

# **ANNUAL REPORT**

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## Mayors Report

It is with much pride that I present Southern Mallee District Council Annual Report for 2015 / 2016 financial year.

2015 / 2016 has seen some changes in the leadership team for the Council with Robert Sexton and Brian Toogood stepping down as Mayor and Deputy Mayor respectively, in December 2015 at which point I began my term as Mayor to lead the Council until the end of this financial year with Neville Pfeiffer as Deputy Mayor. The Council would like to thank both Robert and Brian for their commitment and dedication during their time as Mayor and Deputy Mayor.



I would like to personally thank Councillors Neville Pfeiffer, Allan Dunsford, Robert Sexton, Brian Toogood, Dennis Hyde, Mark White, Bruce Summerton and Stacey Milde for the support they have given into my transition as Mayor.

Recruitment for a new Chief Executive Officer began in October 2015. Council received a number of quality applicants and following a rigorous selection process recruited Mia Dohnt. Mia relocated from Western Australia with her family and commenced her role in early February 2016.

During 2015 / 2016 we have continued to provide a high level of service for residents, businesses and visitors. Within the constraints of more competitive grant funding rounds and minimal rate increases, we have focused on delivering services more efficiently and effectively, which will in turn provide better value to our community. As a group of Elected Members, we are dedicated to getting the Southern Mallee District Council into a sustainable financial position for future of this district. We realize some decisions won't be popular, but be assured we are taking our roles as elected members seriously.

Whilst the Opposition's rate capping Bill was voted down in Parliament, the Liberal party have confirmed they will be taking the policy with them to the next State election. Having seen the impact it has had on communities' interstate, the Council will continue to support the Local Government Association of SA who is committed to fighting the implementation of rate capping in SA.

In closing, I would like to acknowledge the Southern Mallee District Council staff who with great dedication, work tirelessly to improve the services and the standard of living for the community.

## Chief Executive Officers Report

It is my pleasure to present my first Annual Report of the Southern Mallee District Council since being appointed as Chief Executive Officer in February 2016.

We are continually looking at ways to maximise the organisation's operating efficiencies and better Council's internal controls and Governance. In the 2015 / 2016 financial year, we had some successes in improving our business processes to make our everyday operations more cost-effective and efficient. This vital work will continue into the coming years. This in turn goes towards leaner operating costs and keeping rate increases in check.

A major review of the Community Grants Program, including the grants allocated to the Community Engagement and Progress and Development Committees to ensure the longevity of the Grants Programs. The changes made be effective from 1<sup>st</sup> January 2017. Guidelines setting out the requirements will be available from the Administration Offices and Council's website.

The Council's 2015 / 2016 Community Grants Program have supported the following projects in this year's funding program

| <b>Applicant</b>          | <b>Amount Supported</b> |
|---------------------------|-------------------------|
| Lameroo Bowling Club      | \$5,000                 |
| Lameroo Football Club     | \$3,000                 |
| Pinnaroo Thrift Shop Inc. | \$1,200                 |
| Pinnaroo Over 50's Club   | \$5,000                 |
| <b>Total</b>              | <b>\$14,200</b>         |

The Council's 2015 / 2016 Youth Sporting Program, or Youth Development Program as it was changed to later in the year supported the following individuals;

| <b>Applicant</b> | <b>Amount Supported</b> |
|------------------|-------------------------|
| Kristo Nel       | \$500                   |
| Franco Nel       | \$500                   |
| Chad Nassif      | \$500                   |
| <b>Total</b>     | <b>\$1,500</b>          |



## Chief Executive Officers Report

### 2015 / 2016 Section 41 Committee Grant Funding

The Council's 2015 / 2016 Section 41 Committee Grant Funding Program have supported the following projects in this year's funding program

| <b>Applicant</b>              | <b>Amount Supported</b> |
|-------------------------------|-------------------------|
| Pinnaroo Agricultural Society | \$5,000                 |
| Pinnaroo Ambulance Service    | \$2,000                 |
| Pinnaroo Over 50's Club       | \$3,500                 |
| Pinnaroo Football Club        | \$988                   |
| Parrakie Cricket Club         | \$2,984                 |
| Parrakie War Memorial Hall    | \$5,000                 |
| Parilla Basketball Club       | \$880                   |
| Parilla Sports Club           | \$779                   |
| Parilla Tennis Club           | \$635                   |
| Parilla Cricket Club          | \$2,089                 |
| Parilla Bowling Club          | \$3,900                 |
| Southern Mallee Scouts Group  | \$231                   |
| Geranium Basketball Club      | \$1,100                 |
| Geranium Community Gym        | \$1,000                 |
| Geranium Uniting Church Hall  | \$1,300                 |
| Geranium Community Committee  | \$1,135                 |
| Geranium Community Library    | \$917                   |
| Geranium Swimming Pool        | \$2,200                 |
| Mallee Mums and Bubs          | \$4,000                 |
| Lameroo Netball Club          | \$5,000                 |
| Lameroo Sports Club           | \$3,229                 |
| Lameroo Bowling Club          | \$2,131                 |
| <b>Total</b>                  | <b>\$49,998</b>         |

During the latter part of this financial year preparations commenced to begin the task of undertaking a major review of the Council's Strategic Management Plan. It is anticipated that the community consultation will begin very early into the next financial year with the completion of it in that year also.

Continued support of Councillor's and staff professional development and mandatory training has continued throughout 2015 / 2016. Continuing professional development is an important part of good governance and management as it ensures continued competence, professionalism and good management practices throughout a Councillor's term or a staff member's career.

## Elected Members



**Councillor Andrew Grieger**  
**Mayor**  
Bews Ward



**Councillor Neville Pfeiffer**  
**Deputy Mayor**  
Bews Ward



**Councillor Allan Dunsford**  
Bews Ward



**Councillor Brian Toogood**  
Bews Ward



**Councillor Robert Sexton**  
Bews Ward



**Councillor Stacey Milde**  
Kelly Scales Ward



**Councillor Mark White**  
Kelly Scales Ward



**Councillor Bruce Summerton**  
Kelly Scales Ward



**Councillor Dennis Hyde**  
Kelly Scales Ward



## Corporate Services

### Work Health and Safety

#### KPI Audit

The Council has made significant progress in its continued development of its WHS Framework.

Under the requirements of the Performance Standards for Self-Insurers as administered by WorkCover SA, Council undertook the annual Key Performance Indicator (KPI) Audit conducted by Local Government Association Workers Compensation Scheme [ LGAWCS ] in November 2015. This is an obligation of being self-insured for Workers Compensation to meet the requirements of the PPSI.

There were 11 sub elements of the PSSi selected to form the 2015 KPI Audit.

Council achieved three areas of conformance, one opportunity for improvement and seven areas of non-conformance. From this action plans were developed and implemented to address the areas of improvement and compliance.

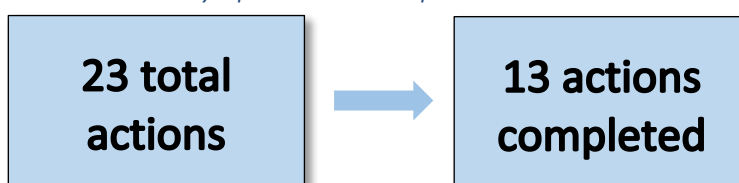
For 2015-2016 the WHS focus for Council remained with the following programs:

- Hazard Management,
- Volunteer Management,
- Contractors Management, Responsibility and Accountability.

All programs had identified actions which were assigned to responsible officers. The Council programs in the KPI Audit were ambitious and the results up to the end of June are outlined below.

|                  | Jan  | Feb  | Mar  | Apr  | May  | Jun  | Total Number of Actions in KPI Plan |
|------------------|------|------|------|------|------|------|-------------------------------------|
| Proposed actions | 1    | 1    | 3    | 2    | 3    | 3    | 23                                  |
| Proposed YTD     | 1    | 2    | 5    | 7    | 10   | 13   | 13                                  |
| Actual YTD       | 1    | 2    | 5    | 7    | 10   | 13   | 13                                  |
|                  | 100% | 100% | 100% | 100% | 100% | 100% | 56%                                 |

*This only represents work completed as at 30 June 2016*



These actions are continued to be completed in anticipation of a WorkCover Audit next year.

## **Corporate Services**

### **Partnership Program**

The Council was selected to be part of the Southern Partnership Program by Return to Work SA. This forms part of the licence renewal for self-insurers. Local Government Risk Services Workers Compensation Scheme is a self-insurer and therefore is the licence holder. The process contained workshop meetings between the Return to Work Auditor and the selected councils. In the five workshops the five standards under the Work Health & Safety legislation were discussed and considered. Return to work will visit the selected Councils in 2017 to evaluate their compliance with the legislation.

### **Injury Management & Return to Work Audit**

The Council was subject to the Injury Management & Return to Work [ IM & RTW ] this year as part of the Partnership Program , historically WorkCover has selected a small number of Councils to visit and evaluate Council compliance in supporting the Local Government Association Workers Compensation Scheme [ LGAWCS ] in Injury Management. Local Government Risk Services [ LGRS ] engaged Ms Deborah Brown to facilitate the audit. The resulting report from the Audit will form an Action Plan for the Council to initiate, implement and action moving forward.

Overall this audit showed that the IM & RTW process at the Southern Mallee District Council is working effectively and meeting objectives and requirements and that overall Council demonstrates positive IM & RTW results and works closely with the LGAWCS to meet legislative compliance.

### **Risk Review**

The Council has participated in a Risk Review [ Audit ] on the 5 May 2016 that comprised Council demonstrating its compliance around the following functions

- Governance/Finance/People
- Reputation & Integrity
- Strategic Risk & Governance
- Procurement, Contract Management Systems
- Volunteers/Vulnerable Groups/Committees
- People
- Operations/Services/Functions
- Environment/Vegetation/Trees
- Emergency Management
- Community Land Recreation/Leisure Services
- Road & Footpath Management
- Use by other parties - facilities/land

The functions of the council that were audited were determined by Local Government Risk Services and a plan has been produced for the council to action.



## Corporate Services

### Thermography inspections

This process provided by LGRS to identify any areas of abnormal heating in electrical switchboards. A thermal imaging camera was used to show hotspots and temperatures on an electrical switchboards. A report will then be provided to the Council outlining any areas for immediate attention. A sticker will then be applied to the switchboard to identify it as a switchboard that has been tested by LGRS and when that inspection was conducted. The Council was entitled to ten [ 10 ] free inspections

The criteria for the selected assets are;

- Significant value with community use and / or historic significance
- Those assets that are heavily populated and have regular people exposure
- Assets that would be more susceptible to failure from electrical loads in the warmer months

The Council nominated its ten sites and the report outlined that there was only minor actions to be actioned.

### ICE Forum

The Southern Mallee District Council Community ICE Forum was held on Wednesday 23 September 2015 at the Lamerou Memorial Hall. Local Member Mr Tim Whetstone opened the event which was attended by approximately one hundred and fifteen people [ 115 ]. The Master of Ceremonies for the evening was Ms Narelle Graham from the ABC Riverland. Guest speakers on the night were Mr David Hunt [ SAPOL ], Dr Peter Hamilton [ General Practitioner ], Mr Graeme Rayson [ SA Ambulance ] and Ms Sam Raven [ SA Network Drug and Alcohol Services ].



Ice Forum

The evening was a huge success and I again thank Cr Stacey Milde, Marion Berlin, Sheryn Bennier and Shona Hyde for their efforts in organising this event and Matthew Sherman and his team for the setup of the Lamerou Hall. Also thankyou to the Elected Members and the employees that rolled up the sleeves on the night to assist in the set up and clean-up of the venue.

## **Corporate Services**

### **Pinnaroo Gym**

The Council played a small but significant role in supporting the establishment of the Pinnaroo Gym although the founding volunteers must be applauded. Council received an invite to attend a meeting of a group of volunteers who were interested in starting a community gym. Council throughout the startup process provided support such as Insurance, Grant funding for keyless entry system, premises at reduced rent, etc.

This has become a success story of which Council played its part.

### **Finalised Grants**

Upon accepting the role of Acting Chief Executive Officer there were some tidying up of five [ 5 ] grant applications that were outstanding and time was allocated to the acquittal of those funds to the satisfaction of the funding agencies. The outstanding funding acquittals have now been completed.

### **Asset Management Plans**

The Roads and Footpaths Infrastructure group revaluation anniversary had become such that the Council had a legislative requirement to engage Mr Peter Moloney from Moloney Asset Management Systems to conduct the revaluation [ a copy of his report can be located on the council website at

[http://www.southernmallee.sa.gov.au/webdata/resources/files/Moloney\\_Asset\\_Management\\_Systems.pdf](http://www.southernmallee.sa.gov.au/webdata/resources/files/Moloney_Asset_Management_Systems.pdf) ]

Of the back of that revaluation report the Transport Infrastructure Asset Management Plan 2016 was updated [ a copy of his report can be located on the council website at <http://www.southernmallee.sa.gov.au/page.aspx?u=218> ]

## Corporate Services

### Audit Tender

The Council is required to appoint a new external Auditor every five years.  
[ Local Government Act 1999 Division 4 Section 4a which states ]

*“The term of appointment of an auditor of a council must not exceed 5 years (and, subject to this section, a person may be reappointed at the expiration of a term of office).”*

The Council had engaged the services of external Auditor Mr Ian McDonald for the past five years and therefore was required as outlined above to seek a new External Auditor.

The Council thanks and acknowledges the excellent work that was previously undertaken by Mr Ian McDonald and Ms Nancy Tran.

The Selective Tender process for the services of a new External Auditor closed at 5.00 pm on Friday 13 November 2015

Four tenders were received and opened on Tuesday 1 December 2015.

The Audit Committee Chairperson Peter Brass, Ray Pincombe [ Acting Manager Corporate Services ] and Neville Gasmier made up the evaluation team and met on Friday 11 December 2015 to evaluate the four tenders received. The tenders received for the new external auditor were presented to the Audit Committee in January 2016 and a recommendation put forward to the January 2016 Council Meeting. The Council welcomed Dean Newbery & Partners as the Council's new external Auditors.

### Treasury Report

Overall the financial result of the Council has been pleasing.

#### Borrowings

Council has paid its loans as and when payments fell due and this has seen the closing balance of loans [ both current and non-current ] decrease from \$2,649,398 in 2015 to \$2,319,743 in 2016.

| <b>Borrowings</b> | <b>30 June 2015</b> | <b>30 June 2016</b> |
|-------------------|---------------------|---------------------|
| Council Loans     | 2,649,398           | 2,319,743           |

#### Revenue

The rates revenue has increased as by \$235,131 when compared with 2015. Council rates is the major revenue stream for the Council making 56% of total revenue.

|               | <b>30 June 2015</b> | <b>30 June 2016</b> |
|---------------|---------------------|---------------------|
| Rates         | 3,474,042           | 3,709,173           |
| Total revenue | 7,364,480           | 6,671,879           |

## Corporate Services

### Treasury Report

The decrease in revenue was due to a decrease in Grants Subsidies and contributions of \$1,049,402.

|                                    | 30 June 2015 | 30 June 2016 |
|------------------------------------|--------------|--------------|
| Grants Subsidies and Contributions | 3,122,570    | 2,073,168    |

This was largely impacted by the treatment of the payment of the FAGS grant of \$795,600.

Other income was impacted as a result of the employment of trainees under a grant subsidy and the initial grant payment of \$19,334 was received in February 2016. The fuel rebate had increased by \$10,724. There was an inventory adjustment of \$18,100.

### Expenses

Employee costs have decreased since 2015 mainly because the changeover of staff and the recruitment of the new Chief Executive Officer. The Manager Corporate Services when appointed the Acting Chief Executive Officer for ten months from April 2015 until February 2016. In that time the Manager Corporate Services position was filled on a part time basis with the then Acting Chief Executive Officer covering the gap of both roles. This resulted in a significant savings in wages for the year.

|                | 30 June 2015 | 30 June 2016 |
|----------------|--------------|--------------|
| Employee Costs | 2,710,127    | 2,529,502    |

Depreciation incurred a slight increase of \$30,184.

|                                    | 30 June 2015 | 30 June 2016 |
|------------------------------------|--------------|--------------|
| Grants Subsidies and Contributions | 3,122,570    | 2,073,168    |

Materials, Contracts & Other Expenses decreased by \$408,619.

|                                       | 30 June 2015 | 30 June 2016 |
|---------------------------------------|--------------|--------------|
| Materials, Contracts & Other Expenses | 2,256,292    | 1,847,673    |

In 2015 the Council engaged Kelledy Jones Lawyers for outstanding rates collection that cost \$19,222.86. Fuel pricing within Synergy required a balancing adjustment of \$94,676.80 this was brought about by an abnormality within SynergySoft system.

Overall the result was pleasing and proceeding as budgeted the major difference was the treatment of the advance payment of the FAG's Grant which sent the Council into deficit and a negative cash result. As reported in Note 15 of the financial report the Operating Surplus Ratio went from a positive 8% to a negative 3.9% as a result of that transaction.

## Corporate Services

### Long Term Financial Plan

The year has seen some substantial work completed on developing a new Long Term Financial Plan. As with all plans this document is viewed as a working document and will further develop with the evolution of time. The key assumptions should be reality tested which will strengthen the assumptions and build confidence levels. New projects will be added as the council further develops its infrastructure priorities.

The plan has been developed on the basis that current service levels will be maintained and general rates will increase by 3% per annum over the life of the plan. It assumes that expenses will increase by CPI each year and that wages will only increase by 1% over the same timeframe [ EB's are currently being negotiated ].

As mentioned earlier some of these assumption may need to vary within the plan as more information is known.

The current plan can be viewed at

<http://www.southernmallee.sa.gov.au/webdata/resources/files/20160803%20Draft%20Long%20Term%20Financial%20Plan.pdf>

### Library Services

The Council currently supports three community libraries in the towns of Pinnaroo, Lameroo and Geranium [ a depot Library of Lameroo ]. Pinnaroo and Lameroo are full community libraries with Geranium being a depot of the Lameroo Library.

Borrowings throughout the libraries are listed in the information below

| Southern Mallee - ADULT - Checkout Measures (Historical) - 2015/2016 |                             |                 |                |             |                             |                 |                |             |                             |                 |                |
|--|-----------------------------|-----------------|----------------|-------------|-----------------------------|-----------------|----------------|-------------|-----------------------------|-----------------|----------------|
| Geranium   |                             |                 |                | Lameroo     |                             |                 |                | Pinnaroo    |                             |                 |                |
| Year/Month   | Number of items checked out | Monthly Average | Weekly Average | Row Labels  | Number of items checked out | Monthly Average | Weekly Average | Row Labels  | Number of items checked out | Monthly Average | Weekly Average |
| 2015   | 1323                        | 110             | 25             | 2015        | 4270                        | 356             | 82             | 2015        | 4735                        | 395             | 91             |
| January  | 87                          |                 |                | January     | 402                         |                 |                | January     | 402                         |                 |                |
| February   | 132                         |                 |                | February    | 370                         |                 |                | February    | 339                         |                 |                |
| March  | 135                         |                 |                | March       | 352                         |                 |                | March       | 384                         |                 |                |
| April  | 101                         |                 |                | April       | 386                         |                 |                | April       | 377                         |                 |                |
| May  | 76                          |                 |                | May         | 335                         |                 |                | May         | 388                         |                 |                |
| June   | 70                          |                 |                | June        | 409                         |                 |                | June        | 434                         |                 |                |
| July   | 109                         |                 |                | July        | 344                         |                 |                | July        | 424                         |                 |                |
| August   | 132                         |                 |                | August      | 332                         |                 |                | August      | 352                         |                 |                |
| September  | 131                         |                 |                | September   | 408                         |                 |                | September   | 378                         |                 |                |
| October  | 95                          |                 |                | October     | 304                         |                 |                | October     | 434                         |                 |                |
| November   | 126                         |                 |                | November    | 394                         |                 |                | November    | 449                         |                 |                |
| December   | 129                         |                 |                | December    | 234                         |                 |                | December    | 374                         |                 |                |
| 2016   | 140                         | 70              | 18             | 2016        | 499                         | 250             | 62             | 2016        | 653                         | 327             | 82             |
| January  | 39                          |                 |                | January     | 255                         |                 |                | January     | 334                         |                 |                |
| February   | 101                         |                 |                | February    | 244                         |                 |                | February    | 319                         |                 |                |
| Grand Total  | 1463                        | 105             | 24             | Grand Total | 4769                        | 341             | 79             | Grand Total | 5388                        | 385             | 90             |

## Corporate Services

### Library Services

| Lameroo                                  |                  |
|--|------------------|
| <b>Cost of Library Service 2015/2016</b> |                  |
| Wages*                                   | \$116,883        |
| Library Materials                        | \$17,906         |
| Operating*                               | \$8,857          |
| Other*                                   | 0                |
| Total                                    | \$143,646        |
| <b>Funding partners contributions</b>    |                  |
| Council contribution                     | \$34,313         |
| State Government materials contribution  | \$7,906          |
| DECD*                                    | \$101,427        |
| <b>Total</b>                             | <b>\$143,646</b> |

| Pinnaroo                                 |                  |
|--|------------------|
| <b>Cost of Library Service 2015/2016</b> |                  |
| Wages*                                   | \$112,846        |
| Library Materials                        | \$7,241          |
| Operating*                               | \$16,413         |
| Other*                                   | \$149            |
| Total                                    | \$136,649        |
| <b>Funding partners contributions</b>    |                  |
| Council contribution                     | \$6,815          |
| State Government materials contribution  | \$7,241          |
| DECD*                                    | \$122,593        |
| <b>Total</b>                             | <b>\$136,649</b> |

Looking at the dollars invested in Library services by the council there is a great imbalance caused by the wages component of the Geranium Library which is \$21,570 of the \$34,776 [ 62% ] paid to the Lameroo Library. The Council as part of the review into Library Services is considering a new funding model that will provide greater equity and still maintain access to services.



## Corporate Services

### Library Services

| Name             | Total No of Adult Loans in 2015 | Loan Type   |             |            |            |           |            |           |             |           |
|------------------|---------------------------------|-------------|-------------|------------|------------|-----------|------------|-----------|-------------|-----------|
|                  |                                 | BOOK        | DVD         | AUDIO BOOK | MUSIC CD   | SOFTWARE  | JOINT-USE  | EQUIPMENT | MAGAZINE    | OTHER     |
| Lameroo          | 4270                            | 3086        | 359         | 4          | 92         | 19        | 190        | 15        | 471         | 34        |
| Geranium - Depot | 1323                            | 603         | 37          |            |            |           | 46         |           | 635         | 2         |
| Pinnaroo         | 4735                            | 2578        | 1254        | 34         | 174        | 2         | 371        |           | 316         | 6         |
| <b>Total</b>     | <b>10328</b>                    | <b>6267</b> | <b>1650</b> | <b>38</b>  | <b>266</b> | <b>21</b> | <b>607</b> | <b>15</b> | <b>1422</b> | <b>42</b> |

| Library  | No of Users | User Profile |       |         |       |         |       |
|----------|-------------|--------------|-------|---------|-------|---------|-------|
|          |             | Adult        | Child | Student | Staff | PC User | Other |
| Lameroo  | 540         | 48%          | 12%   | 29%     | 5%    | 6%      | 1%    |
| Geranium | 119         | 51%          | 18%   | 19%     | 9%    | 0%      | 3%    |
| Pinnaroo | 469         | 48%          | 14%   | 17%     | 2%    | 18%     | 1%    |

We can see that 18% of the users in Pinnaroo are computer users. The staff at Geranium make up 9% of the users and all three have around 50% of the users are adults.

### Library Services Delivery Review

Throughout the year the Council was involved in a Libraries for the future project. The project was instigated by Libraries of SA and included all local stakeholders. The group which would be called the Library Strategy Group included representatives from the Lameroo Regional Community School, Pinnaroo Primary School, Geranium Primary School, Libraries of SA and the Council. The group met several times throughout the life of the project and had developed and agreed on the Libraries Forward Plan.

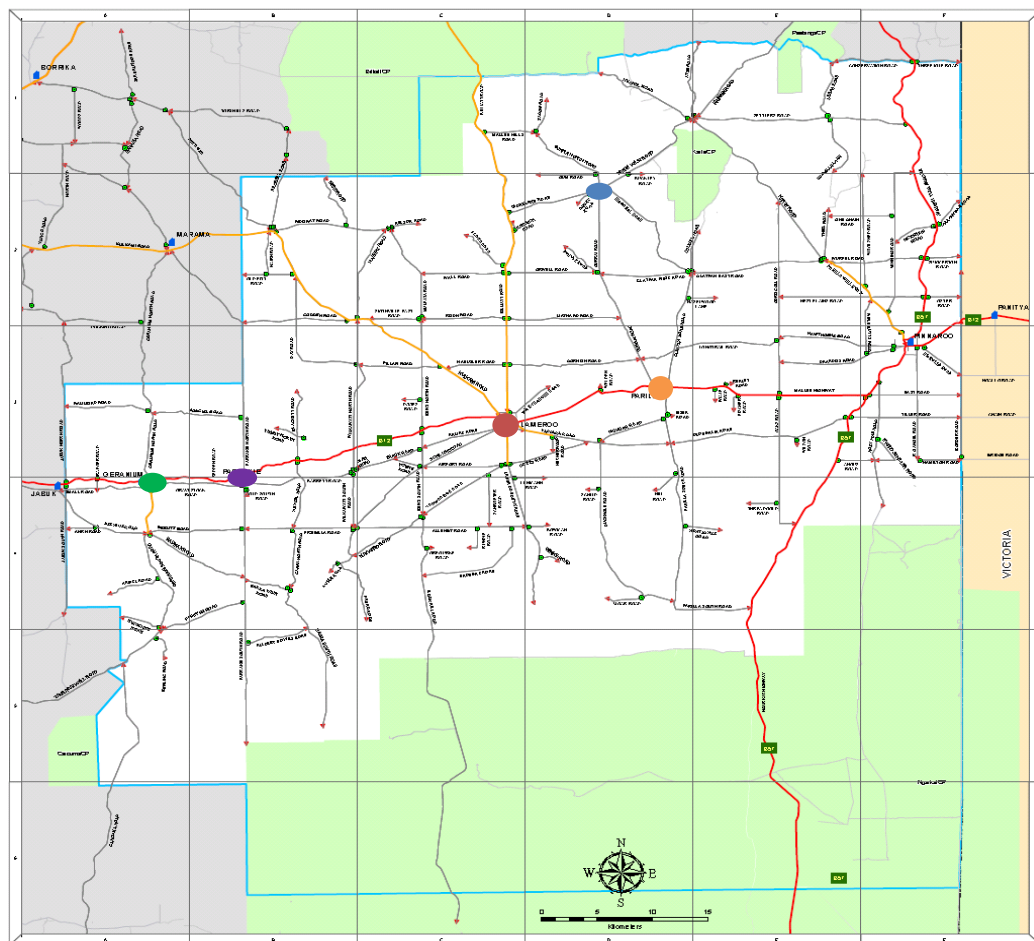
## Corporate Services

### Blackspot funding

The Council were advised from Jo Podoliak of Regional Development Australia Murraylands and Riverland, that the second round of Telecommunications Black Spot funding was available. The Council highlighted the following areas where coverage was lacking;

#### Identified Blackspots

- **Geranium**
- **Parilla**
- **Parrakie**
- **Patchy at Lameroo**
- **Karte**
- **Ngarkat Highway [ Pinnaroo to Bordertown ]**
- **Billiatt Road [ Lameroo to Alawoona ]**
- **Browns Well Highway [ Pinnaroo to Loxton ]**



It is worth noting that the State Government provided no funding to supplement the South Australian applications in the first round of funding applications.

## **Corporate Services**

### **Introduction of the Mobile Bin Collection Service Charge**

The Council in this year's budget introduced a Mobile Bin Collection Service Policy.

A public consultation process was undertaken by Council on the Annual Business Plan and Budget for the 2015 2016 financial year and included consultation on the introduction of the Mobile Garbage Bin Collection Service Charge and a copy of the draft policy was made available to the public for comment.

In accordance with Section 151 of the Local Government Act 1999 a report was presented to the Elected Members at the May 2015 meeting outlining the ;

- Reasons for the change
- Relationship of the service charge to Council's overall rate structure
- Likely impact on ratepayers; and
- Issues concerning equity within the community

This report was also made available for free from the Council office, was made available on Council's website and was incorporated within consultation documents on the business plan and budget.

The Council as required under section 151 (7) of the Act conducted public consultation inviting written submissions and undertaking a public meeting.

At the close of the public consultation period five [ 5 ] written submissions were received along with three comments on the Council facebook page. In addition, a petition objecting to the proposed Mobile Garbage Bin Collection Service Charge.

The Council considered all the submissions and determined that for the Council to become financially sustainable then this strategy was a step in the right direction and therefore the charge was introduced.

### **Insurance restructure**

Council in the past twelve months has restructured its portfolio and no longer includes insurance for community groups in the name of the Council. This was seen as a major risk management issue for the Council where the Council in effect held insurance coverage with no operational management input. Under the new structure the community groups are now responsible for the renewal and payment of their own individual insurance.

## Corporate Services

### Parilla Accommodation

The Council operated Parilla Accommodation Facility is established to assist primarily Horticulture producers in the district by providing accommodation for seasonal workers. The Council has invested time and financial resources into the facility this year in both infrastructure upgrades and renewals.

The Statement of Comprehensive Income for the facility is outlined below:

#### Parilla Accommodation Statement of Comprehensive Income as at 30 June 2016

| <b>INCOME</b>                  | <b>Year to Date</b> | <b>Budget</b>     | <b>Last year Actual</b> |
|--------------------------------|---------------------|-------------------|-------------------------|
| User Charges                   | 149,294.48          | 150,000           | 153,243                 |
| Other Revenues                 | 284.55              |                   | 309                     |
| <b>TOTAL INCOME</b>            | <b>149,579.03</b>   | <b>150,000</b>    | <b>153,552</b>          |
| <br><b>EXPENDITURE</b>         |                     |                   |                         |
| Wages & Salaries               | 20,085.21           | 16,097.41         | 17,292                  |
| Contractual Services           | 61,354.67           | 59,120.00         | 47,983                  |
| Materials                      | 36,635.34           | 48,900.00         | 46,445                  |
| Depreciation                   | 10,030.92           | 10,040.08         | 10,031                  |
| Other Expenses                 | 12,141.18           | 23,543.46         | 12,358                  |
| <b>TOTAL EXPENDITURE</b>       | <b>140,247.32</b>   | <b>157,700.95</b> | <b>134,109</b>          |
| <br><b>SURPLUS / (DEFICIT)</b> | <b>9,331.71</b>     | <b>(7,700.95)</b> | <b>19,444</b>           |

The facility has seen a slight decrease in sales by \$4,000 and further increasing costs of \$6,000 which has seen the surplus reduce again on previous years from \$30,154 in 2013 / 2014, \$19,444 in 2014 / 2015 to \$9,331.71 in 2015 / 2016. On the positive side the appointment of a new Facility Officer has resulted in increased efficiencies in day to day operations and greater a focus on maintenance and repairs.

The Occupancy rate remains steady at 61%

## Corporate Services

### Permits

There were 163 permits approved to a range of organisations in the past 12 months. This is an increase over last year where the total permits approved was 159.

Key events for the year included;



Pinnaroo Fun Run and Roll

- Mallee Football Mail Medal Dinner – Pinnaroo Institute
- Parilla Seasonal Markets
- Lameroo Hospital Auxiliary – Hospital Fete – Lameroo lawns
- Pinnaroo Show
- Pinnaroo Strawberry Fete – Pinnaroo Institute
- Annual Vacswim at both the Lameroo and Pinnaroo Swimming Pools
- Pinnaroo and Lameroo Christmas Parades
- Australia Day Celebrations
- Lameroo Football Netball Presentation Dinner – Lameroo Memorial Hall
- Lameroo Country Music Festival – Lameroo Memorial Hall
- ANZAC Day services in Pinnaroo and Lameroo
- Pinnaroo Football Club – The Winners Dinner fundraiser – Pinnaroo Institute
- Red Cross Door Knock – across the Southern Mallee District
- Dressed 4 Success – Parilla Memorial Hall
- Carols in the Wetlands Pinnaroo
- Mallee Scouts – Parilla Memorial Hall
- Various Stalls, Swimming Activities, Weddings, Funerals, Fundraisers, Fitness Activities, School Performances and Presentations held across the District

### Trainee COGS

The Lameroo Regional Community School, Mallee Childcare on the Go Service in conjunction with Southern Mallee District Council, TAFE S.A. and Business S.A. worked in collaboration to enable Ellie Sracek to undertake a traineeship in the Student Based Apprenticeship Program in 2015. This program allows students from year 10 and up to gain certificates in their chosen field or a field of interest to the student. The students are asked to attend the work place one day a week, attend TAFE face to face classes as well as study externally to complete clusters of learning in their chosen field. Ellie was signed up in February 2015 and she completed her Certificate 3 qualification in twelve months. Ellie completed her work experience each Thursday at Pinnaroo Child Care.

## Corporate Services

### Internal Controls

In May 2016 Dean Newbery & Partners conducted a mid-term audit of the Council's Internal Controls and the resulting External Audit Management Report was forwarded to the Council to implement.

The risk rating of those activities are as follows:

| Activities | Residual Risk Rating |
|------------|----------------------|
| 13         | High                 |
| 8          | Moderate             |
| 4          | Low                  |

Twenty five areas were highlighted and the Corporate Services team has reviewed the document and implemented a range of activities, checks and reports that address the highlighted areas. The appropriate actions are now in place and where reasonable, given the size of the Council, some controls like the separation of duties etc. is difficult to implement and maintain.



## Corporate Services

### Customer Service

### Logged Customer Service Report

Summary Report by Subject  
for the 2015/2016 Year

| <u>Subject</u>                           | <u>Complete</u> | <u>Pending</u> | <u>Outstanding</u> | <u>Total</u> |
|--|-----------------|----------------|--------------------|--------------|
| Abandoned Vehicles                       | 1               | 0              | 0                  | 1            |
| Cemetery Applications                    | 1               | 0              | 0                  | 1            |
| Community Relations                      | 6               | 0              | 0                  | 6            |
| Damaged Street Trees                     | 6               | 0              | 0                  | 6            |
| Dog Attacks 2014/2015                    | 1               | 0              | 0                  | 1            |
| Dog Attacks 2015/2016                    | 3               | 0              | 0                  | 3            |
| Dog Complaints                           | 4               | 0              | 0                  | 4            |
| Animal Information                       | 2               | 0              | 0                  | 2            |
| Family and Local History Enquiries       | 1               | 0              | 0                  | 1            |
| Fire Prevention Advice and Information   | 10              | 0              | 0                  | 10           |
| Footpaths                                | 11              | 0              | 0                  | 11           |
| Health/Immunisation Information          | 1               | 0              | 0                  | 1            |
| Infrastructure Enquiries                 | 10              | 0              | 0                  | 10           |
| Street & Directional Signs               | 13              | 0              | 0                  | 13           |
| Notification of Damage to Infrastructure | 6               | 0              | 0                  | 6            |
| Pinnaroo Vacant Land Enquiries           | 1               | 0              | 0                  | 1            |
| Property Enquiries                       | 4               | 0              | 0                  | 4            |
| Property Management Enquiries            | 74              | 1              | 0                  | 75           |
| Rate Enquiries                           | 7               | 0              | 0                  | 7            |
| Recreation and Sport Enquiries           | 11              | 0              | 0                  | 11           |
| Development Information                  | 9               | 0              | 0                  | 9            |
| Environmental Information                | 2               | 0              | 0                  | 2            |
| Waste and Recycling Information          | 10              | 0              | 0                  | 10           |
| Road Complaints                          | 6               | 0              | 0                  | 6            |
| Road Kerb and Channel Maintenance        | 58              | 0              | 0                  | 58           |
| Roadside Vegetation Management           | 17              | 0              | 0                  | 17           |
| Stormwater and Drain Maintenance         | 3               | 0              | 0                  | 3            |
| Street Furniture Maintenance             | 1               | 0              | 0                  | 1            |
| Streetscaping Maintenance                | 9               | 0              | 0                  | 9            |
| ICT Enquiries                            | 1               | 0              | 0                  | 1            |
| Traffic Control enquiries                | 3               | 0              | 0                  | 3            |
| Waste Management Information             | 8               | 0              | 0                  | 8            |
| Waste Transfer Station Enquiries         | 1               | 0              | 0                  | 1            |

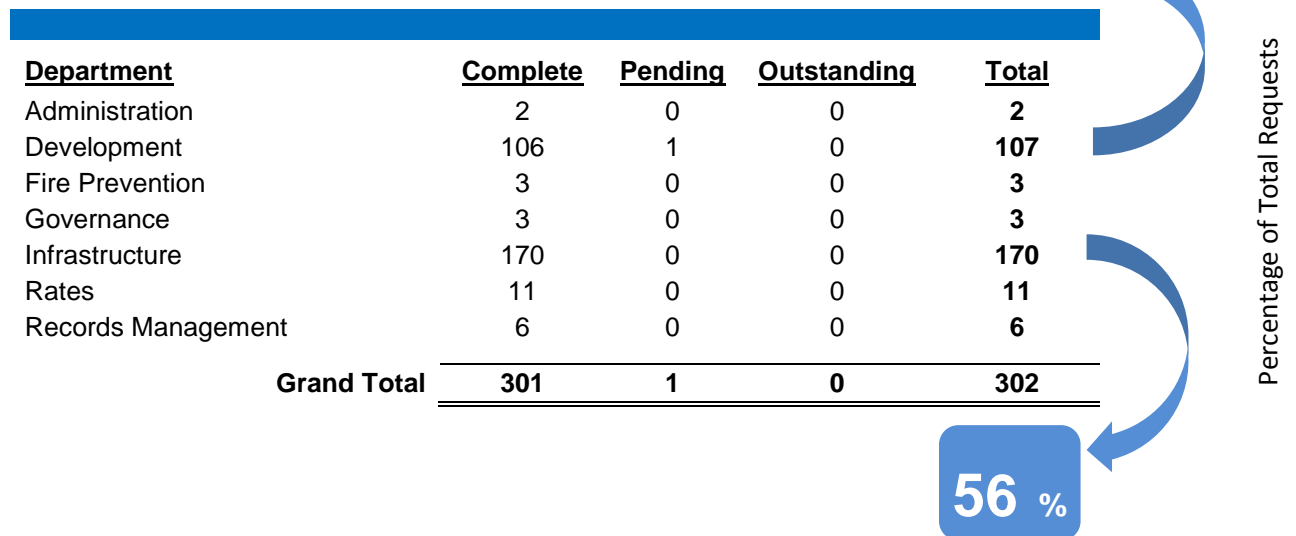
|                    |            |          |          |            |
|--------------------|------------|----------|----------|------------|
| <b>Grand Total</b> | <b>301</b> | <b>1</b> | <b>0</b> | <b>302</b> |
|--------------------|------------|----------|----------|------------|

## Corporate Services

### Customer Service

#### Logged by Department Report

#### Summary Report by Department for the 2015/2016 Year



## Works Department

The Works Department had a very productive 2015 / 2016. With the responsibility of managing a large portion of the Council's Annual Budget, it was truly a team effort to complete all the works planned for the year. A number of significant capital and renewal projects were delivered in 2015 / 2016 as well as maintaining current assets.

### Road Construction and Maintenance Works

The Council is responsible for 1,342 km's of roads across the district of which 118 km's are sealed. Other areas of the Works Department include Cemeteries, Aerodromes, Waste Water, Parks and Gardens, Waste and Recycling, Plant and Equipment, Storm Water, Quarries.

The Council's overall expenditure on the Works Department including roads and maintenance works was \$3.4 million. This was funded by rates but also by specific Government Grants including R2R Funding \$821,732, Special Local Roads \$422,00 and Grants Commission \$390,026



## Works Department

### Road Construction and Maintenance Works

Works carried out included:

#### Resheeting of Rubble Roads

The Council has 1,224 km's of unsealed roads to maintain across the district. Depending on volume and type of traffic and quality of rubble, they need resheeting every 20 to 25 years. In 2015 / 2016 the Council spent \$527,887 on carrying out various resheets plus a full reconstruction of 3.5km and sealing of Geranium South Road at a cost of \$618,355

| Road Name                                      | Amount [ \$ ]    |
|--|------------------|
| Karte Road                                     | 115,278          |
| Mulpata Road                                   | 80,131           |
| Gurrai Road                                    | 98,694           |
| Hawthorne Road                                 | 57,455           |
| Chandos Road                                   | 96,598           |
| Duckhole Road                                  | 79,731           |
| Geranium South Road full construction and Seal | 618,355          |
| <b>Total</b>                                   | <b>1,146,242</b> |



## Works Department

### Road Construction and Maintenance Works

Works carried out included:

#### Maintenance Works

Maintenance works carried out across the district included:

| Road Name                  | Amount [ \$ ]  |
|----------------------------|----------------|
| Patrol Grading/Patching    | 538,156        |
| Sealed Road Repairs        | 56,843         |
| Footpath Maintenance       | 14,828         |
| Kerb and Gutter            | 1,669          |
| Traffic Control            | 8,085          |
| Tree Maintenance [ Rural ] | 56,394         |
| Other Road Services        | 43,867         |
| <b>Total</b>               | <b>719,842</b> |

[ includes, weed spraying, roadside mowing and inspections ]

#### Road Reseals

Council has 118 kms of sealed roads and streets which need to be resealed approximately every 20 years. In 2015 / 2016 Council spent \$439,323 on sealed roads.

#### Town Streets Upgrades

##### Footpath Works

Footpath construction works were carried out with a total footpath expenditure \$9,930.

## **Works Department**

### **Parks, Gardens and Recreational Reserves**

The Council's parks and gardens and reserves are maintained within and around the towns across the district. The Council has over the years embraced a system for all parks, reserves and roadsides so that the highly utilized parks receive more maintenance and attention compared to the less used parks and reserves. The Council has received a lot of positive comments about the appearance of our town entrances and our main parks and garden areas.

The expenditure on all parks, gardens and recreational reserve maintenance in 2015 / 2016 was \$279,283.

### **Plant & Machinery**

The Council has continued to upgrade and replace plant [vehicles and machinery] in accordance with their 10 year plant replacement program, this ensures the Council constantly turns over plant at the optimum time.

During 2015 / 2016 the Council procured; New John Deere Grader, New Water Tanker, works utility, managers Vehicles

During the financial year the Council expends \$174,170 on purchasing fuel and oil, \$210,626 on maintaining its plant and machinery and \$83,582 on registration and insurance.

### **Waste Management**

The Southern Mallee District Council continues to operate three [ 3 ] transfer stations throughout the district located at Pinnaroo, Lameroo and Geranium. The landfill site is located at Lameroo.

Waste Management expenditure in 2015 / 2016 was \$320,337

The main expenditure items were:

- Transfer Stations \$79,436
- Landfill Maintenance \$34,003
- Collection of 240 litre waste bin from town properties weekly \$85,159
- Collection of 240 litre recycling bins from town properties monthly \$25,438



## Works Department

### Community Wastewater Management Systems (CWMS)

The Council has Community Wastewater Management Services in Lameroo and Pinnaroo. The cost of running these two [ 2 ] schemes in 2015/16 was \$260,268 which is totally funded by the service charges applied against users of the schemes.

### Airfields

The Council maintains a single authorized landing field at Pinnaroo. Pinnaroo has one strip which is rubbled. It is used by the Royal Flying Doctor Service and local pilots.

Safety audits were undertaken during the year as well as regular inspections followed by any necessary maintenance to ensure that the Southern Mallee District Council airfields remained suitable for continuing use.



### Other Works

The Works Department is also responsible for the following:

#### Street Lighting

The Council is responsible for the cost of street lighting in the towns. Cost in 2015 / 2016 was \$36,341.

#### Street Cleaning

The Council undertakes regular cleaning of the kerbs and gutters in the towns. As well as keeping the appearance of the towns tidy it keeps rubbish and plastics out of important water courses. Expenditure in 2015 / 2016 was \$22,133.

## **Works Department**

### **Other Works**

#### Cemeteries

The Council has three [ 3 ] cemeteries that it maintains.  
In 2015 / 2016 there were:

- 2 Burials at Parrakie
- 11 Burials at Lameroo
- 13 Burials at Pinnaroo

The cost of maintaining our cemeteries in 2015 / 2016 was \$25,323 offset by income of burials which was \$21,772. With three [ 3 ] cemeteries and so few burials it is impossible to reach a user pays break-even point.

### **Asset Management Plans**

The Council is continuing to develop Asset Management Plans for all areas of the Council's operations which will lead to sustainable management of the Council's infrastructure.

Infrastructure asset management plans define the service levels to be provided by the assets, which combined with condition assessment information and the various hierarchies across the asset classes allow the most urgent works to be prioritized and completed. The plans also define maintenance funding requirements to ensure assets continue to meet the required level of service and prevent premature degradation. The funding requirements for all asset classes will be reflected in the Council's Long Term Financial Plan to ensure the overall financial sustainability of the Council.

When the plans are developed they together with the Council's Strategic Management Plan and Long Term Financial Plan will form the framework for future budgets to follow.

## **Environment and Planning Services**

The following portfolio of responsibilities are conducted by the Manager Environment & Planning.

- SA Public Health Act
- Immunisation Promotion
- Development Control
- Assessment & Approval of Waste Control Systems
- Property Management
- Planning & Building Approvals
- Food Safety
- Fire Prevention
- Animal Management
- Mosquito Control
- Swimming Pools

### **General Environmental Health & Food Safety**

#### Regional Public Health Planning

As required by the SA Public Health Act 2011 the Local Government Murray Mallee Public Health, consisting of the Murray Mallee Local Government Association formed to combine a joint plan for the region. This committee meet on a quarterly basis to plan and develop projects for each Local Government area.

The resulting plan has become a living document and thus a guide to future Public Health initiatives, particularly in relation to “lifestyle diseases.

The Murray Mallee Local Government Association Public Health Committee was the first regional group to have our plan developed and operating and provided a guide for the rest of the Local Government Association groups.

The Murray Mallee Local Government Association consists of the following areas:

- The Rural City of Murray Bridge
- Mid Murray Council
- Berri Barmera Council
- District Council of Loxton Waikerie
- Renmark Paringa District Council
- District Council of Karoonda East Murray
- Southern Mallee District Council

## **Environment and Planning Services**

### **General Environmental Health & Food Safety**

#### Auditing

Auditing of premises in conjunction with SA Health and subject to the provisions of the Food Act were as follows:-

- Lameroo Hospital
- Pinnaroo Hospital

### **Shared Services**

The Southern Mallee District Council and the District Council of Karoonda East Murray have instigated a shared services arrangement around the following service provisions:

- Public Health issues
- Safe Food Handling
- Animal Management
- Abandoned Vehicles
- Food Safety Audits
- Vector Control
- Waste Control Systems

### **Immunisation Promotion**

#### School Immunisation Programs

The schools immunisation programs continued to be conducted, under contract to the Council, by the Mallee Health Service

### **Food Recalls**

There has been many national recalls of food products during the year.

The reasons for the recalls ranged from foreign matter in the food and bacterial contamination to undeclared allergens, which made up the largest proportion of the recalls as is usually the case

Most of the problems in this area relate to food allergens not being shown as ingredients of the food on packaging labels.

## **Environment and Planning Services**

### **Animal Management**

The provisions of the Dog & Cat Management Act 1995 were administered throughout the year.

Following a reasonably low number last year the number of wandering dogs increased again significantly during the year.

Over the past year a number of dog owners were issued with expiation notices for various breaches of the subject legislation.

Complaints regarding barking dogs were also followed up with correspondence reminding the owners of their obligations as responsible dog owners.

### **Animal Management**

|                         |    |
|-------------------------|----|
| Dogs wandering at large | 16 |
| Attacks/Harassment      | 11 |
| Barking Dogs            | 5  |
| Dogs Impounded          | 16 |
| Expiations Issued       | 4  |
| Euthanized              | 2  |
| Re housed               | 1  |
| Released                | 13 |

### **Development Application Fees**

These fees, which are adjusted by the State Government each year, vary in accordance with the nature and type of project being undertaken.

A list of types of applications and fees are provided to fully appreciate the cost of development as set by the State Government.

## Environment and Planning Services

### Development Control

A number of development applications were processed under the provisions of the Development Act 1993 and the Council's Development Plan during the year.

The types of applications processed were as follows:

|                             |    |
|-----------------------------|----|
| Verandahs                   | 7  |
| Sheds                       | 9  |
| Carports                    | 4  |
| Farm Sheds                  | 7  |
| Garages                     | 5  |
| New Dwellings               | 4  |
| Wastewater Systems          | 6  |
| Pool Room                   | 1  |
| Electronic Sign             | 1  |
| Land Divisions              | 3  |
| Extension of trading hours  | 1  |
| Change of land use          | 1  |
| Demolition of Fuel Depot    | 1  |
| Beer Garden                 | 1  |
| Placement of Sea containers | 1  |
| Relocate transportable home | 1  |
| Install wood heater         | 1  |
| TOTAL                       | 54 |

### Assessment and Approval of Waste Control Systems

#### Waste Control Systems

Applications for the installation of two [ 2 ] and three [ 3 ] alterations to waste control systems were assessed and new installations inspected to ensure that the disease prevention requirements of SA *Public Health Act (Waste Control) Regulations 1995* were satisfied.

Number of applications approved: 5



## **Environment and Planning Services**

### **Mosquito Control**

Baiting was conducted prior to the summer to ensure that all larvae is controlled to prevent the development into adult mosquitoes. The sites baited are as follows:

- Storm water dams
- Effluent ponds
- Ponding of water on Council properties

### **Bushfire Prevention**

Bushfire prevention activities undertaken included:-

- Public information and education
- Township surveys,
- Issuing of risk reduction notices where required, and
- The carrying out of block clearance work in default when notices were not complied with

### Notices

Again it is good to note that the number of notices that it was necessary to serve has reduced considerably from previous years.

### Burning Permits

The issuing of burning permits during the Fire Danger Season was undertaken by the Council's permit officers.

### Murray Mallee Bushfire Management Committee

The Southern Mallee District Council continues to be represented on the Murray Mallee Bushfire Management Committee which has the primary function of preparing and implementing new plans for bushfire prevention and management across the Murray Mallee region.

### Grain Harvesting Code of Practice

The Grain Harvesting Code of Practice, developed by the South Australian Farmers Federation, in consultation with the SA Country Fire Service, was again voluntarily implemented during the Fire Danger Season by the local farming community.

## **Environment and Planning Services**

### **Development Plan Amendment**

The Development Plan Amendment has been finalised and the committee look forward to the Ministers consent to commence the public consultation process for the Councils new Better Development Plan assisted by the States Planning Library.

### **Swimming Pools**

The Southern Mallee District Council operate two [ 2 ] Community Swimming Pools:- One is located in Lameroo and the other in Pinnaroo.

#### Lameroo Swimming Pool

3929 patrons were recorded as attending the Lameroo Swimming Pool during the 2015 / 2016 season.

180 ticket holders = \$7750.00 in season ticket sales

#### Pinnaroo Swimming Pool

2609 patrons were recorded as attending the Pinnaroo Swimming Pool during the 2015 / 2016 season. [The pool closed early due to pump failure]

221 ticket holders = \$8380.00 in season ticket sales



## Childcare on the Go Service [ COGS ]

### Overview

The Childcare on the Go Service office is ideally located in the main street of Lameroo. The building that the service occupies is a multi-functional building with the Childcare service sharing the premises with a dental service that operates one day per week and an orthodontist who consultations for one day every six [ 6 ] weeks. This flexibility is crucial for the delivery of services in country Council's.

All the childcare service sites [ listed below ] cater for a small mixed age group of children from three [ 3 ] months to five [ 5 ] years, with a capacity for After School Care.

| Site Location | Maximum Clients | Monday | Tuesday | Wednesday | Thursday | Friday |
|---------------|-----------------|--------|---------|-----------|----------|--------|
| Lameroo       | 25              |        |         |           |          |        |
| Pinnaroo      | 26              |        |         |           |          |        |
| Geranium      | 15              |        |         |           |          |        |
| Karoonda      | 15              |        |         |           |          |        |

It should be noted that if the service does not have five clients on any given day the service cannot operate. Given this the Geranium site has not operated this year.

The services operate from 8.30 am to 5.15pm at each site.

The Mallee Childcare on the Go Service receives its Operational Funding via the Department of Education and Training (DET) and it is managed by the Southern Mallee District Council to provide quality low cost care to rural families. The funding received for this year is set out in the Audited Statements.

The Childcare Service has implemented a three tier fee for service structure some years ago. The fee structure is designed to ensure service delivery affordability dependent on family household income and is outlined below.

The below example is based on one [ 1 ] child

**Level 1: \$31per day (Health Care Card, Centrelink Low Income Card)**

**Level 2: \$35 per day (Combined income of up to \$92,000 per year)**

**Level 3: \$41 per day (Combined income more than \$92,000)**

Each site offers a range of activities based on maximum client development changes over toys approximately every four weeks, in line with the program cycle.

## **Childcare on the Go Service [ COGS ]**

The service had a challenging year that included the following;

- The operation of a childcare sites service in Pinnaroo and Karoonda with the administration office situated in Lameroo, and staff working at different sites (transferring documents and information, communication).
- Staff operating in shared facilities. Pinnaroo COGS operates from the Pinnaroo Kindergarten, Lameroo COGS operates from the Lameroo Kindergarten and Karoonda COGS operates from the Karoonda Institute.
- Staff developing working relationships with multiple communities and groups of children.
- Staff adapting to working with groups of children of mixed ages from 0 to 12
- Hazards encountered driving on country roads
- Financial sustainability
- Recruitment and retention of staff
- Accessing staff training opportunities

### **Staffing**

The Childcare Service boasts a dedicated and hardworking team of fifteen [ 15 ] employees. The council's Manager Corporate Services is responsible for the management of the service under delegation from the council's Chief Executive Officer.

The employees of the service are listed below;

- Nine [ 9 ] Early Childhood Professionals, Eight [ 8 ] with Children's Services Diploma qualification, and One [ 1 ] with an Early Childhood Degree (Ireland);
- Two [ 2 ] Early Childhood Assistants who with Cert III in Children's Services;
- Two [ 2 ] Early Childhood Assistants working towards Children's Services Diploma qualification;
- Two [ 2 ] Early Childhood Assistants working towards Certificate III Children's Services qualification;
- One [ 1 ] Administration Coordinator;
- One [ 1 ] Child Care Coordinator;

## Childcare on the Go Service [ COGS ]

### Attendance Statistics

Jan 2016 – June 2016

|   | Lameroo     | Pinnaroo    | Karoonda    | Geranium | Total       |
|---|-------------|-------------|-------------|----------|-------------|
| <b>Days Open</b>                                | 44          | 46          | 70          | 0        | 160         |
| <b>Days Closed</b>                              | 0           | 0           | 0           | 0        | 0           |
| <b>Public Holidays</b>                          | 4           | 1           | 1           | 0        | 6           |
| <b>Trainings Days</b>                           | 0           | 0           | 0           | 0        | 0           |
| <b>No. Children</b><br>[ Does not include ASC ] | 762         | 703         | 498         | 0        | 1963        |
| <b>After School</b>                             | 128         | 72          | 45          | 0        | 245         |
| <b>Absences</b>                                 | 28          | 35          | 31          | 0        | 94          |
| <b>Cancellations</b>                            | 97          | 49          | 42          | 0        | 188         |
| <b>Fees</b>                                     | \$25,747.50 | \$21,667.00 | \$16,495.00 | 0        | \$63,909.50 |

### Summary

January 2016 – June 2016

- Lameroo Average children/Day **17.3**
- Pinnaroo Average children/Day **15.3**
- Karoonda Average children/Day **7.1**
- Geranium Average children/Day **0.0**

### DET Funding

The Service has been advised by the Federal Government through the Department of Education and Training that from 1<sup>st</sup> July 2018 the funding structure of the Budget Based Funded services will no longer be available.

Budget Based Funded services, including mobile services will be required to become approved administrators for the Child Care Benefit as well as being able to comply with the National Quality Framework and fit with the Jobs for Families Package that is currently being negotiated through the Federal Government process. Childcare on the Go Services have for a number of years, been working towards compliance with the National Quality Framework. This will be an item for continuous improvement project for this service.

The federal government have engaged Price Waterhouse Coopers [ PWC ] to assist us in this transition. It is a lengthy and uncertain time for the administration aspect of the service but we have been reassured that it is a high priority of the Federal Government to ensure that the transition is designed to have minimal impact to the current Budget Based Funding services.

## **Childcare on the Go Service [ COGS ]**

### **Recruitment of Staff**

The service has a practice of supporting locals through its recruitment by engaging students over a number of years to apply for the School Based Trainee positions offered by the service.

We currently have Two [ 2 ] students working towards their Diploma in Children's Services and [ 2 ] staff working towards their Cert III in Early Childhood Education and Care. These students are working through their studies with their training providers but we are also able to employ them on a casual relief basis. It is our hope that upon completion of their studies, that we are able to retain them as part of our staffing team.

### **Retention of Staff**

Of the fifteen [ 15 ] regular staff, many employees have had the opportunity to further their skills and qualifications whilst employed with Mallee Childcare On the Go Service.

The service prides itself on a consistent highly qualified employment team, which is invaluable in the Early Childhood Sector and the community.

### **Employee Training**

Our Trainees are enrolled in external studies through Berri and Murray Bridge TAFE campus' as well as other external training providers such as KIRANA. Students and trainees are eligible to access lectures at Berri and Murray Bridge -TAFE.

Staff are regularly informed of external training opportunities and encouraged to attend any that relate to their individual interest.

Mandatory Training for the service employees includes;

- Child Safe Environments
- Senior First Aid (including Asthma and Anaphylaxis training)
- Manual Handling
- Fire Extinguisher Training
- Food Information Sessions

Team Leader Meetings, Staff Meetings and Team Meetings are held on a regular basis. Meetings are scheduled every six [ 6 ] weeks or as required. All these meetings include components of Professional Development to assist employees achieve continuous learning e.g. reviewing policies, exploring a National Quality Framework topic, program development, sharing information from external training sessions as well as assistance with progression of the Quality Improvement Plan.

## **Childcare on the Go Service [ COGS ]**

### **Advisory Team**

The Mallee Childcare on the Go Service is a community service sponsored by the Southern Mallee District Council and have continued to have an 'Advisory Team'. The Advisory Team includes parent representatives from each site, COGS Administration Coordinator, COGS Childcare Coordinator and a Staff representative.

The role of the Advisory Team members is to attend a meeting scheduled once per school term, contribute to discussions and decisions relating to the service, and to advocate for the service.

### **Children's Curriculum**

Using the Early Years Learning Framework (EYLF) curriculum methodology, the staff at each location provide a developmentally appropriate learning program for individual and groups of children in their care. Programmed and spontaneous experiences relate to the children's interests and their family and community.

The emphasis of the framework is less on 'planned experiences' and more on using 'spontaneous' child motivated experiences to extend their thinking and learning. It's about staff seizing the moment to include 'intentional teaching'.

Staff nurture the children's wellbeing and engage with them in the day's activities and routines, fostering a secure environment for socialisation and learning.

Connections between home and childcare are encouraged through staff and families sharing information, eg. children bring an item from home to share at "show and tell" time, and visits by new siblings are a favorite, as are new pets.

Community awareness is fostered by:

- Inviting representatives from local services to visit the sites e.g. Police, local hospital representatives, ambulance services.
- Local client supervised walks to visit library, shops, school
- Encouraging parents to share their jobs or interests with children e.g. Language other than English, cooking, overseas trip, shearing, farm machinery.

Each child's journey is recorded in their portfolio, which is shared with the child and their family. Each site provides a regular newsletter for families, and contributes to the quarterly service newsletter, and provides site reports to the Management Committee.

Through COGS, families may access information on relevant agencies and organisations, and support can be initiated when requested.



## **Childcare on the Go Service [ COGS ]**

### **Support Network:**

- Mallee Health
- Murray Mallee Community Health Children's Team
- Inclusive Directions
- Federal Inclusion Service Support (ISS) funding
- Mallee Children's and Families Network
- Department Early Childhood Development (DECD)—Riverland

### **Children & Families**

The childcare service is funded by the Commonwealth Government, Department Education Employment and Workplace Relations (DEEWR) through the Children's Services Budget Based Funding program and acknowledges the support of those agencies.



## Childcare on the Go Service [ COGS ]

### Finances

| COMMUNITY SUPPORT PROGRAM<br>CERTIFIED FINANCIAL ACQUITTAL REPORT                    |   |   |
|--|---|---|
| Financial Year Ending  | 30-Jun-16   |   |
| Organisation Name (in full, must be the Legal Entity the Funding Agreement was with) | Southern Mallee District Council  |   |
| Service Name   | Childcare on the Go Service   |   |
| State / Territory  | South Australia   |   |
| Service Type (please circle relevant care type)                                      | <input checked="" type="radio"/> LDC, <input type="radio"/> FDC, <input type="radio"/> IHC, <input type="radio"/> OCC, <input type="radio"/> OSHC |   |
| <i>Please note: All figures in this report are GST Exclusive.</i>                    |   |   |
| INCOME   | \$  | Comments                                      |
| A  | \$515,991   |   |
| B  | \$131,768   |   |
| C  | \$85  |   |
| D  |   |   |
| E  | \$6,087   | SBA Incentive \$5,000<br>Other Income \$1,087 |
| F  | \$653,931   |   |
| SUB-TOTAL INCOME (add A to E)  |   |   |
| EXPENDITURE  | \$  | Comments                                      |
| G  | \$40,041  |   |
| H  | \$10,320  |   |
| I  | \$7,916   |   |
| J  | \$4,974   |   |
| K  |   |   |
| L  | \$2,192   |   |
| M  | \$22,218  |   |

## Childcare on the Go Service [ COGS ]

### Finances

|                |  |                  |  |
|----------------|--|------------------|--|
| N              | wages paid to staff employed on a permanent or casual basis (including replacement staff). Includes annual leave expenses, long service leave expenses, recruitment expenses, sick leave expenses, salary sacrifice, superannuation, termination payments, worker compensation, fringe benefits tax. | \$520,777        |  |
| O              | Other  | \$19,773         |  |
| p              | <b>TOTAL EXPENDITURE (add G to O)</b>  | <b>\$628,211</b> |  |
| <b>BALANCE</b> |  | <b>\$</b>        | <b>Comments</b>  |
| J              | <b>SUBTOTAL INCOME (F)</b>   | <b>\$653,931</b> | \$5,000 Income for BBF Transition already agreed to carry over |
| K              | <b>TOTAL EXPENDITURE (P)</b>   | <b>\$628,211</b> |  |
|                | <b>OPERATING SURPLUS/DEFICIT FOR PERIOD (J-K) BALANCE OF FUNDS</b>   | <b>\$25,720</b>  |  |

#### FUNDING RECIPIENT FINANCE CERTIFICATION

I have prepared the records of (enter Child Care Organisation's name): Childcare on the Go Service

certify that:

- i) the details shown in this financial acquittal form represent a complete, true and correct summary of transactions that took place during the funding year under the Community Support Program (CSP);
  - ii) Funds were spent on activities and initiatives to achieve the outcomes indicated in the relevant Schedule/s of the Funding Agreement;
  - iii) any interest earned or royalties and income derived from these Funds was expended on the activities to advance the objective as indicated in the Schedule/s of the Funding Agreement; and
- I understand that: a) in the event that I have not remitted GST paid under the Agreement to the Australian Tax Office, it is my obligation to remit those amounts, as required under the 'A New Tax System (Goods and Service Tax) Act 1999; and
- b) it is an offence under the Criminal Code Act 1995 to provide false or misleading information.

Staff member's name: Neville Gasmier

Contact No: 08 8576 3002

Signature:

Date:

12/10/16

#### AUTHORISED OFFICER CERTIFICATION

I certify that:

- \* All funds received in respect of the Community Support Program have been used for the purpose for which they were received;
- \* The management of the program has complied with the Community Support Program Guidelines;
- \* The information provided in this statement is a true record for the period indicated; and
- \* All terms and conditions of the Funding Agreement have been complied with.

Name: MIA DOHNT

Title: Chief Executive Officer

Contact No: 8576 3002

Signature:

Date:

12/10/16

## **Childcare on the Go Service [ COGS ]**

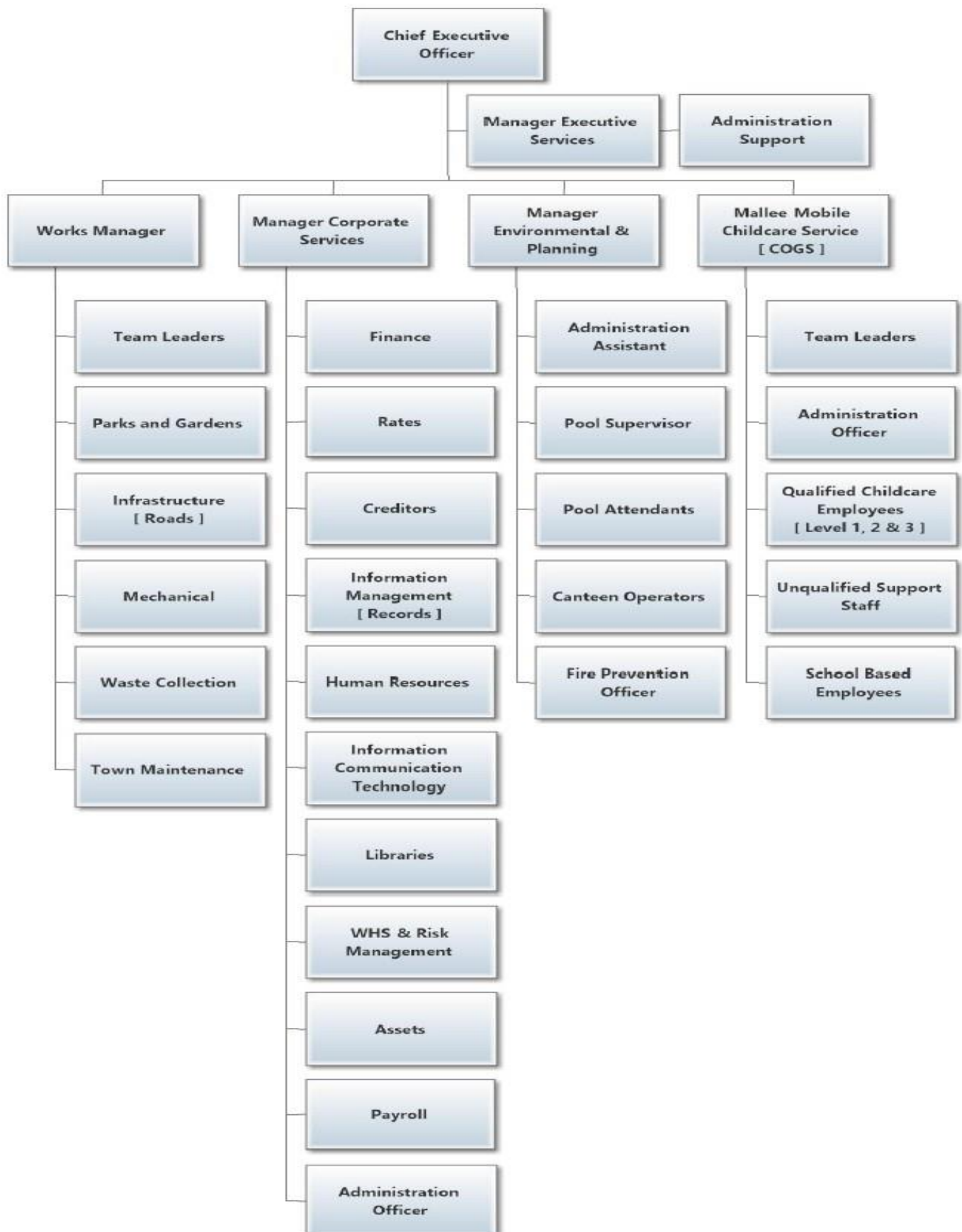
### **Summary**

- The major expense is staff wages—the 2015 / 2016 wages and on-cost amount was \$520,777.
- The service is accountable to DET for both financial and operational management.
- Throughout the year work plans and outcomes, budgets, financial statements, utilization reports and funding acquittals are submitted at designated intervals.
- Funding renewal depends on satisfactory compliance with agreed standard performance indicators as in the Short Form Funding Agreement and Guidelines.
- Southern Mallee District Council is the sponsor of the service and has administrative responsibilities – staff wages, accounting, insurance, monitoring financial and industrial matters.
- During 2012 the Federal Government commissioned a national review of Budget Based Funded (BBF) services, which includes Mobile Children's Services. The major issue is the funding model, which is a set amount per year, not allowing for the continuous rise in costs.

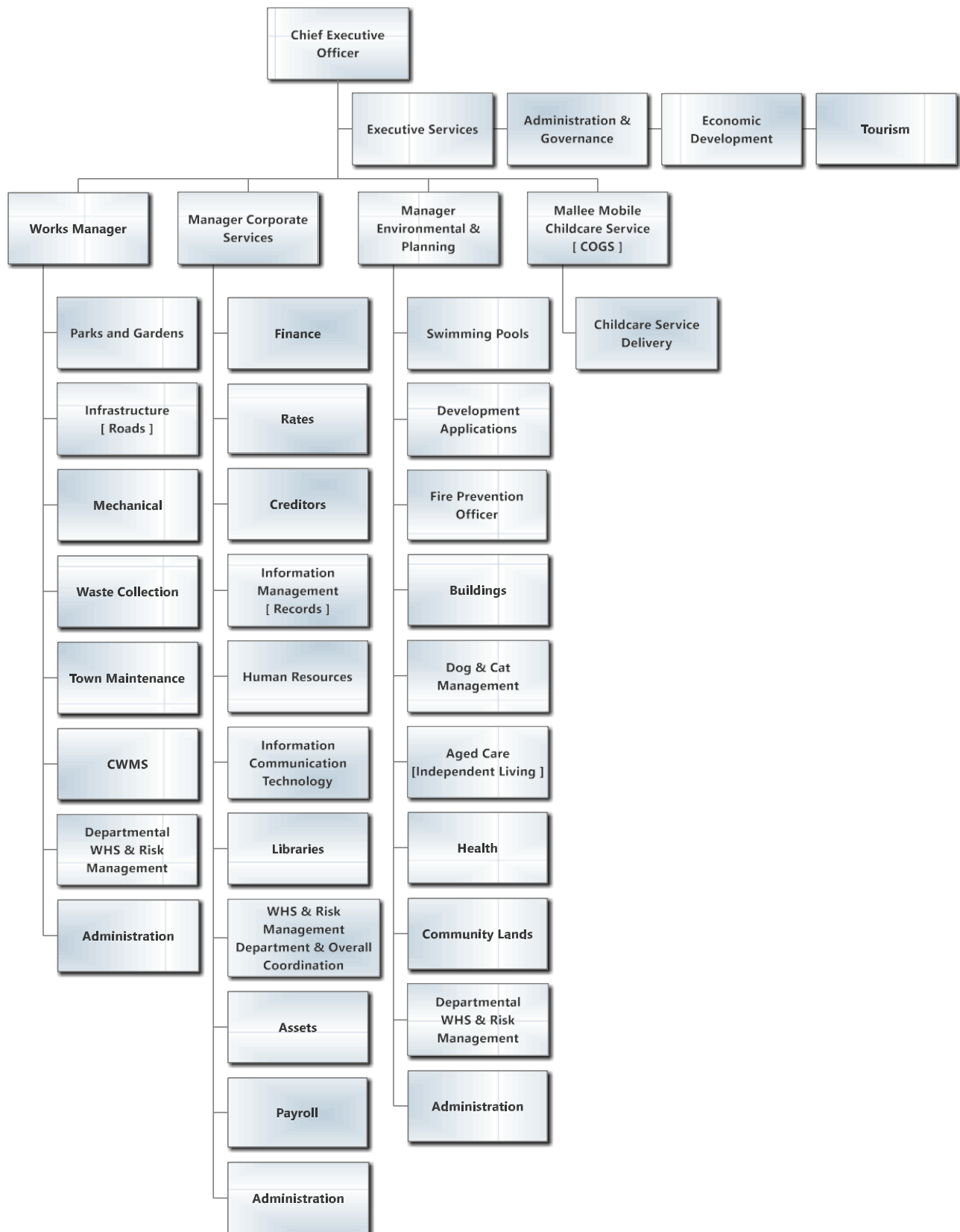




## Corporate Structure



## Functional Structure



## General Information

### Council Meeting Attendances by Members for Period 2015 / 2016

| Elected Member      | Ordinary Meetings | Special Council Meetings |
|---------------------|-------------------|--------------------------|
| Cr Robert Sexton    | 9                 | 4                        |
| Cr Brian Toogood    | 7                 | 4                        |
| Cr Allan Dunsford   | 12                | 4                        |
| Cr Andrew Grieger   | 12                | 4                        |
| Cr Dennis Hyde      | 11                | 4                        |
| Cr Stacey Milde     | 10                | 2                        |
| Cr Neville Pfeiffer | 11                | 3                        |
| Cr Bruce Summerton  | 10                | 4                        |
| Cr Mark White       | 10                | 2                        |

### Members Allowances 2015 / 2016

Elected Member allowances are set by the Remuneration Tribunal and take effect from the first ordinary meeting of the Council held after the conclusion of the periodic elections. [ Section 76 and Regulation 4, LG [ Allowances and Benefits ] Regulations 2010 ]

The following allowances are paid to Elected Members as at 30 June 2016

|              |           |
|--------------|-----------|
| Mayor        | \$ 23,059 |
| Deputy Mayor | \$ 7,206  |
| Councillors  | \$ 5,765  |

Members receive approved travel allowances to attend Council Meetings and for conducting Council business.

### Confidential Register

The Council keeps a register of all Council decisions made in confidence and this is reviewed every January to decide which items must stay confidential and which can be released from confidence.

At the 1 July 2015 there were fifty five [ 55 ] confidential decisions in existence. During the 2015 / 2016 financial year thirty four [ 34 ] more items were added to the register and twenty four [ 24 ] others were released from confidence.

At the conclusion of 2015 / 2016 there were sixty five [ 65 ] Confidential items remaining on the register.



## General Information

### Registers, Codes, Policies and Procedures

[ Required to be kept under the Local Government Act and / or Local Government Elections Act 1999 ]

#### Registers ;

|             |  |
|-------------|--|
| Section 68  | Members Register of Interests                    |
| Section 79  | Members Register of Allowances and Benefits      |
| Section 105 | Officers Register of Salaries                    |
| Section 116 | Officer Register of Interests                    |
| Section 188 | Fees and Charges                                 |
| Section 196 | Community Management Plans                       |
| Section 207 | Community Land                                   |
| Section 231 | Public Roads                                     |
| Part 14     | Campaign Donation Returns prepared by candidates |

#### Codes ;

|             |   |
|-------------|---|
| Section 63  | Members Code of Conduct                               |
| Section 92  | Code of Practice for Access to Meetings and Documents |
| Section 110 | Employees Code of Conduct                             |
| Reg 7       | Code of Practice Meeting Procedures                   |

### Freedom of Information

The Council maintains the principles of the Freedom of Information Act 1991

During the period;

|  |     |
|--|-----|
| Number of requests received under the Freedom of Information Act | One |
|--|-----|

|   |     |
|---|-----|
| Number of external reviews under the Freedom of Information Act | Nil |
|---|-----|

## General Information

### Council's Representation Quota

An elector representation review [ required by chapter 3, part 1, division 2 of the Local Government Act 1999 ] was completed in 2009. The Electoral Commissioner certified that the review undertaken by Council satisfied the requirements of the Act.

The Council's Representation Structure is Nine [ 9 ] Councillors elected as representative of two [ 2 ] wards and the area as a whole. Kelly Scales Ward is to be represented by four [ 4 ] Councillors and Bews Ward by five [ 5 ] Councillors

As of 29 February 2016, there were 1,395 electors on the Council Voters Roll in the Southern Mallee District Council with an average representation quota of 155.

The following table provides a comparison of representation quota with other similar sized Council's as at 29 February 2016

| <b>Council</b>       | <b>Number of Electors</b> | <b>Representation Quota</b> |
|----------------------|---------------------------|-----------------------------|
| Barunga West         | 1987                      | 220                         |
| Ceduna               | 2116                      | 235                         |
| Goyder               | 3045                      | 435                         |
| Kangaroo Island      | 3389                      | 338                         |
| Kingston             | 1892                      | 236                         |
| Lower Eyre Peninsula | 3617                      | 516                         |
| Mount Remarkable     | 2167                      | 309                         |
| Peterborough         | 1260                      | 140                         |
| Southern Mallee      | 1395                      | 155                         |
| Tumby Bay            | 2038                      | 291                         |
| Yankalilla           | 3944                      | 438                         |

The next representation review will occur as determined by the Minister in accordance with legislation. At this time community members and the public will be able to examine and make written submissions on both the Representation Options Paper and the Representation as prescribed by the Act.

## General Information

### Senior Executive Officers – Register of Salaries

| Title of Position                | Classification     | Other Benefits/ Packages   |
|----------------------------------|--------------------|--|
| Chief Executive Officer          | Contract Agreement | Private use of vehicle;<br>Housing Rent paid by Council; Telephone- Council pay rental, business STD calls and half-local calls;<br>Professional Development \$4,000 |
| Manager Corporate Services       | Contract Agreement | Private use of vehicle, Concessional Housing Rent, Telephone – Council pay rental, business STD calls and half-local calls   |
| Works Manager                    | Wage – MOA-SA      | Private use of vehicle   |
| Manager Environment and Planning | Wage – MOA-SA      | Private use of vehicle, Concessional Housing Rent, Telephone – Council pay rental, business STD calls and half local calls   |

## **General Information**

### **Competitive Tendering**

The Council is committed to purchasing goods and services in an honest manner that ensures a fair, transparent and accountable process is available to all parties involved. The Council aims to ensure that its methods of purchasing goods and services are cost effective and meet the needs of the community.

#### Use of local goods and services

The Council is committed to identifying opportunities for improved outcomes when acquiring goods and services. The Council has developed policy, procedures and practices directed towards obtaining value in the expenditure of public money, ethical and fair treatment for all participants and ensuring probity, accountability and transparency in all of its operations.

Copies of the Southern Mallee District Council Procurement Policy are available for public inspection and/ or purchase. A copy is also available on the Council's website at [www.southernmallee.sa.gov.au](http://www.southernmallee.sa.gov.au)

### **Equal Employment**

#### Environment Free from Discrimination

The Southern Mallee District Council is committed to a policy of equal opportunity in employment.

The Council accepts that it has a responsibility to create an environment free from discrimination, and to ensure that the principle of merit operates unhindered by regard to irrelevant criteria. To this end the Council will act to ensure that its structures are free from direct or indirect discrimination on the grounds of sex, marital status or pregnancy, race, age, sexual orientation, gender history, religious or political beliefs, impairment, family responsibility or family status.

## **General Information**

### **Elected Member Training**

#### **2015**

Recruitment Process for the Chief Executive Officer  
Guidelines for Primary and Ordinary Returns  
Engaging Volunteers

#### **2016**

Audit Committee Training  
Independent Commissioner Against Corruption Workshop  
Relationship between Council Members and Staff Training  
Conflict of Interest Training  
CEO Performance Review and Council

### **Staff Training**

#### **2015**

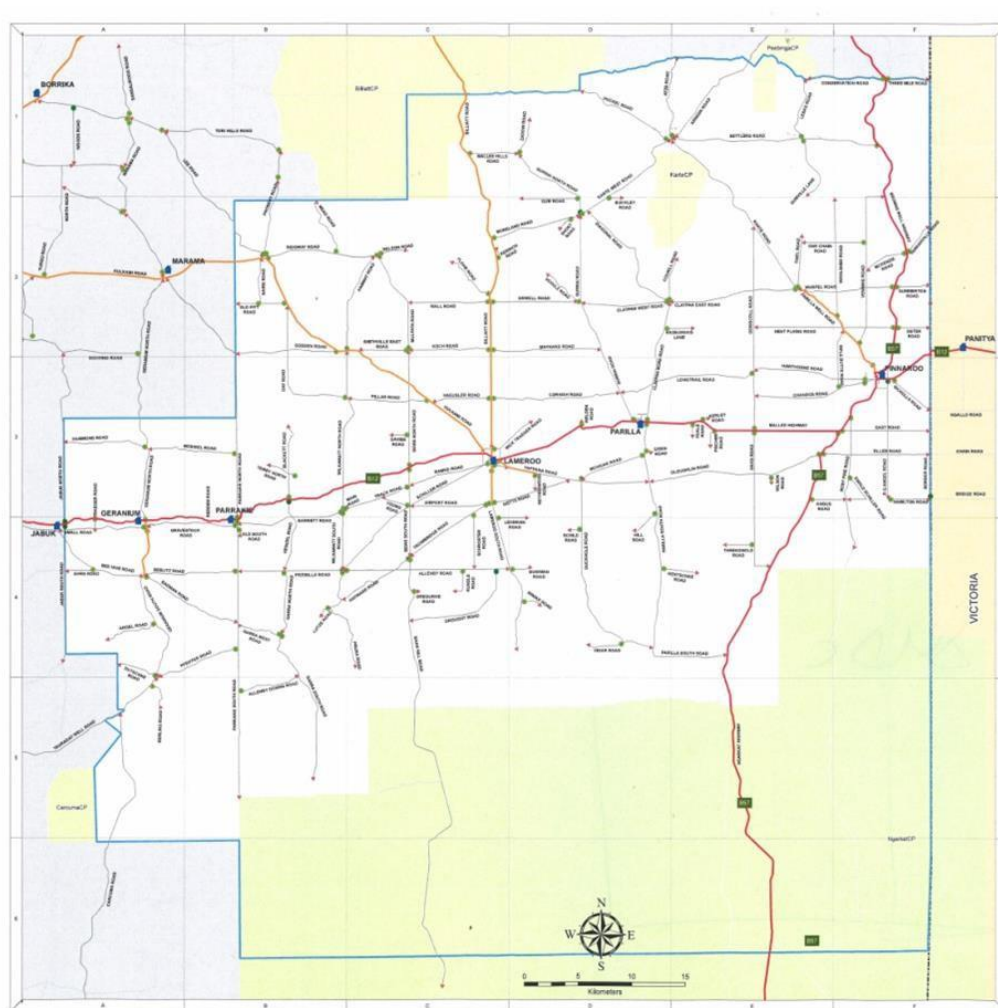
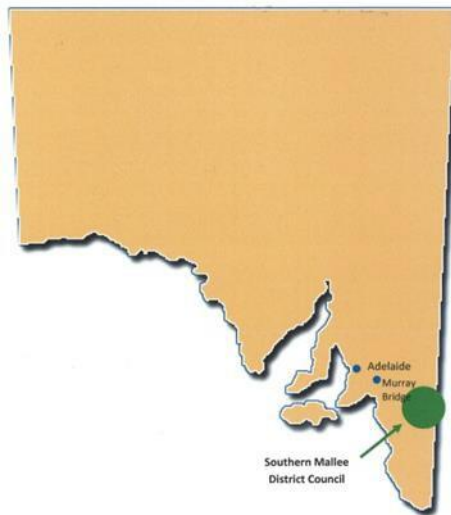
Return To Work Training  
Bushfire and I-Responda Response Training  
Aerodrome Reporting Training  
Traffic Management Training  
CPR Training

#### **2016**

Return To Work Training

## General Information

## Regional Map



## General Information

### Overview

|                         |                         |
|-------------------------|-------------------------|
| Principal Member        | Mayor Cr Andrew Grieger |
| Chief Executive Officer | Mia Dohnt               |
| Staff                   | 62                      |

### Key Measurements

|                     |                         |
|---------------------|-------------------------|
| Total area          | 6,000 square kilometers |
| Rateable properties | 1672                    |
| Road length         | 1,316 kilometres        |
| Sealed road length  | 118 kilometres          |

### Key Locations

|                   |                                      |
|-------------------|--------------------------------------|
| Services Centres  | Pinnaroo and Lameroo                 |
| Libraries         | Geranium, Lameroo and Pinnaroo       |
| Community Centres | Geranium, Lameroo, Parilla, Pinnaroo |

### Communication

|           |  |
|-----------|--|
| Telephone | [ 08 ] 8577 8002   |
| WEB       | <a href="http://www.southernmallee.sa.gov.au">www.southernmallee.sa.gov.au</a> |
| Email     | council@southernmallee.sa.gov.au   |
| Facebook  | www.facebook.com\SouthernMalleeDC  |



## Rating Policy Framework

### Valuer-General Valuations as at 30 June 2016

| Category                   | 2014 2015<br>Capital Value | CV<br>Movement  | No<br>Properties | 2015 2016<br>Capital Values |              |
|----------------------------|----------------------------|-----------------|------------------|-----------------------------|--------------|
|                            |                            |                 |                  | Capital Value               | %<br>Change  |
| Non Rateable               | 18,894,000                 | -218,900        | 310              | 18,675,100                  | 1.17%        |
| Lameroo Town               | 39,619,200                 | -1,342,000      | 333              | 38,277,200                  | 3.51%        |
| Geranium Town              | 2,280,900                  | -43,000         | 38               | 2,237,900                   | 1.92%        |
| Parrakie Town              | 333,000                    | 27,300          | 13               | 360,300                     | -7.58%       |
| Lameroo<br>District Rural  | 198,381,200                | 745,900         | 489              | 199,127,100                 | 1.17%        |
| Parilla Town               | 2,511,500                  | -6,000          | 34               | 2,505,500                   | 0.24%        |
| Pinnaroo Town              | 37,288,100                 | -749,000        | 395              | 36,539,100                  | 2.05%        |
| Pinnaroo<br>District Rural | 137,390,700                | 1,016,100       | 370              | 138,406,800                 | 1.17%        |
| <b>Totals</b>              | <b>436,698,600</b>         | <b>-547,900</b> | <b>1,982</b>     | <b>436,129,000</b>          | <b>0.13%</b> |

### Rating Model

#### Total Rate Revenue by Region

| Period            | 2014 2015          |             | 2015 2016          |             | Increase     |
|-------------------|--------------------|-------------|--------------------|-------------|--------------|
| Region - Township | \$696,031          | 23%         | \$709,186          | 22%         | 1.85%        |
| Region - Rural    | \$2,382,994        | 77%         | \$2,452,766        | 78%         | 2.84%        |
| <b>Total</b>      | <b>\$3,079,025</b> | <b>100%</b> | <b>\$3,161,952</b> | <b>100%</b> | <b>2.62%</b> |

Note: 1

The correlation between Total Rate Review and Property Values is that Rural Properties amount to 77% of the total value of properties in the region.

Note: 2

Historically the burden of Rate Increases has been weighted to Rural Properties. The continuous review of the Rating Policy has sought to balance Rate Increases between Rural and Township Properties.

## Rating Policy Framework

### Rating Model

#### Total Rate Revenue by Community

| Community                 | 2014 2015          | 2015 2016          | Variation    |
|---------------------------|--------------------|--------------------|--------------|
| Lameroo Township          | 323,613            | 328,034            | 1.35%        |
| Geranium Township         | 21,203             | 21,736             | 2.45%        |
| Parrakie Township         | 6,695              | 6,864              | 2.46%        |
| Parilla Township          | 22,306             | 23,263             | 4.11%        |
| Pinnaroo Township         | 322,214            | 329,289            | 2.15%        |
| Lameroo Rural             | 1,405,838          | 1,445,009          | 2.71%        |
| Pinnaroo Rural            | 977,156            | 1,007,757          | 3.04%        |
| <b>Total Rate Revenue</b> | <b>\$3,079,025</b> | <b>\$3,161,952</b> | <b>2.62%</b> |

#### Rate in the Dollar by Region

| Region   | 2014 2015 | 2015 2016 | Variation |
|----------|-----------|-----------|-----------|
| Township | 0.007756  | 0.008155  | 4.89%     |
| Rural    | 0.007019  | 0.00719   | 2.38%     |

## Rating Policy Framework

### Rating Model

#### Community Wastewater Management System Service Charges

| Description                       | Charge<br>2015<br>2016 | Charge<br>2014<br>2015 | Variation | Connections | Income           |
|-----------------------------------|------------------------|------------------------|-----------|-------------|------------------|
| Full Charge                       | \$572                  | \$572                  | \$0       | 732         | <b>\$418,704</b> |
| Vacant Land                       | \$286                  | \$286                  | \$0       | 77          | <b>\$22,022</b>  |
| Discretionary Rebates             |                        |                        |           | 4           |                  |
| Half Remission                    | 286                    | 286                    | \$0       | 0           |                  |
| <b>Forecast Income</b>            |                        |                        |           |             | <b>\$440,726</b> |
| Scheme balance as at 30 June 2016 |                        |                        |           |             | \$400,141        |

### Method Used to Value Land

The Council may adopt one of three valuation methodologies to value land and improvements in the community and include;

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

## **Rating Policy Framework**

### **Method Used to Value Land**

The Council has determined to continue to use Capital Values as the basis for valuing land within the Council area as the Council believes this method provides the fairest method of distributing the rate burden across all ratepayers on the following basis;

- The equity principle of taxation requires that ratepayers of similar wealth pay similar taxes and ratepayers of greater wealth pay more tax than ratepayers of lesser wealth.
- Property value is a relatively good indicator of wealth and capital value, which closely approximates the market value of a property and provides the best indicator of overall property value.
- The distribution of property values throughout the Council area is such that few residential ratepayers will pay significantly more than the average level of rates payable per property.

### **Adoption of Valuations**

A Council may employ or engage a valuer to value the land in the area or it may use the valuations provided by the Valuer-General, or it may use a combination of both subject to certain restrictions.

The Valuer-General is a statutory officer appointed by the Governor.

The Council has adopted the most recent valuations made by the Valuer-General.

If a ratepayer is dissatisfied with the valuation made by the Valuer-General then the ratepayer may object to the Valuer-General in writing, within 60 days of receiving the notice of the valuation, explaining the basis for the objection, provided they have not:

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

It is to be noted, however that regardless of the 60 day limitation period before lodging an objection to the valuation the Valuer-General may, for good reason, determine to accept an objection lodged outside this time period.

## **Rating Policy Framework**

### **Objection To Valuation**

A person may object to a valuation of the Valuer-General by notice in writing, setting out the reasons for the objections, and the Valuer-General must consider the objection.

If the person then remains dissatisfied with the valuation the person has a right to a review.

Applications must be made within 21 days of receipt of the notice of the decision [ in relation to the objection ] from the Valuer-General.

A payment of the prescribed fee for the review to be undertaken together with the review application must be lodged in the State Valuation Office, who will then refer the matter to an independent Valuer.

If the person remains dissatisfied with the valuation then they have a right of appeal to the Land and Valuation Court [Section 24, 25A, 25B & 25C of the Valuation of Land Act 1971].

The address of the State Valuation Office is 101 Grenfell Street, Adelaide SA 5000 [GPO Box 1354, Adelaide SA 5001] and the telephone number is 1300 653 346 [ General Enquiries ] 1300 653 345 [ Objections enquiries ].

### **Special Note**

The Council has no role in the process of considering an objection to a valuation.

Also, it is important to note the lodgement of an objection does not change the due date for the payment of rates.

## **Rating Policy Framework**

### **Notional Values**

Certain properties may be eligible for a notional value, where the property is the principal place of residence of a ratepayer, under the Valuation of Land Act 1971.

This relates to some primary production land or where there is State heritage recognition.

Any owner that believes that they are entitled to a 'notional value' must apply in writing to the State Valuation Office.

### **Business Impact Statement**

The Council has considered the impact of rates on businesses in the Council area, including primary production.

In considering the impact, Council assessed the following matters:

- Those elements of the Council's strategic plans relating to business development.
- Local, Regional, State, National and as appropriate International Economic Influencers.
- Specific issues faced by the Southern Mallee community.
- Immediate, short and medium term projects and initiatives that will principally benefit industry and business development.
- Movement in the Consumer Price Index [ CPI ] and other relevant indices.
- Valuation changes in commercial and industrial properties compared with valuation changes in residential properties in the region.
- Council through elected member's consultation with ratepayers.
- The equitable distribution of the rate burden between classes of ratepayers who receive broadly comparable services and are generally similarly impacted upon by prevailing economic conditions.

## Rating Policy Framework

### Business Impact Statement

Council's policy on facilitating local economic development preference for local suppliers where price, quality and service provision are comparable to suppliers outside the Council area.

Council has considered incentives for attracting new business and has adopted the following policy;

*' That Council provide a full rebate on rates on increased capital improvements for five years on new business premises if the business employs 3 or more persons and that Council is receptive to additional incentives on an individual application basis '*

### Council's Revenue Raising Powers

All land within a Council area, except for land specifically exempt, that is Crown land, Council occupied land and other land prescribed in the Local Government Act – refer Section 147 of the Act, is rateable.

The Local Government Act provides for a Council to raise revenue for the broad purposes of the Council through a general rate, which applies to all rateable properties, or through differential general rates, which apply to classes of properties.

In addition, Council can raise separate rates, for specific areas of the Council or service rates or charges for specific services.

The Council also raises revenue through fees and charges, which are set giving consideration to the cost of the service provided and any equity issues.

The list of applicable fees and charges is available at the Southern Mallee District Council Day Street Pinnaroo or on our website: [www.southernmallee.sa.gov.au](http://www.southernmallee.sa.gov.au).

A Goods and Services Tax at a rate determined under the Goods and Services Tax Act 1999 will be charged on those fees not given exemption under the Act.



## **Rating Policy Framework**

### **Differential General Rates**

The 2015 / 2016 Annual Business Plan proposes to raise rate revenue of \$3.9m in a total operating revenue budget of \$6.9m.

The Council has determined to impose a differential general rates on the following classes of properties:

A general rate in the dollar of \$.008156 for all properties located in the townships of Lameroo, Geranium, Parrakie, Parilla and Pinnaroo.

A general rate in the dollar of \$.00719 for all other rateable land in the district.

By applying these differential rates to the valuations provided by the Valuer General as at 30 June 2016, the Council intends to raise \$709,186 from the township rate as well as \$2,452,766 from the rural rate

This represents a 2.62% increase on the amounts raised last year.

The Council has assessed the need for a differential rate based on the varying levels of service delivery and degrees of access to town services, such as waste management, footpaths, street lighting, recreation facilities and playgrounds.

### **Land Use**

Land use is a factor to levy differential rates.

If a ratepayer believes that a particular property has been wrongly classified by the Council as to its land use, then the ratepayer may object to that land use [ to the Council ] within 60 days of being notified.

The objection must set out the basis for the objection and details of the land use that, in the opinion of the ratepayer, should be attributed to that property.

The Council may then decide the objection as it sees fit and notify the ratepayer.

A ratepayer also has the right to appeal against the Council's decision to the Land and Valuation Court.

### **Special Note**

It is important to note the lodgement of an objection does not change the due date for the payment of rates.

## **Rating Policy Framework**

### **Minimum Rate**

A Council may impose a minimum rate, if it has not imposed a fixed charge, to ensure all Ratepayers contribute equitably towards the provision of basic services at a reasonable level.

Where two or more adjoining properties have the same owner and are occupied by the same occupier, only one minimum rate is payable by the ratepayer.

Where a Council imposes a minimum rate it must not apply to more than 35% of properties in the Council area.

The Council has decided to impose a minimum rate of \$528.

### **Natural Resources Management [ NRM ] Levy**

The Southern Mallee District Council is within the area covered by the South Australian Murray Darling Basin Natural Resources Management Board and is required under the Natural Resources Management Act 2004 to fund the operations of the Board.

The Council satisfies this obligation by imposing a separate rate against rateable properties within its area based on the Capital Value of rateable land.

Within this Annual Business Plan, the revenue to be collected is \$45,500, which is equivalent to a Rate in the Dollar of 0.000109

The Southern Mallee District Council is operating as a revenue collector for the South Australian Murray Darling Basin Natural Resources Management Board in this regard.

Revenue from this levy is not retained by the Council, nor does the Council determine how the revenue is to be invested and acquitted.

## Rating Policy Framework

### Service Charge

As set out in Section 155 [2] of the Local Government Act 1999, the Council imposes an annual service charge on properties in Lameroo and Pinnaroo for the Community Wastewater Management Schemes to meet the operational and capital costs of the schemes.

The cost of operating and maintaining the service for this financial year is forecast to be \$272,698.

The Council will recover this cost through an annual service charge of \$572 per unit occupied land and \$286 per unit vacant land per rateable assessment.

Where the service is provided to non-rateable land, a service charge is levied against the land.

### Mobile Garbage Bin

Council has introduced a new Mobile Garbage Bin [MGB] collection annual service charge for 2015 2016 as a result of increasing costs to collect and treat solid waste.

#### MGB SERVICE CHARGES

| Description               | Charge |
|---------------------------|--------|
| First MGB Collection      | \$175  |
| Additional MGB Collection | \$150  |

Each MGB collection consists of one [1] 240 litre solid waste bin collected weekly and one [1] 240 litre recycle bin collected monthly.

### State Seniors Card Ratepayer [Self Funded Retiree]

This concession, introduced on 1<sup>st</sup> July 2001, is administered by Revenue SA.

If you are a self-funded retiree and currently hold a State Seniors Card you may be eligible for a concession toward Council Rates.

In the case of couples, if only one person holds a State Seniors Card, the other must be in less than 20 hours of paid employment per week.

If you have not received a concession on your rates notice or would like further information please contact the Revenue SA Call Centre on 1300 366 150.

## **Rating Policy Framework**

### **Pensioner Concessions**

If you are an eligible pensioner you may be entitled to a rebate on your rates.

An eligible pensioner must hold a Pensioner Concession Card or State Concession Card or Department of Veterans' Affairs (DVA) Gold Card (TPI, EDA, WW) or receive a Centrelink Allowance.

You must also be responsible for the payment of rates on the property for which you are claiming a concession.

Applications are administered by the State Government. Apply through the Department for Families and Communities (DFC) Concessions Hotline 1800 307 758 or at [www.sa.gov.au/concessions](http://www.sa.gov.au/concessions) and use the online forms.

Payment of rates must not be withheld pending assessment of an application by the State Government as penalties apply to unpaid rates. A refund will be paid if Council is advised that a concession applies and the rates have already been paid.

### **Postponement of Rates – Seniors**

Ratepayers who hold a State seniors card or who are eligible to hold a State Seniors card and have applied for one are able to apply to Council to postpone payment of rates on their principal place of residence.

Postponed rates remain as a charge on the land and are not required to be repaid until the property is sold or disposed of.

Interest, at the rate prescribed in the Local Government Act 1999, will be charged and compounded monthly on the total amount postponed, until the debt is paid.

## Rating Policy Framework

### Other Concessions

Department for Families and Communities administers Council Rate concessions available to a range of eligible ratepayers receiving State and Commonwealth allowances.

If you are a low income earner who meets the Departments threshold apply through the DFC Hotline 1800 307 758.

For more information visit [www.sa.gov.au/concessions](http://www.sa.gov.au/concessions)

### Rebate of Rates

The Local Government Act requires Councils to rebate the rates payable on some land.

Specific provisions are made for land used for health services, community services, religious purposes, public cemeteries and educational institutions.

Discretionary rebates may be applied by the Council under Section 166 of the Act.

The Council has adopted the following policy in relation to the rebate of rates:

*‘that during each financial year, Council waives rates levied on the Geranium Bowling Club, Pinnaroo Golf Club, the Parilla Bowling Club and the Lameroo St John Ambulance Centre’.*

The Council also provides a Rate Rebate for the 2015 / 2016 year pursuant to Division 5 of the Local Government Act 1999 to achieve the following;

A maximum vacant unused land rate payable for the Parilla and Geranium townships of \$396 [ 2014 / 2015 \$233 ].

For all and any other vacant unused land the maximum rate payable is \$200 [ 2014 / 2015 \$117 ].

## **Rating Policy Framework**

### **Sale of Land for Non-payment of Rates**

The Local Government Act 1999 [Section 184] provides that Council may sell any property where the rates have been in arrears for three years or more.

The Council is required to provide the principal ratepayer and the owner [if not the same person] with details of the outstanding amounts and advise the owner of its intention to sell the land if payment of the outstanding amount is not received within one month.

**Subject to the Valuer Generals Valuations at 30 June 2015 and the adoption of the Annual Business Plan the Council proposes ;**

### **Payment of Rates**

Council rates are billed quarterly in accordance with the Local Government Act 1999. The instalment due dates are proposed to be Monday 7 September 2015, Monday 7 December 2015, Tuesday 8 March 2016 and Tuesday 7 June 2016.

Council Rates may be paid by telephone, internet using the Bpay through participating banks, by mail to PO Box 49, Pinnaroo SA 5304 and or in person or by EFTPOS using a savings or cheque account and or a credit card.

The due dates for payments are shown on the front of the rate notice. Ratepayers unable to pay their rates by the quarterly billing due dates may apply to the Council to arrange an alternative payment option in accordance with Chapter 10 of the Local Government Act 1999.

### **Discount for Early Payment of Rates**

The Council will provide a discount of 5% only on their general rate to any ratepayer who pays their rates in full by Monday 7 September 2015.

## **Rating Policy Framework**

### **Late Payment of Rates**

The Local Government Act provides that Councils impose a penalty of 2% on any payment for rates, whether instalment or otherwise, that is received late.

A payment that continues to be late is then charged an interest rate, set each year according to a formula in the Act, for each month it continues to be late.

The purpose of this penalty is to act as a genuine deterrent to ratepayers who might otherwise fail to pay their rates on time, to allow Councils to recover the administrative cost of following up unpaid rates and to cover any interest cost the Council may meet because it has not received the rates on time. The Council imposes late payment penalties strictly in accordance with the Local Government Act. The Council has adopted the following policies in respect of due dates and unpaid rates:

Payments received in the mail on the day after the last day nominated by the Council to pay any debt to the Council will be treated as being received on the last day nominated to pay any debt provided that the requirements of the Interpretation Act are also considered where the last day to pay falls on a Saturday, Sunday, Public Holiday or Grace Day granted to employees by the Council, resulting from the Council's offices being closed.

The Council imposes late payment penalties strictly in accordance with the Local Government Act.

The Council has adopted the following policies in respect of due dates and unpaid rates:

- That Council do not remit fines raised on outstanding rates, unless for exceptional circumstances that may include circumstances as death, medical and health conditions.
- When the Council receives a payment in respect of overdue rates the Council applies the money received as follows:

Firstly, to satisfy any costs awarded in connection with court proceedings, and

Secondly, to satisfy any interest costs, and

Thirdly, in payment of any fines imposed, and

Fourthly, in payment of rates, in date order of their imposition, starting with the oldest account first.



## **Financial Statements**

### **2015 2016 Annual Financial Statements**

## **Regional Subsidiary Reports**

**Murray Mallee Local Government Association Annual Report 2015 / 2016**

## **Regional Subsidiary Reports**

### **Murray Mallee Community Transport Scheme Annual Report 2015 / 2016**