and Community Services Report No. 1/2017 notwithstanding that;
 - (i) other than those fees and charges that are identified as having specific commencement or review dates, all fees and charges in the "Schedule of Fees and Charges – 2017/2018 Financial Year" will come into effect on 1st July 2017.

Corporate and Community Services Report No. 1/2017 cont'd...

- (ii) Council may see fit to amend any fee or charge as circumstances change or arise.



Grant HUMPHRIES
DIRECTOR - CORPORATE SERVICES

Sighted:



Mark McSHANE
CHIEF EXECUTIVE OFFICER

13th December, 2016
MJT

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City of
Mount Gambier

Schedule of Fees and Charges

2017/2018

Financial Year

COMMUNITY SERVICES

FEE OR CHARGE	DESCRIPTION AND COMMENTS	GST TREATMENT	1/7/2016	1/7/2017	NOTES
Hire Buildings	City Hall See Page No. 4 Facilities Hire - Council Chambers/Reception Area Full Day - Inc tea/coffee Half Day - Inc tea/coffee Committee Room Full Day - Inc tea/coffee Half Day - Inc tea/coffee Library (for commercial hires) Multi Function room (all facilities) Full Day Half Day (up to 4 hours) Multi Function room (kitchen part only) Full Day Half Day (up to 4 hours)	Taxable			
			\$420.00	\$425.00	
			\$285.00	\$290.00	
			\$225.00	\$230.00	
			\$160.00	\$165.00	
			\$155.00	\$160.00	
			\$80.00	\$82.00	
			\$90.00	\$92.00	
			\$50.00	\$52.00	
Hire Recreation	Lease, hire or rental (including long term rental) of sports Rental (Council maintained land) Blue Lake BMX Club - Hastings Cunningham Reserve Blue Lake Obedience Dog Club - Hastings Cunningham Reserve MtG Cycling & Triathlon Club - Blue Lake Sports Park Lower South East Hockey Association - Blue Lake Sports Park Mount Gambier & District Baseball League - Blue Lake Mount Gambier & District Cricket Association - Blue Lake Sports Park - Frew Park - Marist Park - Reidy Park - McDonald Park Mount Gambier Softball Association - Blue Lake Sports Park North Gambier Football Club - Vansittart Park (2016 Football Season) Mount Gambier Touch Association - Vansittart Park	Taxable			
			\$500.00	\$500.00	All fees GST exc.
			\$500.00	\$500.00	
			\$1,800.00	\$1,800.00	
			\$7,000.00	\$7,000.00	
			\$7,800.00	\$7,800.00	
			\$1,200.00	\$1,200.00	
			\$2,700.00	\$2,900.00	
			\$1,450.00	\$1,450.00	
			\$1,200.00	\$1,200.00	
			\$1,200.00	\$1,200.00	
			\$5,700.00	\$5,700.00	
			\$19,500.00	\$19,800.00	
			\$1,350.00	\$875.00	

FEE OR CHARGE	DESCRIPTION AND COMMENTS	GST TREATMENT	1/7/2016	1/7/2017	NOTES
	<p>Licence Agreements Reidy Park Oval (Education Dept) Centenary Tower (GTFP) Marist Park (Tenison College)</p> <p>Lease Fee (Council Policy) Is the "declared" figure per annum plus GST The "declared" figure is the annual lease fee that Council resolves at the commencement of each financial year.</p> <p>All subsequent years of the lease then the "declared" annual fee be increased (or decreased) by the overall percentage rate increase (or decrease) that Council adopts for each financial year on a compounding calculation plus GST Lease Fee - Policy R200 - As per the above, the declared lease fee for the 2015/16 financial year is \$415 (+ GST), calculated as follows - $\\$415 + 4.5\% = \\434</p>		Council Policy	Council Policy	Review in July 2016
Library fines	Lost/replacement cards & items, overdue books,	Not subject to GST			
Library fees	Photocopying - A4 BW - A4 BW (double sided) - A4 Colour - A4 Colour (double sided) - A3 BW - A3 BW (double sided) - A3 Colour - A3 Colour (double sided) Faxing Sale of Memory Sticks Material replacement charges Library Bags Sale of headphones Laminating A4 A3	Taxable	\$0.20 per page \$0.30 per page \$0.60 per page \$1.20 per page \$0.30 per page \$0.50 per page \$1.20 per page \$2.40 per page \$1.00 per page (sending) \$0.20 per page (receiving) \$8.00 each \$1.00 \$4.00 each \$2.00 each \$4.00 each	\$0.20 per page \$0.30 per page \$0.60 per page \$1.20 per page \$0.30 per page \$0.50 per page \$1.20 per page \$2.40 per page \$1.00 per page (sending) \$0.20 per page (receiving) \$8.00 each \$1.00 \$4.00 each \$2.00 each \$4.00 each	

FEE OR CHARGE	DESCRIPTION AND COMMENTS	GST TREATMENT	1/7/2016	1/7/2017	NOTES
Office - Duplicate Photographs	Local History Photos Photocopying	Taxable	A4 \$0.30 per page A3 \$0.50 per page	A4 \$0.30 per page A3 \$0.50 per page	
	A4 laser printed/photo quality		\$5.00 per page	\$5.00 per page	
	A4 laser printed/paper quality		\$3.00 per page	\$3.00 per page	
The Les Hill / Forestry SA Photographic Collection	Provision of image to disk (inc. disk cost)				
	(i) Study/Research/Community Use - 1 to 4 images		\$5.00	\$5.00	
	- 4+ images - (20 max)		\$20.00	\$20.00	
	(ii) Commercial Use (Les Hill only - No commercial use of Forestry SA Collection)		\$20 per image	\$20 per image	
Recreation & Swimming Centre	Swimming pool patronage including for lessons and for spectators, use of spas, saunas, lockers & creches	Taxable			
	Adult		\$6.50	\$6.50	
	Child		\$5.50	\$5.50	
	Spectator		\$3.00	\$3.00	
	Family		\$23.00	\$23.00	
	Pensioner		\$5.00	\$5.00	
	Lap Swimmers / Fitness		\$5.50	\$5.50	
	Vouchers/-Adult		\$55.00	\$55.00	
	10 Visits - Pensioner		\$45.00	\$45.00	
	- Child		\$50.00	\$50.00	
	Season Pass - Adult		\$240.00	\$240.00	
	- Pensioner		\$190.00	\$190.00	
	- Child		\$250.00	\$250.00	
	Family - 1-2 Adults/2 Children		\$550.00	\$550.00	
	- 1 Adults/3 Children		\$590.00	\$590.00	
	- 2 Adults/3 Children		\$620.00	\$620.00	
	- 1 Adults/4 Children		\$640.00	\$640.00	
	- 2 Adults/4 Children		\$670.00	\$670.00	
	- 2 Adults/5 Children		\$720.00	\$720.00	
Tourism	"The Lady Nelson" - Admittance Fees	Taxable			
					Discovery Centre admittance fees deleted as from 1st July, 2016.

FEE OR CHARGE	DESCRIPTION AND COMMENTS	GST TREATMENT	1/7/2016	1/7/2017	NOTES
City Hall Hire	Reception Area - Part Day (6 or 3 hours) - Full Day Hall - Part Day (6 or 3 hours) - Full Day All Facilities - Part Day (6 or 3 hours) - All Day Kitchen		\$215.00/\$120.00 \$365.00 \$235.00/\$165.00 \$380.00 \$430.00/\$265.00 \$695.00 \$85.00/\$50.00	\$220.00/\$125.00 \$370.00 \$240.00/\$170.00 \$390.00 \$440.00/\$270.00 \$710.00 \$87.00/\$50.00	All Fees Inc. GST
Main Corner	Foyer - Part Day - Full Day - Exhibition Openings Only Balcony - Part Day (6 or 3 hours) - Full Day Kings Floor - Part Day - All Day Dress Circle - Part Day (6 or 3 hours) - Full Day All Facilities - Part Day - Full Day		\$245.00 \$410.00 "Not Available" \$225.00/\$130.00 \$365.00 \$235.00 \$380.00 \$345.00/\$215.00 \$640.00 \$970.00 \$1,720.00	"Not Available" "Not Available" \$250.00 \$230.00/\$135.00 \$370.00 \$240.00 \$390.00 \$350.00/\$220.00 \$650.00 \$990.00 \$1,750.00	All Fees Inc. GST
Main Corner/ City Hall	All Facilities - Part Day - Full Day		\$1,120.00 \$1,940.00	"Not Available" \$1,980.00	All Fees Inc. GST <i>Institute Facilities now not included</i>
Riddoch Art Gallery	Studio/Workshop Part Day (6 or 3 hours) Full Day Community Gallery 1 Month Longer periods by negotiation		\$150.00 / \$90.00 \$200.00 \$200.00	\$150.00 / \$90.00 \$200.00 \$200.00	

FEE OR CHARGE	DESCRIPTION AND COMMENTS	GST TREATMENT	1/7/2016	1/7/2017	NOTES
Riddoch Art Gallery	<p><u>Main Gallery</u> 1 Month Longer periods by negotiation</p> <p><u>Margaret Scott Gallery</u> 1 Month Longer periods by negotiation</p> <p><u>Event/Program - Cover Charges</u> A Fee is sometimes charged for programmed activities: Adults Children (12 and under)</p> <p><u>Security Bond (Booking Only)</u> Minimum Bond Maximum Bond Exhibition Administration Fee</p>		<p>\$500.00</p> <p>\$300.00</p> <p>\$2.00 - \$120.00 from \$2.00</p> <p>\$500.00 \$2,000.00</p> <p>\$100.00</p>	<p>\$500.00</p> <p>\$300.00</p> <p>\$2.00 - \$120.00 from \$2.00</p> <p>\$500.00 \$2,000.00</p> <p>\$100.00</p>	<p>All Fees Including GST</p> <p>GST Exempt (Unless surrendered)</p> <p>Inc. GST</p>
<p>Gallery and Studio/ Workshop Fees may be waived or deferred by the Manager Community Services and Development where the proposed exhibition or use is aligned with and contributes toward delivering upon Council's own strategic objectives, with Riddoch Art Gallery programming, or Art/Culture Festivals of Regional, State or national significance such as the South Australian Living Artists Festival</p>					
	<p>Sale of Works (Individual Artist/Supplier) Works Merchandise (tiered commission system) Sale of Works (Other) By negotiation</p>		<p>25% Commission \$0 - \$49 - 15% \$50 - \$499 - 20% above \$500 - 25%</p>	<p>25% Commission \$0 - \$49 - 15% \$50 - \$499 - 20% above \$500 - 25%</p>	<p>% is exclusive of GST</p>

FEE OR CHARGE	DESCRIPTION AND COMMENTS	GST TREATMENT	1/7/2016	1/7/2017	NOTES
Event Support	<u>Labour (per person)</u> Monday - Friday Saturday, Sunday and Public Holidays Call out fee (additional)		\$100.00 / hour \$150.00 - \$180.00 / hour \$ as determined	\$100.00 / hour \$150.00 - \$180.00 / hour \$ as determined	
	<u>Plant Hire</u> Light Vehicle each additional hour Heavy Vehicle Other Machinery (inc Street Sweeper)		\$26.00 / hour \$10.00 / hour \$36.00 / hour \$60.00 / hour	\$26.00 / hour \$10.00 / hour \$36.00 / hour \$60.00 / hour	
	<u>Waste</u> Removal - Labour & Truck Bin Hire <u>Equipment Hire</u> Loading/Delivery/Collection Witches Hats/Bollards/Bunting Seating Stage Inflatable screen Giant Games <u>Advertisements</u> Road Closures - The Border Watch		\$170.00 / hour \$2.00 per bin / event refer Labour/Plant Hire \$1.00 per item / event \$20.00 per unit/event \$20.00 per unit/event \$50.00 per event \$15.00 / game /event \$100.00 per ad	\$170.00 / hour \$2.00 per bin / event refer Labour/Plant Hire \$1.00 per item / event \$20.00 per unit/event \$20.00 per unit/event \$50.00 per event \$15.00 / game /event \$100.00 per ad	All Fees Inc. GST
Unless otherwise indicated, all charges are independent and will be aggregated (i.e. Equipment Hire requiring delivery/collection by Council will also incur hourly rates for labour (driver/operator) and Plant Hire.					

DEVELOPMENT

FEE OR CHARGE	DESCRIPTION AND COMMENTS	GST TREATMENT	1/7/2016	1/7/2017	NOTES
Construction Industry Training Levy	Levy collected to fund training in the building & construction industry. (Where estimated value of work exceeds \$15,000)	Exempt			Statutory
Advertising	Advertising in newspaper as required under the Development Act (Category 3)	Taxable	\$84.00 \$95.00 \$174 (inc GST)	\$85.00 \$97.00 \$182.00 (inc GST)	
Lodgement fees	Lodgement fees under the Development Act	Exempt			Statutory
Land division fee	Land division fee under the Development Act	Exempt			Statutory
Building rules fees	Building rules fees under the Development Act	Taxable			Statutory
Development Act	Development plan assessment fee	Exempt			Statutory
Public Notification Fee (category 2 & 3)	Public Notification Fee (category 2 & 3) under the Development Act	Exempt			Statutory
Referral fees	Referral fees under the Development Act	Exempt			Statutory
Certificate of Approval Fee	Certificate of Approval Fee under the Development Act	Exempt			Statutory
Consent to Development at Variance with Building Rules	Consent to Development at Variance with Building Rules under the Development Act	Taxable			Statutory
Non-complying Development Fee	Non-complying Development Fee under the Development Act	Exempt			Statutory
Application for assignment of classification of a building	Application for assignment of, or change in, classification of a building under the Development Act	Taxable			Statutory
Certificate of Occupancy Fee	Certificate of Occupancy Fee under the Development Act	Taxable			Statutory
Application for issue of Schedule of Essential Safety Provisions	Application for issue of Schedule of Essential Safety Provisions under the Development Act	Taxable			Statutory

FEE OR CHARGE	DESCRIPTION AND COMMENTS	GST TREATMENT	1/7/2016	1/7/2017	NOTES
Referral to Building Rules Assessment Commission	Referral to Building Rules Assessment Commission under the Development Act	Exempt			Statutory
Statement of Requirements Fee	Statement of Requirements Fee under the Development Act	Exempt			Statutory
Land Management Agreements	Registration of Copy of	Exempt			Statutory
Application to extend	consent or approval under R.48	Exempt			Statutory
Open space contributions	S.50 (1) (d) and (7) land division contributions	Exempt			Statutory
Development Application Searches	Refer to Information Services on page 14				

ENVIRONMENT

FEE OR CHARGE	DESCRIPTION AND COMMENTS	GST TREATMENT	1/7/2016		NOTES
Dog Control	Impounding & dog destruction	Exempt			Statutory
Dog Expiations	Dog nuisance, attack, harassment, injury, wandering, presence in schools, shops & other areas, failure to register, display registration disc, advice of change of address or owner, muzzle, leash, desex, remove faeces	Exempt			Statutory
Dog Registration	Annual Registration fee (R) Rebate/Fee for desexed dog (D) Rebate/Fee for microchipped dog (M) Rebate/Fee for trained dog (T) Fee for desexed & microchipped dog Fee for desexed and trained dog Fee for desexed, microchipped + trained dog Fee for microchipped and trained dog Fee for guide, hearing and disability dog In addition, Council may apply for Discount for concession card holder Fee for working dog Fee for greyhound Fee for business registration (per dog or business) Fee for transfer of registration Fee for replacement disc Fee for late registrations Fee for impound Fee for daily holding at pound Discount for partial year registration Other applicable fees	Exempt	\$48.00 \$28.80 \$38.40 \$38.40 \$19.20 \$19.20 \$9.60 \$28.80 No Fee 50% \$17.00 \$21.00 \$48.00 \$5.00 \$5.00 \$15.00 \$46.00 \$21.00 50% -		New Standard Fee Arrangment Introduced from 1/7/2017 (refer to dog and cat management board)

Dog Registration	Non-Standard dog Standard Dog (50% off the Non-Standard dog fee) Concession Card Working Livestock Dog Discount for partial year registration Fee for Transfer of Registration Fee for replacement disc Fee for late registrations Fee for impound Fee for daily holding at pound Fee for business registration (per dog or business) Other applicable fees	Exempt		\$50.00 \$25.00 \$25.00 \$25.00 \$25.00 \$4.00 \$4.00 \$15.00 \$50.00 \$25.00 \$50.00 \$25.00	New Standard Fee Arrangement Introduced from 1/7/2017 (refer to dog and cat management board)
Expiations – Burning	Fines & expiations in relation to burning, burning out of hours & burning particular material	Not subject to GST (no supply)	Statutory	Statutory	
Expiations - By Laws	Fines & expiations in relation to Council by-laws	Not subject to GST (no supply)	\$66.00	\$67.00	
Expiations – Littering	Fines & expiations in relation to littering	Not subject to GST (no supply)	Statutory	Statutory	
Expiations – Parking	Fines & expiations in relation to stopping & parking of motor vehicles, double parking & obstruction of access	Not subject to GST (no supply)	Statutory	Statutory	
Expiations	Reminder Notice fees	Not subject to GST (no supply)	Statutory	Statutory	
Expiations	Enforcement Warning Notices	Not subject to GST (no supply)	Statutory	Statutory	
Impounding of Vehicles	Removal Storage Search Fees Notification to owner Advertising/Tendering Auctioneers Charge (if applicable) Any other charges Special overtime only for Council Officers (if applicable) in Council Officer's wages during normal time Administrative charge	Exempt	Actual towing charge by contractor \$85.00 per week or part thereof actual cost \$45.00 actual cost actual cost actual cost actual cost no charge \$80.00	Actual towing charge by contractor \$86.00 per week or part thereof actual cost \$46.00 actual cost actual cost actual cost actual cost no charge \$81.00	

FEE OR CHARGE	DESCRIPTION AND COMMENTS	GST TREATMENT	1/7/2016	1/7/2017	NOTES
Removal of Property	<u>Shopping Trolleys, Pedal Cycles</u>	Exempt			
	Removal				
	Storage				
<u>Signboards and Other Objects</u>					
Removal					
Storage					

HEALTH SERVICES

FEE OR CHARGE	DESCRIPTION AND COMMENTS	GST TREATMENT	1/7/2016	1/7/2017	NOTES
Provision of Food Safe Handling Kits & Videos	Provision of Food Safe Handling Kits & Videos Food Safe Revisions Kits	Taxable	Nil Nil	Nil Nil	Provided by SA Health
Food Act Fees	Food Safety Auditors Inspection Fees Sale of Meat	Taxable Taxable Taxable	Statutory Statutory Statutory	Statutory Statutory Statutory	
Supported Residential Facilities	Application & licence fees including renewals & transfers for Supported Residence Fines & expiations in relation to the <i>Supported Residential Facilities Act</i>	Exempt Not subject to GST (no supply)	Statutory Statutory	Statutory Statutory	
Public Health Act	(Legionella) - Application/inspection Fees	Exempt	Statutory	Statutory	
Public Health Act	(Wastewater) - Application/inspection Fees	Exempt	Statutory	Statutory	

INFORMATION SERVICES

FEE OR CHARGE	DESCRIPTION AND COMMENTS	GST TREATMENT	1/7/2016	1/7/2017	NOTES
Council Documents	Access to Meetings and Documents - Code of Practice	Exempt	20c per sheet	20c per sheet	First ten (10) pages of any document requested to be provided in hard copy free of charge (from 1/7/2015)
	Annual Financial Statements		20c per sheet	20c per sheet	
	Annual Report		Free of charge	Free of charge	
	Annual Business Plan (Draft)		20c per sheet	20c per sheet	
	Annual Business Plan and Budget		20c per sheet	20c per sheet	
	Annual Business Plan (Summary)		Free of charge	Free of charge	
	Assessment Record		20c per sheet	20c per sheet	
	Code of Conduct - Elected Members Policy		20c per sheet	20c per sheet	
	Code of Conduct - Employees Policy		20c per sheet	20c per sheet	
	Contracts and Tenders Policy		20c per sheet	20c per sheet	
	Council Agenda and Minutes		20c per sheet	20c per sheet	
	Council By-Laws		20c per sheet	20c per sheet	
	Delegations Register		20c per sheet	20c per sheet	
	Development Applications by Consent		20c per sheet	20c per sheet	
	Development Application Registers		20c per sheet	20c per sheet	
	Development Assessment Panel, Agenda and Minutes		20c per sheet	20c per sheet	
	Dog Register		20c per sheet	20c per sheet	
	Elected Members Allowances and Support Policy		20c per sheet	20c per sheet	
	Election Campaign Donations Returns		20c per sheet	20c per sheet	
	Information Statement for F.O.I.		20c per sheet	20c per sheet	
	Internal Review of Council Decisions Procedure		20c per sheet	20c per sheet	
	Members Conflict of Interest Guidelines		20c per sheet	20c per sheet	
	Notice of Meetings (Council/Committees/Panel)		20c per sheet	20c per sheet	
	Order Making Policy		20c per sheet	20c per sheet	
	Parking Register		20c per sheet	20c per sheet	
	Policy Manual		20c per sheet	20c per sheet	
	Public Consultation Policy		20c per sheet	20c per sheet	
	Rate Rebates Report		20c per sheet	20c per sheet	
	Rating Policy		20c per sheet	20c per sheet	
	Register of Annual Fees and Charges Levied by Council		20c per sheet	20c per sheet	
	Register of Community Land		20c per sheet	20c per sheet	
	Register of Employee's Salaries, Wages and Benefits		\$2.00 per entry	\$2.00 per entry	
	Register of Members Allowances and Benefits		\$2.00 per entry	\$2.00 per entry	
	Register of Members Interests		20c per sheet	20c per sheet	
	Register of Officer Interests		20c per sheet	20c per sheet	
	Register of Public Roads		20c per sheet	20c per sheet	
	Risk Management Identification Register		20c per sheet	20c per sheet	

FEE OR CHARGE	DESCRIPTION AND COMMENTS	GST TREATMENT	1/7/2016	1/7/2017	NOTES
Council Documents continued...	Standing and Community Committee Agendas and Minutes Statutory Resolutions and Statutory Appointments Register Strategic Management Plan - Future Directions 2002-2006 Supplementary Development Plans (previously on exhibition) Voters Roll	Exempt	20c per sheet 20c per sheet Free of charge 20c per sheet 20c per sheet	20c per sheet 20c per sheet Free of charge 20c per sheet 20c per sheet	
Freedom of Information	Application, access and review in relation to Council documents	Exempt	Statutory	Statutory	
Property Searches	Rate searches (section 7 & 187), certificates of liability & extracts from assessment book	Exempt	Statutory	Statutory	
Development Application Searches	Building or Planning documents - search/copy of (refer to Council Policy D160)	Taxable	\$32.50 Initial Fee (2 hours) \$46 per hour thereafter plus \$0.20c per page : A4 \$0.50 per page : A3 \$17.00 per A1 or \$14.00 per A2 plan	\$33.00 Initial Fee (2 hours) \$46.50 per hour thereafter plus \$0.20c per page : A4 \$0.50 per page : A3 \$17.00 per A1 or \$14.00 per A2 plan	Fee includes GST
Voters Roll	Supply of to candidates for election	Taxable	(1) combined rolls free of charge or as per photocopying fee structure	(1) combined rolls free of charge or as per photocopying fee structure	Statutory

FEE OR CHARGE	DESCRIPTION AND COMMENTS	GST TREATMENT	1/7/2016	1/7/2017	NOTES		
Plan Printing	Plain Paper Plots - Black & White	Taxable			Quotes required for printing over 50 pages.		
	Size B1 1-10 pages		\$7.00	\$7.00			
	11-20 pages		\$6.00	\$6.00			
	21-50 pages		\$6.00	\$6.00			
	Size A0 1-10 pages		\$8.00	\$8.00			
	11-20 pages		\$7.00	\$7.00			
	21-50 pages		\$7.00	\$7.00			
	Size A1 1-10 pages		\$6.00	\$6.00			
	11-20 pages		\$5.00	\$5.00			
	21-50 pages		\$5.00	\$5.00			
	Size A2 1-10 pages		\$5.00	\$5.00			
	11-20 pages		\$5.00	\$5.00			
	21-50 pages		\$4.00	\$4.00			
	Size A3 1-10 pages		\$4.00	\$4.00			
	11-20 pages		\$3.00	\$3.00			
	21-50 pages		\$3.00	\$3.00			
	Plain Paper Plots - Colour (Line Drawing)						
	Size B1 1-10 pages		\$20.00	\$20.00			
	11-20 pages		\$17.00	\$17.00			
	21-50 pages		\$15.00	\$15.00			
	Size A0 1-10 pages		\$23.00	\$23.00			
	11-20 pages		\$20.00	\$20.00			
	21-50 pages		\$17.00	\$17.00			
	Size A1 1-10 pages		\$17.00	\$17.00			
	11-20 pages		\$15.00	\$15.00			
	21-50 pages		\$12.00	\$12.00			
	Size A2 1-10 pages		\$15.00	\$15.00			
	11-20 pages		\$12.00	\$12.00			
	21-50 pages		\$9.00	\$9.00			
	Size A3 1-10 pages		\$7.00	\$7.00			
	11-20 pages		\$6.00	\$6.00			
	21-50 pages		\$5.00	\$5.00			
	Plain Paper Plots - Colour (Fill Drawing)						
	Size B1 1-10 pages		\$23.00	\$23.00			
	11-20 pages		\$23.00	\$23.00			
	21-50 pages		\$20.00	\$20.00			
	Size A0 1-10 pages		\$28.00	\$28.00			
	11-20 pages		\$25.00	\$25.00			
	21-50 pages		\$23.00	\$23.00			
	Size A1 1-10 pages		\$23.00	\$23.00			
	11-20 pages		\$20.00	\$20.00			
	21-50 pages		\$17.00	\$17.00			

FEE OR CHARGE	DESCRIPTION AND COMMENTS	GST TREATMENT	1/7/2016	1/7/2017	NOTES
Plan Printing continued...	Plain Paper Plots - Colour (Fill Drawing) continued... Size A2 1-10 pages 11-20 pages 21-50 pages Size A3 1-10 pages 11-20 pages 21-50 pages Plain Paper Copies - Black and White Size B1 1-10 pages 11-20 pages 21-50 pages Size A0 1-10 pages 11-20 pages 21-50 pages Size A1 1-10 pages 11-20 pages 21-50 pages Size A2 1-10 pages 11-20 pages 21-50 pages Size A3 1-10 pages 11-20 pages 21-50 pages	Taxable	\$17.00 \$14.00 \$12.00 \$9.00 \$7.00 \$6.00 \$7.00 \$7.00 \$6.00 \$8.00 \$8.00 \$7.00 \$7.00 \$7.00 \$7.00 \$6.00 \$6.00 \$6.00 \$4.00 \$3.00 \$3.00	\$17.00 \$14.00 \$12.00 \$9.00 \$7.00 \$6.00 \$7.00 \$7.00 \$6.00 \$8.00 \$8.00 \$7.00 \$7.00 \$7.00 \$7.00 \$6.00 \$6.00 \$6.00 \$4.00 \$3.00 \$3.00	Quotes required for printing over 50 pages.

LICENCES AND PERMITS

FEE OR CHARGE	DESCRIPTION AND COMMENTS	GST TREATMENT	1/7/2016	1/7/2017	NOTES
Diving	Diving Permits - per permit	Exempt	\$30.00	\$30.00	
Mobile Vendors	Permit for mobile ice cream & other food vendors	Exempt if raised under S188(1)(f) LGA Taxable if raised under S188(1)(a) LGA	\$785.00	\$820.00	
Outdoor Dining	<p><u>One Setting</u> (is up to) - 1 x table, 4 x chairs, 1x umbrella</p> <p>Additional chairs</p> <p>Additional tables</p> <p>Additional umbrellas</p>	Exempt - raised under S188(1)(f) LGA	<p>Fee is \$55 per annum per setting. Minimum charge is \$100.00 per annum</p> <p>\$12.50 per annum</p> <p>\$12.50 per annum</p> <p>\$12.50 per annum</p>	<p>Fee is \$56 per annum per setting. Minimum charge is \$100.00 per annum</p> <p>\$13.00 per annum</p> <p>\$13.00 per annum</p> <p>\$13.00 per annum</p>	
Outdoor Displays	On footways (permit under LGA S.222)	S.222 LGA	\$55.00 per display unit	\$55.00 per display unit	GST applicable
Parking	Private Parking Areas Act Fees (When authorised by Council)	Exempt	Statutory	Statutory	
Road Closures	All applications and consents (inc. advertising fees charged) in relation to temporary road closures.	Exempt	Nil	Nil	

FEE OR CHARGE	DESCRIPTION AND COMMENTS	GST TREATMENT	1/7/2016	1/7/2017	NOTES
Taxi & Hire Car	Taxi Licence - first issue Taxi Licence - renewal Transfer of the holder of a taxi or hire-car licence Transfer of a taxi or hire-car licence between vehicles Leasing Licence - per annum or part thereof	Exempt	By Public Tender \$490.00 \$70.00 \$70.00 \$70.00	By Public Tender \$490.00 \$70.00 \$70.00 \$70.00	
Taxi Fees	Metered Fares Flag Fall - Tariff 1 7am - 7pm on any day - Tariff 2 7am - 7am on any day The above tariff being charged shall be indicated within the taxi cab by a method approved by the Chief Executive Officer of Council Per Kilometre Waiting Time, per hour The kilometre and waiting time charges shall be registered automatically on the taxi metre fitted in the taxi cab, in units of 10c. Extras For each booking by telephone Christmas Day - Midnight to Midnight \$2.00 surcharge + T1 or T2 New Years Eve - 7pm - 7am and News Years Day - \$2.50 surcharge + T1 or T2 Miscellaneous Charges Befouling Fee Non Metered Journeys Fares for non metered journeys shall be by contract Council to conduct a review of Taxi Fares each (2) two years to ensure currency and appropriateness of local taxi fares and related tariff structures.	Taxable	\$ 4.40 \$ 4.90 \$ 2.50 \$45.00 \$2.00 \$2.00 \$2.00 \$100.00 Contract	\$ 4.40 \$ 4.90 \$ 2.50 \$45.00 \$2.00 \$2.00 \$2.00 \$100.00 Contract	All fares are GST inclusive and are due for review
Trading	Street Traders - Annual licence - at least equal to Council's fixed charge rate for the same financial year as the licence Permit - per week or part thereof	Exempt - raised under S188(1)(f) LGA	Fixed Charge \$66.00	Fixed Charge \$67.00	

PRIVATE WORKS

FEE OR CHARGE	DESCRIPTION AND COMMENTS	GST TREATMENT	1/7/2016	1/7/2017	NOTES
Footpaths, Stormwater Pipes, Culverts, Inverts & Crossovers, Sundry Works	Labour On cost of labour Plant Hire Materials	Taxable	At cost 80% of labour (normal internal charge is 50%) At cost + 20% At cost + 20% (+ GST on overall cost)	At cost 80% of labour (normal internal charge is 50%) At cost + 20% At cost + 20% (+ GST on overall cost)	Inherent increase
Mowing Ovals	Mowing ovals for schools/sporting clubs	Taxable	\$110.00	\$112.00	
Reinstatements	Per square metre Min. charge	Taxable	\$120.00 \$120.00	\$122.00 \$122.00	

WASTE MANAGEMENT

FEE OR CHARGE	DESCRIPTION AND COMMENTS	GST TREATMENT	1/9/2016	1/7/2017	NOTES
Waste Transfer Centre (Rubbish Removal)	<p>General Public</p> <p>Single garbage bag</p> <p>Minimum Fee (small loads, eg car boot)</p> <p>Small trailer or utility (standard)</p> <p>Small trailer or utility (heaped)</p> <p>Small trailer or utility (caged)</p> <p>Tandem trailer (standard)</p> <p>Tandem trailer (heaped)</p> <p>Tandem trailer (caged)</p> <p>Truck or large trailer</p> <p>Mattresses (regardless of size)</p> <p>Inspection fee - empty pesticide container</p> <p>Senior's Card/Aged Pensioners Card</p> <p>On production of Seniors Card/Aged Pensioners Card/Health Card</p> <p>Single garbage bag</p> <p>Limit car boot load only</p> <p>Private Contractors</p> <p>Charge per tonne at Waste Transfer Centre</p> <p>Charge per tonne via Waste Transfer Centre</p> <p>Disposal by arrangement (direct to landfill)</p> <p>Minimum Charge</p> <p>Minimum charge for roll on roll off bin (based on volume of bin)</p> <p>Minimum charge for Account Customers</p>	Taxable	<p>\$5.00 per bag</p> <p>\$23.00 per load</p> <p>\$40.00 per load</p> <p>\$50.00 per load</p> <p>\$52.00 per load</p> <p>\$65.00 per load</p> <p>\$81.00 per load</p> <p>\$88.00 per load</p> <p>\$132.00 per tonne</p> <p>\$26.00 each</p> <p>\$7.00 each</p> <p>\$4.00 per bag</p> <p>\$16.00 per load</p> <p>\$132.00</p> <p>\$123.00</p> <p>\$195.00 per tonne</p> <p>\$132.00</p> <p>\$61.00 per cubic metre</p> <p>\$65.00 per visit</p>	<p>\$5.20 per bag</p> <p>\$24.00 per load</p> <p>\$42.00 per load</p> <p>\$52.00 per load</p> <p>\$53.00 per load</p> <p>\$67.00 per load</p> <p>\$84.00 per load</p> <p>\$91.00 per load</p> <p>\$140.00 per tonne</p> <p>\$28.00 each</p> <p>\$7.00 each</p> <p>\$4.20 per bag</p> <p>\$17.00 per load</p> <p>\$140.00</p> <p>\$136.50</p> <p>\$210.00 per tonne</p> <p>\$140.00</p> <p>\$65.00 per cubic metre</p> <p>\$70.00 per visit</p>	revised EPA fees introduced 1/09/2016
Rubbish Collection	<p>Green Waste Collection Fortnightly Service (Applied on Pro-Rata Basis)</p> <p>Fee applies for July-June period but payments will commence in June</p>	Exempt	\$81.90 (applied pro-rata per fortnight)	\$83.00 (applied pro-rata per fortnight)	

FEE OR CHARGE	DESCRIPTION AND COMMENTS	GST TREATMENT	1/7/2016	1/7/2017	NOTES
Sale of rubbish & recycling bins & receptacles	Sale of 240L Bins (Greenwaste)	Taxable	\$72.00	\$72.00	
	Replacement Bins (Garbage/Recycling) - (lost or stolen bins)		\$72.00	\$72.00	
	Additional Bins (Garbage/Recycling) - (cost for bin plus		\$121.00	\$123.00	
Sharps Containers	Sale of needle/sharps containers	Taxable			
Storm Water Drainage	Developer Contribution - Downstream Drainage	Exempt			
	For developments of 1 hectare or greater For developments less than 1 hectare		\$5,400.00 per hectare \$0.84 per square metre	\$5,500.00 per hectare \$0.90 per square metre	
eWaste Recycling	1. CDs, Discs, USBs, Calculators etc	Taxable	free	free	Includes GST
	2. Compact Fluro Lights (CFLs)		\$0.50	\$0.50	
	3. Fluro tubes, high density lamps		\$1.00	\$1.00	
	4. Keyboards, Toaster, Frypans, Lamps etc		\$6.00	\$6.00	
	5. Microwaves, Vacuums, DVDs, Printers etc		\$15.00	\$15.00	
	6. Computer Package, Large TVs, Medium Printers etc		\$25.00	\$25.00	
	7. Extra Large Items i.e. Photocopiers etc		\$1.20/kilo	\$1.20/kilo	

CORPORATE AND COMMUNITY SERVICES REPORT NO. 02/2017

SUBJECT: FINANCIAL SUSTAINABILITY – KEY FINANCIAL INDICATORS

REF: AF11/704

What is Financial Sustainability?

The definition of Financial Sustainability for Local Government emanated from the independent SA Local Government Financial Sustainability Inquiry in 2005.

It is defined as:

“A Council’s long-term financial performance and position is sustainable where planned long-term service and infrastructure levels and standards are met without unplanned increases in rates or disruptive cuts to services.”

The definition was endorsed nationally at the National General Assembly of Local Government in Canberra in November 2006.

As part of the financial sustainability inquiry conducted in 2005, each Council was categorised into one of 6 groups, with Category 1 being Sustainable with a very substantial margin of comfort and Category 7 being Unsustainable.

Mount Gambier's ranking at this time was a Category 4, being sustainable with a minimum margin of comfort. The definition attributed to this category was:

*“If unanticipated financial shocks/risks eventuate on top of known developments, the Council should be able to avoid a substantial per-property rates increase albeit with a minimum margin of comfort **provided** its revenue and spending policies remain unchanged over time.”*

To put this into some form of context, 43 of the 68 South Australian Councils (63%) received a rating of 4 or worse.

Why is it important?

The importance of financial sustainability is to ensure that each generation ‘pays their way’, rather than any generation living off their assets and leaving it to the future generations to address the issue of repairing/replacing worn out infrastructure.

The Council is the custodian of infrastructure and assets with a current written down value of approximately \$234 million. Council has the responsibility to ensure that assets are managed efficiently and effectively and that decisions regarding the acquisition of new assets and the sale and maintenance of existing assets are undertaken in an open and transparent fashion.

Sound asset management is the key to financial sustainability. There is clearly a direct link between the development and implementation of Council’s Infrastructure and Asset Management Plan and its LTFFP. Council expends considerable funds on the acquisition and management of assets. It will be exposed to financial risk over the longer term if budget processes have little regard for ongoing costs associated with the maintenance and renewal of these assets beyond the current budget period. It is incumbent on Council to carefully consider information about the stock of infrastructure and other assets and the contribution that current ratepayers are making to their consumption.

Council is facing new challenges in managing infrastructure and other assets as a result of issues such as increasing community expectations; population growth; development of new infrastructure; replacement of ageing infrastructure; new legislative requirements (e.g. EPA standards) and the growing demands of an ageing population.

The term “asset management” is used to describe the process by which the Council manages physical assets to meet current and future levels of service. The Council determines the policy framework within which existing assets are managed, new assets are acquired and the overall

Corporate and Community Services Report No. 02/2017 cont'd...

program for the maintenance and disposal of assets. This policy framework typically has regard to the link between the purchase, upgrade and disposal of assets, the delivery of services to communities and consultation processes required to ensure the community is well informed and able to influence the decisions of the Council.

How is it measured?

To ensure that each generation 'pays its way', it is crucial that current ratepayers effectively fund the current net cost of services provided and community assets consumed. Without this being achieved (i.e. an operating deficit), future generations are effectively subsidising the current cost of service provision and asset consumption.

Based on this, the financial sustainability of a Council is measured by the surplus/(deficit) (before capital revenues) disclosed in the Income Statement. A Council's long-term financial sustainability is dependent upon ensuring that on average, over time its expenses are less than its associated revenues.

The following indicators have been developed specifically to focus attention on factors identified as key to securing long-term financial security:

- Operating ratio
- Net financial liabilities ratio
- Asset sustainability ratio

For each key financial indicator, which are consistent with industry standards, appropriate targets have been nominated to enable meaningful performance measurement.

What are the Key Financial Indicators?

The following is a brief explanation of the principal Key Financial Indicators used throughout the local government sector in South Australia:

- Operating Ratio – expresses the operating surplus or (deficit) as a percentage of general and other rates, net of rebates.

A positive ratio indicates the percentage of rates available to fund current and future capital expenditure. A negative ratio indicates the percentage increase in rate revenue that would have been required to achieve a break-even operating result.

When a breakeven result is achieved it means that ratepayers are meeting the costs of the services they are consuming (including depreciation).

- Net Financial Liabilities Ratio – indicates the extent to which net financial liabilities of the Council can be met by the Council's total operating revenue.

Where the ratio is falling it indicates the Council's capacity to meet its financial obligations from operating revenues is strengthening. Where the ratio is increasing it indicates a greater amount of Council's operating revenue is required to service its financial obligations.

- Asset Sustainability Ratio – indicates whether the Council is renewing or replacing existing physical assets at the rate at which they are wearing out.

Councils with a high ratio are replacing and renewing capital assets at a rate comparable to depreciation / wear.

Corporate and Community Services Report No. 02/2017 cont'd...

Local Government sector targets for each of the key financial indicators are as follows:

- Operating Ratio: 0% - 15% over any five year period.
- Net Financial Liabilities: not to exceed total operating revenue or 100%
- Asset Sustainability Ratio: a range between 90% to 100% over any three year period.

What do our results tell us?

Key Financial Indicators Targets and Results relevant to the City of Mount Gambier over the past five (5) years are summarised in the following table.

Summary of Financial Results					
	2015/16	2014/15	2013/14	2012/13	2011/12
Operating Ratio (Adjusted) (Target: 0% - 15% over 5 years)	(3%)	(1%)	3%	2%	(4%)
Net Financial Liabilities Ratio (Target: not to exceed 100%)	27%	26%	31%	23%	27%
Assets Sustainability Ratio (Target: 90% - 100% over 3 years)	57%	53%	107%	85%	52%

Operating Ratio:

A positive ratio indicates the percentage of rates available to fund current and future capital expenditure.

A negative ratio indicates the percentage increase in rate revenue that would have been required to achieve a breakeven operating result.

Result: A breakeven result (over five years) means that current day ratepayers are meeting the costs of services currently being consumed.

(Adjusted = Adjustments for the distortion caused as a result of early payment of Grants Commission allocations).

Net Financial Liabilities Ratio: where the ratio is falling it indicates the Councils capacity to meet its financial obligations from operating revenues is strengthening.

Where the ratio is increasing it indicates a greater amount of Councils operating revenue is required to service its financial obligations.

Result: Target (due to Councils recent major capital works) increasing a greater amount of Councils operating revenue is required to service its financial obligations.

Asset Sustainability Ratio: A high ratio indicates Council is replacing/renewing capital assets at a rate comparable to depreciation/wear.

Result: Target close to being met. Considerable focus to increase this ratio over recent years to ensure Council is replacing/renewing capital assets at a rate comparable to depreciation/wear.

How do we compare with other SA Councils?

Each year the SA Local Government Grants Commission prepares what is commonly known as 'database' reports which are derived from SA Councils Annual Financial Statements and General Information Returns.

Corporate and Community Services Report No. 02/2017 cont'd...

Corporate and Community Services Report No. 62/2016 in September 2016 provided a detailed breakdown of these statistics both in comparative form (with other SA Councils) and in a time series format (our statistics only).

Relevant extracts from that Report are repeated, for information, in this Report noting that the release of the 30th June, 2016 database reports are anticipated to be received in July, 2017 and will be subject to a further report.

SA Local Government Grants Commission Database Reports 2014/2015

FINANCIAL COMPARISON

COUNCIL	TOTAL ASSETS (\$000)	TOTAL LIABILITIES (\$000)	TOTAL EQUITY (\$000)	TOTAL FINANCIAL ASSETS (\$000)	NET FINANCIAL LIABILITIES (\$000)	OPERATING SURPLUS RATIO (%)	NET FINANCIAL LIABILITIES RATIO (%)	ASSET SUSTAINABILITY RATIO (%)
Alexandrina	417,768	35,570	382,198	5,150	30,420	1	76	50
Barossa	345,931	23,187	322,744	9,645	13,542	(1)	40	230
Gawler	252,917	17,098	235,819	6,371	10,727	5	44	140
Mount Barker	469,585	14,053	455,082	8,100	6,403	0	16	106
Mount Gambier	233,034	9,453	223,581	2,645	6,808	(2)	27	53
Murray Bridge	279,402	17,589	261,813	11,945	5,644	0	17	?
Port Augusta	214,819	41,760	173,060	7,187	34,783	(25)	92	?
Port Lincoln	170,326	5,430	164,895	5,652	(222)	0	1	313
Victor Harbor	266,617	16,664	249,953	7,374	9,290	7	39	58
Whyalla	253,589	13,605	239,984	3,771	9,834	(3)	32	87

SA Local Government Grants Commission Database Reports 2014/2015

EXPENDITURE COMPARISON

COUNCIL	ESTIMATED RESIDENT POPULATION 30 JUNE 2015	EMPLOYEE COSTS (\$000)	MATERIALS CONTRACTS AND OTHER EXPENSES (\$000)	FINANCE COSTS (\$000)	DEPRECIATION, AMORTISATION AND IMPAIRMENT (\$000)	TOTAL OPERATING EXPENSES (\$000)	OPERATING SURPLUS/ (DEFICIT) (\$000)
Alexandrina	25,449	12,768	15,827	1,498	9,547	39,640	971
Barossa	23,104	11,428	14,053	1,191	7,465	34,177	277
Gawler	22,618	8,849	10,175	741	3,323	23,153	1,578
Mount Barker	32,558	12,665	17,777	64	8,297	38,803	646
Mount Gambier	26,348	9,197	8,920	299	6,649	25,065	1,045
Murray Bridge	20,971	14,375	11,329	534	6,170	32,408	1,926
Port Augusta	14,522	17,419	15,644	1,440	5,741	40,244	(2,620)
Port Lincoln	14,984	4,320	9,378	22	3,280	17,000	691
Victor Harbor	15,169	8,214	7,991	792	5,331	22,328	1,602
Whyalla	22,759	10,332	12,792	390	6,312	29,826	1,680

**Local Government Grants Commission Database
Time Series Reports**

ASSETS

Year	Cash / Cash Equiv.	Other Receivables	Inventories	Land	Buildings	Infrastructure	Plant, Equipment	Other Assets	Total Assets
2010/11	8,298,000	2,520,000	35,000	28,363,000	56,215,000	45,263,000	4,704,000	2,425,000	135,289,000
2011/12	981,000	1,470,000	47,000	41,026,000	112,109,000	56,625,000	4,840,000	2,946,000	220,044,000
2012/13	675,000	1,397,000	40,000	41,188,000	87,340,000	58,186,000	4,627,000	2,670,000	196,123,000
2013/14	1,173,000	1,286,000	37,000	40,858,000	86,810,000	60,343,000	4,749,000	2,384,000	197,690,000
2014/15	969,000	1,676,000	40,000	40,818,000	87,891,000	94,772,000	4,648,000	2,220,000	233,034,000

FINANCIAL

Corporate and Community Services Report No. 02/2017 cont'd...

Year	Total Liabilities	Total Financial Assets	Net Financial Liabilities	Total Equity	% Operating Surplus Ratio	Net Financial Liab. Ratio %	Asset Sustainability Ratio %
2010/11	12,534,000	10,818,000	1,716,000	135,289,000	(8)	9	51
2011/12	8,432,000	2,451,000	5,981,000	211,612,000	(4)	27	52
2012/13	7,070,000	2,072,000	4,998,000	189,053,000	2	23	85
2013/14	9,418,000	2,459,000	6,959,000	188,222,000	3	31	107
2014/15	9,453,000	2,645,000	6,808,000	223,581,000	(1)	26	53

Further information on the Local Government Associations Financial Sustainability Program can be found at <http://www.lga.sa.gov.au/page.aspx?u=6812> which include a range of Information Papers, local government sector wide reports and general information on the Sustainability Program / Inquiry.

RECOMMENDATION

- (a) Corporate and Community Services Report No. 02/2017 be received for information;
- (b) Corporate and Community Services Report No. 02/2017 be referred to Council's Audit Committee for review.



Grant HUMPHRIES
DIRECTOR – CORPORATE SERVICES

Sighted:



Mark McSHANE
CHIEF EXECUTIVE OFFICER

6th December, 2016
MJT

CORPORATE AND COMMUNITY SERVICES REPORT NO. 03/2017

SUBJECT: REVIEW OF VALUATION AND RATING SYSTEM

REF: AF11/2290

BACKGROUND

Following a major review of Council's Valuation and Rating methodology Council adopted in March 2004 a new rating structure the principle elements of which continue to be:

- capital valuation (changed from site value)
- differential rating based on land use (using the local government land use codes)
- a fixed charge (instead of a minimum charge)
- fixed charge to raise 45% of Council's general rate revenue - the remainder by the traditional valuation based rate in the dollar (to avoid rate increases as a result of periodic fluctuations in valuations)
- rate capping for certain ratepayer classes

In 2008 Council engaged independent consultant Mr David Hope of Skilmar Systems to conduct a periodic review of Council's ongoing rating strategy and as a result no significant issues or deficiencies were identified.

2017/2018 RATING STRATEGY - PROPOSED

There are a number of rating assumptions that continue to be used as a basis to Council's rating strategy that require confirmation on an annual basis, for incorporation in the rate modelling/budgeting process. These matters include:

- Fixed Charge

Council's fixed charge is currently \$606.90 which continues to raise approximately half (45%) of Council's overall general rate burden.

This principle continues to be well accepted as a fair and equitable system rather than the historic methodology of the entire rate base being calculated on the valuation by rate in the dollar principle.

By maintaining this principle Council achieves its initial aim of "future proofing" its rating structure against the periodic vagaries of the property valuation system.

- Differential General Rates

Have been set on the following basis;

- Commercial and Industrial differential is set at +170% of the Residential rate
- Vacant Land differential has also now been set at +170%
- All other land uses (Primary Production and Other) are set at the Residential differential

The most recent South Australian Local Government rates comparison indicates the following average comparative figures:

	<u>Mount Gambier</u>	<u>Metro</u>	<u>Rural</u>
Residential	\$1,101	\$1,505	\$1,295
Fixed Charge	\$607	\$541	\$398
Average Increase	\$40	\$40	\$41

Corporate and Community Services Report No. 3/2017 cont'd...

Source: Local Government Association 2016/2017 Rating Survey.

(See attachments for graphical representation).

- Rate Capping - Residential (Principal Place of Residence)

To address any inequities that may arise in the way rates are raised across the Council a 15% 'rate cap' is applied to any residential (principal place of residence) properties.

The previous pensioner rate cap was deleted in 2015 as a result of the state government abolishing pensioner rate concessions via local government.

- Vacant Land Rate Rebate

Council introduced this rebate to assist ratepayers who have purchased land for residential purposes (as opposed to purchase for speculation).

The vacant land rate is + 170% on residential land rate.

If the ratepayer can demonstrate the vacant land is to be used for residential purposes in the short term as opposed to holding for pure speculation purposes, then a rebate back to the rates payable on the average residential land use, is available.

Given the 2010 boundary adjustment and the resultant availability of 'new' land area within the City, Council considered that a relaxation of the previous high differential on vacant land (to encourage development of) was justified.

As from the 2010/2011 rating period the vacant land differential reverted back to +170% (consistent with other differentials) whilst still maintaining the vacant land rebate provisions.

- Other Rate Relief Options

Mandatory and Discretionary Rate Rebates, Postponement of Rates for Seniors and Hardship provisions continue to be available in accordance with the Local Government Act and Council Policy criteria where applicable.

- Mandatory Rate Rebates - Community Housing Properties

Since the State Government 'relaxed' the Local Government Act mandatory rate rebate provisions which essentially gave community housing associations automatic rate rebates there has been a steady growth in the number of properties and value of rebates required to be provided by Council.

These properties, many of which are former South Australian Housing Trust properties now being transferred to the Community Housing sector, are able to claim the mandatory 75% rate rebate on Council rates due to the changed legislation.

This in turn has a significant impact on Council's Budget.

In the 2016/2017 rating year Council provided approximately \$158,000 in rate rebates (0.7% of rate revenue) for 155 Community Housing properties.

Corporate and Community Services Report No. 3/2017 cont'd...

Recent years has seen significant growth in these rebates and a corresponding loss to Council's Budget as follows:

	No. of Properties	Value of Rebate
2011/2012	91	\$71,080
2012/2013	103	\$86,492
2013/2014	109	\$98,369
2014/2015	120	\$113,824
2015/2016	131	\$130,113
2016/2017	155	\$157,660

This growth in rate rebates provided is expected to continue as the State divests its responsibilities for social housing to the community housing sector at the expense of local government.

It is anticipated that, across the state, over 4,000 SAHT properties will be transferred to Community Housing next financial year.

SUPPLEMENTARY INFORMATION

Provided as attachments are reports extracted from the annual LGA rates survey which provides relevant rating data with other SA Councils in comparative format.

RECOMMENDATION

- (a) Corporate and Community Services Report No. 03/2017 be received;
- (b) Rating assumptions and directions referred to in this Report be used to prepare Council's draft Annual Business Plan and draft Budget, for Council's future consideration.



Grant HUMPHRIES
DIRECTOR – CORPORATE SERVICES

Sighted:



Mark McSHANE
CHIEF EXECUTIVE OFFICER

Rates Survey 2016-17

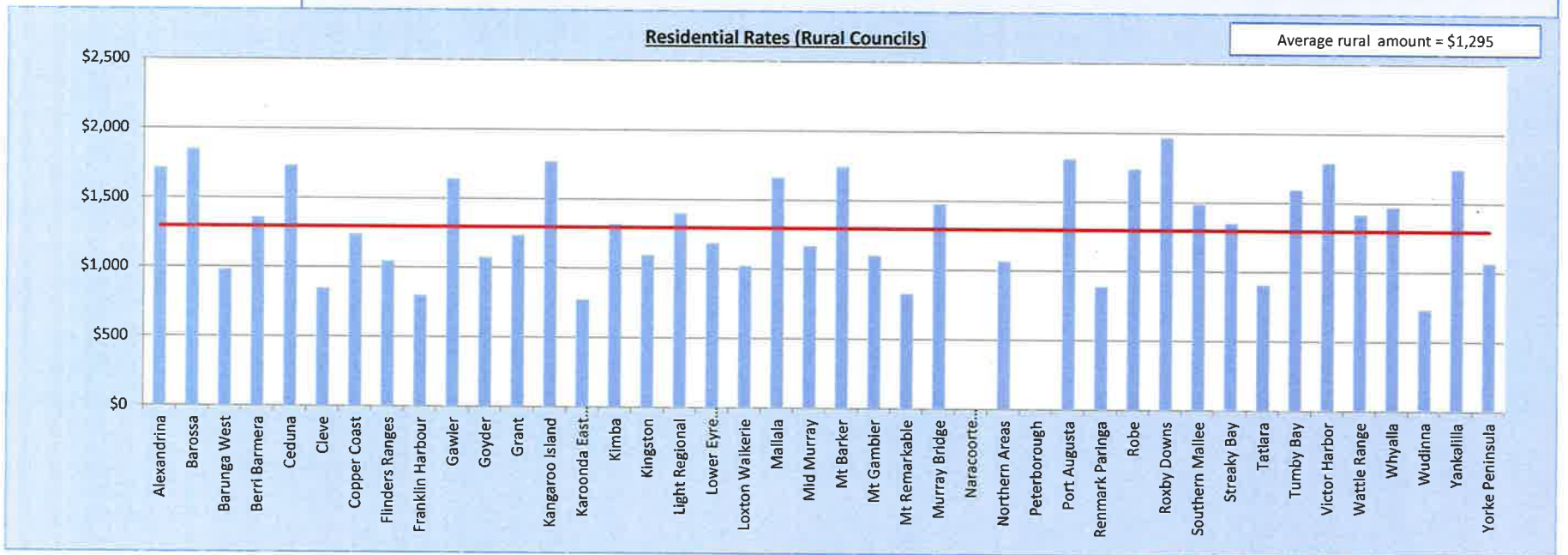
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- Residential Rates
- Average Residential Dollar Increases
- Minimum Rates
- Fixed Charges
- General Rates Revenue
- Mandatory Rates Rebates
- Discretionary Rates Rebates
- Total Operating Revenue
- Total Operating Expenditure
- Total Waste Charges
- Capital Expenditure

Click on hyperlinks below for other data:

- ▶ [Base Rates Data Council by Council](#)
- ▶ [Rates Questions \(yes/no's, etc\)](#)

Dashboard Report



Rates Survey 2016-17

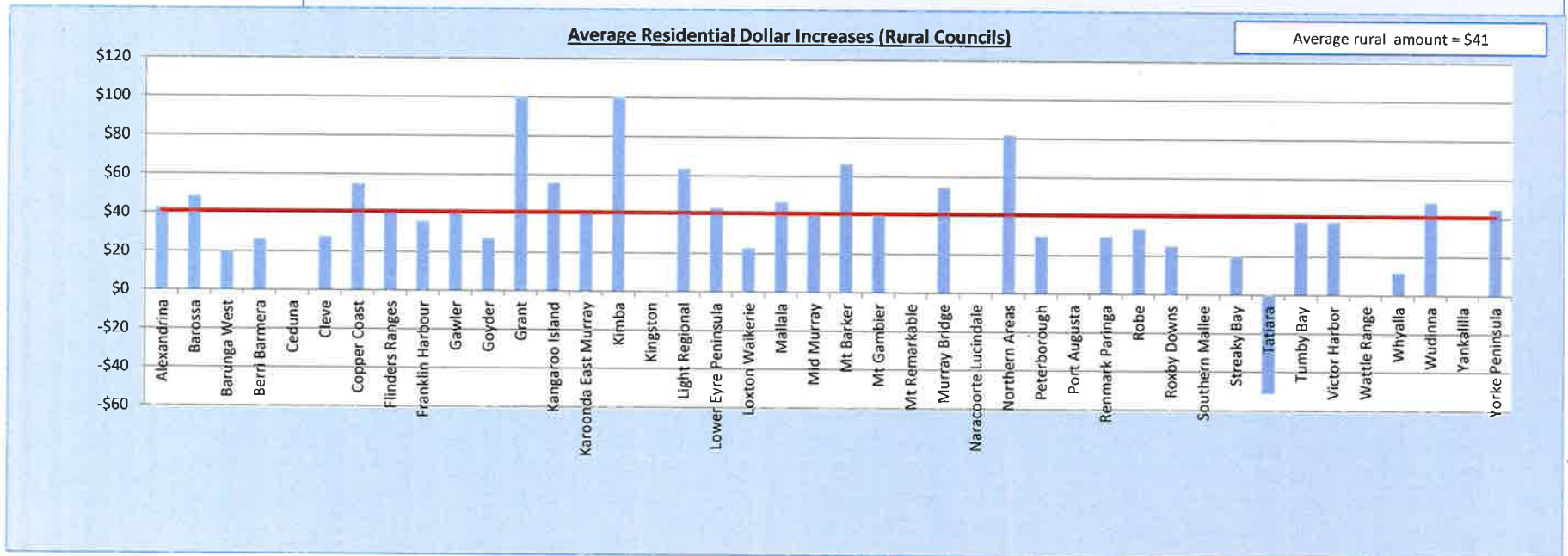
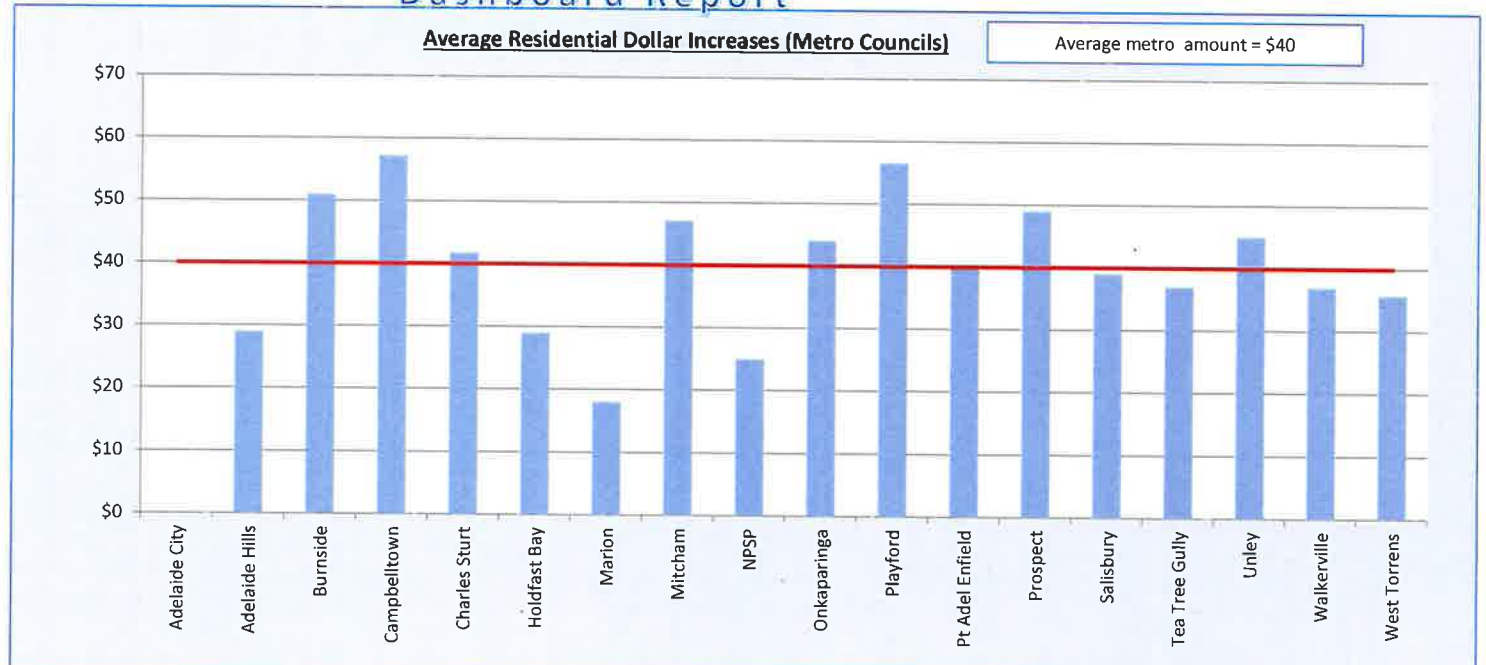
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- ▶ [Rates Questions \(yes/no's, etc\)](#)

Dashboard Report



Rates Survey 2016-17

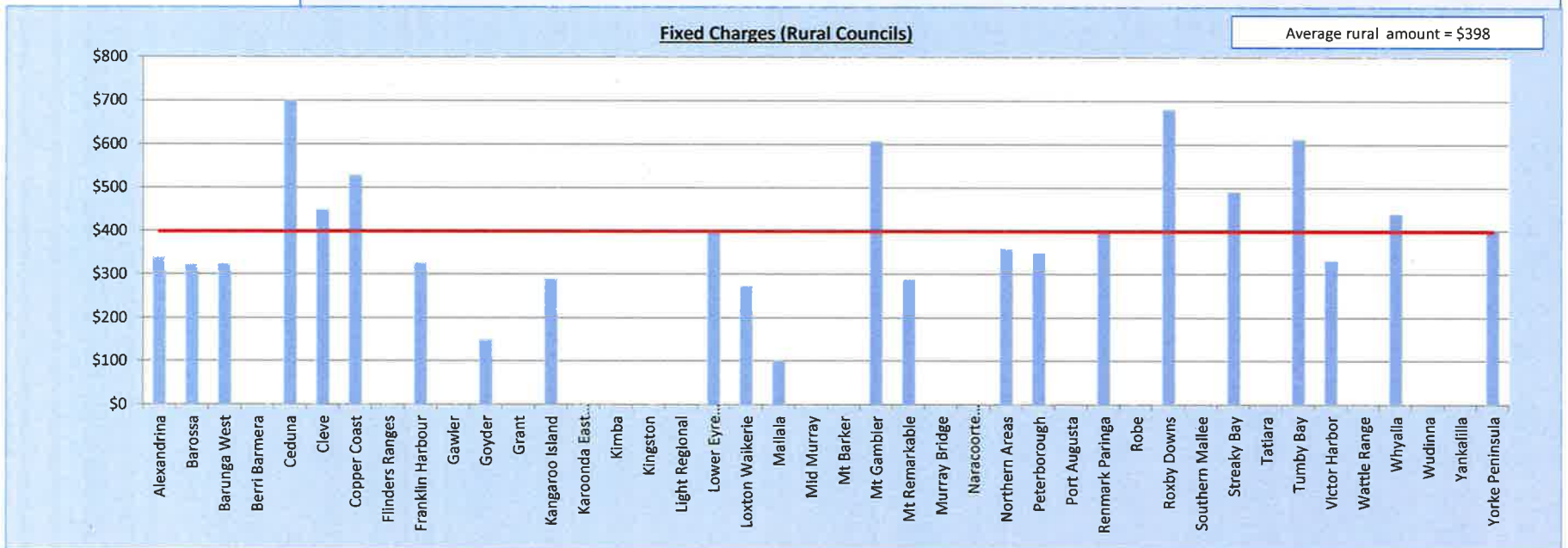
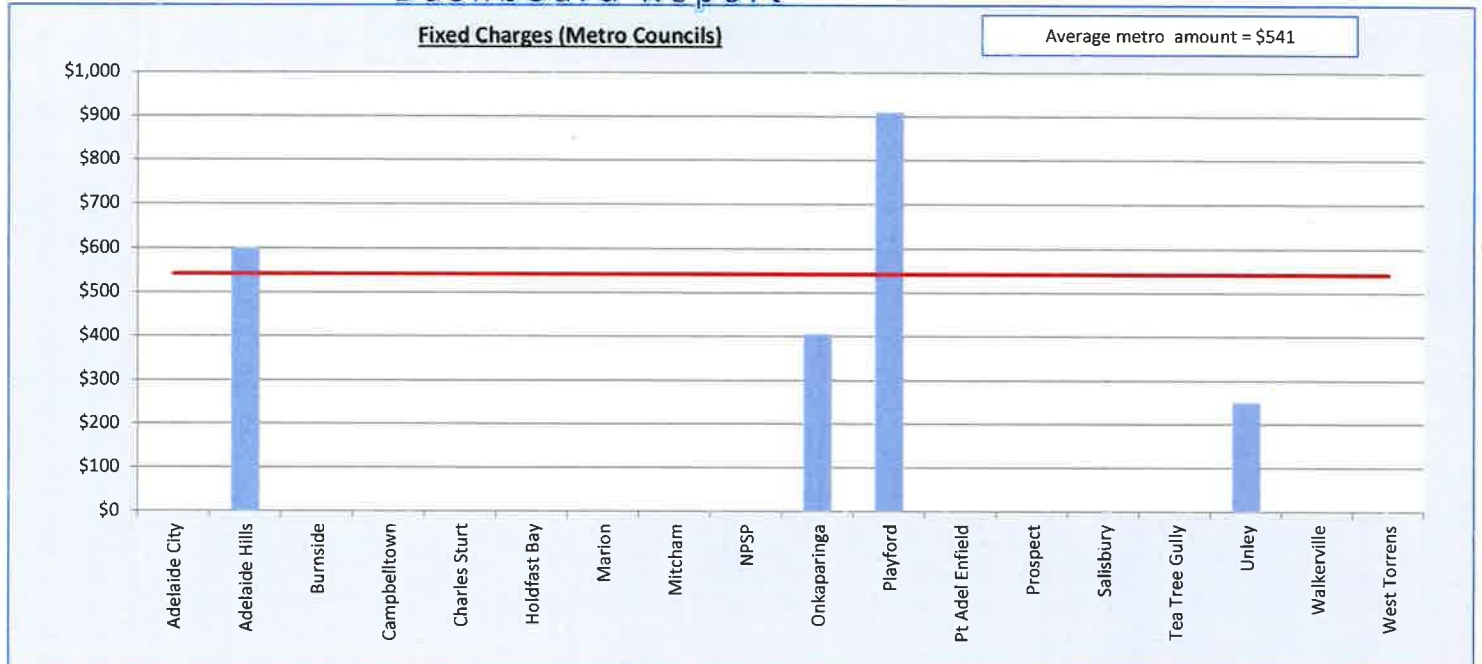
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Dashboard Report



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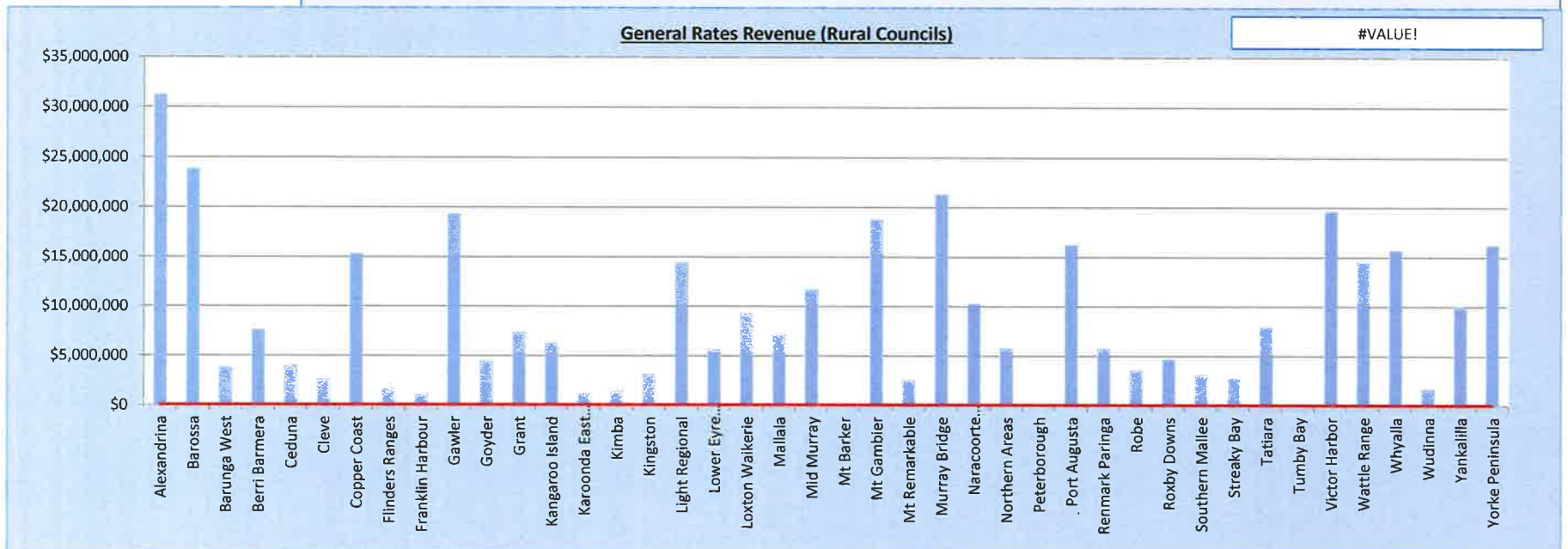
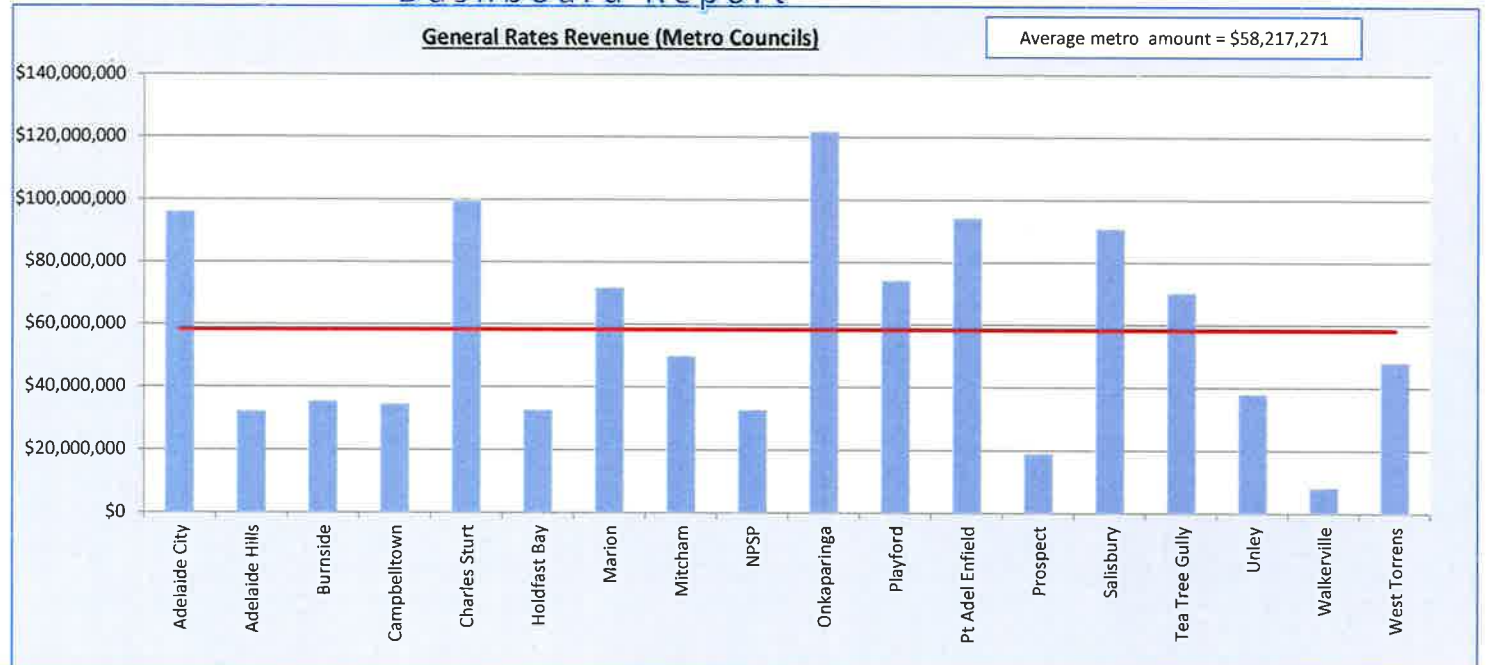
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- Total Waste Charges
- Capital Expenditure

Click on hyperlinks below for other data:

- ▶ [Base Rates Data Council by Council](#)
- ▶ [Rates Questions \(yes/no's, etc\)](#)

Dashboard Report



CORPORATE AND COMMUNITY SERVICES REPORT NO. 05/2017

SUBJECT: FLAG ENQUIRY – RED CROSS MONTH

REF: AF11/2285

Council has received a request from the Mount Gambier Branch of the Australian Red Cross to conduct a flag raising ceremony in the Cave Garden on the morning of Monday 8th May 2017 to celebrate Red Cross Month, and for the flag to be flown until the end of the month.

Council Policy [F140 Flags Protocol](#) provides that flags may be flown on special days by specific resolution of Council. Council has previously resolved that requests to fly special occasion flags be presented to Council in accordance with the following guidelines:

That a recommendation be presented to Council:

- specifying the flag that is proposed to be flown.
- specifying the day(s)/date(s) that the flag is proposed to be flown, including whether it is to be flown as a 'one off' or with some frequency (e.g. annually).
- that is sufficiently in advance of the proposed days/dates to enable the relevant flag to be purchased/delivered (if/as necessary).
- that considers whether the relevant body (i.e. whose flag is being flown) has supported the flying of their flag by Council in the proposed circumstances.

This report recommends that the request to fly the Red Cross Flag be supported.

RECOMMENDATION

- (a) Corporate and Community Services Report No. 05/2017 be received;
- (b) The request from Australian Red Cross to fly the Red Cross Flag be supported.
- (c) The Red Cross Flag be raised at a flag raising ceremony on the morning of Monday 8th May 2017 using one of the special occasion flag poles located in the Cave Garden Courtyard, and then flown daily by Council for the remainder of the month of May 2017 only.
- (d) The Australian Red Cross to supply the flag that is to be flown in accordance with resolution (c) and to make all necessary arrangements for the flag raising ceremony.



Michael McCARTHY
MANAGER GOVERNANCE & PROPERTY

Sighted:



Mark McSHANE
CHIEF EXECUTIVE OFFICER

21st December, 2016
MMcC.AL

CORPORATE AND COMMUNITY SERVICES REPORT NO. 06/2017

SUBJECT: ELECTOR REPRESENTATION REVIEW – SUBMISSIONS REPORT

REF: AF15/624

During 2016 Council commenced an Elector Representation Review including public consultation on an Options Paper for potential composition/structures to be applied to the Council following the 2018 local government elections.

At its meeting on 15th November 2016 Council received Corporate and Community Services Report No. 76/2016 that summarised the results of that initial public consultation and endorsed a Representation Review Report for further public consultation on the composition/structure proposed to be applied following the November 2018 local government elections consisting of:

- Elected Mayor
- No Wards
- 8 Area Councillors

Public consultation on the Representation Review Report was conducted between 24th November – 16th December 2016 comprising:

- Notice published in the (SA) Government Gazette
- Notices and weekly promotion (Weekly Affairs) published in The Border Watch
- Notice and Representation Review Report published on the Council website
- Display of the Representation Review Report at Council Offices
- Online survey on the Council Have Your Say website
- Hardcopies available upon request

Council's Have Your Say website recorded 58 total page visits, 13 downloads of the Representation Review Report and 11 online survey responses. No telephone or counter enquiries or document requests were received during the consultation period.

The attached *Second Public Consultation Report (Attachment 1)* summarises the results of the public consultation on the proposed elector representation structure and the next steps to finalise the Elector Representation Review.

It would appear from the survey responses that the proposed structure is generally supported with each of the three aspects receiving support from 9 respondents and with no overwhelming community concern being raised with respect to any particular aspect.

In support of eight (8) Area Councillors one respondent made the following comment:

“makes perfect sense, Council members need to learn how to work at the strategic level rather than operational similar to a company Board. Reducing the number of members will ensure this occurs.”

The two respondents that did not support Council comprising of eight (8) Area Councillors made the following comments:

“City Council is a waste of taxpayer funds and should be abolished.”

“this is leading down the path of combining the Mount Gambier City and Grant District Council into one Council together through the back door, which I do not support.”

The issues of amalgamation or abolishment of Council are beyond the scope of the elector representation review.

Corporate and Community Services Report No. 06/2017 cont'd...

Council is now at the stage in the review process where it must either confirm (by formal resolution) its proposed future composition and structure as presented in the Representation Review Report, or amend its proposal and initiate another public consultation for a minimum period of three (3) weeks.

Should Council confirm its support for the current proposal then a report and supporting documentation will be prepared for presentation to the Electoral Commissioner for endorsement.

If an alternative composition/structure is proposed then a new Representation Review Report would need to be prepared and the second round of prescribed public consultation repeated for the amended proposal.

RECOMMENDATION

- (a) Corporate and Community Services Report No. 06/2017 be received.
- (b) The eleven electronic submissions received during the second public consultation stage of the elector representation review process be received and noted.
- (c) The depositions (verbal submissions) from (to be inserted at Council meeting if/as relevant) be received.
- (d) The principal member of Council continue to be a Mayor elected by the community.
- (e) The Council area not be divided into wards (i.e. retain the existing "no wards" structure).
- (f) The future elected body of Council comprise eight (8) Area Councillors and the Mayor.
- (g) The Chief Executive Officer be authorised to prepare and forward the necessary report and documents to the Electoral Commissioner, pursuant to the provisions of Sections 12(11) and 12(12) of the Local Government Act 1999.



Michael McCARTHY
MANAGER GOVERNANCE & PROPERTY

Sighted:



Mark McSHANE
CHIEF EXECUTIVE OFFICER

ELECTOR REPRESENTATION REVIEW

Second Public Consultation Report

A Report to
City of Mount Gambier

January 2017

Disclaimer

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Prepared for the City of Mount Gambier by C L Rowe and Associates Pty Ltd, January 2017 (Version 1)

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1. Introduction

In accordance with Section 12 of the Local Government Act 1999 (the Act), Council is undertaking an elector representation review with the view to determining whether the local community would benefit from an alteration to the current composition and/or structure of Council.

The review commenced in April 2016 and the process has progressed to the point where Council has completed the second of the prescribed public consultations. This consultation was conducted over a three week period in accordance with the provisions of section 12(9) of the Act, and primarily sought comment from the community regarding the “in principle” decisions made by Council on the 15th November 2016, these being to:

- retain a mayor (elected by the community) as the principal member of Council;
- retain the existing “no wards” structure; and
- reduce the composition of Council to a total of nine elected members (i.e. the Mayor and eight area councillors).

Council must now give consideration to the submissions that were received from the community during to the second public consultation stage of the review process; and formally determine what changes, if any, it proposes to bring into effect in respect to its future size, composition and structure.

2. Second Public Consultation

The second public consultation commenced on Thursday 24th November 2016 with the publishing of public notices in the "Border Watch" newspaper and the Government Gazette. In addition, the public consultation process included the promotion of the review on a weekly basis in the "Border Watch" newspaper ("Weekly Affairs"); the display of information and the relevant review documents on Council's website; an online survey on Council's "Have Your Say Mount Gambier" web page; and the provision of the Representation Review Report and associated documents at the Council offices.

At the expiration of the public consultation period (i.e. close of business on Friday 16th December 2016) Council had received eleven (11) electronic submissions (via the "Have Your Say Mount Gambier" web page). No other written submissions were received.

A summary of the submissions received is as follows.

Name	Comments
Respondent 1	<ul style="list-style-type: none"> • Does not support the retention of an elected mayor. • Retain the existing "no wards" structure. • Reduce to eight councillors.
Respondent 2	<ul style="list-style-type: none"> • Retain an elected mayor. • Retain the existing "no wards" structure. • Reduce to eight councillors. • Members need to learn how to work at the strategic level similar to a company board.
Respondent 3	<ul style="list-style-type: none"> • Retain an elected mayor. • Retain the existing "no wards" structure. • Reduce to eight councillors.
Respondent 4	<ul style="list-style-type: none"> • Does not support the retention of an elected mayor; the retention of the existing "no wards" structure; or the reduction to eight councillors. • Abolish Council.
Respondent 5	<ul style="list-style-type: none"> • Retain an elected mayor. • Do not retain the existing "no wards" structure. • Reduce to eight councillors.
Respondent 6	<ul style="list-style-type: none"> • Retain an elected mayor. • Retain the existing "no wards" structure. • Reduce to eight councillors.

Name	Comments
Respondent 7	<ul style="list-style-type: none"> • Retain an elected mayor. • Retain the existing “no wards” structure. • Reduce to eight councillors.
Respondent 8	<ul style="list-style-type: none"> • Retain an elected mayor. • Retain the existing “no wards” structure. • Reduce to eight councillors.
Respondent 9	<ul style="list-style-type: none"> • Retain an elected mayor. • Retain the existing “no wards” structure. • Reduce to eight councillors.
Respondent 10	<ul style="list-style-type: none"> • Retain an elected mayor. • Retain the existing “no wards” structure. • Reduce to eight councillors.
Respondent 11	<ul style="list-style-type: none"> • Retain an elected mayor. • Retain the existing “no wards” structure. • Does not support the reduction to eight councillors. • Favours ten councillors and an elected mayor to give a reasonable mix of representation (location, experience, profession) to cover all residents of Mount Gambier. • Does not support any proposal to amalgamate the City of Mount Gambier and the District Council of Grant.

The identities of the respondents have been withheld for privacy reasons, and copies of the individual submissions have not been provided for the same reasons. However, copies of the submissions can be obtained from Michael McCarthy, Manager – Governance & Property, if required.

The receipt of eleven submissions is another disappointing response from a community which comprises nearly 19,200 eligible electors. Notwithstanding this, the response is an improvement upon the single submission received during the initial public consultation stage of the current review, and the lack of any submissions at this stage of Council’s previous review (2009).

In summary, each of the three aspects of Council’s proposal received support from nine respondents (involving various combinations from ten submissions), whilst one respondent preferred the abolition of Council.

It should be noted that the provisions of Section 12(10) of the Act require Council to give any person who made a written submission an invitation to appear personally or by representative before the Council (or a committee thereof) and to be heard in respect to their submission.

3. Review Process

Council must now give due consideration to the submissions received in response to the latest public consultation and hear verbal submissions, should anyone choose to exercise the right to address Council (as afforded by Section 12(10) of the Act.

Once verbal submissions have been heard, Council will be required to either *“finalise its report (including in its report recommendations with respect to such related or ancillary matters as it thinks fit)”*, pursuant to the provisions of Section 12(11) of the Act, or amend its proposal and initiate another public consultation for a minimum period of three (3) weeks. The first course of action simply requires Council to confirm the decisions it has previously made in respect to its desired future composition and structure, and to prepare a detailed report outlining its proposal, the rationale behind its decisions and the review process undertaken.

The report must then be forwarded to the Electoral Commissioner who will determine whether the requirements of the Act have been satisfied and whether certification is warranted (refer Sections 12 (12) and 12(13) of the Act).

Upon receipt of the aforementioned certification from Electoral Commission SA, Council will be required to publish an appropriate notice in the Government Gazette (on a date specified by the Electoral Commissioner) which will effectively provide for the implementation of the proposed (certified) future composition and structure of Council at the November 2018 Local Government elections.

4. Future Composition and Structure

Council is now at the stage in the review process where it must either confirm (by formal resolution) its proposed future composition and/or structure, as presented in the Representation Review Report, or amend its proposal and initiate another public consultation for a minimum period of three (3) weeks.

In reaching the final decisions, the elected members must be mindful that the purpose of the review is to determine whether the electors/community will benefit from an alteration to the current composition and/or structure of Council.

Council must now make final decisions in regards to the following, in order to finalise its review and initiate preparation of a comprehensive report to the Electoral Commissioner.

- The principal member of Council, whether it be the mayor elected by the community or a chairperson chosen by the elected members.
- The division of the Council area into wards, or alternatively to retain the existing “no wards” structure.
- If the Council area is to be divided into wards, which ward structure is to be established; whether there is a need for area councillors (and the required number thereof) in addition to ward councillors; the level of representation in each of the proposed wards; and the name of each of the proposed wards.
- The number of councillors (ward, area and/or both) that are required to provide fair and adequate representation of the electors within the Council area (and in comparison to other Councils of a similar size and type).

Information and advice pertaining to the aforementioned matters has previously been presented to Council in the Information Paper (April 2016); the Representation Options Paper (dated July 2016); the “Submissions Report” to Council (dated October 2016) and the Representation Review Report (second public consultation document dated November 2016).

The following brief information is provided to assist the elected members with their deliberations in respect to the key issues.

4.1 Mayor/Chairperson

Council has previously indicated its preference to retain a mayor elected by the community, and this position was supported by nine of the eleven submissions.

The principal member of Council has long been a mayor elected by the community and the retention thereof will continue to afford all eligible members of the community the opportunity to elect an identifiable principal member who is directly accountable to the community. In addition, an elected mayor brings stability and continuity to the Council, given the four year term of office; and the retention thereof will be consistent with all but sixteen relatively small regional councils in South Australia.

It is considered that, on balance, the introduction of a chairperson will potentially provide only a few benefits. These include (but are not limited to) a likely reduction in the number of elected members (with associated cost savings); flexibility in the tenure of the principal member; the opportunity for a number of elected members to gain experience as the principal member during the four year term of the Council; and avoidance of the potential loss of high calibre candidates through the mayoral election process. On the downside, a chairperson is chosen by the elected members, thereby depriving all of the electors the opportunity to vote for the principal member of Council.

It is considered that little practical benefit will likely be achieved by changing to a chairperson at this time. Further, any proposal to change from an elected mayor to a chairperson 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. The implications and cost of such a poll should be taken into account (as two of a number of factors) when forming a final opinion as to whether a change to the principal member of Council is warranted.

4.2 Wards/No Wards

The City of Mount Gambier abolished wards as a result of the previous review which was completed in 2009. In November 2016 Council resolved (in principle) to maintain the existing "no wards" structure.

Nine of the submissions received from the community supported this position/decision, whilst one submission (Respondent 5) seemingly favoured the re-introduction of wards and the remaining submission (Respondent 4) simply proposed the abolition of Council.

The key arguments supporting the retention of the existing "no wards" structure include:

- the electors have the opportunity to vote for all of the vacant positions on Council;
- the most supported candidates from across the Council area will likely be elected;
- the elected members should be free of parochial local/ward attitudes; and
- the "no wards" structure is not affected by fluctuations in elector numbers;
- the "no wards" structure avoids peculiarities of the ward based electoral system (e.g. candidates elected unopposed or having attracted less votes than defeated candidates in other wards);
- a Council area which is not divided into wards can be perceived as a strong and united entity with a focus on the community as a whole;
- existing "communities of interest" are not affected or divided by arbitrary ward boundaries;
- in the event that an area councillor leaves Council prior to the completion of the prescribed term of office, the casual vacancy can be carried by Council, thereby avoiding the need for, and cost of, a supplementary election; and
- 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 be obliged to consult with their specific ward councillors.

On the other hand the main arguments supporting a ward structure include:

- wards guarantee some form and level of direct representation to existing communities of interest within, and/or parts of, the Council area;
- wards ensure local interests and/or issues are not overlooked in favour of the bigger “council-wide” picture;
- ward councillors should have some empathy for, and an affiliation with, all of the communities within their ward; and
- under the “no wards” structure Council has to conduct elections and supplementary elections across the whole of the Council area (at a significant expense).

Notwithstanding the above, the argument in favour of wards is seemingly weakened by the fact that ward councillors are not required to reside in the ward that they represent. As such, ward councillors may (potentially) have little or no relationship with the ward or constituents that they represent.

The City of Mount Gambier is only 34 km² in area; and primarily exhibits urban characteristics and land uses, including residential, commercial and industrial precincts. Some open, undeveloped land exists at the periphery of the Council area; however, beyond this the City is generally surrounded by rural land. The diversity in land use creates varying densities in elector numbers across the Council area which, in turn, makes the development of a ward structure (with an equitable distribution of electors and a rational basis) a difficult exercise. Further, the Council area is considered to comprise a single “community of interest” and, as such, the division thereof into wards would likely serve little or no purpose.

4.3 Number of Councillors

Council currently comprises ten (10) area councillors, with this level of representation being retained following the previous elector representation review which was undertaken in 2008/2009.

In the Representation Review Report Council indicated its preference to reduce the number of area councillors to eight (8) at this time. This proposition was in keeping with the only submission received during the first public consultation stage of the review. Further, nine of the recent submissions received supported the proposed reduction in the number of elected members, whilst one supported the retention of ten area councillors and the final submission proposed the abolition of Council.

Members are reminded that Sections 26 and 33 of the Local Government Act 1999 specify: *“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)”*.

The proposed reduction to eight area councillors will result in an elector ratio (i.e. the average number of electors represented by a councillor) increasing from 1:1,927 (as at 26th October 2016) to approximately 1:2,410. This elector ratio is similar to the elector ratios exhibited by the District Council of Mount Barker (ten councillors at an elector ratio of 1:2,341) and the Adelaide Hills Council (12 councillors with an elector ratio of 1:2,454). Both of these councils are considerably larger in area than the City of Mount Gambier (i.e. 595 km² and 795 km² respectively).

Further, as previously advised, there are councils within South Australia and throughout the nation which are of a similar size (in terms of elector numbers) to the City of Mount Gambier but operate successfully with fewer elected members (and therefore higher elector ratios).

When determining the appropriate number of councillors to provide fair and adequate representation, Council needs to be mindful that:

- sufficient elected members must be available to manage the affairs of Council;
- the elected member's workloads will not become excessive;
- there is an appropriate level of elector representation;
- a diversity in member's skill sets, experience, expertise, opinions and backgrounds should be maintained to ensure robust discussion amongst the elected members; and
- adequate lines of communication will exist between the community and Council.

A reduction in the number of elected members to eight will result in some cost savings (e.g. elected member's allowances alone are \$15,900 per councillor per annum), with the resulting savings being available for redirection to community projects and/or programs.

In addition, it is considered that the proposed reduction in the number of elected members may serve to expedite the decision making process in Council, given the potential for fewer participants in discussions. Two less elected members should not detrimentally impact upon the decision making processes of Council and/or the opinions expressed during discussions undertaken in Chamber, but may simply reduce the incidence of similar opinions being expressed.

Further, it is considered that the roles and responsibilities of the elected members have changed over the years. The days of "hands on" participation by elected members in the day to day operation and management of, and issues before, Council have passed, and involvement today is more in the form of decision and policy makers, and communication conduits between Council and the community. In addition, enhanced communication and information technology has also served to improve the day to day tasks of the elected members and their communication with both Council and the community.

Whilst Council may wish to maintain the quality of representation that has long been experienced and expected by the local community, a more focused and effective elected body should enable eight area councillors to adapt to, and continue to meet the demands and needs of, the community with some resultant financial benefits to the community.

Council could opt to retain ten area councillors, or alternatively reduce to nine area councillors. However, it would appear from the community response (and/or the lack thereof) that the proposed reduction to eight area councillors has not created any concern amongst the community. This being the case, and given the financial benefits that can be achieved, it is suggested that Council pursue the proposed reduction in elected member numbers at this time. Such action can be taken within some degree of confidence given that the Act affords Council the opportunity to review its composition (for whatever reason) at any time in the future.

4.4 Area Councillors (in addition to ward councillors)

Given that Council has previously agreed "in principle" to retain the existing "no wards" structure, the question of whether Council should comprise areas councillors in addition to ward councillors (under circumstances whereby the Council is divided into wards) is superfluous.

Irrespective of the aforementioned, for reasons previously provided throughout the review, it is considered that area councillors (in addition to ward councillors) are an unwarranted, unnecessary and potentially costly additional tier of representation.

4.5 Ward Identification

Again, given Council's previous "in principle" decision to retain the existing "no wards" structure, there is little need to consider potential ward names at this time, unless Council reconsiders its position in respect to wards.

5. Recommendations

It is recommended that the City of Mount Gambier resolve as follows.

1. To note and receive the eleven electronic submissions received during the second public consultation stage of the review process.
2. The principal member of Council continue to be a mayor elected by the community.
3. The Council area not be divided into wards (i.e. retain the existing "no wards" structure).
4. The future elected body of Council comprise eight (8) area councillors and the mayor.
5. Council administration be authorised to prepare and forward the necessary report and documents to the Electoral Commissioner, pursuant to the provisions of Sections 12(11) and 12(12) of the Local Government Act 1999.

CORPORATE AND COMMUNITY SERVICES REPORT NO. 07/2017

SUBJECT: POSITION NOMINATIONS – LIMESTONE COAST LGA

REF: AF11/854

On 21st December, 2016 Council received correspondence from the Limestone Coast Local Government Association (LCLGA) seeking confirmation (or new/amended) nominations for LCLGA working parties, committees and appointment to outside organisations for consideration at the LCLGA Annual General Meeting to be held on 10th February 2017.

A list of current LCLGA nominees/appointees was circulated in the Friday Edition on 22nd December 2016 together with an invitation to confirm or amend Council's current representatives for various positions or nominate for other LCLGA positions.

The correspondence from the LCLGA (*Attachments 1 & 2*) and Friday Edition memorandum (*Attachment 3*) are provided for information.

No submissions were received by Monday 9th January 2017 and it is recommended that the LCLGA be advised accordingly for consideration at its 2017 Annual General Meeting.

RECOMMENDATION

- (a) Corporate and Community Services Report No. 07/2017 be received;
- (b) The Limestone Coast Local Government Association be advised that Council's current position representatives as set out in Attachments 1-3 of Corporate and Community Services Report No. 07/2017 are confirmed.



Michael McCARTHY
MANAGER GOVERNANCE & PROPERTY

Sighted:



Mark McSHANE
CHIEF EXECUTIVE OFFICER

Memorandum

TO: MAYOR
COUNCILLORS

CC: CHIEF EXECUTIVE OFFICER

REF: AF11/854

RE: **LCLGA 2017 ANNUAL GENERAL MEETING – POSITION NOMINATIONS**

On 21st December, 2016 Council received correspondence from the Limestone Coast Local Government Association (“LCLGA”) seeking confirmation (or new/amended) nominations for LCLGA working parties, committees and appointment to outside organisations for consideration at the LCLGA Annual General Meeting to be held on 10th February 2017.

A list of current nominees/appointees has been provided by the LCLGA and is attached (Attachments 1 & 2).

The LCLGA has reviewed its working parties/committees and memberships over the past year including placement of Council Officers in various positions.

Council has been invited to confirm or amend any of the following current representatives:

Working Party / Committee	Current Representative
LCLGA Roads and Transport Management Group	Mr Daryl Sexton
Limestone Coast Economic Development Reference Group	Mr Mark McShane
LCLGA Regional Waste Management Steering Committee	Cr Des Mutton
Limestone Coast Climate Adaptation Committee	Mr Daryl Sexton
Tourism Management Group	Ms Barbara Cernovskis
Regional Sport and Rec Advisory Group	Ms Ashlea Fisher
Outside Organisation	
Green Triangle Freight Action Plan – Implementation Management Group	Cr Ian Von Stanke

A report will be presented to the January 2017 Council meeting to consider the abovementioned representatives for confirmation to the LCLGA Annual General Meeting.

Any proposed amendments to the above representation (or nominations for other LCLGA positions) should be provided to the Manager Governance & Property **by Monday 9th January 2017** to enable recommendations to be drafted for inclusion in the Council agenda.



Michael McCARTHY
MANAGER GOVERNANCE & PROPERTY
21st December, 2016
MMC.AL

ATTACHMENT ONE – LCLGA WORKING PARTIES AND COMMITTEES

The following working parties and committees are convened by or on behalf of LCLGA. The current appointments are listed, as of 12 February 2016. Councils are asked to review current nominations and where applicable either:

1. Confirm the current nomination; or
2. Provide a new or amended nomination.

Nominations provided by Constituent Councils will then be considered for appointment by the LCLGA Board.

Committee / Working Party	Current Appointment	Council
LCLGA Roads and Transport Management Group	Cr Jamie Jackson (Chair) Mr Surya Prakash	Tatiara District Council
	Mr Daryl Sexton	City of Mount Gambier
	Mr Steve Bourne	Naracoorte Lucindale Council
	Mr Bob Bates	Kingston District Council
	Mr Peter Halton	Wattle Range Council
	Mr Adrian Schutz	District Council of Grant
	Mr Trevor Hondow	Robe District Council
	Mr Rob Forgan	LCLGA
Limestone Coast Economic Development Reference Group	Mayor Erika Vickery	LCLGA President
	Mayor Richard Sage Mr Trevor Smart (Proxy)	District Council of Grant
	Mr Ben Gower Mr Steve Chapple	Wattle Range Council
	Cr Steve Perrymann (Resigned) Mr Mark McShane	City of Mount Gambier
	Dr Helen Macdonald	Naracoorte Lucindale Council
	Mayor Peter Riseley	District Council of Robe
	Mr Andrew MacDonald	Kingston District Council
	Mayor Graham Excell	Tatiara District Council
	Mr Dominic Testoni	LCLGA
LCLGA Regional Waste Management Steering Committee	Mr Bob Bates	Kingston District Council
	Mr Steve Bourne	Naracoorte Lucindale Council
	Cr Des Mutton	City of Mount Gambier
	Ms Nicole Dodds	District Council of Grant

Committee / Working Party	Current Appointment	Council
	Mr Nick Brown	Robe District Council
	Mr Andrew Pollock	Tatiara District Council
	Mr Peter Halton	Wattle Range Council
	Mrs June Saruwaka	LCLGA
	Mr Dominic Testoni	LCLGA
Limestone Coast Climate Adaptation Committee Members	Mr Trevor Smart	District Council of Grant
	Mayor Peter Riseley	District Council of Robe
	Mr Steve Bourne	Naracoorte Lucindale Council
	Cr Robert Mock	Tatiara District Council
	Mr Daryl Sexton	City of Mount Gambier
	Ms Lauren Oxlade	Wattle Range Council
	Mr Andrew MacDonald	Kingston District Council
	Mr David Wheaton	RDA Limestone Coast
	Ms Michelle Benison	Department of Environment, Water and Natural Resources
	Ms Kerry DeGaris	South East Natural Resources Management Board
	Mr Tim Collins	Department of Environment, Water and Natural Resources
	Mr Dominic Testoni	LCLGA
Mrs Michaela Bell	LCLGA	
Tourism Management Group	Ms Jane Fetherstonhaugh	District Council of Grant
	Mr Roger Sweetman	District Council of Robe
	Mrs Sally Klose	Naracoorte Lucindale Council
	Mr Andrew MacDonald	Kingston District Council
	Ms Paula Bennet	Wattle Range Council
	Ms Barbara Cernovskis	City of Mount Gambier
	Mr Kingsley Green	Tatiara District Council
	Mrs Biddie Shearing Mr Dominic Testoni	LCLGA
Regional Sport and Rec Advisory Group	Ms Ashlea Fisher	City of Mount Gambier
	Ms Jane Fetherstonhaugh	District Council of Grant
	Ms Heather Schinkel	Kingston District Council
	Mrs Sally Klose	Naracoorte Lucindale Council

Committee / Working Party	Current Appointment	Council
	Mr Nick Brown	District Council of Robe
	Ms Naomi Fallon	Tatiara District Council
	Ms Sarah Mrzec Mr Steve Chapple	Wattle Range Council
	Mr Tony Elletson	LCLGA

ATTACHMENT TWO - LCLGA Appointments to Outside Organisations

From the 2016 Annual General Meeting, LCLGA made the following appointments to outside organisations.

Councils are asked to review current nominations and where applicable either:

1. Confirm the current nomination; or
2. Provide a new or amended nomination.

Nominations provided by Constituent Councils will then be considered for appointment by the LCLGA Board.

Board / Committee	Representative (from 2016)	Council
South East Natural Resources Management Board	Mayor Peter Riesley (Observer)	District Council of Robe
South East Zone Emergency Management Committee	Mr David Hood (Chair)	On behalf of Naracoorte Lucindale Council
	Mr Dominic Testoni (Delegate)	LCLGA
Limestone Coast Zone Emergency Centre Committee	Mr Dominic Testoni (Local Government Controller)	LCLGA
	Mr Leith McEvoy (Local Government Deputy Controller)	District Council of Grant
Green Triangle Freight Action Plan – Implementation Management Group	Mr Peter Halton	Wattle Range Council
	Mr Trevor Smart	District Council of Grant
	Cr Ian Von Stanke	
Limestone Coast Community Services Roundtable	Mayor Erika Vickery	Naracoorte Lucindale Council
Regional Development Australia Limestone Coast	Mayor Erika Vickery	Naracoorte Lucindale Council
	Mayor Richard Sage	District Council of Grant
	Mayor Andrew Lee	City of Mount Gambier
Southern Border Fire Coordination Association	Mr Dominic Testoni	LCLGA
SAROC	Mayor Erika Vickery (Delegate)	Naracoorte Lucindale Council
	Mayor Richard Sage (Delegate)	District Council of Grant
	Mr Dominic Testoni (Delegate)	LCLGA

COUNCIL DEVELOPMENT ASSESSMENT PANEL

Meeting held on Thursday, 15th December 2016 at 5.45 p.m. in the Conference Room, Level One - Operational Services, Civic Centre

MINUTES

PRESENT: Mrs E Travers (Presiding Member)
Cr I Von Stanke, Cr C Greco, Cr M Lovett, Mrs M Trotter, Ms E Finnigan and Mr P Seebohm

APOLOGY/IES: Nil

COUNCIL OFFICERS: Director Operational Services, Daryl Sexton
Project Officer, Josh Wilson
Administration Officer - Operational Services, Sarah Moretti
Administration Officer – Operational Services, Elisa Solly

WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF 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 THE LAND.

MINUTES: Cr Von Stanke moved that the minutes of the Meeting held on Thursday, 17th November 2016 be taken as read and confirmed.

Ms Finnigan seconded

Carried

1. Development Number: 381/0347/2016
Applicant: Designs By Solly
Owner: N E Schrapel Pty Ltd
Description: To demolish existing storage areas of an existing shop and to construct retail showroom extensions and storage alterations
Address: 173 Commercial Street East, Mount Gambier
Nature of Development: Consent / Category 1
Zoning: Commercial
Report: Council Development Assessment Panel Report No. 24 / 2016
Correspondence: Comments from Engineering Manger, Letter from Applicant

The Council Development Assessment Panel moved it be recommended:

- (a) Council Development Assessment Panel Report No. 24 / 2016 be received;
- (b) The Applicant and Owner be advised that having regard to the Development Plan and all supporting documentation, the proposed development is considered not to be at serious variance with Council's Development Plan and be granted Development Plan Consent subject to the following conditions:
 1. The development shall be carried out in accordance with the Plan/s as approved by Council.
 2. The building and surroundings shall be maintained in a state of good repair and tidy condition at all times.
 3. The building and land shall not be used for purposes other than those approved by Council.
 4. The car parking spaces shall measure not less than 2.6 metres in width and 5.5 metres in length and shall be line-marked and maintained in a useable condition at all times.
 5. Vehicle access ways and carparking spaces shall be kept free of any obstructions at all times.

6. The car park and loading / unloading areas shall be sealed and line-marked prior to the occupation of the building.
 7. Provision shall be made for all loading and unloading of goods on the subject land at all times.
 8. Provision shall be made for the disposal of stormwater and surface drainage to the reasonable satisfaction of Council.
 9. All waste materials and refuse accumulated on the allotment shall be removed on a regular basis.
 10. The use of the property shall not create a nuisance and/or disturbance for any person/s and/or property in the immediate area.
 11. No signs are to be erected or displayed on the land or on any building, structure, gate or fence. Further permission is required from Council for the erection or display of any sign.
- (c) The Applicant and Owner be advised that the reasons for Council's Condition of Consent are:
1. To ensure orderly and proper development.
 2. It is not at serious variance with Council's Development Plan.

Carried

2. Development Number: 381/0348/2016
 Applicant: Thomson Bilt
 Owner: R J & S D Mustart
 Description: To construct a garage 81 square metres in area
 Address: 5 Catharina Place, Mount Gambier
 Nature of Development: Consent / Category 1
 Zoning: Residential
 Report: Council Development Assessment Panel Report No. 29 / 2016
 Correspondence: Letter from Applicant

The Council Development Assessment Panel moved it be recommended:

- (a) Council Development Assessment Panel Report No. 29 / 2016 be received;
- (b) The Applicant and Owner be advised that having regard to the Development Plan and all supporting documentation, the proposed development is considered not to be at serious variance with Council's Development Plan and be granted Development Plan Consent subject to the following condition:
 1. The development shall be carried out in accordance with the Plan/s as approved by Council.
 2. The garage shall only be used for purposes associated with the existing residential land use of the subject property.
 3. Vehicles shall be stored within garages and screened from public view, to the reasonable satisfaction of Council.
- (c) The Applicant and Owner be advised that the reasons for Council's Condition of Consent are:

1. To ensure orderly and proper development.
2. It is not at serious variance with Council's Development Plan.

Carried

3. Development Number: 381/0368/2016
 Applicant: Steeline Roofing Mount Gambier
 Owner: M K Neave & W J Thompson
 Description: To construct a garage 108 square metres in area
 Address: 38 Annette Street, Mount Gambier
 Nature of Development: Consent / Category 1
 Zoning: Residential
 Report: Council Development Assessment Panel Report No. 30 / 2016
 Correspondence: Letter from Applicant

The Council Development Assessment Panel moved it be recommended:

- (a) Council Development Assessment Panel Report No. 30 / 2016 be received;
- (b) The Applicant and Owner be advised that having regard to the Development Plan and all supporting documentation, the proposed development is considered not to be at serious variance with Council's Development Plan and be granted Development Plan Consent subject to the following condition:
 1. The development shall be carried out in accordance with the Plan/s as approved by Council.
 2. The garage shall only be used for purposes associated with the existing residential land use of the subject property.
- (c) The Applicant and Owner be advised that the reasons for Council's Condition of Consent are:
 1. To ensure orderly and proper development.
 2. It is not at serious variance with Council's Development Plan.

Carried

4. Development Number: 381/0389/2016
 Applicant: Thompson Bilt
 Owner: N R & H M Perry
 Description: To construct a garage 135 square metres in area
 Address: 2-10 McCormick Road, OB Flat
 Nature of Development: Consent / Category 1
 Zoning: Residential Zone / McCormick Road Policy Area 6
 Report: Council Development Assessment Panel Report No. 31 / 2016
 Correspondence: Letter from Applicant

The Council Development Assessment Panel moved it be recommended:

- (a) Council Development Assessment Panel Report No. 31 / 2016 be received;
- (b) The Applicant and Owner be advised that having regard to the Development Plan and all supporting documentation, the proposed development is considered not to be at serious variance with Council's Development Plan and be granted Development Plan Consent subject to the following condition:
 1. The development shall be carried out in accordance with the Plan/s as approved by Council.

2. The garage shall only be used for purposes associated with the existing residential land use of the subject property.
- (c) The Applicant and Owner be advised that the reasons for Council's Condition of Consent are:
1. To ensure orderly and proper development.
 2. It is not at serious variance with Council's Development Plan.

Carried**MOTIONS WITHOUT NOTICE -**

1. Development Number: 381/0403/2016
 Applicant: Thomson Bilt
 Owner: S Morgan
 Description: To construct a pergola and garage additions that are 30 square metres in area to an existing 68 square metre garage on the property boundary
 Address: 4 Oakridge Crescent, Mount Gambier
 Nature of Development: Consent / Category 1
 Zoning: Residential
 Report: Council Development Assessment Panel Report No. 32 / 2016
 Correspondence: Letter from Applicant

The Council Development Assessment Panel moved it be recommended:

- (a) Council Development Assessment Panel Report No. 32 / 2016 be received;
- (b) The Applicant and Owner be advised that having regard to the Development Plan and all supporting documentation, the proposed development is considered not to be at serious variance with Council's Development Plan and be granted Development Plan Consent subject to the following condition:
 1. The development shall be carried out in accordance with the Plan/s as approved by Council.
 2. The garage shall only be used for purposes associated with the existing residential land use of the subject property.
- (c) The Applicant and Owner be advised that the reasons for Council's Condition of Consent are:
 1. To ensure orderly and proper development.
 2. It is not at serious variance with Council's Development Plan.

CarriedThe meeting closed at 6:00 p.m.

16th December, 2016
 AF15/554
 SM

CONFIRMED THIS

DAY OF

2017.

.....
 PRESIDING MEMBER

OPERATIONAL SERVICES REPORT NO. 1/2017

**SUBJECT: APPOINTMENT - COUNCIL DEVELOPMENT ASSESSMENT PANEL
2017-2019**

REF: AF16/493

Introduction

The term of the existing membership for the Council Development Assessment Panel (CDAP) is due to expire in February, 2017. The role of the CDAP is to make decisions on planning applications delegated to it and to advise Council on development assessment trends and issues.

The *Development Act 1993* requires that:

- (i) the Council Development Assessment Panel must consist of seven (7) Members;
- (ii) the Presiding Member is to be appointed by Council and shall not be a Council Member;
- (iii) four (4) Members are to be Independent Members and three (3) Members are to be Council Members;
- (iv) at least one (1) Member of the Panel must be a woman and at least one Member must be a man and, insofar as is reasonably practicable, ensure that the panel consists of equal numbers of men and women;
- (v) ideally the mix of skills, experiences and qualifications of Panel Members should seek to include knowledge that pertains to common issues considered by Councils current CDAP;
- (vi) the term of the CDAP shall not exceed two (2) years; and
- (vii) shall commence at the expiration of the current term, being February 2017.

As required by the *Development Act 1993*, the Independent Members of the CDAP should have a sound interest in urban and regional planning and should have a reasonable knowledge of the Development Act, the Mount Gambier (City) Development Plan, with appropriate qualifications and experience relevant to the CDAP. As a guide, it is anticipated that Independent Members could come from the field of architecture, landscape architecture, civil engineering, planning, law, building, environmental planning or similar fields that are relevant to the activities of the CDAP. The Presiding Member will ideally have experience in chairing formal meetings similar to the CDAP.

While not mandatory, preference should be given to people who have a sound knowledge of the issues relating to the area of the City of Mount Gambier and have a working knowledge of the Development Act and Council's Development Plan. Independent Members of the CDAP must be fit and proper persons to be Members of the CDAP and must have a reasonable knowledge of the operation of and requirements of the Development Act 1993. Independent Members must provide a reasonable balance across the fields that are relevant to the activities of the CDAP. Independent Members are compensated for their time and expertise.

Council called for Expressions of Interest, seeking Independent Members for the CDAP, advertisements were placed in The Border Watch and also on Council's website. Expressions of Interest closed on Friday 16th December, 2016.

Operational Services Report No. 1/2017 cont'd...

Discussion

At the conclusion of the nomination period, Council received a total of eight (8) nominations from members of the community.

The following table summarises the Expressions of Interest received:

Name	Area of Expertise	Existing Member of the City of Mount Gambier CDAP
Mrs Liz Travers	Also a Current Member of three (3) other Limestone Coast Region CDAP's - being Presiding Member of 2 and Independent Member of 1. Diploma in Town Planning. Former Elected Member of Naracoorte Lucindale Council.	Yes, is currently the Presiding Member. Has expressed interest in continuing as Presiding Member.
Ms Emily Finnigan	Bachelor of Business (Property, Valuation Major), Graduate Diploma in Urban and Regional Planning Also a current Independent Member of the District Council of Grant and Naracoorte Lucindale CDAPs.	Yes, an existing Member of CDAP
Mr Peter Seebohm	Bachelor of Design Studies, Bachelor of Architecture, Certificate IV in Government.	Yes, an existing Member of CDAP
Mrs Margaret Trotter	Owner of a building business in Kingston. 32 years' experience in the building industry. Also a current Independent Member of the Robe CDAP. Past Independent Member of Kingston CDAP.	Yes, an existing Member of CDAP
Mr Robert Miles	Bachelor of Architecture. Member of the Wattle Range and Naracoorte Lucindale CDAPs. Previous Member of the Robe and Kingston CDAPs.	No. Has expressed interest in becoming the Presiding Member.
Mr Andrew Nield	Statutory Planning Officer at Moyne Shire Council (Vic). Bachelor of Urban & Regional Planning (Hons)	No
Mr Vince Versace	Owner/Operator of Versace Home Builders	No
Mr Stephen Herbert	Director of Chapman Herbert Architects. Bachelor of Architecture. Current Independent Member of District Council of Grant CDAP.	No

It is highlighted that Mrs Liz Travers and Mr Robert Miles have indicated that they would be willing to be the Presiding Member of the Council Development Assessment Panel (CDAP).

As mentioned previously, the Independent Members of the CDAP should have a sound interest in urban and regional planning and should have a reasonable knowledge of the Development Act, the Mount Gambier (City) Development Plan, with appropriate qualifications and experience relevant to the CDAP. As a guide, it is anticipated that Independent Members could come from a range of planning related industries, including but not limited to architecture, landscape architecture, civil engineering, planning, law, building, environmental planning or other similar

Operational Services Report No. 1/2017 cont'd...

fields. The Presiding Member will ideally have experience in chairing formal meetings similar to the CDAP.

When considering the Expressions of Interest received and the above information, the following Independent Persons are recommended for appointment to the Council Development Assessment Panel, which will commence at the expiration of the current term in February, 2017:

- Mrs Liz Travers;
- Ms Emily Finnigan;
- Mr Peter Seebohm; and
- Mrs Margaret Trotter.

These people are considered to be the standout nominations as:

- Mrs Travers has extensive experience on Council Development Assessment Panels and has a strong grasp of Local Government operations given her previous position as a former Council Member. Mrs Travers is currently the Presiding Member of the City of Mount Gambier Council Development Assessment Panel and is currently involved with other Limestone Coast Council CDAPs. Mrs Travers has also completed the Diploma in Regional and Urban Planning.
- Ms Finnigan has a Bachelor of Business (Property, Valuation major) and the Graduate Diploma in Urban and Regional Planning. Ms Finnigan is also a current Member of the District Council of Grant Development Assessment Panel, the Naracoorte Luncindale Council Development Assessment Panel and the City of Mount Gambier Development Assessment Panel. Through her employment with the State Valuation Office and the Land Management Corporation Ms Finnigan has a good working knowledge of government administration.
- Mr Seebohm holds a Bachelor of Design Studies, Bachelor of Architecture and Certificate IV in Government. Mr Seebohm is currently employed as a Facilities Manager at Building Management Facilities Services of the Department of Transport, Energy and Infrastructure. Mr Seebohm is a current Member of the City of Mount Gambier Council Development Assessment Panel.
- Mrs Margaret Trotter has extensive experience in the building industry and the development assessment process. Mrs Trotter is currently an Independent Member of the Robe District Council Development Assessment Panel and the City of Mount Gambier Council Development Assessment Panel.

During the current term of the City of Mount Gambier Council Development Assessment Panel, this combination of people has provided a good balance of skills, experience and qualifications to the Council Development Assessment Panel. All four (4) nominees have a good working knowledge and understanding of CDAP and have backgrounds in planning, building, design and architecture. The reappointment of Mrs Travers, Ms Finnigan, Mr Seebohm and Mrs Trotter will provide the Council Development Assessment Panel with a continuity of expertise.

Several of the Expressions of Interest were received from persons who are currently practicing architects and/or are associated with other fields relating to planning and development.

These nominees have the qualities and attributes that are sought for Independent CDAP Members, however, the existing commercial interests and potential for conflicts of interest that could be created by becoming an Independent CDAP Member may prove to be detrimental to both Council and the individual.

It is highly unlikely that there will be any conflicts of interest or perceived conflicts of interest by appointing Mrs Travers, Ms Finnigan, Mr Seebohm or Mrs Trotter to the CDAP.

Operational Services Report No. 1/2017 cont'd...

Council CDAP Members

The formal consideration of the appointment of Independent CDAP Members also provides the opportunity to consider nominations for Council CDAP Members in anticipation of the expiry of their terms of appointment in February 2017.

The current Council CDAP Members as appointed in January 2015 are Crs Greco, Lovett and Von Stanke.

This report recommends the re-appointment of the existing Council CDAP Members for the next two (2) year term expiring in February 2019 and aligning with the remainder of the current Council term (i.e. coinciding with the November 2018 Local Government elections).

Alternatively, Council may determine to seek nominations immediately and if more than three (3) nominations are received conduct a secret ballot to determine the Council CDAP Members to be appointed for the next two (2) year term.

Otherwise, nominations will be sought by the Chief Executive Officer once the vacancies arise in February 2017 for presentation to Council in accordance with Council Policy C410 Conduct of Meetings.

Conclusion

The following Independent Persons be appointed to the CDAP which shall commence at the expiration of the current term in February 2017:

- Mrs Liz Travers;
- Ms Emily Finnigan;
- Mr Peter Seebohm; and
- Mrs Margaret Trotter.

These people will provide a mix of skills, experiences and qualifications and provides a balance of gender and age to provide different points of view when interpreting the Development Plan provisions.

Further, that the Council CDAP Members be appointed at the expiration of the current term in February 2017, as follows:

- Cr Greco
- Cr Lovett
- Cr Von Stanke

RECOMMENDATION

- (a) Operational Services Report No. 1/2017 be received;
- (b) the following Independent Persons be appointed to the Council Development Assessment Panel which shall commence for a two year term at the expiration of the current term in February, 2017:
 - Mrs Liz Travers;
 - Ms Emily Finnigan;
 - Mr Peter Seebohm; and
 - Mrs Margaret Trotter.

Operational Services Report No. 1/2017 cont'd...

- (c) Mrs Liz Travers be appointed as the Presiding Member of the Council Development Assessment Panel;
- (d) Council re-appoint Crs Greco, Lovett and Von Stanke to the Council Development Assessment Panel for a further two year term commencing at the expiration of the current term in February 2017;
- (e) Council advise both the successful and unsuccessful applicants of the outcome of their Expression of Interest and thank them for their interest.

Per:



Jessica PORTER
PLANNING OFFICER

sighted:



Mark McSHANE
CHIEF EXECUTIVE OFFICER

11th January, 2017
SW

(Refer Item of Council Meeting Minutes)