Tuesday 7 October 2014

TO: THE MAYOR AND COUNCILLORS

NOTICE OF ORDINARY MEETING

You are notified that an Ordinary Meeting of Council will be held:

DATE: Tuesday 14 October 2014

TIME: 9.30 am

PLACE: Council Chambers
       Melrose

Wayne Hart
Chief Executive Officer
OUR 2020 VISION

OUR ORGANISATION

A financially sustainable, proactive and responsive customer focussed organisation which meets and exceeds the diverse needs and expectations of our stakeholders in an efficient and effective manner. Through team work, co-operation and continuous improvement, and by fostering creativity and developing our valued employees, we will grasp the challenges and capture the opportunities for the benefit of all, to ensure our respected position at the leading edge of our industry is maintained.

OUR COUNCIL

A dynamic, skilled and representative elected body, respected and recognised at the local, regional, state and national levels for its advocacy and positive leadership of all sectors of its Communities, with a strategic focus on policy and effective decision making.

OUR COMMUNITIES

With enviable facilities and services, growing populations and thriving and sustainable economies, our vibrant and diverse Communities are safe, secure, friendly and welcoming to all. Community spirit, co-operation and a sense of belonging are fostered by our determined, hard working people with positive vision and initiative, to make our Communities exceptional places to live, visit, work and do business.

OUR MISSION

Council will accept the challenges of, and excel in the provision of, Local Government services to our district, enhancing and preserving the unique character of our communities, maintaining a safe and secure environment for our residents, whilst retaining and promoting the quality lifestyle and amenity of country living. Council will continually promote open communication, accountability, and efficient and effective leadership, governance and service delivery by:

- acting as a representative, informed and responsible decision maker;
- providing and coordinating services, facilities and programs that are adequate, appropriate and equitably accessed;
- developing the Community, its resources and its infrastructure in a socially just and sustainable manner;
- ensuring that Council resources are used fairly, effectively and efficiently;
- encouraging and developing initiatives within the Community for improving the quality of life and amenity of the Community;
- managing, developing and protecting the environment in an ecologically sustainable manner;
- planning at the local and regional level for the development and future requirements of the Community;
- promoting the area and providing an attractive climate and location for the development of business, commerce, industry and tourism;
- ensuring a proper balance between economic, social, environmental and cultural considerations within the Community;
- developing its capacity and professionalism to undertake a growing range of leadership, advocacy and service delivery challenges; and
- exercising, performing and discharging the power, functions and duties of the Local Government and other Acts

OUR VALUES

As a results oriented organisation, Council is committed to its core values of:

- pro-active and effective communication
- honesty and transparency
- accepting and pursuing challenges
- creative, positive and energetic workforce and leadership
DISTRICT COUNCIL OF MOUNT REMARKABLE

AGENDA FOR THE ORDINARY MEETING OF COUNCIL
TO BE HELD ON TUESDAY 14 OCTOBER 2014
IN THE COUNCIL CHAMBERS, MELROSE
COMMENCING AT 9.30 AM

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<td>Confirmation &amp; Receipt of Minutes</td>
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<td>6.1</td>
<td>Ordinary Meeting of Council - Meeting held 9 September 2014</td>
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<td>6.2</td>
<td>Other Statutory Committees</td>
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<td>6.2.1</td>
<td>Hammond Hall Committee - Annual General Meeting held 7 September 2014</td>
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<td>Booleroo Centre Civic Centre - Annual General Meeting held 25 September 2014</td>
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<td>Booleroo Centre Swimming Pool Inc - Annual General Meeting held 9 September 2014</td>
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<td>8.1</td>
<td>Cr CE Nottle</td>
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<td>Community Question Time - 9.30 am to 10.00 am</td>
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<td></td>
<td>During this period, any member of the public can come into a Council Meeting and ask a question of Council, without notice.</td>
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<tr>
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<td>Mayor's Report</td>
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<td>Other Reports</td>
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<td>Flinders Mobile Library - Annual Report 2013/14</td>
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<td>12</td>
<td>Questions on Notice</td>
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<td>13</td>
<td>Questions without Notice</td>
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<tr>
<td>14</td>
<td>Business Arising from Previous Meeting</td>
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</table>
14.1 Action List - September Ordinary Meeting of Council

15. Finance Business
15.1 Finance Report
   15.1.1 Monthly Finance Reports
15.2 Other Finance Business
   15.2.1 Annual Financial Statements - Year Ended 30th June 2014 - Certification of Financial Statements

16. Administration Matters
16.1 Chief Executive Officer's Report
   16.1.1 General Report
   16.1.2 Rating Declaration Amendment - Amendment of Council Decision
   16.1.3 Weekly Communiqués - Since September Meeting
   16.1.4 DP Energy Re: Port Augusta Renewable Energy Park
   16.1.5 Legal Advice - Legal Advice in Confidence
16.2 Deputy Chief Executive Officer's Report
   16.2.1 General Report - September
   16.2.2 Road Name Amendment Request
   16.2.3 Property Purchase - Baroota Driver Training Complex
   16.2.4 Rates Capping on Improvements - Request for Capping
   16.2.5 Christmas Closure
   16.2.6 Current Grant Report - September 2014
   16.2.7 Tender Evaluation - Weeroona Island Boat Launching Facility
   16.2.8 Tender Evaluation - Willowie Landfill Cell 2A Construction
16.3 Manager Works & Technical Services Report
   16.3.1 General Report
   16.3.2 General Works Business
16.4 Manager Passenger Transport Report
   16.4.1 General Report
16.5 Mid North STARCLUB Field Officer’s Report
16.6 OPAL Manager’s Report
16.7 Other Administration Reports
   16.7.1 CQI Reporting

17. Correspondence
17.1 Precise of Correspondence - September 2014
17.2 Other Correspondence
   17.2.1 Booleroo Centre Civic Centre - CWA Hall Electricity Charges
   17.2.2 Weeroona Island Progress Association - Brian Lane Shelter
   17.2.3 SA Health - Strategic Directions for Public Health Report

18. Local Government Department and Associations
18.1 LGFA Notice of Meeting & Election of Representative Board Member

19. Environmental Health Matters
19.1 Monthly Report - September 2014

20. Planning & Development Matters
20.1 Development Applications - Monthly Activity List
21. **Council Policies for Review & Adoption**
   21.1 Draft Prudential Management Policy - For Adoption
   21.2 Draft Tender Opening and Evaluation Procedure - For Adoption
   21.3 Draft Work Health & Safety Committee Terms of Reference - For Adoption
   21.4 Draft Policy - Meal Allowance for Volunteers - For Adoption
   21.5 Draft Northern Passenger Transport Network Transport on Fire Risk Days Policy - For Adoption

22. **Motion to Receive all Correspondence & Reports**

23. **Urgent Business**

24. **Next Meeting**

25. **Close**
DISTRICT COUNCIL OF MOUNT REMARKABLE

AGENDA REPORT FOR THE ORDINARY MEETING OF COUNCIL
TO BE HELD ON TUESDAY 14 OCTOBER 2014
IN THE COUNCIL CHAMBERS, MELROSE
COMMENCING AT 9.30 AM

Legend:  indicates attachment
         indicates recommendation
         indicates Council action required

1. PRESENT:

2. APOLOGIES:  Cr REW Walker

3. PRAYER:

4. DEPUTATIONS:

   The Local Government (Procedures at Meetings) Regulations 2013 provide the following in respect of Petitions:-

   Regulation 11—Deputations
   (1) A person or persons wishing to appear as a deputation at a meeting must deliver (to the principal office of the council) a written request to the council.
   (2) The chief executive officer must transmit a request received under subregulation (1) to the presiding member.
   (3) The presiding member may refuse to allow the deputation to appear at a meeting.
   (4) The chief executive officer must take reasonable steps to ensure that the person or persons who requested a deputation are informed of the outcome of the request.
   (5) If the presiding member refuses to allow a deputation to appear at a meeting, the presiding member must report the decision to the next meeting of the council or council committee (as the case may be).
   (6) The council or council committee may resolve to allow a deputation to appear despite a contrary ruling by the presiding member.
   (7) A council may refer the hearing of a deputation to a council committee.

5. DECLARATIONS OF INTEREST:
6. CONFIRMATION AND RECEIVAL OF MINUTES:

6.1 ORDINARY MEETING OF COUNCIL

Subject:    Meeting held 9 September 2014  
Report By:  Personal Assistant  
Report Date: 11/09/2014  
File Reference: DCMR0089  
Action:    Yes  
Attachments: Yes

A copy of the Minutes from this Meeting are attached for the reference of Councillors.

Recommendation:
That the Minutes of the Ordinary Meeting of Council held on 9 September 2014 as circulated, be taken as read and confirmed.

~~ Options: ~~

Moved Cr / Seconded Cr
DISTRICT COUNCIL OF MOUNT REMARKABLE

MINUTES OF THE ORDINARY MEETING OF COUNCIL
HELD ON TUESDAY 9 SEPTEMBER 2014
IN THE COUNCIL CHAMBERS, MELROSE
COMMENCING AT 9.35 AM

1. PRESENT:
   Crs SG Wauchope (Mayor); PR Jacobs; PR Kretschmer & TC Roocke.
   Mr WA Hart (Chief Executive Officer);
   Mrs CH Jacobs (Executive Assistant);
   Mrs CE Battersby (Personal Assistant).

2. APOLOGIES:
   Crs CE Nottle, CW Ryan and REW Walker NOTED

3. PRAYER:
   The Lord’s Prayer was prayed.

4. DEPUTATIONS:
   Nil

5. DECLARATIONS OF INTEREST:
   Nil

6. CONFIRMATION AND RECEIVAL OF MINUTES:
   6.1 ORDINARY MEETING OF COUNCIL - Meeting held 12 August 2014
      Moved: TC Roocke Seconded: PR Jacobs
      That the Minutes of the Ordinary Meeting of Council held on 12 August 2014 as circulated,
      be taken as read and confirmed.
      CARRIED

   6.2 SPECIAL MEETING OF COUNCIL - Meeting held 31 August 2014
      Moved: PR Kretschmer Seconded: PR Jacobs
      That the Minutes of the District Council of Mount Remarkable Special Meeting held on 31
      August 2014 as circulated, be received.
      CARRIED

   6.3 MELROSE CARAVAN PARK MANAGEMENT COMMITTEE - Meeting held 19
       August 2014
      Moved: PR Jacobs Seconded: TC Roocke
      That the Minutes of the Melrose Caravan Park Management Committee Meeting held on 19
      August 2014 as circulated and tabled, be received.
      CARRIED

   6.4 NORTHERN PASSENGER TRANSPORT NETWORK MANAGEMENT
       COMMITTEE - Meeting held 2 September 2014
      Moved: PR Jacobs Seconded: TC Roocke
      That the Minutes of the Northern Passenger Transport Network Management Committee
      Meeting held on 2 September 2014 as circulated and tabled, be received.
      CARRIED

   6.5 SOUTHERN FLINDERS REGIONAL TOURISM AUTHORITY - Meeting held 27
       August 2014
      Moved: PR Kretschmer Seconded: TC Roocke
      That the Minutes of the Southern Flinders Regional Tourism Authority Meeting held on 27
      August 2014 as circulated and tabled, be received.
      CARRIED
6.6 OTHER STATUTORY COMMITTEES - Various Minutes

6.6.1 Wilmington Hall Committee - Meeting held 6 September 2014

Moved: TC Roocke  Seconded: PR Kretschmer

That the Minutes of the Wilmington Hall Committee Meeting held 6 September 2014; and
That the newly appointed Office Bearers and Fee Structure for the Wilmington Hall Committee be endorsed.
CARRIED

7. PETITIONS: Nil

8. NOTICE OF MOTION: Nil

9. COMMUNITY QUESTION TIME:
No Community Members attended the meeting.

10. MAYOR'S REPORT:
The Mayor’s Report advised of functions and meetings attended since the last Meeting of Council.

11. COUNCILLOR'S COMMUNICATIONS:

11.1 ACTIVITIES & ATTENDANCE REPORTS
Elected Members advised of functions and meetings attended since the last Meeting of Council.

11.2 OTHER REPORTS Nil

12. QUESTIONS ON NOTICE: Nil

13. QUESTIONS WITHOUT NOTICE:
A series of Questions Without Notice were raised by Elected Members and were answered by the Presiding Member, Chief Executive Officer and Management in accordance with Regulation 9 of the Local Government (Procedures at Meetings) Regulations 2013, wherein the question and reply are not entered in the Minutes unless the meeting resolves that an entry be made.

9.59 am Australian Citizenship Ceremony
The meeting departed from the Agenda to undertake Australian Citizenship Ceremonies for Ms Michelle Sansoucie and Master Ethan Scott.

Mayor Wauchope invited Ms Sansoucie and Master Scott to take the pledge to become Australian Citizens and thereafter invited Ms Sansoucie, Master Scott and their guests to join Councillors and Senior Staff for morning tea.

10.46 am Meeting reconvened and Ms Kate Abraham joined the meeting.

Presentation District Council of Mount Remarkable, Southern Flinders LiFE evaluation
Mayor Wauchope introduced Ms Abraham, Southern Flinders LiFE Project Officer.

Mayor Wauchope, on behalf of Council thanked Ms Abraham for her contribution and dedication to the Southern Flinders LiFE program. Overall the program was a success and had received positive feedback.
Chief Executive Officer Wayne Hart endorsed the Mayor’s comments and commented on how the program has been well coordinated by Ms Abraham.

11.06 am  Miss Abraham left the meeting.

14.  BUSINESS ARISING FROM PREVIOUS MEETING:

14.1 ACTION LIST - August 2014 Ordinary Meeting  NOTED

15.  FINANCE BUSINESS:

15.1  FINANCE REPORT

15.1.1  MONTHLY FINANCIAL REPORT - Updated Reports

Moved:  TC Roocke  Seconded:  PR Jacobs
That Council receive the Financial Reports as circulated.
CARRIED

15.1.2  GENERAL MATTERS

Naming of Water Supply

Moved:  PR Jacobs  Seconded:  PR Kretschmer
That Council revoke all former naming of ‘Port Flinders Water Supply’ and in reflection of the rural locality name, the water supply be known as the ‘Weeroona Island Water Supply’.
CARRIED

Landfill/Transfer Station Floats

Moved:  TC Roocke  Seconded:  PR Jacobs
That Council revoke the former floats for the Willowie Landfill and Port Germein Transfer Station, and replace with cash floats of $400.00 for the Willowie Landfill, $100.00 for the Port Germein Transfer Station and $100.00 for the Wirrabara Transfer Station.
CARRIED

Bank SA – Signatories for Operating Account

Moved:  TC Roocke  Seconded:  PR Kretschmer
That Council endorses the proposed structure and authorises:
- Mr Wayne Hart, Chief Executive Officer;
- Mrs Jessie White, Deputy Chief Executive Officer;
- Mr John Hadley, Manager Works & Technical Services;
- Ms Sandra Wauchope, Mayor (Principal Member); and
- Mr Peter Jacobs, Deputy Chairperson

as signatories for the Operating Account held with Bank SA, with any two of the authorised persons to sign.
CARRIED

16.  ADMINISTRATION MATTERS:

16.1  CHIEF EXECUTIVE OFFICER'S REPORT

16.1.1  GENERAL REPORT - August 2014  NOTED

16.1.2  WEEKLY COMMUNIQUÉS - Since August Meeting  NOTED

11.21 am  Ms MAN Scholz (Manager Community & Economic Development) and Mr J Hadley (Manager Works & Technical Services) entered the meeting.
16.2 DEPUTY CHIEF EXECUTIVE OFFICER'S REPORT

16.2.1 GENERAL REPORT - August 2014

16.2.2 WILMINGTON AND BOOLEROO CENTRE SWIMMING POOLS

Moved: PR Jacobs  Seconded: TC Roocke

That Council continue with the lease arrangements of the Wilmington Swimming Pool for the benefit of the Wilmington community.

CARRIED

16.2.3 ROAD NAME CHANGES

Moved: PR Jacobs  Seconded: TC Roocke

That Council change:

- Grieg Road to Greig Road, and
- Paragum Road to Paragums Road

and,

That Council defer decisions regarding Karpfaenger Road, Jacobs Road and Unknown Road, Telowie, to the next Ordinary Meeting of Council to be held on 14 October 2014.

CARRIED

16.3 MANAGER COMMUNITY AND ECONOMIC DEVELOPMENT’S REPORT

16.3.1 GENERAL REPORT - August 2014

Mayor Wauchope thanked Ms Scholz for her contribution to Council over the years.

11.51 am  Ms MAN Scholz (Manager Community & Economic Development) left the meeting.

16.4 MANAGER WORKS & TECHNICAL SERVICES’ REPORT

16.4.1 GENERAL REPORT - August 2014

16.4.2 GENERAL WORKS BUSINESS

Matters were raised and discussed with the Manager Works & Technical Services.

12.02 pm  Mr J Hadley (Manager Works & Technical Services) left the meeting.

16.5 MANAGER NORTHERN PASSENGER TRANSPORT NETWORK REPORT

16.5.1 GENERAL REPORT - August 2014

16.6 MID NORTH STARCLUB FIELD OFFICER’S REPORT

16.6.1 MONTHLY REPORT - August 2014

16.7 HEALTHY COMMUNITIES INITIATIVE PROJECT OFFICER’S REPORT

16.7.1 MONTHLY REPORT - August 2014

16.8 OPAL MANAGER’S REPORT

16.8.1 MONTHLY REPORT - August 2014

16.9 OTHER ADMINISTRATION REPORTS

16.9.1 CQI REPORTING - CQI Reports

17. CORRESPONDENCE:

17.1 PRÉCIS OF CORRESPONDENCE - August 2014
18. LOCAL GOVERNMENT DEPARTMENT AND ASSOCIATIONS:

It was AGREED to nominate Mayor Wauchope as Council’s delegate and Cr Jacobs as Deputy Council Delegate for the 2014 Local Government Association Annual General Meeting.

19. ENVIRONMENTAL HEALTH MATTERS:

19.1 ENV HEALTH & COMPLIANCE OFFICER - August 2014 Report NOTED

20. PLANNING & DEVELOPMENT MATTERS:

20.1 DEVELOPMENT APPLICATIONS - Monthly Activity List NOTED

21. COUNCIL POLICIES FOR REVIEW AND ADOPTION:

Nil

22. REPORTS AND CORRESPONDENCE - Receiving of All

Moved: PR Jacobs Seconded: PR Kretschmer
[147-2014]
That Reports and Correspondence as listed in:
10. MAYOR'S REPORT
11. COUNCILLOR'S COMMUNICATIONS
14. BUSINESS ARISING FROM PREVIOUS MEETING
15. FINANCE BUSINESS
16. ADMINISTRATION MATTERS
17. CORRESPONDENCE
18. LOCAL GOVERNMENT DEPARTMENT AND ASSOCIATIONS
19. ENVIRONMENTAL HEALTH MATTERS
20. PLANNING & DEVELOPMENT MATTERS
21. POLICIES FOR REVIEW & ADOPTION

be received.
CARRIED

23. URGENT BUSINESS:

Nil

24. NEXT MEETING:

The next Ordinary Meeting of the District Council of Mount Remarkable is scheduled to be held at 9.30 am, Tuesday 14 October 2014, in the Council Chambers, Stuart Street, Melrose.

25. CLOSE:

MEETING CLOSED AT 12.27 pm.

CONFIRMATION:

MINUTES CONFIRMED AT THE ORDINARY MEETING OF COUNCIL HELD 14 OCTOBER 2014.

..................................................
MAYOR
6. CONFIRMATION AND RECEIVAL OF MINUTES (CONT.):

6.2 OTHER STATUTORY COMMITTEES

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<tr>
<th>Subject:</th>
<th>Various Minutes</th>
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<tr>
<td>Report By:</td>
<td>Personal Assistant</td>
</tr>
<tr>
<td>Report Date:</td>
<td>18 September 2014</td>
</tr>
<tr>
<td>File Reference:</td>
<td>Various</td>
</tr>
<tr>
<td>Action:</td>
<td>Yes</td>
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<tr>
<td>Attachments:</td>
<td>Yes</td>
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A copy of the Minutes from the various Meetings detailed below are attached for the information and reference of Councillors.

6.2.1 Hammond Hall Committee - Annual General Meeting held 7 September 2014

6.2.2 Booleroo Centre Civic Centre Committee - Annual General Meeting and General Meeting held 25 September 2014

6.2.3 Booleroo Centre Swimming Pool Inc - Annual General Meeting held 9 September 2014

Recommendation:

That the Minutes of the Hammond Hall Committee AGM Meeting held 7 September 2014; and

That the Minutes of the Booleroo Centre Civic Hall Committee AGM Meeting held 25 September 2014 as circulated and tabled, be received; and

That the newly appointed Office Bearers and Fee Structure for the Booleroo Centre Civic Centre Committee and Hammond Hall Committee for the 2014/2015 financial year be endorsed; and

That the Minutes of the Booleroo Centre Swimming Pool Inc AGM Meeting held 9 September 2014 as circulated and tabled, be received; and

That the newly appointed Office Bearers and Fee Structure for the Booleroo Centre Swimming Pool Inc for the 2014/2015 financial year be endorsed.

~~ Options: ~~

Moved Cr / Seconded Cr
Mr. W. Hart,
C.E.O.
D/C Mt. Remarkable.

Dear Wayne

I am enclosing copies of the bank statements and a copy of the checked balance sheet for the financial year 2013 – 2014. I am also enclosing a copy of the Agenda, Minutes of our Business meeting and AGM held on the 7th September, 2014, at which the balance sheet was presented.

I would like to thank you Wayne, and your staff at the District Council of Mt. Remarkable office, for your help and advice during the past year.

Do hope Wayne, that you and your family are all well

Kind Regards,

C. Faye Case,
Secretary/Treasurer
Hammond Hall Committee.
HAMMOND HALL COMMITTEE
BUSINESS MEETING and AGM
7th. SEPTEMBER 2014 10.00 a.m. IN THE HAMMOND HALL

AGENDA

WELCOME
APOLOGIES
MINUTES OF MEETING held 23rd. MARCH 2014

BUSINESS ARISING
- TRASH AND TREASURE Profit $2,007.65
- INTERPRETIVE SIGN (General Business)
- ANY OTHER BUSINESS ARISING

CORRESPONDENCE RECEIVED
- S.A. POWER NETWORKS (Notice of Vegetation Clearance Required)
- CROSSROADS CONCEPTS (Interpretive Sign info.)
- BANK CORRESPONDENCE (Pamphlet)
- D.C. MT. REMARKABLE (Community Assistance Grant)
- D.C. MT. REMARKABLE (Hall Levy Funds)
- AUSTRALIAN TAXATION OFFICE. (Refund of withholding Tax)

FINANCIAL STATEMENTS
- TRASH AND TREASURE BALANCE SHEET (Copies have been circulated)
- FUNDS AVAILABLE AS AT 7TH. SEPTEMBER 2014 Cheque A/C $6,251.43
- Incentive Saver a/c. $4,051.07
- HALLS RATE FUNDS Available at the Council $1,185.00
- TOTAL FUNDS AVAILABLE $11,487.50

GENERAL BUSINESS
- DANCE 11th. OCTOBER 2014.
- INTERPRETIVE SIGN
- PURCHASES OR PROJECTS REQUIRED BY COUNCIL FOR THE HALL FUNDS BY 30TH SEPTEMBER.
- ANY OTHER BUSINESS

AGM.
- ELECTION OF OFFICERS.
- PRESIDENT
- SECRETARY/TREASURER
- MEMBERS OF COMMITTEE TO SIGN CHEQUES
- PERSON TO CHECK ANNUAL BALANCE SHEETS (Mrs. Carol Gibb, Orroroo)
- CHARGES FOR HIRE OF HALL AND SUPPER ROOM

CLOSURE.
MINUTES OF THE HAMMOND HALL COMMITTEE BUSINESS MEETING AND A.G.M.
HELD AT THE HAMMOND HALL
ON
7th. SEPTEMBER 2014

Meeting declared open 10.00 a.m.

The President, Mr. Tom Case welcomed the members.

PRESENT: Tom Case, Faye Case, Michael Edlington, Sue Edlington, Ben Armer, Tricia Case, Leo Case, Di Aldridge, Garry Aldridge, John Lock, Morgan Lock,

APOLOGIES: Di Hall, Roger Hall.

MINUTES: The Secretary read the minutes of the previous business meeting held on 23rd. March 2014
Moved Garry Aldridge, Sec. John Lock, That the minutes be accepted as read.

CARRIED

BUSINESS ARISING:

TRASH AND TREASURE: The Trash and Treasure was again very successful, the crowd being slightly larger this year. A profit of $2,007. 65 was made.

INTERPRETIVE SIGN: Will be dealt with in general business.

STOVE: The new stove has been purchased and installed.

CORRESPONDENCE RECEIVED:

D/C MT. REMARKABLE: Community Assistance Grant.
D/C MT. REMARKABLE: Hall Levy Funds.
S.A. POWER NETWORKS: Notice of Vegetation Clearance Required
CROSSROADS CONCEPTS: Interpretive Sign Information.
BANK S.A. CORRESPONDANCE: Pamphlet re on line banking.
AUSTRALIAN TAXATION OFFICE: Refund Cheque of withholding Tax.

Moved Garry Aldridge, Sec. Tricia Case, That correspondence be received and dealt with.

CARRIED.

FINANCIAL:

TRASH AND TREASURE BALANCE SHEET: Copies of the Balance Sheet have been circulated.
END OF FINANCIAL YEAR BALANCE SHEET: Faye Case presented the checked balance sheet, and answered any questions that the meeting had.
Moved Faye Case. Sec. Michael Edlington that the end of the financial year Balance Sheet be adopted.

CARRIED.

Total Funds Available as at 7th September 2014, including money held in the Hammond Hall Account with the District Council of Mt. Remarkable $11,487. 50

Moved Sue Edlington. Sec. Di Aldridge that the financial report be received.
GENERAL BUSINESS:

DANCE: To be held on the 11th. October 2014.

INTERPRETIVE SIGN: Correspondence received from Crossroad Concepts giving a quote of $1,720. plus GST. for a 800mm wide x 600mm high sign attached to a frame that is termed as "hip and knee" shaped. The frames are powder coated to a colour of our choice. Faye Case showed, with the use of a lap top computer, the information that she had put together, as well as pictures sourced from various places. Morgan Lock kindly put the wording on the photo's, and proof read the written information. Moved Morgan Lock Sec. Garry Aldridge that Faye Case submit the information and photo's to Crossroad concepts and engage them to complete the signage.

CARRIED

HALL RATE FUNDS: After much discussion it was decided that three projects be investigated as to cost. Projects listed in order.
- Surfacing the floor in the main hall.
- The crack in the rear wall of the hall.
- Removal and replacement of steps from the back door from the stage to the outside.

Moved Sue Edlington, Sec. John Lock that the secretary investigate costs of each project and report back to the committee. Also Secretary to contact the D/C Mt. Remarkable and advise them of our plans for the money.

CARRIED

A.G.M.
The President Mt. Tom Case thanked all members of the Committee for their work and support during the year.
The President declared all officers vacant and Mr. Michael Edlington took the chair.

ELECTION OF OFFICERS:

PRESIDENT: Sue Edlington nominated Tom Case and he accepted.
SECRETARY/TREASURER: John Lock nominated Faye Case and she accepted.
MEMBERS OF THE COMMITTEE TO SIGN CHEQUES: Tom Case, Faye Case, John Lock, Sue Edlington, any two persons to sign.
PERSON TO CHECK THE BOOKS: Mrs. Carol Gibb,
CHARGES FOR HIRE OF HALL: To remain the same $40.00 for hire of hall and supper room $10.00 for hire of supper room.

The meeting was declared closed at 11.00 a.m.
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<thead>
<tr>
<th>Date</th>
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<tbody>
<tr>
<td>18015.10</td>
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<td>4051.07</td>
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<tr>
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<td>4036.07</td>
<td>Cash in Incentive Saver A/C</td>
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<td>Bank S.A. TFN withholding Tax</td>
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<tr>
<td>15.00</td>
<td>28th April; 28th May; 28th June; Monthly transfer to Incentive Saver A/C</td>
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<tr>
<td>492.00</td>
<td>Money Transferred to Incentive</td>
<td>1650.00</td>
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<td>142.00</td>
<td>Moose Electrical (fit new stove)</td>
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<td>80.00</td>
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<td>400.00</td>
<td>Dance Expenses (inc; 5400. Float)</td>
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<td>65.00</td>
<td>Radio Reprints (new stove for supper room)</td>
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<td>D/C MT: Remarkable (Contents Ins)</td>
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<td>Australia Post (Stamps)</td>
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<td>31st July 2013 to 30th June 2014</td>
<td>Total Income</td>
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<td></td>
<td>Hammerstone Hall balance sheet</td>
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INCENTIVE SAVER

HAMMOND HALL COMMITTEE
RSD
ORROROO SA 5431

Customer Enquiries 13 13 76
(24 hours, seven days)
BSB Number 105-045
Account Number 024617040
Statement Period 09/04/2014 to 15/07/2014
Statement No. 1(page 1 of 3)

HAMMOND HALL COMMITTEE

<table>
<thead>
<tr>
<th>Account Summary</th>
<th>Opening Balance</th>
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<tbody>
<tr>
<td>0.00</td>
<td>+</td>
<td>4,051.07</td>
<td>-</td>
<td>4,036.07</td>
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<table>
<thead>
<tr>
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<th>Balance $</th>
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<tr>
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<tr>
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<td>1.20</td>
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<td>4,017.33</td>
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<td></td>
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<tr>
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<tbody>
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<td>Year to Date</td>
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<tr>
<td>Previous Year</td>
<td>$36.07</td>
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<thead>
<tr>
<th>Summary of Withholding Charges</th>
<th>Year to Date</th>
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<tr>
<td>TFN Withholding Tax</td>
<td>$0.00 DR</td>
<td>$15.00 DR</td>
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Information
- Please check all entries on this statement and inform the Bank promptly of any error or unauthorised transaction.
# SOCIETY CHEQUE ACCOUNT

**Customer Enquiries**
- 13 13 76
  - 7:30am-7:30pm, Mon-Sat

**BSB Number**
- 105-045

**Account Number**
- 022980440

**Statement Period**
- 01/07/2013 to 30/12/2013

**Statement No.**
- 35 (page 1 of 2)

**HAMMOND HALL**

## Account Summary

<table>
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<tr>
<th>Opening Balance</th>
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<tbody>
<tr>
<td>7,530.16</td>
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<tr>
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## Interest Details

<table>
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<tr>
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</thead>
<tbody>
<tr>
<td></td>
<td>$0.00</td>
<td>$0.00</td>
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</table>

## Information

- Please check all entries on this statement and inform the Bank promptly of any error or unauthorised transaction.
- If your card is lost or stolen, please call us immediately on 1800 028 208.
- This statement should be retained for taxation purposes.
- When enquiring about the "termination value" of your account, you can visit your nearest branch or "talk to us" on 1300 360 374 and say "existing account".
- To contact us to make suggestions, compliments or find out more about our products and services, please call the customer enquiries number on this statement. This service may also be used to address and resolve complaints.
# SOCIETY CHEQUE ACCOUNT

**Account Summary**

<table>
<thead>
<tr>
<th>Opening Balance</th>
<th>Total Credits</th>
<th>Total Debits</th>
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<td>8,094.51</td>
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**Transaction Details**

<table>
<thead>
<tr>
<th>Date</th>
<th>Transaction Description</th>
<th>Debit</th>
<th>Credit</th>
<th>Balance $</th>
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</thead>
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<tr>
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<td>04 APR</td>
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<tr>
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**Interest Details**

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**Information**

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<table>
<thead>
<tr>
<th>Date</th>
<th>Item Description</th>
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<td>3775.60</td>
<td>B'BQ (including sale of surplus meet) (including sale of surplus bread &amp; drinks)</td>
<td>1080.70</td>
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<tr>
<td>873.50</td>
<td>Devonshire Teas, &amp; Cool drinks</td>
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<td>541.60</td>
<td>Hall Stall (Sale of Donated Goods)</td>
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<td>24.80</td>
<td>Donation Box (Hall Stall)</td>
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<tr>
<td>0.09</td>
<td>Donation Joan Elley</td>
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<td>0.00</td>
<td>Donation Peter Maloney</td>
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<td>85.00</td>
<td>Public Liability Insurance (17)</td>
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<td>240.00</td>
<td>Hire of Stalls (24)</td>
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<td>900.00</td>
<td>Chance Float</td>
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**EXPENSES**

8th June 2014

**INCOME**

Balance Sheet Trash and Treasure
26 September 2014

Chief Executive Officer
District Council of Mt Remarkable
PO Box 94
MELROSE SA 5483

Dear Wayne

I am enclosing a copy of the minutes of our AGM, plus the regular meeting which we held on 25 September 2014.

Yours sincerely

Betty Sparre
Secretary

enc
WELCOME Chairperson Ian McCallum welcomed 9 members to the meeting which commenced at 1930 hours.

PRESENT
John Carey, Malcolm Harvie, Don Jarvis, Ian McCallum, Ian Opperman, Trevor Roocke, Peter Simpson, Betty and Malcolm Sparre

APOLOGIES were received from Leon Butterick, Joan McCallum and Sue McNicoll

MINUTES of the last AGM were read

CHAIRMAN'S REPORT was presented by Ian McCallum who moved it be accepted seconded Malcolm Harvie Passed

TREASURER'S REPORT was presented by Betty Sparre who moved it be accepted seconded Peter Simpson Passed

ELECTION OF OFFICERS as follows:
Committee members due for re-election were Malcolm Harvie, Don Jarvis, Ian McCallum, Joan McCallum, Sue McNicoll, Betty Sparre and Malcolm Sparre

Committee members with one more year of their term are Leon Butterick, John Carey, Graham McCallum, Ian Opperman, Trevor Roocke and Peter Simpson

Life members are Leon Bastian and Irene Sanders

All positions were declared vacant. It was moved Trevor Roocke seconded John Carey that Committee members due for re-election be re-elected  Passed

Chairperson            Ian McCallum
Vice Chairperson       Malcolm Sparre
Secretary              Betty Sparre
Assistant Secretary    Sue McNicoll
Treasurer/Booking Officer Betty Sparre
Checker of books       Trevor Roocke
Bank                   ANZ
Bank Operators         Ian McCallum, Sue McNicoll, Betty Sparre

COPIES OF MINUTES It was suggested by Betty Sparre that members be given a copy of the Minutes so that they can follow up on any jobs they have volunteered for. When a general meeting is held the Minutes will be taken as read. This idea was adopted.

The AGM was completed at 20.05 hours and was followed by the ordinary general meeting.
Minutes of the meeting held on Thursday, 25 September 2014 commencing at 20.05 hours following the AGM.

WELCOME
Chairman, Ian McCallum welcomed 9 members to the meeting.

PRESENT
John Carey, Malcolm Harvie, Don Jarvis, Ian McCallum, Ian Opperman, Trevor Roocke, Peter Simpson, Betty and Malcolm Sparre

APOLOGIES were received from Leon Butterick, Joan McCallum and Sue McNicoll

MINUTES OF LAST MEETING were read and confirmed.

BUSINESS ARISING FROM MINUTES
1  Concrete wall – this seems to have come to a stand still. Ian McCallum to contact Jim Best to see if he is still prepared to do the job. If he isn’t it was suggested that we approach Wally Stroeh.
2  Painting outside woodwork – Barry Pennell will do this some time.
3  Removing old water tank and installing new one. Ian McCallum will start on this project soon. The first task is to let the water out of the old tank and then remove the stand. Ian McCallum volunteered to procure gravel and Trevor Roocke volunteered the loan of a cement mixer.
4  CWA rooms – the DC of MtR are not keen for us to disconnect the power but have suggested we make a request to them to take over the payment of the AGL accounts.
5  Malcolm Sparre volunteered to contact Mark Smith the Environmental and Health Officer re the rules regarding rain water being used on both the Hall and the CWA rooms. If we are no longer able to use rain water there is not a lot of point in moving the tank, etc.
6  White board – Malcolm Sparre reported that he had seen some other ideas for this but has not currently got prices.
7  Pavers have been moved.
8  Rubber feet for table – this has been done.

TREASURER’S REPORT
Betty Sparre presented a report as at 25 September 2014 which showed a balance in the Cheque account of $4104.99, a balance in the Term investment of $9560.13 plus the cash float of $150 making a total of $13815.12. Proposed Betty Sparre that the report be accepted seconded Peter Simpson Passed

CORRESPONDENCE
1  Letter from DC of MtR notifying us that levies collected by Council for use on the Halls has been discontinued. They want us to prepare a list of any future maintenance or purchases that we may require. Betty Sparre had prepared a wish list which members looked at and made several more suggestions. The Committee also inspected the Vet’s room and decided that some of our ‘rubbish’ should be put out for the hard rubbish collection in October.

GENERAL BUSINESS
There were no new items of business.

CLOSE OF MEETING – Chairperson closed the meeting at 2055 hours. We have scheduled another meeting for Thursday, 24 October 2014 at 8.00 pm.

Confirmed
Mr Wayne Hart  
Chief Executive Officer  
District Council of Mt Remarkable  
PO Box 94  
Melrose SA 5483  

24th of September 2014  

Dear Wayne,  

Re: Booleroo Centre Swimming Pool  

The Booleroo Centre Swimming Pool Committee held an AGM on Tuesday 9th of September 2014. Included in this letter are new members contact details and pool fees for Council approval.  

The new elected members and their rolls are as follows -  

President – Grant Sismey  
gwmjsismey@live.com  

Vice President – Robert Mills  
r.lmills@hotmail.com  

Treasurer – Lisa Woolford  
ghld@bigpond.com  

Secretary – Sarah Arthur  
noelarthur3@bigpond.com  

The pool fees for the 2014/2015 season providing Council approval are as follows –  

Subscriptions – season entry  

Family with school age children - $225  
Single - $130  
Student/concession - $115  

Daily entry
Adult - $8  
Child - $6  
Family - $25 (family with school age children)

Also at the meeting there was a query raised as to who would coordinate and be after hours contact person for the pool attendants should they have any issues?

I have attached a copy of the minutes for your information. Please do not hesitate to contact me if you require additional information.

Yours Sincerely

Sarah Arthur  
Secretary  
Booleroo Centre Memorial Swimming Pool Inc

Ph: 08 8667 2293 / 0488 198 570  
Email: noelarthur3@bigpond.com
BOOLEROO CENTRE MEMORIAL SWIMMING POOL INC.

Annual general meeting

Date of Meeting: Tuesday 9th September 2014

1. **Present:** Melissa Koch, Wilma Cillié, Robert Mills, Sarah Arthur, Muriel Scholz, Lisa Woolford, Emma Mc Sporan, Leah Hughes, Ian Opperman, Karen Blesing, Paul Arthur, Katrina Kumnick, Grant Sisme, Jodie McCallum.

2. **Welcome:** President Melissa Koch opened the meeting at 19:00 and welcomed all present.

3. **Apologies:** Deanne McCallum.

4. **Approval of Minutes of the previous meeting:** Minutes of the previous meeting were read and accepted, moved Robert Mills, Seconded Lisa Woolford.

5. **Correspondence:** There was no correspondence tabled at this meeting.

6. **Business arising from previous meeting:**

7. **Treasurer's report:** Copies of report given to all present and explained by treasurer., copy attached to minutes. Report accepted. Moved Lisa Woolford, seconded Karen Blesing

8. **Caretaker's report:** Ian Opperman reported that he was happy that everything was done according to plans.

9. **President's report:** Melissa Koch read out her report to the meeting, copy attached to minutes. Muriel and Karen complimented Melissa for doing a great job as president.

10. **Election of officers:**

   - **President:** Melissa Koch nominated Grant Sisme, accepted, all in favour.
   - **Vice President:** Ian Opperman nominated Robert Mills, accepted, all in favour.
   - **Treasurer:** Melissa nominated Lisa Woolford, accepted, all in favour.
   - **Secretary:** Wilma Cillié nominated Sarah Arthur, accepted, all in favour.
   - **Roster secretary:** Melissa nominated Karen Blesing, accepted, all in favour.
   - **Canteen Managers:** Robert and Lurline Mills (in her absence) offered to stay in the position, no other nominations, all in favour.
   - **Bank Operators:** Lisa Woolford, Grant Sisme, Sarah Arthur.
   - **Committee members:** Ian Opperman, Katrina Kumnick, Melissa Koch, Paul Arthur, Wilma Cillié, Leah Hughes, Jodie McCallum, Emma McSporran.
   - Ian Opperman will stay on as Caretaker.
11. New business:

- **Subscriptions:**
  
  **Season Entry:**
  
  $225 – family with school aged children  
  $130 – Single  
  $115 – Student/Concession

  **Daily Entry:**
  
  $8 – adult  
  $6 – school child  
  $25 – family with school aged children

  Fee’s moved by Katrina Kumnick, seconded Lisa Woolford, all in favour

- **BCDS fee’s**

  Due to the BCDS having trouble to recover funds from some children’s parents after using the pool and not being members, the following was decided:

  Memberships to the pool will be available to be paid from November as per usual. Members who are in possession of a season ticket will be refunded the money they pay for swimming lessons at school. In order to receive a refund, members will be given the opportunity during February to bring their school fee’s receipt to dedicated pool committee members on an advised time and date for a refund of “pool usage fee”. This will be trialled for the 2014/2015 season.

  Wilma and Sarah responsible for designing a “system” for refunds.

  Moved by Melissa Koch, seconded Robert Mills, all in favour.

- **Signage**

  Muriel handed signage for the pool rules etc over to Katherine Battersby (DCMR employee). Council has approved and will pay for new signs to be printed by Pirie Signs. This will happen as soon as the new fencing is completed.

- **Pool Opening date:** To be announced
- **Keys:** Full set of Keys for pool attendant use will be kept at the Booleroo Bakery and the Booleroo pub
After hours key and spare after hour’s key to be kept at Wilma Cillié’s premises in the mailbox on Findlay terrace.

- **Working bee date and time**, to be announced

12. **Other business:**

**Pool operator:** Ian Opperman although keen to continue as pool operator/caretaker, wished to inform that he has health issues and might need some time off in the near future. He advised that he had the authority to nominate someone to continue this job and he will still be overall responsible and accountable. Requested that council also commit to making available a council employee for “back-up” support if needed. Pool committee (Grant and Robert) to follow up.

**Infrastructure:**

*Fencing* will be completed by Kelly engineering and this will commence in a week’s time. Richard Plevin will start the painting of the buildings ASAP, weather permits. Baby pool umbrella ordered, Muriel to advise when this will arrive, to be constructed by Plevin’s.

Karen Blesing requested a quote for *change room cubicles* in case future grant or funding becomes available, she will discuss these at the next “swim club” meeting too for possible financial assistance with these. Muriel will obtain quote before she leaves DCMR.

**Playground:** works to commence within the near future.

**Car park:** Council committed to clean and sort area behind pool for proper car park space with adequate lighting and safe vehicle access.

**DCMR**

Melissa Koch reported that the committee have encouraged the DCMR to present a proposal for the ongoing management of the pool, clearly outlining the responsibilities of Council and the pool committee. To date no proposal or information has been provided.

**Wish List:**

- Toddler pool: This pool has some leakage issues that needs attention, also possible re-lining. Muriel advised to contact Mark Smith (Environmental Health Officer), because if this is a possible health hazard, DCMR will need to attend to this. Grant and Ian to follow up.
- Shower for chemical spillage arrived – to be plumbed in ASAP
- Change room cubicles
- Canteen upgrade
- Extra seating
- Motorising of the pool covers for easier operation
- Solar heating for pool

**50 year Celebration:**

It is coming up to 50 years since the official opening of the pool. Suggested that we combine this event with the Australia day Celebrations in January 2015 as well as an official opening of the new playground. Karen Blesing to discuss the possibility of having Australia Day celebration at the pool with the progress association at their next meeting.

**Pool attendants:**

To be recruited ASAP, applicants have to be in possession of a bronze medal lifesaving and first aid. Bronze medallion course will be available.

Pool committee needs clarification from Council as to who will take over the position of co-ordinating pool attendants when Muriel leaves. Sarah Arthur to write a letter to Council regarding the above as well as fee’s.

**Steam and Traction:**

Karen Blesing offered to continue to look after this major fund raising project for another season.

**Canteen**

Paul Arthur raised a question about the wide selection of lollies available for purchase at the canteen. Queried whether we really need as big a variety of lollies. Paul will discuss this with canteen managers; will suggest that pre-packed lolly bags will be made up to make it easier for canteen workers. Healthier options discussed again, this was trialled and was not viable as the options did not sell.

Melissa thanked everyone present; she also thanked Muriel for all her hard work, efforts and support of the Pool Committee as a Council Employee and wished her all the best for her future.

Date of next meeting to be advised

Meeting closed at 20:45
7. **PETITIONS:**

The Local Government (Procedures at Meetings) Regulations 2013 provide the following in respect of Petitions:-

**Regulation 10 - Petitions**

(1) A petition to the council must—
   (a) be legibly written or typed or printed; and
   (b) clearly set out the request or submission of the petitioners; and
   (c) include the name and address of each person who signed or endorsed the petition; and
   (d) be addressed to the council and delivered to the principal office of the council.

(2) If a petition is received under subregulation (1), the chief executive officer must ensure that the petition or, if the council has so determined as a policy of the council, a statement as to the nature of the request or submission and the number of signatures or the number of persons endorsing the petition, is placed on the agenda for the next ordinary meeting of the council or, if so provided by a policy of the council, a committee of the council.

(3) Subregulation (2) may be varied at the discretion of the council pursuant to regulation 6.
8. **NOTICE OF MOTION:**

The Local Government (Procedures at Meetings) Regulations 2013 provide the following in respect of Notices of Motion:-

*Regulation 12 - Motions*

1. A member may bring forward any business in the form of a written notice of motion.
2. The notice of motion must be given to the chief executive officer at least 5 clear days before the date of the meeting at which the motion is to be moved.
3. A motion the effect of which, if carried, would be to revoke or amend a resolution passed since the last periodic election of the Council must be brought by written notice of motion.
4. If a motion under sub-regulation (3) is lost, a motion to the same effect cannot be brought -
   (a) until after the expiration of 12 months; or
   (b) until after the next periodic election, whichever is the sooner.

8.1 **CR CE NOTTLE**

A Notice of intent to move a motion at the Meeting of Council to be held on Tuesday 14 October 2014 was received from Cr Nottle on 7 October 2014 in accordance with the Local Government (Procedures at Meetings) Regulations 2013, namely:

“That the Mayor, CEO/Deputy CEO respond to Elected Members Questions/Emails as a matter of priority.”

~~ Options: ~~

Moved Cr / Seconded Cr
TO: THE CHIEF EXECUTIVE OFFICER

NOTICE OF MOTION

Local Government (Procedures at Meetings) Regulations 2000 - Regulation 13

13
(1) A member may bring forward any business in the form of a written notice of motion.
(2) The notice of motion must be given to the chief executive officer at least five clear days before the date of the meeting at which the motion is to be moved.
(3) A motion the effect of which, if carried, would be to revoke or amend a resolution passed since the last periodic election of the council must be brought by written notice of motion.
(4) If a motion under sub-regulation (3) is lost, a motion to the same effect cannot be brought-
(a) until after the expiration of 12 months; or
(b) until after the next periodic election, whichever is the sooner.

* *** ***** ******** ***** *** *

COUNCILLOR: COLIN NOTTLE
WARD: PLAINS
DATE: 6/10/14

NOTICE is given that I intend to move the following motion at the Meeting of Council to be held on Tuesday 14/10/14:

That

THE MAYOR, CEO/DEPUTY CEO

RESPOND TO ELECTED MEMBERS

QUESTIONS/EMAILS AS A MATTER OF PRIORITY

Mail item: 1476
File Ref: DCM20089
Agenda Item: 8.1
Meeting: 14/10/14
Copy to:

9.24.1

Signed

W:\Format\Notice Of Motion (Blank).doc
9. **COMMUNITY QUESTION TIME: 9.30 am to 10.00 am**

   During this period, any member of the public can come into a Council Meeting and ask a question of Council, without notice.
10. **MAYOR’S REPORT:**

Subject: Monthly Report  
Report By: Mayor  
Report Date: 9 October 2014  
File Reference: DCMR0087  
Action: No - Information Only  
Attachments: No

09/09/2014  
Council Meeting.  
Attended the Port Pirie Regional Council launch of “Tourist in Your Town” campaign.

21/09/2014  
Attended Wirrabara Market.

25/09/2014  
Attended the screening of ‘Afterburn’ at Wirrabara, a rather moving account of three different families experiences during and after the 2009 Black Saturday Victorian fires.

26/09/2014  
Colleen Jacobs’ farewell morning tea. Expressed on behalf of Councillors past/present our gratitude for her outstanding commitment to our Council and extended our very best wishes in her retirement.

28/09/2014  
Attended Murray Town Auction.
11. **COUNCILLOR'S COMMUNICATIONS:**

11.1 **ACTIVITIES & ATTENDANCE REPORTS**

11.1.1 **CR PR JACOBS**

- **Subject:** September 2014
- **Report By:** Cr Jacobs
- **Report Date:** 02/10/2014
- **File Reference:** DCMR0087
- **Action:** No - Information Only
- **Attachments:** No

**SMP Reference:**
- **Objective 1** Respected, Responsive, Open and Effective Leadership
- **Strategy 5** Promote a positive image of Council
- **Action 1** Promote and foster an organisation that reflects Council's vision, mission and core values

**Official Council/Committee/Delegate/Representative Duties and Functions**
- 02/09/2014 Northern Passenger Transport Network Management Committee Meeting
- 09/09/2014 Ordinary Meeting of Council

**Other Community Meetings and Attendances**
- 01/09/2014 Mt View Fundraising Meeting
- 16/09/2014 Melrose Community Development Association Meeting
- 17/09/2014 Wilmington Progress Society Meeting
- 23/09/2014 Mt View Board Meeting
- 26/09/2014 Farewell morning tea for Executive Assistant
11. COUNCILLOR'S COMMUNICATIONS (CONT.):

11.1 ACTIVITIES & ATTENDANCE REPORTS (CONT.)

11.1.2 CR PR KRETSCHMER

Subject: September 2014  
Report By: Cr Kretschmer  
Report Date: 03/10/2014  
File Reference: DCMR0087  
Action: No - Information Only  
Attachments: No

SMP Reference:
Objective 1  
Respected, Responsive, Open and Effective Leadership  
Strategy 5  
Promote a positive image of Council  
Action 1  
Promote and foster an organisation that reflects Council's vision, mission and core values

Official Council/Committee/Delegate/Representative Duties and Functions

09/09/2014  Ordinary Meeting

Other Community Meetings and Attendances

09/09/2014  Southern Flinders Tastes & Tourism Planning Meeting  
11/09/2014  Wirrabara Progress Association Meeting  
14/09/2014  Southern Flinders Junior Football & Netball Windup  
23/09/2014  Northern NRM Group Meeting at Hawker  
24/09/2014  Meeting with Minister Leon Bignell re Wirrabara Forest  
25/09/2014  ‘Afterburn’ documentary screening, Wirrabara
11. COUNCILLOR'S COMMUNICATIONS (CONT.):

11.1 ACTIVITIES & ATTENDANCE REPORTS (CONT.)

11.1.3 CR CE NOTTLE

Subject: September 2014
Report By: Cr Nottle
Report Date: 01/10/2014
File Reference: DCMR0087
Action: No - Information Only
Attachments: No

SMP Reference:
Objective 1 Respected, Responsive, Open and Effective Leadership
Strategy 5 Promote a positive image of Council
Action 1 Promote and foster an organisation that reflects Council's vision, mission and core values

Other Community Meetings and Attendances

18/09/2014 Booleroo Centre Community Development & Tourism Association monthly meeting
11. COUNCILLOR'S COMMUNICATIONS (CONT.):

11.1 ACTIVITIES & ATTENDANCE REPORTS (CONT.)

11.1.4 CR TC ROOCKE

<table>
<thead>
<tr>
<th>Subject:</th>
<th>September 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Report By:</td>
<td>Cr Roocke</td>
</tr>
<tr>
<td>Report Date:</td>
<td>03/10/2014</td>
</tr>
<tr>
<td>File Reference:</td>
<td>DCMR0087</td>
</tr>
<tr>
<td>Action:</td>
<td>No - Information Only</td>
</tr>
<tr>
<td>Attachments:</td>
<td>No</td>
</tr>
</tbody>
</table>

SMP Reference:

Objective 1: Respected, Responsive, Open and Effective Leadership
Strategy 5: Promote a positive image of Council
Action 1: Promote and foster an organisation that reflects Council's vision, mission and core values

Official Council/Committee/Delegate/Representative Duties and Functions

14/10/2014 Ordinary Meeting

Other Community Meetings and Attendances

- 18/09/2014 Quality Control meeting Booleroo Centre Hospital
- 22/09/2014 Mid North Health Advisory Council Booleroo Centre
- 23/09/2014 Mid North Health Care Trust Meeting, Jamestown
- 25/09/2014 Booleroo Centre Civic Centre Annual General Meeting
11. COUNCILLOR'S COMMUNICATIONS (CONT.):

11.1 ACTIVITIES & ATTENDANCE REPORTS (CONT.)

11.1.5 CR CW RYAN

Subject: September 2014
Report By: Cr Ryan
Report Date: 03/10/2014
File Reference: DCMR0087
Action: No - Information Only
Attachments: No

SMP Reference:
Objective 1 Respected, Responsive, Open and Effective Leadership
Strategy 5 Promote a positive image of Council
Action 1 Promote and foster an organisation that reflects Council's vision, mission and core values

Other Community Meetings and Attendances
14/09/2014 Weeroona Island Progress Association general meeting
11. COUNCILLOR'S COMMUNICATIONS (CONT.):

11.1 ACTIVITIES & ATTENDANCE REPORTS (CONT.)

11.1.6 CR REW WALKER

Subject: September 2014
Report By: Cr Walker
Report Date: 03/10/2014
File Reference: DCMR0087
Action: No
Attachments: No

SMP Reference:
Objective 1 Respected, Responsive, Open and Effective Leadership
Strategy 5 Promote a positive image of Council
Action 1 Promote and foster an organisation that reflects Council's vision, mission and core values
11. COUNCILLOR'S COMMUNICATIONS (CONT.):

11.2 OTHER REPORTS

11.2.1 FLINDERS MOBILE LIBRARY ANNUAL REPORT

Subject: Annual Report 2013/14
Report By: Chief Executive Officer
Report Date: 25/09/2014
File Reference: No File
Action: Yes
Attachments: Yes

SMP Reference:
Objective 4 Lifestyle & Innovation - Building Communities & Fostering Creativity
Strategy 5 Support a range of community services and infrastructure to enhance residents “Quality of Life”
Action 8 Maintain support for the Flinders Mobile Library service

A copy of the Library Manager’s Report to Northern Areas Council is attached for the reference and information of Elected Members.

Recommendation:
That the 2013/14 Annual Report of Flinders Mobile Library as circulated and tabled, be received.

~~ Options: ~~

Moved Cr / Seconded Cr
FLINDERS MOBILE LIBRARY

The Flinders Mobile Library continued to provide library services to residents of the Northern Areas Council, Mount Remarkable District Council and the Port Pirie Regional Council during 2013/14. Flinders Mobile Library service is based out of Gladstone, with the mobile library truck visiting 16 townships, 11 schools and 3 kindergartens on a fortnightly schedule.

<table>
<thead>
<tr>
<th>POPULATION SERVED</th>
<th>2010/11</th>
<th>2011/12</th>
<th>2012/13</th>
<th>2013/14</th>
</tr>
</thead>
<tbody>
<tr>
<td>District Council of Mt Remarkable</td>
<td>2951</td>
<td>2966</td>
<td>2998</td>
<td>2910</td>
</tr>
<tr>
<td>Northern Areas Council</td>
<td>2676</td>
<td>2664</td>
<td>2655</td>
<td>2501</td>
</tr>
<tr>
<td>Port Pirie Regional Council</td>
<td>795</td>
<td>796</td>
<td>791</td>
<td>743</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>6422</strong></td>
<td><strong>6426</strong></td>
<td><strong>6444</strong></td>
<td><strong>6154</strong></td>
</tr>
</tbody>
</table>

Circulation Statistics

Loans have increased by 1384 during 2013/14, an increase of 3.38%. Considering our official membership has dropped by almost 600 borrowers to 1118 total users following a huge borrower deletion and clean up earlier this year, this is a fantastic result. Loans for 2013/14 are up by 7.65% compared to when Flinders Mobile Library joined the One Card Library Management System two years ago in 2011/12.

Loans for 2014/15 are on trend to increase again, with the loans for July and August 2014 up by 13.4% compared to the same time last year.

eBook and eAudio loans have increased by 356% during the 2013/14 financial year. By the end of October 2014, the eBook and eAudio catalogue is to be intergraded with the One Card State-wide Catalogue, meaning it will be far simpler and more streamlined to borrow digital content from your library.

<table>
<thead>
<tr>
<th>LOANS</th>
<th>2011/12</th>
<th>2012/13</th>
<th>2013/14</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Loans</td>
<td>39321</td>
<td>40943</td>
<td>42327</td>
</tr>
<tr>
<td>Total eBook &amp; eAudio Loans</td>
<td>-</td>
<td>110</td>
<td>502</td>
</tr>
<tr>
<td>Total Holds placed &amp; collected</td>
<td>-</td>
<td>3134</td>
<td>4982</td>
</tr>
<tr>
<td>Total Incoming holds from other Libraries in SA</td>
<td>-</td>
<td>1977</td>
<td>4027</td>
</tr>
<tr>
<td>Total Outgoing holds to other Libraries in SA</td>
<td>-</td>
<td>3725</td>
<td>6542</td>
</tr>
</tbody>
</table>

Collection Statistics

Collection maintenance is a constant an ongoing process, meaning the collection totals are in a state of constant flux as old items go out and new items come in. At June 30 2014, Flinders Mobile Library had a total of 19564 items in the collection. These items consist of books, DVD’s, CD’s, CD-ROM’s, magazines, language kits and audio books. On average, Flinders Mobile Library stock numbers usually hovers around 20,000 items.

<table>
<thead>
<tr>
<th>COLLECTION</th>
<th>30/06/2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Items on the Flinders Mobile Library truck</td>
<td>6279</td>
</tr>
<tr>
<td>Items in the Flinders Mobile Library depot</td>
<td>13285</td>
</tr>
<tr>
<td><strong>TOTAL items in the Flinders Mobile Library collection</strong></td>
<td><strong>19564</strong></td>
</tr>
</tbody>
</table>

Borrower Statistics

During the 2013/14 financial year, Flinders Mobile Library undertook a borrower database clean-up, which has seen the deletion of almost 600 borrowers who haven’t used the library service in more than two years. The majority of these deleted borrowers were primary school students who have since moved onto high school.
This means we now have a much more accurate and realistic idea of our borrower database and borrower usage, but it also means our numbers will look quite unhealthy by comparison to previous years. We had an increase of 158 borrowers registered directly with Flinders Mobile Library during the 2013/14 financial year; however there is an overall increase of 172 borrowers thanks to the One Card Library Management System, which means borrowers who own a library card elsewhere (e.g. Port Pirie, Port Augusta, Clare etc.) are able to access our library service without having to re-register.

Flinders Mobile Library officially had 1118 registered members at June 30 2014; however 1172 people access our library service in one way or another.

Of these 1118 borrowers, 557 are students who, for the majority of visits, access the Flinders Mobile Library when we visit their school during the school term. These student borrowers made up 49.8% of the total Flinders Mobile Library borrowers for 2013/14, meaning a fairly even split between student borrowers and adult borrowers.

<table>
<thead>
<tr>
<th>BORROWERS</th>
<th>2012/13</th>
<th>2013/14</th>
</tr>
</thead>
<tbody>
<tr>
<td>Borrowers registered with Flinders Mobile Library</td>
<td>960</td>
<td>1118</td>
</tr>
<tr>
<td>Borrowers registered with another home library who also use our service</td>
<td>40</td>
<td>54</td>
</tr>
<tr>
<td><strong>TOTAL borrowers utilising Flinders Mobile Library</strong></td>
<td><strong>1000</strong></td>
<td><strong>1172</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>BORROWERS BY COUNCIL AREA</th>
<th>2012/13</th>
<th>2013/14</th>
</tr>
</thead>
<tbody>
<tr>
<td>District Council of Mt Remarkable</td>
<td>422</td>
<td>476</td>
</tr>
<tr>
<td>Northern Areas Council</td>
<td>374</td>
<td>462</td>
</tr>
<tr>
<td>Port Pirie Regional Council</td>
<td>125</td>
<td>152</td>
</tr>
<tr>
<td>Other</td>
<td>39</td>
<td>28</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>960</strong></td>
<td><strong>1118</strong></td>
</tr>
</tbody>
</table>

Below is a break-down of Flinders Mobile Library borrowers by their home towns for 2013/14. We visit the local school in each of the towns marked with an *, which is why there are more borrowers in these towns.

<table>
<thead>
<tr>
<th>BORROWER BREAKDOWN BY TOWN</th>
<th>2013/14</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>District Council of Mount Remarkable</strong></td>
<td></td>
</tr>
<tr>
<td>Murray Town</td>
<td>8</td>
</tr>
<tr>
<td>Appila</td>
<td>16</td>
</tr>
<tr>
<td>Port Germein</td>
<td>33</td>
</tr>
<tr>
<td>Wirrabara*</td>
<td>54</td>
</tr>
<tr>
<td>Melrose*</td>
<td>77</td>
</tr>
<tr>
<td>Wilmington*</td>
<td>93</td>
</tr>
<tr>
<td>Booleroo Centre*</td>
<td>199</td>
</tr>
<tr>
<td><strong>Northern Areas Council</strong></td>
<td></td>
</tr>
<tr>
<td>Gulnare</td>
<td>5</td>
</tr>
<tr>
<td>Yacka</td>
<td>23</td>
</tr>
<tr>
<td>Spalding*</td>
<td>41</td>
</tr>
<tr>
<td>Georgetown*</td>
<td>59</td>
</tr>
<tr>
<td>Laura*</td>
<td>149</td>
</tr>
<tr>
<td>Gladstone*</td>
<td>206</td>
</tr>
<tr>
<td><strong>Port Pirie Regional Council</strong></td>
<td></td>
</tr>
<tr>
<td>Redhill</td>
<td>24</td>
</tr>
<tr>
<td>Koolunga*</td>
<td>48</td>
</tr>
<tr>
<td>Napperby*</td>
<td>76</td>
</tr>
</tbody>
</table>
12. **QUESTIONS ON NOTICE:**

The Local Government (Procedures at Meetings) Regulations 2013 provide the following in respect of Questions on Notice:-

**Regulation 9 - Questions**

1. A member may ask a question on notice by giving the chief executive officer written notice of the question at least five clear days before the date of the meeting at which the question is to be asked.

2. If notice of a question is given under sub-regulation (1) -
   (a) the chief executive officer must ensure that the question is placed on the agenda for the meeting at which the question is to be asked; and
   (b) the question and the reply must be entered in the minutes of the relevant meeting.

6. The presiding member may rule that a question with or without notice not be answered if the presiding member considers that the question is vague, irrelevant, insulting or improper.

**LGA Meeting Procedures Handbook for Council Members (December 2013 Edition):**

When a question is asked at a meeting the normal process is that the presiding member will reply to the question. This procedure enables Councillors to obtain information that is relevant to their role as a member of the governing body and the function of that body. The question should relate to functional, strategic or policy issues of the Council. Questions of an operational nature are the domain of the CEO and should be directed to the CEO outside of a meeting and during business hours. (page 23).
13. **QUESTIONS WITHOUT NOTICE:**

The Local Government (Procedures at Meetings) Regulations 2013 provide the following in respect of Questions Without Notice:

*Regulation 9 - Questions*

(3) A member may ask a question without notice at a meeting.

(4) The presiding member may allow for the reply to a question without notice to be given at the next meeting.

(5) A question without notice and the reply will not be entered in the minutes of the relevant meeting unless the members present at the meeting resolve that an entry should be made.

(6) The presiding member may rule that a question with or without notice not be answered if the presiding member considers that the question is vague, irrelevant, insulting or improper.

*LGA Meeting Procedures Handbook for Council Members (December 2013 Edition):*

When a question is asked at a meeting the normal process is that the presiding member will reply to the question. This procedure enables Councillors to obtain information that is relevant to their role as a member of the governing body and the function of that body. The question should relate to functional, strategic or policy issues of the Council. Questions of an operational nature are the domain of the CEO and should be directed to the CEO outside of a meeting and during business hours. (page 23).
14. BUSINESS ARISING FROM PREVIOUS MEETING:

14.1 ACTION LIST

<table>
<thead>
<tr>
<th>Subject:</th>
<th>September 2014 Ordinary Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Report By:</td>
<td>Chief Executive Officer</td>
</tr>
<tr>
<td>Report Date:</td>
<td>09/10/2014</td>
</tr>
<tr>
<td>File Reference:</td>
<td>No File</td>
</tr>
<tr>
<td>Action:</td>
<td>No - Information Only</td>
</tr>
<tr>
<td>Attachments:</td>
<td>Yes</td>
</tr>
</tbody>
</table>

SMP Reference:

<table>
<thead>
<tr>
<th>Objective</th>
<th>Administration and Finance - Accountable, Secure and Sustainable Organisation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Strategy</td>
<td>Develop, implement and foster a Continuous Improvement philosophy throughout the Council</td>
</tr>
<tr>
<td>Action</td>
<td>Generate greater awareness and accountability by all Council employees and in all activities</td>
</tr>
</tbody>
</table>

The Action List from the September 2014 Ordinary Meeting of Council is attached for the information and reference of Councillors.
<table>
<thead>
<tr>
<th>No.</th>
<th>Item</th>
<th>Agenda Item</th>
<th>Action</th>
<th>Responsibility</th>
<th>Priority</th>
<th>Timeframes</th>
<th>Status</th>
<th>Comp Date</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>10</td>
<td>Mayor's Report</td>
<td>Write to DPTI re northern entrance to W/I - verge not long enough</td>
<td>Chief Executive Officer</td>
<td>Considerable</td>
<td>Within 3 Months</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>14.1</td>
<td>B/A - Action List</td>
<td>Continue to lobby Forsty SA regarding replanting of Wirrabara &amp; Bundaleer Forests</td>
<td>Chief Executive Officer</td>
<td>Moderate</td>
<td>Within 3 Months</td>
<td>In Progress</td>
<td></td>
<td>ongoing</td>
</tr>
<tr>
<td>3</td>
<td>15.1.2</td>
<td>Finance - Naming of Water Supply</td>
<td>Processes to change name from Port Flinders Water Supply to Westcoast Island Water</td>
<td>Finance Officer</td>
<td>Low</td>
<td>Within 3 Months</td>
<td>In Progress</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>15.1.2</td>
<td>Finance - Landfill Transfer Station Floats</td>
<td>Organise new cash float</td>
<td>Finance Officer</td>
<td>Considerable</td>
<td>Within 1 month</td>
<td>Completed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>15.1.2</td>
<td>Finance - signatories for Operating Account</td>
<td>Register signatories with BankSA</td>
<td>Finance Officer</td>
<td>Considerable</td>
<td>Within 1 month</td>
<td>Completed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>16.2.2</td>
<td>Admin - Deputy CEO - Wilmington Swimming Pool</td>
<td>New Lease and commerce processes for the season</td>
<td>Deputy CEO</td>
<td>Considerable</td>
<td>Within 1 month</td>
<td>In Progress</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>16.2.3</td>
<td>Admin - Deputy CEO - Road Name Changes</td>
<td>Kapoorlanger/Kapralanger, Jacob &amp; Unknown Road - Undertake research &amp; put on October</td>
<td>Deputy CEO</td>
<td>Considerable</td>
<td>Within 1 month</td>
<td>Completed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>16.2.3</td>
<td>Admin - Deputy CEO - Road Name Changes</td>
<td>Advise changes from Greg to Geeg and Pargum to Paragum; order new signs</td>
<td>Deputy CEO</td>
<td>Considerable</td>
<td>Within 1 month</td>
<td>Completed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>16.3.1</td>
<td>Admin - MK&amp;ED - Melrose Cycle &amp; Walking Trails Map</td>
<td>Finalise and redistribute</td>
<td>Manager Com &amp; Ec Develop.</td>
<td>High</td>
<td>Urgently</td>
<td>Completed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>16.3.1</td>
<td>Admin - MK&amp;ED - Melrose to Showgrounds walking trail Forests</td>
<td>Pavers and signage for beginning of trail - DPTI may have funds for pavers</td>
<td>Manager Works &amp; Tech Svcs</td>
<td>Considerable</td>
<td>Within 1 month</td>
<td>Other</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>16.4.2</td>
<td>Admin - MW&amp;TS - General - Brooklino Public toilets (Cr Right)</td>
<td>Doors need to be self-closing and perhaps screen in front of ladies toilets</td>
<td>Manager Works &amp; Tech Svcs</td>
<td>Moderate</td>
<td>Within 3 Months</td>
<td>Completed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>16.4.2</td>
<td>Admin - MW&amp;TS - General - Keep off Garden Signs for new area at Foreshore (Mayor Wauchope)</td>
<td>Link into either a grant to stop people walking thru garden or signage</td>
<td>Manager Works &amp; Tech Svcs</td>
<td>Moderate</td>
<td>Within 3 Months</td>
<td>On Hold</td>
<td>To be monitored</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>18</td>
<td>LGAG - LGA AGM</td>
<td>Council Delegate to LGA AGM: Mayor Wauchope &amp; Cr Jacobs as Deputy Delegate</td>
<td>Executive Assistant</td>
<td>High</td>
<td>Urgently</td>
<td>Completed</td>
<td></td>
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</table>

**August 2014 Ordinary Meeting of Council**

<table>
<thead>
<tr>
<th>No.</th>
<th>Item</th>
<th>Agenda Item</th>
<th>Action</th>
<th>Responsibility</th>
<th>Priority</th>
<th>Timeframes</th>
<th>Status</th>
<th>Comp Date</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>16.4</td>
<td>Confirmation of Minutes - Brooklino Airstrip Management Committee</td>
<td>Follow up to Airstrip Committee Minutes - plans to be drawn up for tanks</td>
<td>Manager Works &amp; Tech Svcs</td>
<td>Considerable</td>
<td>Within 1 Month</td>
<td>In Progress</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>13</td>
<td>QWON - Cr Ryan - Has an insurance claim been submitted for the River Lane Shelter Islands</td>
<td>Follow up on claim</td>
<td>Manager Com &amp; Ec Develop.</td>
<td>Considerable</td>
<td>Within 1 Month</td>
<td>Awaiting Third Party Consideration</td>
<td>Submitted, awaiting assessment</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>13</td>
<td>QWON - Cr Nottle - Costs relating to taking wheelie bin to Transfer Station - Peter Major</td>
<td>Write to advise of options for waste collection</td>
<td>Deputy CEO</td>
<td>Considerable</td>
<td>Within 1 Month</td>
<td>Completed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>15.6.2</td>
<td>Finance - 2014/2015 Fees and Charges - Amendment</td>
<td>Advise staff, change public fees &amp; charges document &amp; organise website update</td>
<td>Finance Officer</td>
<td>High</td>
<td>Urgently</td>
<td>Completed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>15.6.1</td>
<td>Admin - CEQs Report - Forestry SA (Wirrabara &amp; Bundaleer Forests)</td>
<td>Express support for local communities &amp; businesses, by the continued call for replanting</td>
<td>Chief Executive Officer</td>
<td>Considerable</td>
<td>Within 1 Month</td>
<td>Completed</td>
<td></td>
<td>Ongoing</td>
</tr>
<tr>
<td>6</td>
<td>15.6.1</td>
<td>Admin - Deputy CEO - Message on hold</td>
<td>Proceed with new Message On Hold</td>
<td>Deputy CEO</td>
<td>Moderate</td>
<td>Within 3 Months</td>
<td>In Progress</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>16.3.1</td>
<td>Admin - MK&amp;ED - Melrose Music Master</td>
<td>Advise organiser that a full proposal is needed prior to a decision being made</td>
<td>Manager Com &amp; Ec Develop.</td>
<td>Considerable</td>
<td>Within 1 Month</td>
<td>Completed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>16.3.1</td>
<td>Admin - MK&amp;ED - SFRR sculpture grant application</td>
<td>Advise of consent for 1st sculpture &amp; case by case for new ones</td>
<td>Manager Com &amp; Ec Develop.</td>
<td>Considerable</td>
<td>Within 1 Month</td>
<td>Completed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>16.3.2</td>
<td>Admin - MK&amp;ED - Bridges Renewal Program</td>
<td>Proceed with grant application for Spear Creek Road</td>
<td>Manager Com &amp; Ec Develop.</td>
<td>Considerable</td>
<td>Urgently</td>
<td>Completed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>16.4.2</td>
<td>Admin - Works General Business - Mayor Wauchope</td>
<td>Bike Trails - program to be included in the Agenda</td>
<td>Chief Executive Officer</td>
<td>Moderate</td>
<td>Within 3 Months</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>16.7.1</td>
<td>Admin - HCT Project Officer</td>
<td>Include evaluation report in upcoming Agenda</td>
<td>Manager Com &amp; Ec Develop.</td>
<td>Moderate</td>
<td>Within 3 Months</td>
<td>Completed</td>
<td></td>
<td>Presentation of final report at Sept Meeting</td>
</tr>
<tr>
<td>12</td>
<td>18.1</td>
<td>LGAG - LGFA -</td>
<td>Nominate Mayor Wauchope as Council Rep to LGFA AGM</td>
<td>Chief Executive Officer</td>
<td>High</td>
<td>Urgently</td>
<td>Completed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>19.1</td>
<td>Environmental Health - Food Act 2001 - Submission of Questionnaire to SA Health</td>
<td>Finalise relevant processes</td>
<td>Env Health &amp; Comp Officer</td>
<td>High</td>
<td>Urgently</td>
<td>Completed</td>
<td></td>
<td></td>
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<tr>
<td>14</td>
<td>23.1</td>
<td>Urgent Business - Strategic Directions for Public Health Report - prepared by Healthy Environments</td>
<td>Forward to the Minister for comment</td>
<td>Env Health &amp; Comp Officer</td>
<td>High</td>
<td>Urgently</td>
<td>Completed</td>
<td></td>
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**June 2014 Ordinary Meeting of Council**

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<tr>
<th>No.</th>
<th>Item</th>
<th>Agenda Item</th>
<th>Action</th>
<th>Responsibility</th>
<th>Priority</th>
<th>Timeframes</th>
<th>Status</th>
<th>Comp Date</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>15.1.1</td>
<td>Finance</td>
<td>Cr Walker - Kerbing around trees on Nott Street, Melrose to make a median strip</td>
<td>Chief Executive Officer</td>
<td>Moderate</td>
<td>Within 3 Months</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>16.3.1</td>
<td>MK&amp;ED - Melrose Medical Centre</td>
<td>Approach allied services to source interest in using Melrose Medical Centre</td>
<td>Manager Com &amp; Ec Develop.</td>
<td>Moderate</td>
<td>Within 1 Month</td>
<td>In Progress</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>16.3.1</td>
<td>MK&amp;ED - Rail Trail Revegetation</td>
<td>Develop full plan for upgrades to Rail Trail</td>
<td>Manager Com &amp; Ec Develop.</td>
<td>Moderate</td>
<td>Within 3 Months</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>No.</td>
<td>Item</td>
<td>Agenda Item</td>
<td>Action</td>
<td>Responsibility</td>
<td>Priority</td>
<td>Timeframes</td>
<td>Status</td>
<td>Comp Date</td>
<td>Comments</td>
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</tr>
<tr>
<td>4</td>
<td>16.1.1</td>
<td>CEO - Wilmington CFS Lease</td>
<td>Agree to amalgamate, sign &amp; affix Common Seal</td>
<td>CEO &amp; Mayor</td>
<td>High</td>
<td>Urgently</td>
<td>In Progress</td>
<td>Look at costs to amalgamate &amp; also opportunity to 'gift' land</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>16.3.3</td>
<td>MC&amp;ED - Appila Road Stephens Street naming</td>
<td>Commence processes for the changes with DPTI</td>
<td>Manager Com &amp; Ec Develop.</td>
<td>Moderate</td>
<td>Within 1 Month</td>
<td>In Progress</td>
<td>Call message with DPTI</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>16.3.3</td>
<td>MC&amp;ED - Appila Road Stephens Street naming</td>
<td>Check Development Plan re township boundary</td>
<td>Chief Executive Officer</td>
<td>Moderate</td>
<td>Within 1 Month</td>
<td>Completed</td>
<td>Unity Housing Project within town boundary</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>16.3.4</td>
<td>MC&amp;ED - Brian Lane Shelter</td>
<td>Engage contractor to undertake work</td>
<td>Manager Com &amp; Ec Develop.</td>
<td>Moderate</td>
<td>Within 1 Month</td>
<td>Completed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>16.3.5</td>
<td>MC&amp;ED - Giving of private road to Council</td>
<td>in principal support to accept; if accepted name it 'Gray Close'</td>
<td>Manager Com &amp; Ec Develop.</td>
<td>Moderate</td>
<td>Within 1 Month</td>
<td>Awaiting Third Party Consideration</td>
<td></td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>23.3</td>
<td>Urgent Matters - Willowie Landfill Operations</td>
<td>Employ full-time person to manage dumps</td>
<td>Deputy CEO</td>
<td>Considerable</td>
<td>Within 3 Months</td>
<td>Completed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>April 2014 Ordinary Meeting of Council</td>
<td>11</td>
<td>QWON - Cr Jacobs</td>
<td>Statement from Unity for Newsletter article re Houses in Melrose &amp; B/Centre</td>
<td>Deputy CEO</td>
<td>Moderate</td>
<td>Within 3 Months</td>
<td>Awaiting Third Party Consideration</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>13 QWON - Cr Jacobs</td>
<td>Investigate previous matters in relation to CWMS usage for Melrose Showgrounds</td>
<td>Chief Executive Officer</td>
<td>Moderate</td>
<td>Within 3 Months</td>
<td>In Progress</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>16.1.1</td>
<td>CEO - Genetically Modified Canola</td>
<td>Write to Dept Health to advise no genetically modified canola</td>
<td>Chief Executive Officer</td>
<td>Considerable</td>
<td>Within 1 Month</td>
<td>Completed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>20.1 Development Applications</td>
<td>Newsletter update on specifications required for lodgements of Development Applications</td>
<td>Bldg Plng &amp; Admin Assistant</td>
<td>Some</td>
<td>Within 3 Months</td>
<td>Completed</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>February 2014 Ordinary Meeting of Council</td>
<td>6</td>
<td>16.1.1</td>
<td>CEO - Audit Committee</td>
<td>Set up TOR and necessary processes</td>
<td>Chief Executive Officer</td>
<td>Considerable</td>
<td>Within 1 Month</td>
<td>Completed</td>
<td>Considered of little effect</td>
</tr>
<tr>
<td>11</td>
<td>109.3.1</td>
<td>MC&amp;ED - Corellas</td>
<td>Investigate use of strobe lights to shift corellas</td>
<td>Manager Com &amp; Ec Develop.</td>
<td>Moderate</td>
<td>Within 3 Months</td>
<td>Completed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>January 2014 Ordinary Meeting of Council</td>
<td>1</td>
<td>14.2</td>
<td>Council Managed Cemeteries - Condition Review - can there be an access point for the Melrose Cemetery from southern side?</td>
<td>Access from southern road (Melrose Cemetery) - build into budget review</td>
<td>Manager Works &amp; Tech Svcs</td>
<td>Low</td>
<td>Within 3 Months</td>
<td>In Progress</td>
<td>Cemeteries now being cleared up as part of Tidy Towns program</td>
</tr>
<tr>
<td>11</td>
<td>16.2.2 Mid North Health Building Lease Agreement</td>
<td>Sign &amp; affix Common Seal</td>
<td>Chief Executive Officer</td>
<td>Moderate</td>
<td>Within 1 Month</td>
<td>Awaiting Third Party Consideration</td>
<td>CEO &amp; Mayor to sign. Waiting for Agreement to be returned from Mid North Health</td>
<td></td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>16.9.1</td>
<td>CQI Reporting</td>
<td>Management to review all Open CQI Reports to see if any can be closed or need followups</td>
<td>Quality Management Team</td>
<td>Low</td>
<td>Within 3 Months</td>
<td>In Progress</td>
<td></td>
<td></td>
</tr>
<tr>
<td>December 2013 Ordinary Meeting of Council</td>
<td>4</td>
<td>14.3</td>
<td>BCCD&amp;TA - Town Centre Re-development</td>
<td>Build Rotunda &amp; install BBQ</td>
<td>Manager Works &amp; Tech Svcs</td>
<td>Moderate</td>
<td>Within 6 Months</td>
<td>Completed</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>14.3</td>
<td>BCCD&amp;TA - Town Centre Re-development</td>
<td>Designs &amp; coatings for veranda over door of community Gym</td>
<td>Manager Com &amp; Ec Develop.</td>
<td>Considerable</td>
<td>Within 3 Months</td>
<td>Completed</td>
<td>Work Issued</td>
<td></td>
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<tr>
<td>September 2013 Ordinary Meeting of Council</td>
<td>10</td>
<td>16.3.5</td>
<td>MC&amp;ED - Wilmington Swimming Pool</td>
<td>Monitor the season and review at end of season</td>
<td>Manager Com &amp; Ec Develop.</td>
<td>Low</td>
<td>Within 6 Months</td>
<td>Completed</td>
<td></td>
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</table>
15. **FINANCE BUSINESS:**

15.1 **FINANCE REPORT**

15.1.1 **MONTHLY FINANCE REPORT**

<table>
<thead>
<tr>
<th>Subject:</th>
<th>Updated Reports</th>
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<tbody>
<tr>
<td>Report By:</td>
<td>Senior Finance Officer</td>
</tr>
<tr>
<td>Report Date:</td>
<td>08/10/14</td>
</tr>
<tr>
<td>File Reference:</td>
<td>GDS 7.11.1</td>
</tr>
<tr>
<td>Action:</td>
<td>No - Information Only</td>
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<tr>
<td>Attachments:</td>
<td>Yes</td>
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**SMP Reference:**

- **Objective** 2: Administration and Finance - Accountable, Secure and Sustainable Organisation
- **Strategy** 4: Manage Council's Finances in a Professional and Long-term Sustainable Manner
- **Action** 1: Ensure accurate and timely financial reporting for Management and Council

The following reports are attached for the information and reference of Elected Members for the month ending September 2014:

- Cash Flow Analysis;
- Finance Report;
- Operating Statement over Functions; and
- Capital Budget.

**Recommendation:**

That Council receive the Financial Reports as circulated.

**Options:**

Moved Cr / Seconded Cr
### Cash & Short Term Balances

<table>
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<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Bank SA Bank Account</td>
<td>336,135.42</td>
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<tr>
<td>LGFA Investment Accounts</td>
<td>4,405,587.44</td>
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<tr>
<td>LGFA Wirrabara CWMS</td>
<td>338,807.65</td>
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<tr>
<td>LGFA Wilmington CWMS</td>
<td>621.94</td>
</tr>
<tr>
<td><strong>Total Cash &amp; S/T Balances</strong></td>
<td>5,081,152.45</td>
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### Funded Reserve Balances

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
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<tbody>
<tr>
<td>LGFA Port Flinders Water</td>
<td>87,192.06</td>
</tr>
<tr>
<td>LGFA Community Bus</td>
<td>23,219.50</td>
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<tr>
<td><strong>Total Reserve Balances</strong></td>
<td>110,411.56</td>
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**Total Cash & Reserves**: 5,191,564.01

As at 8 October 2014

### Borrowings (External)

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
<th>Conclusion</th>
</tr>
</thead>
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<tr>
<td><strong>Deb # 17 Melrose STEDS</strong></td>
<td>38,320.13</td>
<td>2016</td>
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<tr>
<td><strong>Deb # 21 Booleroo STEDS</strong></td>
<td>509,077.15</td>
<td>2028</td>
</tr>
<tr>
<td><strong>Deb # 22 BC Bowling Club</strong></td>
<td>3,964.20</td>
<td>2014</td>
</tr>
<tr>
<td><strong>Total F/Term Borrowings</strong></td>
<td>551,361.48</td>
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<tr>
<td><strong>Community Group CAD</strong></td>
<td>46,423.95</td>
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</tr>
<tr>
<td><strong>Total S/Term Borrowings</strong></td>
<td>46,423.95</td>
<td></td>
</tr>
</tbody>
</table>

**Total Borrowings (External)**: 597,785.43

**Denotes self-servicing loan**
### INCOME

<table>
<thead>
<tr>
<th>Item</th>
<th>Year to Date</th>
<th>Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
</tr>
<tr>
<td>Rates</td>
<td>2,876</td>
<td>2,902</td>
<td>26</td>
</tr>
<tr>
<td>Statutory Charges</td>
<td>29</td>
<td>64</td>
<td>35</td>
</tr>
<tr>
<td>User Charges</td>
<td>119</td>
<td>570</td>
<td>451</td>
</tr>
<tr>
<td>Grants &amp; Subsidies</td>
<td>739</td>
<td>2,673</td>
<td>1,934</td>
</tr>
<tr>
<td>Investment Income</td>
<td></td>
<td>206</td>
<td>206</td>
</tr>
<tr>
<td>Reimbursements</td>
<td>1</td>
<td>92</td>
<td>91</td>
</tr>
<tr>
<td>Other Revenues</td>
<td>20</td>
<td>138</td>
<td>118</td>
</tr>
<tr>
<td><strong>Total Operating Income</strong></td>
<td><strong>3,784</strong></td>
<td><strong>6,645</strong></td>
<td><strong>2,861</strong></td>
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</tbody>
</table>

### EXPENDITURE

<table>
<thead>
<tr>
<th>Item</th>
<th>Year to Date</th>
<th>Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
</tr>
<tr>
<td>Employee Costs</td>
<td>641</td>
<td>2,212</td>
<td>1,571</td>
</tr>
<tr>
<td>Materials, Contracts &amp; Other Expenses</td>
<td>678</td>
<td>2,163</td>
<td>1,485</td>
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<tr>
<td>Finance Charges</td>
<td>4</td>
<td>45</td>
<td>41</td>
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<tr>
<td>Depreciation</td>
<td></td>
<td>2,023</td>
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<tr>
<td><strong>Total Operating Expenditure</strong></td>
<td><strong>1,323</strong></td>
<td><strong>6,443</strong></td>
<td><strong>5,120</strong></td>
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</table>

### OPERATING SURPLUS / (DEFICIT)

<table>
<thead>
<tr>
<th>Item</th>
<th>Year to Date</th>
<th>Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
</tr>
<tr>
<td>Gain / Loss on Disposal &amp; Fair Value Adjustments</td>
<td></td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Amounts specifically for new or upgraded assets</td>
<td>355</td>
<td>355</td>
<td></td>
</tr>
<tr>
<td>Physical resources received free of charge</td>
<td></td>
<td>0</td>
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<tr>
<td><strong>NET SURPLUS / (DEFICIT)</strong></td>
<td><strong>2,461</strong></td>
<td><strong>557</strong></td>
<td><strong>(1,904)</strong></td>
</tr>
</tbody>
</table>
## Operating Statement over Functions
for month ending 30 September 2014

### Operating Revenue

<table>
<thead>
<tr>
<th></th>
<th>Business Undertakings</th>
<th>Community Services</th>
<th>Culture</th>
<th>Economic Development</th>
<th>Environment</th>
<th>Recreation</th>
<th>Regulatory Services</th>
<th>Transport</th>
<th>Plant Hire &amp; Depot</th>
<th>Council Administration</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rates</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General</td>
<td>2,263,030.00</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>2,263,030.00</td>
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<tr>
<td>Other</td>
<td>612,099.00</td>
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<td>612,099.00</td>
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<td>Statutory Charges</td>
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<td></td>
<td>28,069.00</td>
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<tr>
<td>User Charges</td>
<td>28,609.00</td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>5,123.00</td>
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<tr>
<td>Operating Grants &amp; Subsidies</td>
<td>194,368.00</td>
<td></td>
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<td></td>
<td></td>
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<td></td>
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<tr>
<td>Reimbursements</td>
<td>1,318.00</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1,318.00</td>
</tr>
<tr>
<td>Other</td>
<td>3,308,360.00</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>3,784,336.00</td>
</tr>
<tr>
<td><strong>TOTAL OPERATING REVENUE</strong></td>
<td>87,612.00</td>
<td>218,457.00</td>
<td>3,783.00</td>
<td>0.00</td>
<td>47,701.00</td>
<td>1,523.00</td>
<td>28,277.00</td>
<td>88,623.00</td>
<td>3,308,360.00</td>
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<td>3,784,336.00</td>
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</tbody>
</table>

### Operating Expenses

<table>
<thead>
<tr>
<th></th>
<th>Business Undertakings</th>
<th>Community Services</th>
<th>Culture</th>
<th>Economic Development</th>
<th>Environment</th>
<th>Recreation</th>
<th>Regulatory Services</th>
<th>Transport</th>
<th>Plant Hire &amp; Depot</th>
<th>Council Administration</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee Costs</td>
<td>28,600.00</td>
<td>145,766.00</td>
<td>302.00</td>
<td>122.00</td>
<td>65,305.00</td>
<td>41,572.00</td>
<td>14,016.00</td>
<td>48,835.00</td>
<td>117,822.00</td>
<td>179,081.00</td>
<td>641,421.00</td>
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<tr>
<td>Contractual Services</td>
<td>13,770.00</td>
<td>6,101.00</td>
<td>670.00</td>
<td>17,325.00</td>
<td>9,000.00</td>
<td>1,494.00</td>
<td>14,474.00</td>
<td>37,322.00</td>
<td>30,847.00</td>
<td>131,003.00</td>
<td>319,060.00</td>
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<tr>
<td>Materials</td>
<td>32,695.00</td>
<td>7,459.00</td>
<td>1,101.00</td>
<td>350.00</td>
<td>6,945.00</td>
<td>19,867.00</td>
<td>3,965.00</td>
<td>79,831.00</td>
<td>41,787.00</td>
<td>194,000.00</td>
<td>353,363.00</td>
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<tr>
<td>Finance Charges</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td>Loss on Revaluations</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td>Loss on Disposal of Non-Current Assets</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td>Other</td>
<td>35,103.00</td>
<td>137,786.00</td>
<td>37,609.00</td>
<td>21,065.00</td>
<td>12,563.00</td>
<td>60,816.00</td>
<td>15,761.00</td>
<td>83,780.00</td>
<td>(113,797.00)</td>
<td>62,677.00</td>
<td>353,363.00</td>
</tr>
<tr>
<td><strong>TOTAL OPERATING EXPENSES</strong></td>
<td>110,168.00</td>
<td>297,112.00</td>
<td>39,682.00</td>
<td>21,537.00</td>
<td>102,136.00</td>
<td>131,255.00</td>
<td>31,271.00</td>
<td>151,054.00</td>
<td>121,178.00</td>
<td>1,324,032.00</td>
<td>1,324,032.00</td>
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</table>

### Operating Surplus / (Deficit)

<table>
<thead>
<tr>
<th></th>
<th>Business Undertakings</th>
<th>Community Services</th>
<th>Culture</th>
<th>Economic Development</th>
<th>Environment</th>
<th>Recreation</th>
<th>Regulatory Services</th>
<th>Transport</th>
<th>Plant Hire &amp; Depot</th>
<th>Council Administration</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>OPERATING SURPLUS / (DEFICIT)</td>
<td>(22,556.00)</td>
<td>(78,655.00)</td>
<td>(35,899.00)</td>
<td>(21,537.00)</td>
<td>(54,437.00)</td>
<td>(125,732.00)</td>
<td>(2,994.00)</td>
<td>(62,431.00)</td>
<td>(121,178.00)</td>
<td>2,989,723.00</td>
<td>2,460,304.00</td>
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</tbody>
</table>
**District Council of Mount Remarkable**  
**Capital Budget**  
**to 30 September 2014**

## CAPITAL EXPENSES - EXISTING ASSETS

<table>
<thead>
<tr>
<th></th>
<th>Year to Date</th>
<th>Current Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Furniture &amp; Equipment</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Folding Machine</td>
<td>1,325</td>
<td>2,000</td>
<td>675</td>
</tr>
<tr>
<td><strong>Total Furniture and Equipment</strong></td>
<td>1,325</td>
<td>2,000</td>
<td>675</td>
</tr>
<tr>
<td><strong>Buildings</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Caravan Park - Toilets &amp; Air Conditioning</td>
<td>25,000</td>
<td>25,000</td>
<td></td>
</tr>
<tr>
<td>Public Toilets Upgrade</td>
<td>7,000</td>
<td>7,000</td>
<td></td>
</tr>
<tr>
<td>Playground - replacing playground pieces</td>
<td>10,000</td>
<td>10,000</td>
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</tr>
<tr>
<td><strong>Total Buildings</strong></td>
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<td>42,000</td>
<td>42,000</td>
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<tr>
<td><strong>Plant &amp; Equipment</strong></td>
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<td></td>
</tr>
<tr>
<td>2 x Dual Cab Utilities</td>
<td>30,536</td>
<td>75,000</td>
<td>44,464</td>
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<tr>
<td>Compactor Wheels</td>
<td>20,000</td>
<td>20,000</td>
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</tr>
<tr>
<td>Sign Trailer</td>
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</tr>
<tr>
<td>Combination Roller Rebuild</td>
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<td>15,000</td>
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</tr>
<tr>
<td>Wacker Foot</td>
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<td></td>
</tr>
<tr>
<td>Vibe Plate</td>
<td>4,000</td>
<td>4,000</td>
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</tr>
<tr>
<td>Lawn Edger</td>
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</tr>
<tr>
<td>Post Hole Digger</td>
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<td>2,000</td>
<td></td>
</tr>
<tr>
<td>2 x NPTN Vehicles</td>
<td>50,000</td>
<td>50,000</td>
<td></td>
</tr>
<tr>
<td><strong>Total Plant and Equipment</strong></td>
<td>30,536</td>
<td>174,000</td>
<td>143,464</td>
</tr>
<tr>
<td><strong>Roads - Category 1</strong></td>
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<tr>
<td>Pine Creek Road</td>
<td>98,814</td>
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<td>177,186</td>
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<td>Stone Creek Road</td>
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<td>Gladstone Road</td>
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</tr>
<tr>
<td>Poles Road</td>
<td>150,000</td>
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<tr>
<td>Survey Road</td>
<td>4,770</td>
<td>222,000</td>
<td>217,230</td>
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<tr>
<td>Seymour Road</td>
<td>39,000</td>
<td>39,000</td>
<td></td>
</tr>
<tr>
<td>Booleroo Pekina Road</td>
<td>* to be amended at first review</td>
<td>411,082</td>
<td>(411,082)</td>
</tr>
<tr>
<td><strong>Total Roads, Kerbing and Footpaths</strong></td>
<td>514,666</td>
<td>972,000</td>
<td>457,334</td>
</tr>
<tr>
<td><strong>Road, Kerbing &amp; Footpaths</strong></td>
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<td></td>
</tr>
<tr>
<td>Other Roads Works</td>
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<td>519,000</td>
<td>516,959</td>
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<tr>
<td>Road Reseals</td>
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</tr>
<tr>
<td>North Flinders Terrace (R2R Project)</td>
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<td>350,000</td>
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</tr>
<tr>
<td><strong>Total Roads, Kerbing and Footpaths</strong></td>
<td>2,041</td>
<td>1,169,000</td>
<td>1,166,959</td>
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<tr>
<td><strong>Infrastructure</strong></td>
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</tr>
<tr>
<td>Radio Tower Upgrade</td>
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</tr>
<tr>
<td>Port Germein Foreshore Redevelopment</td>
<td>19,646</td>
<td>20,000</td>
<td>354</td>
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<tr>
<td>Wilmington Main Street Redevelopment</td>
<td>11,002</td>
<td>100,000</td>
<td>88,998</td>
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<tr>
<td>Access Trails</td>
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<tr>
<td><strong>Total Infrastructure</strong></td>
<td>30,648</td>
<td>170,000</td>
<td>139,352</td>
</tr>
</tbody>
</table>

**TOTAL CAPITAL EXPENSES - EXISTING ASSETS**

579,216 2,529,000 1,949,784
## District Council of Mount Remarkable
### Capital Budget
#### to 30 September 2014

### CAPITAL EXPENSES - NEW ASSETS

<table>
<thead>
<tr>
<th>Description</th>
<th>Year to Date</th>
<th>Current Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Furniture &amp; Equipment</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>New Website</td>
<td></td>
<td>20,000</td>
<td>20,000</td>
</tr>
<tr>
<td>Weeroona Island Boat Launching Facility</td>
<td></td>
<td>704,000</td>
<td>704,000</td>
</tr>
<tr>
<td>Waste Transfer Stations (Wirrabara &amp; Port Germein)</td>
<td></td>
<td>60,000</td>
<td>60,000</td>
</tr>
<tr>
<td>Willowie Landfill Cells</td>
<td></td>
<td>450,000</td>
<td>450,000</td>
</tr>
<tr>
<td><strong>Total Furniture and Equipment</strong></td>
<td>0</td>
<td>1,234,000</td>
<td>1,234,000</td>
</tr>
<tr>
<td><strong>Plant &amp; Equipment</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Semi Prime Mover with Side Tipper</td>
<td></td>
<td>365,000</td>
<td>365,000</td>
</tr>
<tr>
<td>Administration Vehicle</td>
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<td>40,000</td>
<td>40,000</td>
</tr>
<tr>
<td><strong>Total Plant &amp; Equipment</strong></td>
<td>0</td>
<td>405,000</td>
<td>405,000</td>
</tr>
<tr>
<td><strong>Infrastructure</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Booleroo Centre Playground &amp; Swimming Pool</td>
<td>6,508</td>
<td>100,000</td>
<td>93,492</td>
</tr>
<tr>
<td><strong>Total Infrastructure</strong></td>
<td>6,508</td>
<td>100,000</td>
<td>93,492</td>
</tr>
<tr>
<td><strong>TOTAL CAPITAL EXPENSES - NEW ASSETS</strong></td>
<td>6,508</td>
<td>1,739,000</td>
<td>1,732,492</td>
</tr>
<tr>
<td><strong>TOTAL CAPITAL EXPENDITURE</strong></td>
<td>585,724</td>
<td>4,268,000</td>
<td>3,682,276</td>
</tr>
</tbody>
</table>
15. FINANCE BUSINESS (CONT’D):

15.2 OTHER FINANCE BUSINESS

15.2.1 ANNUAL FINANCIAL STATEMENTS – YEAR ENDED 30TH JUNE 2014

Subject: Certification of Financial Statements
Report By: Chief Executive Officer
Report Date: 09/10/2014
File Reference: 
Action: Yes
Attachments: No

SMP Reference:
Objective 2 Accountable, Secure and Sustainable Organisation
Strategy 4 Manage Council's Finances in a Professional and Long-term Sustainable Manner
Action 2 Ensure prudent and professional financial management

In accordance with the Local Government (Financial Management) Regulations 2011, the Annual Financial Statements for the year ended 30th June 2014 in their final form, need to be signed by the Chief Executive Officer and the Principal Member, certifying that they:

i. comply with the Local Government Act 1999, the Local Government (Financial Management ) Regulations 2011 and Australian Accounting Standards;

ii. present a true and fair view of the Council’s financial position at 30th June 2014 and the results of its operations and cash flows for the financial year; and

iii. accurately reflect their Council’s accounting and other records.

Recommendation:
That Council Authorise the Chief Executive Officer and the Principal Member (Mayor) to certify the Annual Financial Statements in their final form for the year ended 30th June 2014 in accordance with the Local Government Act 1999 and the Local Government (Financial Management) Regulations 2011.

Options: 

Moved Cr / Seconded Cr
16. **ADMINISTRATION MATTERS:**

16.1 **CHIEF EXECUTIVE OFFICER'S REPORT**

16.1.1 **GENERAL REPORT**

Subject: September 2014  
Report By: Chief Executive Officer  
Report Date: 09/10/2014  
File Reference: No File  
Action: No - Information Only  
Attachments: Yes

**SMP Reference:**

**Objective 2**  
Administration and Finance - Accountable, Secure and Sustainable Organisation

**Strategy 1**  
Develop, implement and foster a Continuous Improvement philosophy throughout the Council

**Action 1**  
Generate greater awareness and accountability by all Council employees and in all activities

**Weeroona Island Causeway Protection Review**  
Council has been successful in securing a grant for $20,000 from Coastal Protection Board for a Weeroona Island Causeway Protection Review.

**Murray Town Oval Water Supply Proposal**  
As requested at the Ordinary Council Meeting March 2014 Council has received a detailed costings of the proposal for consideration.

**Roads to Recovery Program July 2014 – June 2019**  
Correspondence received from Hon Warren Truss advising of Council’s funding allocation under Roads for Recovery Program from 1 July 2014 to 30 June 2019.
Proposed Installation of 2 x 163,000L tanks

Estimates of cost to install two 163,000L squatters tanks at the Murray Town Oval Complex in order to harvest rainwater from the buildings to improve the quality of the water used at the complex etc as well as provide a 325,000L water resource for local residents in dry times, for Council during works in the area and for the CFS for fire fighting. These costings should be taken in context with the plans for the project.

Serial ONE: Preparation of existing site

1. Lay 32mm pipe n/a
2. Relocate pile of concrete mix n/a
3. Cut down and remove tree 880
4. Remove fence line 165
5. Disconnect tank etc 330
6. Locate existing shed s/water pipes 50 1,425.00 Serial 1 Total 1,425.00

Serial TWO: Pad preparation

150 cub meters fill (at pit) 550
Cart fill (pit to site) 660
52 tonne crusher dust 1716
Remove tree stump and roots
Spread, compact and shape fill
Spread and compact pad crusher dust 1694 4,620.00 Serial 2 Total 4,620.00

Serial THREE: Tank installation

Pre-tank installation
1. Expose suction pipe at “S” 33
2. Expose 2 x s/water pipes at “W” materials 40
3. Trench for and lay 32mm pipe & 1st 100mm s/water pipe materials 40 105
4. Trench for 2nd 100mm s/water pipe materials 95 353.00
Tank installation and fittings
2 x 163,000L tanks, supply and install, including standard fittings 21,890 21,890.00

Additional fittings
100mm outlet and valve 484
100mm CFS coupling 150
2 x 80mm outlets and valves 726
2 x 2½” CFS couplings 150
50mm coupling hose etc 25 1,535.00 Serial 3 Total 23,778.00

Serial FOUR: Connection and Reparation works

Connection
T. Fit 100mm CFS coupling 25
Q. Connect risers to overflow outlets 35
materials 20
CFS1 & 2. Fit 2 ½” CFS couplings 60
C1 & C2. Connect flexible hose 40
W. Connect storm water inlets 35
materials 35
S. Connect suction line 35
T. 1. Connect fill pipe at overhead tank 50
materials 40
2. Revamp overhead tank outlet pipe 50
materials 50
F. Fit fill trough valve 30 505.00

Reparation
1. Replace fence 350
2. Stabilise bank 1100
3. Refit outlets to overhead tank 2 ½” CFS coupling 1,450.00 Serial 4 Total 1,955.00
50mm quick coupling n/a

PROJECT TOTAL $31,778.00
SITE PREPARATION

1. Lay 32mm boundary water pipe
2. Relocate pile of concrete mix.
3. Cut down & remove existing gum tree. - (stump & roots removed in pad preparation works)
4. Remove fence line 5 to 6
5. Disconnect & remove 22,500L tank. - Stop off tank filler pipe at X
6. Retain distribution pump suction pipe at E with temporary stop off. Dig into ground, out side of south tank line
7. Locate shed (s) water pipes at W. When located should align with side of proposed south tank

UNINTI TOWN PROGRESS ASSOC
PROPOSED 2 x 163,000L TANKS

PREPARATION OF EXISTING SITE

SERIAL: ONE

EXISTING SHED

PROPOSED 32mm property boundary water pipe

EXISTING PILE OF CONCRETE MIX

EXISTING GUM TREE

EXISTING 22,500L TANK

EXISTING TANK STAND
MURRAY TOWN PROGRESS ASSOC

PROPOSED: 2 x 163,000 L TANKS

PAD PREPARATION

SERIAL: TWO

SITE PLAN

- ESTIMATED FILL: 150 CUB. METRES
- CRUSHER: BUNK 1 52 Tonne
- FILL TO BATTER DOWN FROM PAD LINE @ 48
- REMOVE STUMP & ROOTS OF EXISTING GUM TREE.
MURRUNDI TOWN PROGRESS ASSOC
PROPOSED 2 X 163,000 L TANKS

TANK INSTALLATION  SERIAL: THREE

EXISTING TANK

PROPOSED TANK

1. Expose distribution pump suction pipe at (A).
2. Space 2 x 75mm pipes at (A) and fit each with riser to 3.5m.
3. Trench for 100mm fill pipe (7) to (8) then lay pipe.
4. Overlay 100mm water pipe in same trench.
5. To (Q), connect new pipe to N° overflow pipe at (Q). Fill 3.5m riser at (O).
7. Trench for 2 x 100mm water pipe (O) to (Q) then connect new pipe to N° overflow pipe at (Q).
8. Fill 3.5m riser at (O). Back fill trench.

TANK INSTALLATION FITTINGS

9. Outlet (no valve) to mark up to 1½ distribution pump suction line (exposed).
10. 2 x outlet 100mm (with valves) with 2½ couplings to suit CFS truck suction.
11. 2 x 75mm outlets (1 valve only) to use for flexible inter-connector between tanks.
12. 2 x tank inlets & outlet filter baskets to mark up with ½ water risers.
13. 2 x 100mm bellmouth overflows to mark up with overflow risers.
14. 100mm outlet (with valve) fitted with 3 x 100mm coupling to suit CFS tankel suction.

SERVING TANK STANDING

15. 2 x 50mm scour drains.
16. 2 x lockable access hatches.
Proposed by 13,000 L tanks

1. Connect existing pipe to new line with 1" in close to clearing 2m.
2. Replace valve on new line with manifold.
3. Re-fit outer tank to existing works.
4. 2" CTS coupling for trucks.
5. So much equal coupling for from vehicles.

EXISTING SHED

Proposal continues from page 18.
The Hon Warren Truss MP
Deputy Prime Minister
Minister for Infrastructure and Regional Development
Leader of The Nationals
Member for Wide Bay

The Mayor
District Council of Mount Remarkable
PO Box 94
MELROSE SA 5483

Dear Mayor

I am writing to advise you of your Council’s funding allocation under the Roads to Recovery Programme from 1 July 2014 to 30 June 2019.

In addition to our commitment to maintain Roads to Recovery funding at the current level of $350 million per annum, the 2014 Budget announced that a further $350 million will be provided in 2015-16. This brings total funding for the programme to $2.1 billion over the five years to 2018-19 and the additional funding in 2015-16 means that each council will receive the equivalent of one extra year’s Roads to Recovery funding.

A total of $170.4m has been allocated to SA, which has been divided between the councils in the State on the basis of the 2014-15 recommendations of the Local Government Grants Commission for the roads component of the Financial Assistance Grants. This methodology is consistent with the allocation of Roads to Recovery funding for previous programmes.

Your Council’s life of programme allocation for the period 1 July 2014 to 30 June 2019 will be $1,562,566. This amount includes the double payment in 2015-16 and is allocated as follows:

<table>
<thead>
<tr>
<th>Financial Year</th>
<th>Allocation</th>
</tr>
</thead>
<tbody>
<tr>
<td>2014-15</td>
<td>$260,428</td>
</tr>
<tr>
<td>2015-16</td>
<td>$520,855</td>
</tr>
<tr>
<td>2016-17</td>
<td>$260,428</td>
</tr>
<tr>
<td>2017-18</td>
<td>$260,428</td>
</tr>
<tr>
<td>2018-19</td>
<td>$260,428</td>
</tr>
</tbody>
</table>

Councils will be able to enter projects for Roads to Recovery funding and provide a quarterly report during October and the first payment of the new programme will be made in November 2014. Councils must have submitted a satisfactory 2013-14 Roads to Recovery Annual Report by 31 October 2014 to be eligible for a payment in November 2014.

The programme will continue to run under simple administrative arrangements with councils free to decide the projects to be funded under the programme. My Department will advise you of the formal funding conditions in the coming weeks.
This funding will greatly assist all councils to deliver the better, safer local roads and streets their communities need and I look forward to continuing the successful relationship between the Australian Government and your council over the coming years.

Yours sincerely

[Signature]

WARREN TRUSS
16. ADMINISTRATION MATTERS (CONT.):

16.1 CHIEF EXECUTIVE OFFICER'S REPORT (CONT.)

16.1.2 RATING DECLARATION AMENDMENT

Subject: Amendment of Council Decision
Report By: Chief Executive Officer
Report Date: 09/10/2014
File Reference: Action: Yes
Attachments: No

SMP Reference:
Objective 2 Administration and Finance - Accountable, Secure and Sustainable Organisation
Strategy 1 Develop, implement and foster a Continuous Improvement philosophy throughout the Council
Action 1 Generate greater awareness and accountability by all Council employees and in all activities

Regulation 21(1) of the Local Government (Procedures at Meetings) Regulations 2013, provides for the Chief Executive Officer to submit a report to the Council recommending the revocation or amendment of a resolution passed since the last general election of the Council. This is a procedural provision of an administrative nature which operates in the same manner as the rescission motion provisions of regulation 12 of the same Regulations, but without the requirement for 5 clear days’ notice before the meeting at which it is to be considered. Accordingly, the Chief Executive Officer, by virtue of this report, may recommend to the Council a revocation or amendment of a previous Council decision.

At the Ordinary Meeting of Council held on 12 August 2014, Council carried a resolution [118-2014] which included a recommendation relating to Council granting rebates of general rates stating;

Rebates;

2) pursuant to Section 166(1)(l) of the Act, that Council grant a rebate for any land use (subject to conditions) where the amount of general rates calculated exceeds the general rates (net of any discretionary rebates previously granted and net of any changes to the fixed charge component of the general rates) for the immediately past financial year by fifteen (15) per cent and that such a rebate be subject to the following conditions:

- That the rebate not apply where there has been a change in land use, a change in ownership, or the assessment has been part of an assessment subdivision or amalgamation in the eighteen (18) months prior to the commencement of the current rating year;
- That the rebate may not be provided where improvements have been constructed in the eighteen (18) months prior to the commencement of the current rating year;
- That the rebate not apply where there has been a change in a pensioner concession, self-funded retiree concession or Single Farm Enterprise concession applicable or previously applicable to the assessment in the eighteen (18) months prior to the commencement of the current rating year;
Where the recommendation states “net of any changes to the fixed charge component of the general rate” it may be construed to be stating that Council will not rebate on the increase of the fixed charge being $12.50 per property. Council’s intent for the 2014/15 Declaration of Rates was to grant a rebate on the total general rates being the combination of the fixed charge and the rate in the dollar, not simply all of the rate in the dollar and only a part of the fixed charge.

The Chief Executive Officer’s Recommendation below, is to amend the wording of the resolution by the removal of the words which contribute to this incorrect construction of the intent of the Council. The Recommendation may be resolved by the Council by way of a motion being moved, seconded and passed by a simple majority vote.

**Recommendation:**
**That Council** resolution 118-2014 be amended to remove the words “net of any changes to the fixed charge component of the general rate”.

~~ Options: ~~

Moved Cr / Seconded Cr
16. ADMINISTRATION MATTERS (CONT.):

16.1 CHIEF EXECUTIVE OFFICER'S REPORT (CONT.)

16.1.3 WEEKLY COMMUNIQUÉS

Subject: Since September Meeting
Report By: Personal Assistant to Executive
Report Date: 10/10/2014
File Reference: DCMR0019
Action: To Be Determined
Attachments: Yes

SMP Reference:
Objective 2 Administration and Finance - Accountable, Secure and Sustainable Organisation
Strategy 1 Develop, Implement and Foster a Continuous Improvement Philosophy Throughout the Council
Action

Elected Member Weekly Communiqués issued since the last Ordinary Meeting of Council are attached.

These Communiqués are from weeks ending:-
- 12 September 2014
- 19 September 2014
- 26 September 2014
- 10 October 2014

Do any Councillors have any questions or comments regarding any of the items included within these Communiqués?
ELECTED MEMBER & MANAGEMENT TEAM

WEEKLY COMMUNIQUÉ

Week Ending Friday 12th September 2014

To: Mayor
   All Elected Members
   Management Team

From: Chief Executive Officer

1. LGA Circular 37.2 – Wind farming planning guidelines 2014
2. LGA Circular 37.4 – Council members use of Council resources during elections
ELECTED MEMBER & MANAGEMENT TEAM
WEEKLY COMMUNIQUÉ
Week Ending Friday 19th September 2014

To: Mayor
All Elected Members
Management Team

From: Chief Executive Officer

1. LGA Circular 37.11 – State Government’s Cycling Citizen’s Jury
2. LGA Circular 37.12 – Update on AGM Resolution – Stamp Duty in SA
3. Hon Jay Weatherill MP – Launched State’s vision for economic transformation
4. Biosecurity SA – Review of policy on the management of mice in SA
5. MCDA – minutes from meeting held 16th September 2014
ELECTED MEMBER & MANAGEMENT TEAM
WEEKLY COMMUNIQUÉ
Week Ending Friday 26th September 2014

To: Mayor
   All Elected Members
   Management Team

From: Chief Executive Officer

1. LGA Circular 38.2 – A Safer Community – Emergency Services Sector Reform
2. LGA Circular 39.2 – Mouse Management Policy Consultation
3. LGA Circular 39.3 – Councillors: how do you understand your role & local democracy
16. **ADMINISTRATION MATTERS (CONT.):**

16.1 **CHIEF EXECUTIVE OFFICER'S REPORT (CONT.)**

16.1.4 **DP ENERGY**

**Subject:** Port Augusta Renewable Energy Park  
**Report By:** Chief Executive Officer  
**Report Date:** 16/09/2014  
**File Reference:** DCMR0149  
**Action:** No - Information Only  
**Attachments:** Yes

**SMP Reference:**

<table>
<thead>
<tr>
<th>Objective</th>
<th>1</th>
<th>Respected, Responsive, Open and Effective Leadership</th>
</tr>
</thead>
<tbody>
<tr>
<td>Strategy</td>
<td>6</td>
<td>Be a leading Local Government Authority, rather than a follower, which is highly recognised and regarded by other Councils and the State and Commonwealth Governments</td>
</tr>
</tbody>
</table>

| Action | 6 | At a regional level lead the development and implementation of policy and procedures associated with sustainability and climate control |

Attached for the information and consideration of Councillors is correspondence received from DP Energy regarding public consultations for a proposed renewable energy park development that would be, in part, in the Council district.
Dear Mr Hart,

Re: Port Augusta Renewable Energy Park

I am writing to advise that we have commenced public consultations with the community initially focussed on the immediate neighbours for obvious reasons. Following this we intend to roll out the dissemination of information to the wider community which will include a Public Open House at a suitable venue in Port Augusta as the closest major population centre (likely in October, but yet to be confirmed).

For your information in case queries are raised directly with the Council I have enclosed an example of the letter that has been sent to the neighbouring residences located within approximately 2 kilometres of the proposed project site boundary together with the project overview document that accompanied these letters. It provides basic information about the proposed project and how further information may be accessed via the project web page as well as providing contact details so that comments or questions can be made or asked.

The website will provide further and regularly updated information about the project. This website can found at [http://www.dpenergyaustralia.com.au/portaugusta/](http://www.dpenergyaustralia.com.au/portaugusta/).

In respect of the project itself it perhaps worth noting that in designing the layout we have taken great care to ensure we have ample distance between our development (and particularly the wind turbines) and any neighbouring residences. All neighbouring residences lie in excess of 2 kilometres from any proposed wind turbines.

The proposed project is significant in terms of both the size of solar element which will make it one of the largest solar PV projects in Australia, but also technically significant in the integration of the two technologies which will better enable the generated power to be matched to the load (when the network actually needs it).

I will write to you again once the Open House schedule is defined and as further information becomes available. In the interim if you have any questions or comments please feel free to contact me.

Yours faithfully,

David Blake
Director
Your Ref: 
Our Ref: Port Augusta REP

[Landholder Name]  
[Address]

11th August 2014

Proposed Port Augusta Renewable Energy Park

Dear [Landholder Name],

As one of our possible future neighbours I am writing to you to advise you of our plans for an integrated Solar and Wind energy project (the Port Augusta Renewable Energy Park) which we are proposing just to the south of Port Augusta. This will be a very significant project both in terms of the size of the solar element which will make it one of the largest in Australia but also the integration of the two technologies which will better enable the project to match the generated power to the load (when the network actually needs it).

I have attached a short description of the proposal with a map showing the project location and some preliminary photo representations (photomontages) illustrating what the Park might look like from various directions. We also have a website where you can access more information about our proposed project, sign-up to receive newsletters and let us know your feelings about the project through the ‘have your say’ form. This website can found at http://www.dpenergyaustralia.com.au/portaugusta/.

We will be holding a public Open Day in Port Augusta over the coming months and will present more material on display boards at the event but given you are a neighbouring landowner we wanted to write to you individually to see if you have any specific comments or questions we should address.

In designing the layout we have taken great care to ensure we have ample space between our development (and particularly the wind turbines) and any neighbouring residences and from our mapping we estimate your house lies in excess of 2 km from the nearest turbine which means that even on the windiest day the turbines should not
be audible (i.e. noise from the turbines should be lower than the background (ambient) noise).

I hope this information is useful and if you have any specific questions you would like to ask please feel free to contact me (by email or letter or phone).

Yours Sincerely,

David Blake

Director
DP Energy Australia Pty Ltd
Project Overview

PORT AUGUSTA
RENEWABLE ENERGY PARK

11th August 2014

This document provides a brief description of a proposed 250 – 300 MW combined wind and solar project to be known as the Port Augusta Renewable Energy Park being developed by DP Energy Australia.
Proposed Project

Location

The proposed site is situated approximately 8 kilometres south east of Port Augusta in the coastal region bordering the southern Flinders Ranges, within the local government authority areas of the Port Augusta City Council and the District Council of Mount Remarkable. The total development covers an area of approximately 5400 hectares centred (approximately) on Easting 771929 and Northing 6389094 (UTM zone 53H), as shown in figure 1.
The site is used primarily for livestock grazing and is located within the Primary Industry Zone of the Port Augusta City Council and the Primary Production Zone of the District Council of Mount Remarkable on privately owned land comprising of 12 land titles held by five separate landholders.

The site has a very low population density which enables a substantial turbine setback of over 2km from neighbouring dwellings to be adopted. It has good accessibility off a major highway and its proximity to the city of Port Augusta means that it has ready access to supporting industry and other services.

The site’s proximity to both the Davenport substation as well as to the Playford and Northern power stations means that it sits at a particularly strong node on the electricity network. This facilitates both a strong and affordable connection, and provides the opportunity for firm export capacity which can be shared across multiple circuits.

**Project Description**

The Port Augusta Renewable Energy Park is an integrated renewable energy power station utilising both wind turbines (to extract energy from the thermal winds moving generally north and south between the Cullina and Flinders ranges) and solar photovoltaic (PV) modules (to collect the high degree of solar radiation received in this part of Australia). The proposed project will comprise a total capacity of approximately 150MW of wind generation and approximately 150MW of solar photovoltaic (PV) generation. If approved, it is intended that the Project would be constructed over a number of stages as per the table below.

| Table 1 Port Augusta Renewable Energy Park Proposed Construction Stages |
|--------------------------|------------------|----------------------|
| Stage | MW | Technology |
| 1 | 50 | Solar PV |
| 2 | 150 | Wind |
| 3 | 50 | Solar PV |
| 4 | 50 | Solar PV |

By combining solar and wind energy, it is possible to tailor the energy production of the project to closely match demand.
The wind component will consist of up to 59 wind turbine generators each with a generation capacity of 2.5-3 MW. The maximum turbine rotor diameter proposed for the Port Augusta Renewable Energy Park is 122m. The maximum hub height proposed is 96m above ground level. The maximum tip height proposed is 150m and the minimum tip-ground clearance proposed is 25m, depending on the final choice of turbine. Proposed wind turbine layout shown in figure 2.

![Figure 2 Port Augusta Renewable Energy Park Showing Proposed Wind Turbine Layout](image)

The Solar PV component will consist of ground mounted photovoltaic modules (similar to those seen on typical rooftops) arranged in rows. They will cover an area of up to 375 Ha depending on the final choice of technology supplier (fixed/tracking, conventional/thin film).

In addition to the turbines and PV modules, the project will comprise other infrastructure including: collector transformer substations, various compounds and buildings, on-site tracks, gravel pits, underground export line and cables and wind anemometers.
The predicted life of the project is approximately twenty-five years after which time the wind and solar infrastructure will either be removed and the site reinstated or the site refurbished with new equipment subject to a further development approval at the time.

**Project Benefits**

When operational, this project will contribute to the Commonwealth Government’s Renewable Energy Target of 20% by 2020, South Australia’s Renewable Energy Target of 33% by 2020, and, improved environmental outcomes through reduced greenhouse gas emissions.

It is expected that the project will produce approximately 770 GWh of clean, renewable energy per annum. Based on the average household usage of 5000 KWh per year, this is enough energy to power approximately 154,000 South Australian households each year. This translates to an emissions saving of approximately 470,000 metric tonnes of CO2 per annum.

The proposed project offers a number of direct and indirect economic benefits to South Australia such as the generation of local/regional and state employment opportunities during construction and throughout the life of the project as well as a community benefit fund to support community programs once construction is completed and the project is commissioned.

The project will also have indirect economic benefits. Throughout construction and operation local businesses will benefit through the sourcing of local products, materials and services (such as accommodation, food, fuel, and construction supplies and materials).

Wind farm rental payments allow farmers to diversify their income thereby increasing farm viability by providing an independent non-farm income stream. This helps farmers ride through times of flood, fire, and drought.

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1 Essential Services Commission of South Australia, Energy Retail Prices in South Australia, Ministerial Pricing Report 2013, August 2013, Adelaide, pg 12.
Photomontages

A number of photo representations (photomontages) have been produced from key locations in order that a realistic assessment of what the project might look like from a given viewpoint can be made. Typical viewpoints would include scenic viewpoints, centres of population, transport routes etc.

Examples of these photomontages are presented in figures 4 – 6 below for illustration purposes. Larger and high quality printed photomontages and mapping will be available to view at the public open house and provided with the development application as well as made available via the project web site.

Figure 4 Photomontage From Viewpoint 1 The Lower Flinders Range

Figure 5 Photomontage From Viewpoint 2 Across The Gulf

It should be noted that photomontages are provided here by way of illustration only. Photomontages are designed to be printed at a sufficient scale and resolution to be viewed at a correct viewing distance in order to match perspective in the same view in the field.
Current Status

The project is currently in the detailed assessments phase, during which a number of detailed technical assessments are prepared. In parallel with these activities, broader community consultations take place. These consultations and technical studies inform the pending development application. It is expected that all necessary application elements will ready for submission by December 2014.
Proponent

DPEA is a private Australian company based in Queensland formed with the specific purpose of developing a portfolio of renewable energy projects (primarily wind, solar and marine) within Australia. It is part of the DP Group and together with DP Energy Ireland Ltd and DP Marine Energy Ltd develops sustainable energy projects across Australia, UK, Canada, Ireland and elsewhere.

The DP Energy companies have substantial experience in developing renewable projects with over 215MW of built wind energy projects and a further 117 MW either in build or ready to build. The Group through its various daughter companies is also progressing a further 500 MW of wind capacity in the United Kingdom, Canada, and Australia, and 330 MW of tidal capacity in Northern Ireland and Scotland.

Further Information and Questions

Further information about the project as is available on the project web site: http://www.dpenergyaustralia.com.au/portaugusta/.

Should you have any comments or require clarification on anything contained herein these can be raised with the Port Augusta Project Manager (details below) or via the project dedicated email address: portaugusta@dpenergy.com:

David Blake
Project Manager – Port Augusta Renewable Energy Park
DP Energy Australia Pty. Ltd.
4 Marshall Road
Lake Barrine, QLD Australia 4884
Tel:  +61 (0) 7 40 952 877
Fax:  +61 (0) 7 40 952 977
16. ADMINISTRATION MATTERS (CONT.):

16.1 CHIEF EXECUTIVE OFFICER'S REPORT (CONT.)

16.1.5 LEGAL ADVICE

Subject: Legal Advice in Confidence
Report By: Chief Executive Officer
Report Date: 10/10/2014
File Reference:
Action: To Be Determined
Attachments: Yes

SMP Reference:
Objective 2 Administration and Finance - Accountable, Secure and Sustainable Organisation
Strategy 1 Develop, Implement and Foster a Continuous Improvement Philosophy Throughout the Council
Action 2 Ensure prudent and professional financial management

Councillors will receive the confidential attachment separate to the public agenda.

Recommendation:
That pursuant to the provisions of Section 90(2) of the Local Government Act 1999, that the public with the exception of the Chief Executive Officer, Deputy Chief Executive Officer and Personal Assistant, be excluded from attendance at the Meeting, it being necessary and appropriate to discuss and consider a matter in confidence, the matter, pursuant to Section 90(3)(h) being legal advice

~~ Options: ~~

Moved Cr / Seconded Cr

Recommendation:
That the Council, having considered this matter in confidence pursuant to section 90(2) and (3)(h) of the Local Government Act 1999, now resolves, pursuant to Section 91(7) & (9) of the Act, that all documents relating to Item 16.1.5 remain confidential for a period of five (5) years from the date of this Meeting or until such sooner time as the Council determines that there is no continuing requirement to maintain the documents (in whole or in part) in confidence and that this Order be reviewed at least once in every year during the period of confidentiality.

~~ Options: ~~

Moved Cr / Seconded Cr
16. **ADMINISTRATION MATTERS (CONT.):**

16.2 **DEPUTY CHIEF EXECUTIVE OFFICER'S REPORT**

16.2.1 **GENERAL REPORT**

<table>
<thead>
<tr>
<th>Subject:</th>
<th>September Report</th>
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<tbody>
<tr>
<td>Report By:</td>
<td>Deputy Chief Executive Officer</td>
</tr>
<tr>
<td>Report Date:</td>
<td>10/10/2014</td>
</tr>
<tr>
<td>File Reference:</td>
<td>No File</td>
</tr>
<tr>
<td>Action:</td>
<td>No - Information Only</td>
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<tr>
<td>Attachments:</td>
<td>No</td>
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</table>

**SMP Reference:**

- **Objective 2** Administration and Finance - Accountable, Secure and Sustainable Organisation
- **Strategy 1** Develop, implement and foster a Continuous Improvement philosophy throughout the Council
- **Action 1** Generate greater awareness and accountability by all Council employees and in all activities

**Weeroona Island Railway Crossing**

Council investigated the possibility of applying for a grant through the Department of Infrastructure, Transport and Planning (DPTI) to address the dangers associated with the Weeroona Island Railway Crossing. DPTI advised Council that this crossing would not meet the criteria as it not a ‘high priority’ for the Department and to repair the crossing would cost extensively more than the funding available.
16. ADMINISTRATION MATTERS (CONT.):

16.2 DEPUTY CHIEF EXECUTIVE OFFICER'S REPORT (CONT.)

16.2.2 ROAD NAMING REVIEW

Subject: Road Name Requests  
Report By: Deputy Chief Executive Officer  
Report Date: 9/10/2014  
File Reference: 16.58.1  
Action: Yes  
Attachments: Yes

SMP Reference:
Objective  6  Developing the Foundation for Our Future  
Strategy  2  Enhance Council roads infrastructure and management  
Action  1  Develop and implement a District Road Strategy which is consistent with Mid Northern, State and Neighbouring Council’s Strategies

The following road names have been requested, as deferred at the September 2014 Ordinary Council Meeting:

1. Karpfaenger Road, Port Germein: amend to Karpfanger Road.
2. Jacobs Road: see attached map.
3. Unknown Road, Telowie: see attached map, this road requires naming as there are two separate properties (including a residence) and it is the only access. The name was previously called Telowie Gorge Road, but this does not meet the Council’s Road Naming Policy.

~~ Options: ~~

Moved Cr / Seconded Cr
Madam/Sir,

by chance I have been made aware that the street names in Port Germein have been changed to commemorate the sailing vessels involved in the grain trade. I think this is a lovely idea!
Thank you very much for also naming a street after my grandfather's ship, the 'Admiral Karpfanger' formerly 'L'Avenir', that sank in 1938. (I think there has been a typing error in your roadmaps, changing Admiral Karpfanger to Karpfaenger)
There is a lovely website about Port Germein and the ships: http://www.louisenordestgaard.com/PortGermeinShips.html
It's the thought that counts!
If maybe in the future there is the plan to put up road-signs, I would love to contribute to the Admiral Karpfanger sign. Please let me know.

My best wishes for a merry Christmas and a happy new year

Martin Schärfe

Dr. Martin Schärfe
Nordsunderberg 12
29664 Walsrode Germany
Von meinem iPad gesendet
Kapitän Reinhold Walker
+ Offizier Otto Piper
+1 Offizier Hermann Quelle
+ Navigant Dr. Frisch Rallwitz
Zimmermann Carl Heinz Kraop
Kochmann Hugo Weiss
Oberfahrer Carl Lemm
Kajütenmeister Günther Hauser
+ Offizier
+ Matrose Max Knöchle
+ Christian Lorenz
+ W. H. Herbert Oeiner
+ F. R. Walter Schäferle
+ M. L. Mair Karl Bellinger
+ Rolf Johannes Lindner
+ Wolfgang Wittmiss
Junge: Heinz Dierks
+ Werner Düsing
+ Heinz F. A. Eilers
+ H. C. Klaus Frick
+ E. Hans Gröger
+ S. Hubert Hösel
Gustav W. Husen
+ Lothar Klinkhardt
+ Johannes Degen-Meitgen
+ Hans Kannmeyer
+ Hans Georg Nebling
+ Klaus Pore
+ Günther Schmidt
+ Peter Vogel
+ Hans Wieland

Hoffnungskriegsliefer
+ Offizier Hans Mielke
+ W. H. Herbert Oeiner
+ Kajütenmeister Carl Lemm
+ Kochmann Hugo Weiss
+ Steward Otto F. F. Plath
+ Matrose Max Knöchel
+ Matrose: Günter Hauser
+ Anwalt: W. G. Heinz Leist
+ Jungen: Mahnmann
+ Friedrich Rahn
+ Siegfried Trappmann
+ Thegn: Hans Albrecht
+ Joseph Müller
+ W. W. Wolf Dietrich
+ W. F. J. W. von Junge Fritz Berg
+ Heinz Leist
+ Hubert Hanser
+ W. Geisel
+ W. Joseph Hospel
+ Erwin Hinter
+ W. Jens Jensen
+ W. E. B. Ebeling
+ Heinrich Oppermann
+ Karl Krüger
+ Karl Neunberger
+ Günther Rottkiek
+ Hans Schmidt
+ Theodor Werth:

Hernert Zanger

Zum Gedächtnis
des 1938 verschollenen Hamburger Segelschiffes
ADMIRAL KARPFANGER
mit seiner für deutsche Seegefechte gestorbenen
60 - MANN - BESATZUNG
L’Avenir/ Admiral Karpfanger
TIME MAGAZINE, Monday, December 27, 1943

This chilling story comes from "Time" magazine in 1943.

The long swells of the South Atlantic break angrily against lonely Tristan da Cunha. In the volcanic rock of this island group, halfway between Cape Town and Montevideo, they have scoured deep, dark caverns.

Far back in the recesses of one such cavern on Tristan Island, Arthur Repetto, brother of the island’s headman, found a ship’s figurehead. Its ghostlike glimmer “skeered” him at first. When he went in he found a beautifully modeled maiden, nine feet high. Her hair was done up in a bun behind her head; a long cloak, which her left hand grasped, covered her dress. Her right hand held a lily to her bosom. Around her neck was carried a necklace of disks; a tasseled cord girdled her waist. On each arm was a bracelet hung with draperies. The wood was well preserved, with few barnacles or seaweed, and traces of white, blue, green, gold and red paint glowed faintly. Rusty iron bolts showed where the figure had been fastened to a ship’s bow. With the help of other islanders, Repetto brought the figurehead by boat to Tristan’s settlement. There it was repainted, mounted at the base of the flagstaff.

Four years after Repetto found the maiden, a ship touched at Tristan, took back photographs to Cape Town. There a mechanic of the Royal Navy’s Fleet Air Arm identified it as the figurehead of the ‘Admiral Karpfanger’, which had once been laid up in his Liverpool shipyard.

The ‘Admiral Karpfanger’, a four-masted bark of 2,853 tons, put out from Port Germein, South Australia, on Feb. 8, 1938. Aboard were 44 cadets and 16 officers and men of the Hamburg-America Line. Five weeks later she radioed her position from somewhere south of New Zealand and said she would round Cape Horn. That was the last ever heard of her until the lily maiden was found. In fact, this is just the sad end of a ship which had a fascinating history. Built in 1908, and named L’Avenir, to be used as a training ship, in 1932 it was sold to Gustaf Erikson for the Australian wheat trade, could take 60 passengers and often made summer cruises in the Baltic.

“L’Avenir” apparently visited Port Germein in 1911 and a list of deserters in the Spencer Gulf ports, compiled by Frank Hall, 1987, shows that 8 sailors left the ship there, three on 8/11/1911, one on the 10th, and two each on 11/11/1911 and 12/11/1911.

One well known passenger was Perry Grainger, (Country Gardens) who sailed to Australia on L’Avenir with his wife on its 110 day voyage in 1933-1934. He took numerous photos and painted life aboard the ship, disembarking at Port Germein from the long voyage.
Owen Broadbear (in his book *A Life's Memories*) tells a story about 'L'Avenir' being in port. (The French ship is actually 'L'Avenir')

At one time two Swedish ships were taking in wheat, both at each side of the jetty, when a French ship pulled up at anchorage. Of course, they had to get provisions, so either first or second mate would come to shore in a small boat with a few sailors. Naturally they finished up at the hotel, where the Swedish sailors were drinking. The French and Swedes don't agree and it wasn't long before the bar walls were getting splattered with blood. Local chap Constable Pearce couldn't quell the fight so got out of it and ran home to ring the Pirie police. Anyway, before they got out, Pearce went back with cuffs in pocket and tried to handcuff the Swedes as he had learnt from the borman or proprietor who were causing the most trouble. Away went the Swedes around the pub with Pearce after them, about four times around. The Swedes caught up with Pearce, picked him up and took him to the clink. They took the keys out of his pocket and put him in a cell and locked the door. Mrs Pearce then rang the Pirie police and another bloke came out with a duplicate key to let Constable Pearce out of his own cell. By the time the first two police had arrived all sailors were up the jetty and on the ship and by the time the police got to the boats, no talk, nobody did anything-what could two policemen do among forty or so sailors? The keys were never found. (p 43)
ROMANCE ON SAILING SHIP

L'Avenir Passengers Married

ADELAIDE, January 16.

In the little church of St. Clement's, Port Germain, from which the windjammer L'Avenir could be seen, Miss Barbara Strachey and Mr. Olav Hultin, whose romantic love story is associated with the voyage of the vessel to Australia, were married today by Archbishop Dunn, of Crystal Brook.

The bridesmaid was Miss Annette Brock, an apprentice girl from L'Avenir. The best man was Mr. Denis Wilen, a member of the crew of the windjammer. The groomsmen also were members of the crew of the L'Avenir.

The honeymoon will be spent in Tahiti, Los Angeles, New York, and Italy, and Mr. and Mrs. Hultin will settle at Rhesingford, Finland.

Another story associated with the visit of L'Avenir to Port Germain in 1934 is the marriage of passenger Miss Barbara Strachey, 21, (born 17th July, 1912, died 15th October, 1999), a rebellious English girl and Oxford graduate who acquired a liking for smoking cigars on the trip, to Mr Olav Hultin, 23, (born 1910, died 1958?) a Finnish passenger who had previously been to South Australia as a member of a sailing ship crew.

Newspaper articles said he was the son of the Professor of Classics at the University of Helsinki but recent information reveals that Mr Hultin senior was a librarian at the University of Helsinki and a published literary historian. The 'windjammer lovers' appear to have caught the imagination of newspapers around Australia and the event was widely reported, even earning a two page article in the 'Australian Women's Weekly.' Unfortunately, Percy Grainger and his wife, fellow passengers on L'Avenir, were unable to attend the wedding.

On January 17th Barbara and Olav were married at the tiny St Clemens Church of England next to the school in Port Germain. It was 104 degrees, the people of Port Germain turned out in droves and the church was beautifully decorated with flowers. The bride dressed at the Port Germain Hotel in an old gold crepe ensemble decorated in brown while the groom wore his white dress sailing suit. A Fox Movietone News reel cameraman, Mr W. Simmons of Adelaide, was apparently in attendance. After the wedding the party drove to the Royal Exchange Hotel in Port Pirie for the reception.

ROMANCE ON BARQUE

English Girl To Marry

ADELAIDE, January 11.

Mr. Olav Hultin and Miss Barbara Strachey, whose romance developed on the voyage of the four-masted Finnish barque, Lavenir, during her voyage from Europe, will not wait until they reach Sydney to be married, as was originally intended. The wedding will now take place at Port Germain on Tuesday.

The pair reached Adelaide yesterday afternoon, and are staying at Glenelg. Miss Kronis, of Manchester, another passenger on the Lavenir, will be bridesmaid, and the secretary of the Port Lincoln Yacht Club (Mr. A. Fayeze) will be best man.

Immediately after the couple disembarked Miss Strachey sent the following cable message to her mother:—

"Delicious trip. Have fallen unmiss-takably in love. Intend marrying here immediately. No conceivable misgivings. Everything perfect."

MOTHER'S MESSAGE.

To-day she received the following cable message from her mother, who is the political secretary to Lady Astor:—"Tons of love, but please don't be precipitate. How can we approve without knowing nationality, age, profession, income, plans, and thousands of items besides charm? Would fly out if possible. Marriage is rather a serious affair."

Mr. Hultin said to-day that although he had fallen headlong in love with Miss Strachey when she first boarded the Lavenir at Copenhagen, she had not reciprocated until the ship was nearing the Equator. "It must have been the (astal tropic) moon," suggested Miss Strachey. "After that I could not help myself."

Miss Strachey is continuing her habit of smoking cigars, cultivated on board the vessel.

After their marriage the couple will travel in easy stages to Sydney, and will leave there on February 15 for Tahiti and then for Europe.
The two pictures of the couple were sent by Allen Payze, the then secretary of the Port Lincoln Yachting Club, to the Aland Maritime Museum at Mariehamn, Finland and from there to me (with thanks) Allen Payze is shown on the top deck with the couple on the coastal steamer 'Moonta' (see 'Gulf Trip' below) which took them from Pt Lincoln to Port Pirie before the wedding. Allen Payze gave the bride away on the day. Payze had met Olav Hultin when he came to Australia 2 years previously aboard the 'Ponape.'

Some details of the romance are contained in the newspaper articles. The couple were divorced only 3 years later so the mother's warning seems to have been well founded. They had one son, Roger.

Barbara Strachey was the niece of the writer, Lytton Strachey, and mixed with many other well known literary figures of her day including Virginia Woolf and Bertrand Russell. She wrote an atlas to Tolkien's 'Lord of the Rings' called 'The Journeys of Frodo' and worked in BBC radio for many years.
On board 'L'Avenir' also was a Canadian female cadet, Annette Brock (commonly known as Jacky), who wrote her story in *My Year Before the Mast*. When one of the other passengers, Miss Kronig, had to be rushed to Port Pirie Hospital because of injury to her leg, Annette Brock took her place as bridesmaid at the wedding. She wore a wide sleeved tangerine top with brass buttons, a black skirt and black beret.

In her book she has a whole chapter about Port Germain including a story about an evening spent at the palais, which she describes as:

*a big bleak shack painted in peeling white. It was round, with large letters encircling it, announcing with all the comic dignity of a kookaburra bird, that it was the Palais de Danse. As we approached, a pianola could be heard through the ramshackle boards, reeling out 'Ten More Months and Eleven More Days.' How absurd, I thought in this vast panorama of sea and desert.* Annette is pictured on the beach at Port Germain wearing two piece bathers.

In 1937 'L'Avenir' was sold to Norddeutscher Lloyd as a training ship and renamed 'Admiral Karpfanger'. It disappeared near Cape Horn in 1938. The following information comes from the **Maritime Quest** web page:

*The 'Admiral Karpfanger' sailed from Port Germain, South Australia, on Feb. 8, 1938 with 33 cadets, 23 crew and 3,500 tons of wheat bound for Hamburg. Her radio generator was known to be malfunctioning but radio contact was maintained until March 12, when the last message was received. They reported "all is well" but after this message she was not heard from again.*

'Bahia Blanca', an Argentine ship, was dispatched to search for her. They found nothing. Some time later wreckage from the 'Admiral Karpfanger' was found on Navarino Island, but this gave no conclusive reason for her loss. Most speculate that she hit an iceberg and foundered shortly after.
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<th>Armateurs</th>
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**Note:**
- The document is a register of ships from 1894-85, listing various details such as the name of the ship, classification, armateurs, and other relevant information.
- The table format is used to present this data in an organized manner.
- The ships are categorized by their type and origin, as indicated by their pavilion.
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<th>No.</th>
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<th>Nombre des Pass.</th>
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**Note:** The table continues with similar entries, indicating various ships and details.
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16.2.3 PURCHASE OF LAND

Subject: Baroota Driver Training Complex
Report By: Deputy Chief Executive Officer
Report Date: 29/09/2014
File Reference: No File
Action: Yes
Attachments: Yes

SMP Reference:
Objective 7 Public Health, Order & Safety - Improving Wellbeing
Strategy 3 Maintain Public, Health, Order & Safety
Action 10 Provide Development Control and inspection services that meet the needs and requirements of all stakeholders

Council has received a request from Mr James Mardle to purchase a piece of road reserve adjoining his property. I have attached the corresponding letter and a report from Council’s Development Officer at the time, Mr Paul Ainsworth, with recommendations.

~~ Options: ~~

Moved Cr / Seconded Cr
BAROOTA DRIVER TRAINING COMPLEX

Re: Section south of existing training facility.

- Following on from my report dated 23/07/2014, I had a meeting with Mr James Mardle about the facility and future plans for the site.

PLANS FOR THE LAND SOUTH OF THE EXISTING FACILITY.

- James wants to purchase the land in question for several reasons.
- Firstly, he will use the existing section of the existing bitumen service road running east-west beside the complex to expand the driver training track, southward a further 9 metres. With a further leg extension southward along the old highway another 12 metres approximately.
- Secondly, he plans to construct a client car park for 24 cars with an adjoining area pit/turn around area of a similar size.
- Thirdly, he plans to construct asphalt by pass road linking the existing service road alongside the existing complex to the old highway road next to the train line. This road can be used by everyday traffic if they wish to use it.
- Refer to attached plan for a visual explanation.

PLANS FOR THE LAND NORTH OF THE EXISTING FACILITY.

- James already owns a parcel of land adjoining the existing facility which excludes the communication mast land, but has an adjoining roadway access alongside the train line.
- Firstly, James plans to construct a car pit area as well a car load and unloading area to the north of the communication mast land.
- Secondly, he plans to develop a caravan park for his customers and the public to the north of the pit area.
- The propose caravan park will be nestled between the very busy highway and the train line.
- He proposes to buffer the caravan park and pit area off from the highway with a land mound for both noise and traffic protection.
- The land mound will be landscaped out with native vegetation for visual protection.
- Mr Mardle has already planted his land out with a considerable amount of Australian native trees and vegetation as he is a conservationist at heart.
- Refer to attached plan for a visual explanation.

Recommendation.

Considering my previous recommendation dated 23/07/2014 for refusal to sell the land. Having now met and discussed the proposal with Mr Mardle for the development for the land and the complex. Mr Mardle has a very good plan and vision to develop the site into something special and worthy for the area.
However, as good as the plan and proposal is. I still think that it is a good plan BUT in the wrong location. Therefore, I still suggest to Council that they decline the offer to sell the land to Mr Mardle.

Paul Ainsworth
Planning & Development Officer
BAROOTA DRIVER TRAINING COMPLEX

23/07/2014

Re: Section of land south of existing training facility.

The required land as far as we can determine is CROWN LAND, I think at best we are the custodians of the land.

- I carried a site inspection of the land on the 22/07/2014,
- I noticed Telstra infrastructure signs (2 off) on the land, apart from that the land had medium vegetation on it.
- The land abuts Highway #1, (to the west) which carries consistent traffic, varying from light traffic to very heavy transport traffic.
- Mambray Creek Station road, the main access road, for this parcel of land, is currently used by local resident, including farmers and a large variety of farming equipment.
- With additional traffic using this road, it could cause a real traffic hazard for the Highway #1 and the local residents and farmers using the access road for business.
- To add to the dilemma, the main northern railway line (ARTC RAIL CORRIDOR) is also constantly used (to the east). This railway line carries the main rail traffic form Adelaide to the rest of Australia, which includes some very long and heavy freight trains.
- Also to add to this, approximately 200 metres south of this intersection on the old highway, there is a very popular tourist stop that is constantly used as a rest stop for a variety of users, tourists, grey nomads, and people having a lunch break, road trains and the like.
- Having read the file from a previous application I noted they was a lot of anger raised over the proposed development.

Recommendation,
Following my survey of the site, noting the surrounding environment and the associated environment. The location of some dwellings and the location of a telecommunication tower, taking into account previous concerns over the site.
I suggest that Council that they decline the offer to sell the land.

Paul Ainsworth
Planning & Development Officer

Note: First of two (2) reports.
District Council of Mount Remarkable  
PO Box 94  
Melrose SA 5483  
Attention Jennifer Frick

RE: PURCHASE OF PUBLIC ROAD AT LOT 318 DP76189  
BAROOTA

Dear Jennifer,

I write to you in reply to the letter sent to me on the 11th of April 2014 in relation to purchasing the public road near my property Lot 318 DP76189.

I acknowledge that I wish to proceed with the process to purchase the Public Road next to my property and request that you start the necessary paperwork as soon as possible.

I understand all costs associated will be paid by me as the purchaser.

I await your instructions for the next step in purchasing this Public Road.

Please give me a call if you require any assistance from my side to speed up the process.

Yours sincerely,

James Mardle  
26 May 2014

0417 898 546  
SOMDRIFTCOMEHOTMAIL.COM
Hi James,

I refer to the two attachments above which you forwarded to Shannon Edwards of DPTI on 19 August 2014.

You will note that the aerial photo designates the land in question as “public road”, whereas your jdm park plan incorrectly identifies the same parcel as land as “Dept of Transport land”.

I once again advise you that the land is public road which is NOT owned by this Department.

Please be advised that with the exception of roads located in “Out of Districts”, the ownership of ALL public roads (and hence care, control & management) is vested in council in fee simple (owned by council) pursuant to Section 208 of the Local Government Act.

The only two exceptions to care, control & management are as follows:

• Where the Commissioner of Highways assumes care, control & management of the road corridor by serving council a “Section 26 Notice” under Section 26 of the Highways Act (in this situation, the Commissioner will only maintain kerb to kerb, or, in the absence of kerb and gutter, from shoulder to shoulder).

  With particular reference to the Mambray Creek area, the Commissioner has served a Section 26 Notice on council, appurtenant ONLY to Highway One (RN 3500) (from shoulder to shoulder).

• Where “Control of Access” has been proclaimed, pursuant to Section 30 of the Highways Act (in this situation, the Commissioner assumes care, control & management of the road corridor between the control of access boundaries).

Control of Access has NOT been proclaimed in the Mambray Creek area.

Should the District Council of Mount Remarkable proceed with the road closure and sale of the land this department would request that it be amalgamated with your land (Allotment 318) so as not to require an additional access to RN 3500 at a future date.
Hello Shannon,

Hi its James from Mambray Creek, how have you been.
Late last year the track got approved from the council, I have just had a meeting this week with Paul from the Mount Remarkable council in regards to the land to the south of my property, lot 318 which now has new numbers system.

Paul asked me to get in contact regarding the land, can I please get an email stating that the land basic can be utilised by JDM X PARK, and is of no use to the DPTI, as we discussed last year you said could not see any issues with the use of the land. I have formal requested to buy/purchase it, just need the DPTI to say its ok then the council will be happy to move forward in the sale of the land.

It's a tough one I know the land is owned by DPTI but the road is council's!, having said this just need a mutual agreement stating your happy for me to use this land, I will be putting in a new slip road threw the new property which will ease any traffic issues in the future, also privacy/safety for the track. I have attached couple files for you to look at

Kind regards James Dean Mardle

0417 898 546

Hi James

Any of those dates are fine as it gets closer we can arrange a set time if you like

Regards
hope ya had good weekend, I have couple free days on the 22nd, 23rd, 24th off this month, for on site meeting any time you wish! If can please let me know day that suits you cheers.

kind regards james dean mardle.
### 16.2.4 RATE CAPPING ON IMPROVEMENTS

<table>
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<tr>
<th>Subject:</th>
<th>Request for Capping</th>
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<td>Deputy Chief Executive Officer</td>
</tr>
<tr>
<td>Report Date:</td>
<td>29/09/2014</td>
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<tr>
<td>File Reference:</td>
<td>EM2014-236</td>
</tr>
<tr>
<td>Action:</td>
<td>Yes</td>
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<tr>
<td>Attachments:</td>
<td>Yes</td>
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**SMP Reference:**

- Objective 1: Respected, Responsive, Open and Effective Leadership
- Strategy 7: To not only meet, but to excel in satisfying the requirements of the Local Government Act
- Action 1: Annually review and update Council’s objectives and policies to ensure they are appropriate and effective

Attached are three requests from property owners;
- NS, BA, BS & MK Groves;
- David Kurtzer; and
- Wayne Roocke

Applying for rate capping of 15% on improved property for their 2014/15 annual rates.

As per the 2014/15 Declaration of Rates and Charges - *Rebates*, these properties do not qualify for a rebate as per the extraction of the minute below, and are requesting exemptions:

2) **pursuant to Section 166(1)(l) of the Act, that Council grant a rebate for any land use (subject to conditions) where the amount of general rates calculated exceeds the general rates (net of any discretionary rebates previously granted and net of any changes to the fixed charge component of the general rates) for the immediately past financial year by fifteen (15) per cent and that such a rebate be subject to the following conditions:**

- That the rebate not apply where there has been a change in land use, a change in ownership, or the assessment has been part of an assessment subdivision or amalgamation in the eighteen (18) months prior to the commencement of the current rating year;
- That the rebate may not be provided where improvements have been constructed in the eighteen (18) months prior to the commencement of the current rating year;
- That the rebate not apply where there has been a change in a pensioner concession, self-funded retiree concession or Single Farm Enterprise concession applicable or previously applicable to the assessment in the eighteen (18) months prior to the commencement of the current rating year;
- That the rebate will not be provided where the calculated rebate of general rates for the assessment for the current year is less than ten (10) dollars in value.

---

*Options:*

Moved Cr / Seconded Cr
15th September 2014

The Chief Executive Officer
District Council of Mount Remarkable
PO Box 94
MELROSE SA 5483

Dear Sir

RE: VALUER GENERAL NUMBER 830 364500 5 – 10 & 18s HD BOOLEROO

We wish to submit for Council consideration an objection to the Council Rates set on the above referred Valuer General Number.

We are of the understanding that the Council set a ‘Cap’ and rebated assessments where the Rates Increase exceeded 15%. We are also aware of Council’s decision to not offer this Rebate where land has had Improvements in the past 18 months. We are also aware that the Rating Structure has changed from Site Value to Capital Value.

The Assessment in question is our Farm house. We are not objecting to the Capital Value assigned for this financial year. However considering there has been a change of rating structure from Site Value to Capital AND an increase in valuation due to Improvements on the land, we have seen a 66% increase in Council rates.

We feel that the reason for the 66% increase is due to two issues occurring in the one financial year.

Please see example on Appendix 1.
In Appendix 1, we have worked out what our Council Rates would have been if you had changed the rating structure from Site Value to Capital Value in the 2013/2014 before the shed was built.

Following that we have kept the Rate in the Dollar the same for the 2014/2015 Financial year but have factored in the $125,000 increase to Capital Value for the new Shed that we have built.

As you can see, the impost to us would have been 15% in the implementation year of the Change in rating Structure from Site to Capital value (as per your policy), and an increase of 21% in the second financial year when the shed was built (and as per your policy we would have not received any rebate for this).

This is a total of 58% over two financial years, which is far easier to budget for, than a 66% increase in one financial year.

We understand that to change Site Value to Capital Value is already going to cause an impost to the amount of rates we pay on our land where our home and implement sheds are located, but to not allow any Rebate in this circumstance where we have recently built a new shed and our Capital Value has increased as such in the same year you introduce a new rating structure that is already going to put a considerable ‘shift’ on us paying more Council rates than those ratepayers who have vacant land, we feel that this 66% increase is unjust.

We ask that the Council consider providing a Rebate to this assessment.
We would also like to mention that considering we are of the understanding that numerous Ratepayers have made contact with Council Staff about the very poor State of Nicholls Road, which is almost impassable by not only large machinery but cars as it has washed out so badly from the floods in February 2014, that the Council would act on the CQI requests made.

Considering we pay over $12,000 in Council Rates, we are disappointed to not see any response to requests made on such a dangerous road to our farmers and community of which we would see some benefit from our Council rates.

Yours sincerely

Meridee Groves
For: NW, BA, BS & MK Groves
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<th></th>
<th>CV</th>
<th>SV</th>
<th>Rate in $</th>
<th>Fixed Charge</th>
<th>Hall Rate</th>
<th>NRM Levy</th>
<th>Waste</th>
<th>General Rates</th>
<th>Total Rates</th>
<th>Difference</th>
<th>% Change</th>
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<td>375,000</td>
<td>0.00314</td>
<td>$250.00</td>
<td>$13.00</td>
<td>$38.50</td>
<td>$192.70</td>
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<td>$1,671.70</td>
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<td>0.003924</td>
<td>$262.50</td>
<td>-</td>
<td>$39.00</td>
<td>$203.50</td>
<td>$1,785.42</td>
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<td>$618.72</td>
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<td>$2,275.92</td>
<td>$2,780.92</td>
<td>$490.50</td>
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58%
From: David Kurtzer [mailto:dwkurtzer@bigpond.com]
Sent: Tuesday, 30 September 2014 1:54 PM
To: Wayne Hart
Cc: Cr Sandra Wauchope; Cr Peter Jacobs; Cr Paul Kretschmer; Cr Colin Nottle; Cr Trevor Roocke; Cr Chris Ryan; Cr Ray Walker
Subject: General Rates Rebate

Dear Wayne,

I am emailing in regards to rates assessment A40797 (8304050644), which has increased our general rates from the previous year by $1356.30 or 169%. I wish for this to be addressed at the next council meeting.

I am pursuing a review as I have not had a general rate rebate applied to this notice, nor have I received information to budget for this unexpected increase. As both my wife and I work away from the council area we have been unable to attend any public consultation or review meetings. When home we read all council newsletters, annual business plans and budget summary’s. At no point in time have I seen a clause stating possible increases equivalent to the amount we are being charged. Everything in the rating policy, calculation points to minimal rises through these changes.

The reason that has been explained to us for our exclusion from the general rate rebate is that prior to 18 months ago we moved from a non-contiguous assessment to a single farming enterprise when we paid a $25 fee to council. Following this we proceeded to do the same with Revenue SA. At no time has any or part of this property changed ownership. However through a technicality this makes us ineligible to receive this rebate.

Personally I am appalled by the lack of transparency and good faith in which council has undertaken in implementing the new rating system. I fail to see how the change we made has impacted upon council.

As a rate payer/client for the previous 25 years I feel a general rebate is applicable to this assessment.

I look forward to a positive response to this matter.

Regards,

David Kurtzer
Ms Jessie White
Deputy CEO
District Council Mount Remarkable
PO box 94 Melrose SA 5483

30th September 2014

Dear Jessie

This Letter is a summary of my query regarding an 82% increase in rates, and no 15% rate rebate applied to Assessment A36251:

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<th>Capital Value</th>
<th>Calculation</th>
<th>Rates payable</th>
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<td>$670,000</td>
<td>405,000 x 0.0033c = $1586.50</td>
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</tr>
<tr>
<td>2014</td>
<td>A36251</td>
<td>$405,000</td>
<td>$670,000</td>
<td>670,000 x 0.00392 = $2891.55</td>
<td></td>
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</table>

That is an increase of $1,305.05 payable (Rate in Dollar + Fix Charge) which is an 82% increase in rates over 2013.

In the Rating Policy contained in the Blue insert it states: "Council will now use capital values as its basis of rating and has reduced its rate in the dollar so that revenue won’t increase in aggregate beyond what would have been collected by applying site values."

This is not the case for our property, as both value and the rate in the dollar has gone up. How can Council justify raising the rate in the dollar when there has been a substantial increase in the capital value? This just compounds the increase even more and comes across as being greedy.

When I asked why Council's policy of applying a rate capping of 15% increase was not applied to this Assessment you replied that Council's Rate policy states: "That the rebate may not be provided where improvements have been constructed in the eighteen (18) months prior to the commencement of the current year.”

I understand that the large increase in value is due to several improvements made to the property, and I was present when a Government Property Valuer drove in and inspected the property.

In my case, 2 of the 3 improvements made in recent years are outside the 18 month period. House improvements were made in 2009/2010 and a shed was erected 2 years ago, while the third improvement, a new machinery shed, had council approval well before council had decided to change the basis for raising rates to Capital Value. It would appear to me that the 15% rebate should apply to this assessment.

As the Policy states 'That the rebate may not be provided ...' I ask Council to reconsider the decision to not provide the 15% rate cap on this assessment and accept that some improvements are made to make the running of a business more efficient and more productive and not a chance for council to make more money.

I ask Council to consider the unusual circumstance this year with the change over from Site Value to Capital Value and correct what is an unjustifiable decision to apply the policy retrospectively.

I have three other Assessments which if it wasn’t for the rating cap of 15% increase they would have increased by 40% over last year, 15% increase is heavy enough but 82% is just not reasonable.

Regards
Wayne Roocke
16.2 DEPUTY CHIEF EXECUTIVE OFFICER'S REPORT (CONT.)

16.2.5 CHRISTMAS CLOSURE

Subject: Christmas Closure  
Report By: Deputy Chief Executive Officer  
Report Date: 09/10/2014  
File Reference: No File  
Action: Yes  
Attachments: No

SMP Reference:

Objective 1: Respected, Responsive, Open and Effective Leadership  
Strategy 7: To not only meet, but to excel in satisfying the requirements of the Local Government Act  
Action 3: Ensure that Council satisfactorily meets all legislative compliance requirements

Section 45 of the Local Government Act 1999 provides that the Principal Office of a Council must be open to the public for the transaction of business during hours determined by the Council.

Council’s practice is that the office be closed from December 25 (Christmas Day) to January 1 (New Year’s Day) both dates inclusive, for the Christmas closure. The non-public holidays are considered grace days by Council.

Due to New Year’s Day falling on a Thursday, it is recommended to extend the closing period to include Friday 2 January 2015, on which employees would take annual leave that day.

Whilst the Council Administration function will be closed, the Australia Post operations are required to be operational on the non-public holidays. As per previous years, authorisation will be sought from Australia Post to operate on these days on a reduced hours basis. Arrangements will be put in place to address the Work, Health & Safety issues associated with an employee working in isolation.

It is considered appropriate for Council to formally authorise this Christmas office closure.

Recommendation:

That pursuant to Section 45 of the Local Government Act 1999, that the Council office be closed from 5.00 pm on Wednesday 24 December 2014 and re-open at 9.00 am on Monday 5 January 2015 for the annual Christmas office closure.

Options: Moved Cr / Seconded Cr
16. ADMINISTRATION MATTERS (CONT.):

16.2 DEPUTY CHIEF EXECUTIVE OFFICER'S REPORT (CONT.)

16.2.6 CURRENT GRANT REPORT

<table>
<thead>
<tr>
<th>Subject</th>
<th>September 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Report By</td>
<td>Deputy Chief Executive Officer</td>
</tr>
<tr>
<td>Report Date</td>
<td>10/10/2014</td>
</tr>
<tr>
<td>File Reference</td>
<td>No File</td>
</tr>
<tr>
<td>Action</td>
<td>No - Information Only</td>
</tr>
<tr>
<td>Attachments</td>
<td>Yes - Grants Table</td>
</tr>
</tbody>
</table>

SMP Reference:

- **Objective 2**: Administration and Finance - Accountable, Secure and Sustainable Organisation
- **Strategy 1**: Develop, implement and foster a Continuous Improvement philosophy throughout the Council
- **Action 1**: Generate greater awareness and accountability by all Council employees and in all activities

Grants table attached for the information of Councillors.
## Current Grant Projects

<table>
<thead>
<tr>
<th>Location</th>
<th>Grant Name</th>
<th>Date received</th>
<th>To be completed by</th>
<th>Status</th>
<th>Purpose</th>
<th>Funding Body</th>
<th>Amount received</th>
<th>Other Contribution</th>
<th>Action required</th>
<th>Aquittal Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Port Flinders</td>
<td>Port Flinders walking and Bicycle Trail Stage 2</td>
<td>2012</td>
<td>Not Started</td>
<td>Building of walking Trail</td>
<td>NRM</td>
<td>$ 29,400.00</td>
<td>$ 1,000.00</td>
<td>Not started - Change to CEO &amp; Grants Officer, believe NRM have forgotten about it</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Melrose, Wirrabara, Wilmington</td>
<td>Mount Remarkable Rural Health</td>
<td></td>
<td>In progress</td>
<td>Refurbish facilities and build site in Melrose.</td>
<td>OHA</td>
<td>$ 212,326.00</td>
<td>$ 42,946.00</td>
<td>Landscaping to be completed&lt;br&gt;Aquitted - Signs ordered 8/9/14</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Melrose</td>
<td>State Bicycle Fund and Black Spot Projects</td>
<td>2012</td>
<td>In progress</td>
<td>Safe walking trail from Melrose to the Showgrounds</td>
<td>Department of Planning, Transport and Infrastructure</td>
<td>$21,450</td>
<td>$21,450</td>
<td>nearly finished, John Prestwood will install signs and complete the project</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spear Creek Bridge</td>
<td>Bridge Renewal</td>
<td></td>
<td></td>
<td>Spear Creek Bridge repairs</td>
<td>Department of Planning, Transport and Infrastructure</td>
<td>$239,500</td>
<td>$239,500</td>
<td></td>
<td>Awaiting announcement</td>
<td></td>
</tr>
<tr>
<td>Bushfire Revegetation</td>
<td>NRM</td>
<td>Jun-15</td>
<td></td>
<td>Revegetation of roadside Murraytown - Wirrabara</td>
<td>NRM</td>
<td>$24,000</td>
<td>$0</td>
<td>John Prestwood drawing up plan, need to do quote request, Anne Brown facilitating planting, Community to plant trees</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Weeroona Island</td>
<td>Coastal Board</td>
<td>4/09/2014</td>
<td></td>
<td>Feasibility Study for Weeroona Island Causeway - erosion of Causeway</td>
<td>Coastal Board</td>
<td>$20,000</td>
<td>$0</td>
<td>Employed consultant. Terry Magryn, Marine Engineer</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Multiple</td>
<td>LGEEP</td>
<td></td>
<td>completed</td>
<td>Installation of solar hot water systems</td>
<td>Dept of Climate Change and Energy Efficiency</td>
<td>$24,666</td>
<td>$4,733</td>
<td>I have requested certification of Melrose solar panels to Trevor Mace</td>
<td>Aquitted</td>
<td></td>
</tr>
<tr>
<td>Port Germein</td>
<td>Port Germein Goods Shed</td>
<td></td>
<td>completed</td>
<td>Restoration of Goods Shed to Heritage standards</td>
<td>State Heritage Branch</td>
<td>$7,500</td>
<td>$7,500</td>
<td>Completed and acquitted&lt;br&gt;Aquitted</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Booleroo Centre</td>
<td>Premier LG Stimulus Package</td>
<td>Jan-15</td>
<td>In progress</td>
<td>Pool improvements and Playground</td>
<td>DPTI</td>
<td>$50,000</td>
<td>$50,000</td>
<td>In progress. Richard Plevin will paint the pool and Shane Kelly do the fence, Emma Young OPAL will coordinate final plans for Playground in November.</td>
<td>Jan-15</td>
<td></td>
</tr>
<tr>
<td>Wilmington</td>
<td>Premier LG Stimulus Package</td>
<td>Jan-15</td>
<td>Not Started</td>
<td>Main Street improvement</td>
<td>DPTI</td>
<td>$50,000</td>
<td>$50,000</td>
<td>Richard Plevin is doing toilets and John Prestwood the walls. DA lodged for the walls</td>
<td>Jan-15</td>
<td></td>
</tr>
<tr>
<td>Wilmington - Melrose</td>
<td>Native Vegetation Council</td>
<td>2013</td>
<td></td>
<td>Manage revegetation of bike trail. Greening Australia</td>
<td>Native Vegetation Council</td>
<td>$16,000</td>
<td></td>
<td>Immanuel College managing the revegetation work</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Port Germein</td>
<td>Port Germein Foreshore</td>
<td></td>
<td></td>
<td>Foreshore Re-Development</td>
<td>Jessie White</td>
<td></td>
<td></td>
<td></td>
<td>Aquitted</td>
<td></td>
</tr>
</tbody>
</table>
16. ADMINISTRATION MATTERS (CONT.):

16.2 DEPUTY CHIEF EXECUTIVE OFFICER'S REPORT (CONT.)

16.2.7 TENDER EVALUATION

Subject: Weeroona Island Boat Launching Facility
Report By: Deputy Chief Executive Officer
Report Date: 09/10/2014
File Reference: DCMR0080
Action: No - Information Only
Attachments: No

SMP Reference:
Objective 2 Administration and Finance - Accountable, Secure and Sustainable Organisation
Strategy 4 Manage Council's Finances in a Professional and Long-term Sustainable Manner
Action 5 Ensure Council’s Contracts, Tenders and Purchasing Policy is reflective of Council’s Vision, Mission, Core Values and Objectives

Recommendation:
That pursuant to the provisions of Section 90(2) of the Local Government Act 1999, that the public with the exception of the Chief Executive Officer, Deputy Chief Executive Officer and Personal Assistant, be excluded from attendance at the Meeting, it being necessary and appropriate discuss and consider a matter in confidence, the matter, pursuant to Section 90(3)(b) being information the disclosure of which could reasonably expected to confer a commercial advantage on a person with whom Council is conducting, or proposing to conduct business or to prejudice the commercial position of the Council, and would on balance, be contrary to the public interest.

~~ Options: ~~

Moved Cr / Seconded Cr

Recommendation:
That the Council, having considered this matter in confidence pursuant to section 90(2) and (3)(b) of the Local Government Act 1999, now resolves, pursuant to Section 91(7) & (9)of the Act, that all documents relating to Item 16.2.7 remain confidential until after all contracts have been negotiated and signed.

~~ Options: ~~

Moved Cr / Seconded Cr
16. ADMINISTRATION MATTERS (CONT.):

16.2 DEPUTY CHIEF EXECUTIVE OFFICER'S REPORT (CONT.)

16.2.8 TENDER EVALUATION

Subject: Willowie Landfill Cell 2A Construction
Report By: Deputy Chief Executive Officer
Report Date: 09/10/2014
File Reference: DCMR0080
Action: No - Information Only
Attachments: No

SMP Reference:
Objective  2  Administration and Finance - Accountable, Secure and Sustainable Organisation
Strategy  4  Manage Council's Finances in a Professional and Long-term Sustainable Manner
Action  5  Ensure Council’s Contracts, Tenders and Purchasing Policy is reflective of Council’s Vision, Mission, Core Values and Objectives

Recommendation:
That pursuant to the provisions of Section 90(2) of the Local Government Act 1999, that the public with the exception of the Chief Executive Officer, Deputy Chief Executive Officer and Personal Assistant, be excluded from attendance at the Meeting, it being necessary and appropriate discuss and consider a matter in confidence, the matter, pursuant to Section 90(3)(b) being information the disclosure of which could reasonably expected to confer a commercial advantage on a person with whom Council is conducting, or proposing to conduct business or to prejudice the commercial position of the Council, and would on balance, be contrary to the public interest.

~ Options: ~

Moved Cr / Seconded Cr

Recommendation:
That the Council, having considered this matter in confidence pursuant to section 90(2) and (3)(b) of the Local Government Act 1999, now resolves, pursuant to Section 91(7) & (9) of the Act, that all documents relating to Item 16.2.8 remain confidential until after all contracts have been negotiated and signed.
16. **ADMINISTRATION MATTERS (CONT.):**

16.4 MANAGER WORKS & TECHNICAL SERVICES

16.4.1 GENERAL REPORT

Subject: September 2014
Report By: Manager Works & Technical Services
Report Date: 03/10/2014
File Reference: No File
Action: No - Information Only
Attachments: No

SMP Reference:
Objective 2 Administration and Finance - Accountable, Secure and Sustainable Organisation
Strategy 1 Develop, implement and foster a Continuous Improvement philosophy throughout the Council
Action 1 Generate greater awareness and accountability by all Council employees and in all activities

Grader maps attached for the information of Councillors.

**Construction**

**Pine Creek Road** works are continuing with 5.9 kilometres completed. The remaining 4.1 kilometres are scheduled for completion in early November 2014.

**Contractors**

OTM Civil are at present completing line marking after the construction of White Cliffs Road. There is some remedial works in progress which will complete the tendered works.

Council has received the Technical Specifications for the bituminous surfacing of various roadworks in Wilmington, Port Germein and Wirrabara.

Council expects Technical Specifications this week for the bituminous surfacing of North Flinders Esplanade on Weeroona Island, allowing tendering and procurement processes to proceed.

**Capital Works**

**Melrose Cemetery Niche Garden** is completed with only the selection and planting of plants remaining.

**Port Germein Foreshore** Repairs completed to 3 rope bays cut at the new area. Installation of the solar light pole will complete the current works.

**Wilmington Protuberances** works are completed with only planting remaining.

**Tidy Towns**

In September The Tidy Towns Team worked a week each at Wirrabara, Melrose, Port Germein and Weeroona Island.
This plan reflects the Rural & State road names & road extents approved by The District Council of Mount Remarkable (Section 219 Local Government Act).

Legend
- Mount Remarkable Roads
- State Roads
- Mt Remarkable Grid
- Mount Remarkable Urban Addressing Areas

Note:-
Rural roads within urban/town addressing areas (as shown on the Plan) will retain their historical names used for urban addressing. Refer to local Council for details. Roads without rural addresses may not be shown on this map.

October 2012

Council Delegate
16. ADMINISTRATION MATTERS (CONT.):

16.4 MANAGER WORKS & TECHNICAL SERVICES (CONT.)

16.4.2 GENERAL WORKS BUSINESS

(not requiring Motions and not able to be submitted via CQI System or Minor Works Request)
16. ADMINISTRATION MATTERS (CONT.):

16.5 MANAGER PASSENGER TRANSPORT REPORT

16.5.1 GENERAL REPORT

Subject: September 2014  
Report By: Manager Passenger Transport  
Report Date:  
File Reference: No File  
Action: No - Information Only  
Attachments: No

SMP Reference:

Objective 2  Administration and Finance - Accountable, Secure and Sustainable Organisation  
Strategy 1  Develop, implement and foster a Continuous Improvement philosophy throughout the Council  
Action 1  Generate greater awareness and accountability by all Council employees and in all activities

Report to be included with November 2014 report.
### 16.6 MID NORTH STARCLUB FIELD OFFICER’S REPORT

#### 16.6.1 MONTHLY REPORT

<table>
<thead>
<tr>
<th>Subject:</th>
<th>September 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Report By:</td>
<td>Mid North STARCLUB Field Officer</td>
</tr>
<tr>
<td>Report Date:</td>
<td>07/10/2014</td>
</tr>
<tr>
<td>File Reference:</td>
<td>Yes</td>
</tr>
<tr>
<td>Action:</td>
<td>No - Information Only</td>
</tr>
<tr>
<td>Attachments:</td>
<td>Yes</td>
</tr>
</tbody>
</table>

**SMP Reference:**

- **Objective 2**: Administration and Finance - Accountable, Secure and Sustainable Organisation
- **Strategy 1**: Develop, implement and foster a Continuous Improvement philosophy throughout the Council
- **Action 1**: Generate greater awareness and accountability by all Council employees and in all activities

The attached report from the Mid North STARCLUB Field Officer outlines activities for the month for the information of Councillors.

Minutes from Mid North StarClub Field Officer Program held 3 September 2014 are attached for the information and reference of Councillors.
Leave
Field Officer was on annual leave week commencing Monday, 22 September 2014

Management Committee meeting
A Mid North STARCLUB Field Officer program Management Committee meeting was held in Orroroo, Wednesday 3 September 2014. Minutes are attached to this report.
Changes to the membership of the committee imminent with the resignation of both lian Wilson (Orroroo) and Muriel Scholz (Mount Remarkable), both of whom commence career opportunities interstate.
The funding stream utilised to run the program will open for 2015/16 funding shortly and the current STARCLUB Field Officer regions are encouraged to reapply.

Program evaluation
In anticipation of the need to submit an application in the Sport and Recreation Development and Inclusion Program competitive grant process, the MN SFO will compose a brief evaluation report of the local program since its inception 1 July 2014.
An online survey was issued 17 September 2014 to all STARCLUB registered clubs and a selection of unregistered clubs from all five Council areas.

Future Training options
Using data gained from the online survey, the following training suggestions have been received:
- Child Safe Officer
- First Aid
- Responsible Service of Alcohol
- Junior coaching and coach development
- Governance including running meetings, succession planning and policy development
- Grant writing
- Social Media

Following on from a successful round of First Aid training recently completed in conjunction with Royal Life Saving SA, another course has been booked to be held in Port Pirie on Sunday, 23 November 2014.
It is anticipated that Child Safe Officer training will be conducted within the region early 2015.

Bowls SA Club of the Year
The MN SFO has nominated three bowling clubs for Bowls SA Club of the Year. All three clubs are self-assessed STARCLUB status clubs and have agreed to undertake the STARCLUB status consultation process.
Clubs nominated are Melrose Memorial Bowling Club, Wilmington Bowling Club and Booleroo Centre Bowling Club.
### Forums/Networks

**Regional Programs Partnership forum**

Port Pirie hosted the last Regional Programs Partnerships forum on Wednesday, 10 September 2014. This forum brings together representatives from sport and active recreation programs and initiatives from across the region. Members include:

- SACFL development officers
- SACA development officers
- STARCLUB Field officers
- Indigenous Sport Development officers
- Active After School Communities coordinators
- Good Sports officers
- Outback Communities Authority representative

Forum encourages program updates and cross promotion of activities and seeks to find opportunities for programs to work collaboratively to deliver quality sport and recreation activities across the region.

**Health and Wellbeing Committee - Peterborough**

Attended Peterborough Health and Wellbeing Committee meeting on Tuesday, 16 September 2014. Several sport and active recreation items on Action Plan including possible relocation and promotion of Peterborough Community Gym and an audit of Peterborough’s sporting facilities. Peterborough will seek to hold Community Fun Run early 2015.

**September 2014 – Funding opportunities newsletter**

On 2 September 2014 the MN SFO produced a funding opportunities newsletter that was circulated to all sport and active recreation clubs for which an email address is known.

### Community Kit

The MN SFO has a Community Sports Kit that is available for community groups to use at public events. The kit contains:

- Baseball gloves and balls
- Soccer and touch football balls
- Cricket sets
- Lacrosse sticks and balls
- Totem tennis set
- Badminton set
- Bocce sets, Frisbees, grip ball sets and a variety of assorted balls
- Cones
- Tug of War rope

The kit is available free of charge and can be booked through the STARCLUB Field Officer. Recently the kit was used by the Crystal Brook Hockey Club for the windup day with very favourable feedback.

### STARCLUB Club Development

**Clubs/associations worked with this month:**

- Port Pirie Scouts
- Jamestown amateur swimming club
- BMW netball club
- Orroroo bowling club
- Crystal Brook junior basketball club
- Jamestown triathlon group
- Laura Community Gym

**Topics addressed:**

- Lifeguard training
- Training opportunities – units of competency recognition and funding
- Junior carnival
- STARCLUB online system
- Policy development
- Planning
- Incorporation
Latest available data:
New data unavailable

As at end July 2014 – 92 Clubs or Associations within the Mid North have registered with STARCLUB.

New clubs registered since last report:
Data unavailable

The Mid North region has 11 Clubs registered as achieving STARCLUB status.

Club/association meeting attended:
Booleroo community gym – committee member – 3 September 2014
Jamestown Gymnastics – President – 8 September 2014
Jamestown Golf – committee meeting – 8 September 2014
Cougars Softball – Junior Development officer – 11 September 2014
Crystal Brook Junior Basketball – committee member – 15 September 2014
Melrose Memorial Bowling Club – Secretary – 17 September 2014
Wilmington Bowling Club – Secretary – 17 September 2014
Booleroo Centre Bowling Club – President – 17 September 2014

Grants
AGL Hallett Wind Farm (NAC only) open until 8 October 2014
The Active Club Program – Programs and Equipment funding is open until 13 October 2014
The Wendy Ey Memorial Scholarship Program is open until 13 October 2014
It is anticipated that the Sport and Recreation Development and Inclusion Program will open 11 October 2014
Community Recreation and Sport Facilities Program will open 16 February 2015.
<table>
<thead>
<tr>
<th>Initiative</th>
<th>Grant Program Suggested</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jamestown Amateur Swimming Club</td>
<td>Member hardship subsidy</td>
<td></td>
</tr>
<tr>
<td>Cougars Softball</td>
<td>Equipment, coach development</td>
<td></td>
</tr>
<tr>
<td>Mid North Archers</td>
<td>Target butts</td>
<td>$2000</td>
</tr>
<tr>
<td>Gladstone Tennis</td>
<td>New club shirts</td>
<td></td>
</tr>
<tr>
<td>Jamestown Triathlon group (unincorp)</td>
<td>Start up costs, come and try event</td>
<td></td>
</tr>
<tr>
<td>Koolunga Tennis Club</td>
<td>Playground</td>
<td></td>
</tr>
</tbody>
</table>

Training possibilities/enquiries: | Initiative | Recommended course |
<table>
<thead>
<tr>
<th></th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
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</tr>
</tbody>
</table>
MINUTES

Mid North STARCLUB Field Officer Program
Meeting held at the District Council of Orroroo Carrieton

Wednesday 3 September 2014

Muriel Scholz (District Council of Mount Remarkable) chaired the meeting
Meeting commenced: 13:15

1. PRESENT:
   James Lang (Northern Areas Council), Muriel Scholz (District Council of Mount Remarkable), MT Smith (STARCLUB Field Officer), Lawrence Heath (District Council of Peterborough), Peter Arnold (Port Pirie Regional Council)

2. APOLOGIES:
   None

3. MINUTES
   3.1 CONFORMATION OF PREVIOUS MINUTES
   The minutes of the Management Committee Meeting held on Wednesday 4 June 2014 at the Northern Areas Council as circulated, be taken as read and confirmed.

   Moved L. Heath  Second J. Lang  CARRIED

   3.2 MATTERS ARISING FROM MINUTES
   None

4. STARCLUB FIELD OFFICER MONTHLY REPORTS
   The STARCLUB Field Officer Monthly Reports as circulated be taken as read and confirmed.

   All reports originally distributed via email to Management Committee as follows:
   May 2014 – 3 June 2014;
   June 2014 – 1 July 2014;
   Above reports recirculated as an attachment to current meeting agenda.
   August 2014 – 1 September 2014 (post agenda)

   Moved P. Arnold  Second L. Heath  CARRIED
5. OTHER BUSINESS

5.1 SRDIP funding
The Mid North STARCLUB Field Officer program has commenced its final year of a three year funding cycle. The Sport and Recreation Development and Inclusion Program, the funding with which the Mid North STARCLUB Field Officer is employed, will open sometime Oct/Nov 2014. At this time it is expected that ORS will endeavour to expand the Field Officer program. Current Field Officer consortiums are encouraged to re-apply for funding (competitive grant process).

In order to seek endorsement for new funding application, MT Smith to prepare an evaluation report to be tabled at October Council meetings.

5.2 Operational Plans
2013-14 Operational Plan
MT Smith presented the 2013-14 Operational Plan which has been updated to reflect outcomes.
Most significant achievements: number of club/association meetings attended, number of training opportunities presented across the region, 360 stakeholder review strategies, partnerships with other government and non-government programs and community groups.

2014-15 Operational Plan
MT Smith presented draft 2014-15 Operation Plan for Committee endorsement.
Primary focus of SFO program this year will be the consolidation of the program and progression of registered clubs to STARCLUB status.
No numerical targets have been set by ORS in the 2014-15 funding obligations.

Moved J. Lang Second P. Arnold CARRIED
2014-15 Operational Plan supported by Committee as presented

5.3 2014-15 budget
P Arnold reported that SFO program budget for 2014-15 is $12000, this includes $2500 Incentive grant for promotion of program.
Priority strategies as determined by the Committee:
- Financial management training for clubs/associations
- Mid North STARCLUB Conference
- Computer based club consultations/training in each Council
MT Smith and P Arnold to prepare draft budget for presentation at next meeting.

5.4 Around The Grounds

PORT PIRIE REGIONAL COUNCIL
- Port Pirie Memorial Oval precinct upgrade
  - Awaiting on decision from State Government re possible $10m funding.
  - CEO involvement has been positive
  - Plan updated to include relocation of gymnastics and squash and retention of original grandstand
- Review of leases and licenses
  - Some organisations not paying fees – recourse being investigated
DISTRICT COUNCIL OF MT REMARKABLE
- **LGA stimulus package**
  - Booleroo Swimming Pool repainting (cosmetic only, pool was relined last year).
  - Upgrade to playground adjacent to pool, will include a flying fox.
- **Showground access trail**
  - Walking/bike access trail from Melrose to Showgrounds (through private land) funded by DPTI Blackspot program
- **Facilities**
  - Council undertaking review of pools.

NORTHERN AREAS COUNCIL
- **Facilities**
  - Spalding Hub planning is progressing, in principle financial commitments and Council approved budget.
  - Jamestown Lawn Tennis Club hardcourt relining to include multipurpose use
  - Jamestown Peterborough Football and Netball Club has gained funding for new kitchen in Jamestown clubrooms.
- **Event**
  - Sunday 26 October 2014 Cricket World Cup tour in Jamestown.

DISTRICT COUNCIL OF ORROROO CARRIETON
- No report

DISTRICT COUNCIL OF PETERBOROUGH
- **Skate Park**
  - Concrete will be finished this week. Local skate park will not be open in time for National Skate Park Day on 7 September however event will be retrospective.
- **Facilities**
  - Walking/cycling trail ready for bitumen
  - Outdoor equipment ready to go in

7. **NEXT MEETING**
The Management Committee meeting for the Mid North STARCLUB Field Officer Program is to be held at District Council of Peterborough on 3 December 2014 commencing at 1:00pm.

Future Meeting Dates
4 March 2015 – District Council of Mount Remarkable
3 June 2015 – Port Pirie Regional Council

Meeting closed: 14:30
MINUTES

Mid North STARCLUB Field Officer Program
Meeting held at the District Council of Orroroo Carrieton

Wednesday 3 September 2014

Muriel Scholz (District Council of Mount Remarkable) chaired the meeting
Meeting commenced: 13:15

1. PRESENT:
   James Lang (Northern Areas Council), Muriel Scholz (District Council of Mount Remarkable), MT Smith (STARCLUB Field Officer), Lawrence Heath (District Council of Peterborough), Peter Arnold (Port Pirie Regional Council)

2. APOLOGIES:
   None

3. MINUTES
   3.1 CONFIRMATION OF PREVIOUS MINUTES
   The minutes of the Management Committee Meeting held on Wednesday 4 June 2014 at the Northern Areas Council as circulated, be taken as read and confirmed.

   Moved L. Heath Second J. Lang CARRIED

   3.2 MATTERS ARISING FROM MINUTES
   None

4. STARCLUB FIELD OFFICER MONTHLY REPORTS
   The STARCLUB Field Officer Monthly Reports as circulated be taken as read and confirmed.
   All reports originally distributed via email to Management Committee as follows:
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   June 2014 – 1 July 2014;
   Above reports recirculated as an attachment to current meeting agenda.
   August 2014 – 1 September 2014 (post agenda)

   Moved P. Arnold Second L. Heath CARRIED
DISTRICT COUNCIL OF MT REMARKABLE

- **LGA stimulus package**
  - Booleroo Swimming Pool repainting (cosmetic only, pool was relined last year).
  - Upgrade to playground adjacent to pool, will include a flying fox.

- **Showground access trail**
  - Walking/bike access trail from Melrose to Showgrounds (through private land) funded by DPTI Blackspot program

- **Facilities**
  - Council undertaking review of pools.

NORTHERN AREAS COUNCIL

- **Facilities**
  - Spalding Hub planning is progressing, in principle financial commitments and Council approved budget.
  - Jamestown Lawn Tennis Club hardcourt relining to include multipurpose use
  - Jamestown Peterborough Football and Netball Club has gained funding for new kitchen in Jamestown clubrooms.
  - Jamestown pool upgrade

- **Event**
  - Sunday 26 October 2014 Cricket World Cup tour in Jamestown.

DISTRICT COUNCIL OF ORROROO CARRIETON

- No report

DISTRICT COUNCIL OF PETERBOROUGH

- **Skate Park**
  - Concrete will be finished this week. Local skate park will not be open in time for National Skate Park Day on 7 September however event will be retrospective.

- **Facilities**
  - Walking/cycling trail ready for bitumen
  - Outdoor equipment ready to go in

7. **NEXT MEETING**

The Management Committee meeting for the Mid North STARCLUB Field Officer Program is to be held at District Council of Peterborough on 3 December 2014 commencing at 1:00pm.

Future Meeting Dates
4 March 2015 – District Council of Mount Remarkable
3 June 2015 – Port Pirie Regional Council

Meeting closed: 14:30
16. **ADMINISTRATION MATTERS (CONT.):**

16.7 **OPAL MANAGER'S REPORT**

16.7.1 **MONTHLY REPORT**

Subject: September 2014  
Report By: OPAL Manager  
Report Date: 03/10/2014  
File Reference: No File  
Action: No - Information Only  
Attachments: Yes  

**SMP Reference:**  
*Objective* 2 Administration and Finance - Accountable, Secure and Sustainable Organisation  
*Strategy* 1 Develop, implement and foster a Continuous Improvement philosophy throughout the Council  
*Action* 1 Generate greater awareness and accountability by all Council employees and in all activities

The attached report from the OPAL Manager outlines activities for the month for the information of Councillors.
<table>
<thead>
<tr>
<th>Month</th>
<th>Sept 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prepared By</td>
<td>Emma Young - OPAL Program Manager, NAC, DCMR and DCPB</td>
</tr>
<tr>
<td>Leave</td>
<td>OPALM – 2nd Oct to 24th Oct 2014 \nOPALS – position vacant</td>
</tr>
<tr>
<td><strong>Scheduled Meetings</strong></td>
<td></td>
</tr>
<tr>
<td>• Flinders Uni</td>
<td></td>
</tr>
<tr>
<td>o Youth migration phone interview</td>
<td></td>
</tr>
<tr>
<td>o Resulting from recent local research and reasoning for possible outcomes</td>
<td></td>
</tr>
<tr>
<td>• OPAL State workshop</td>
<td></td>
</tr>
<tr>
<td>o Future program remodelling and phase one finalising</td>
<td></td>
</tr>
<tr>
<td>• Peterborough Skate Park meeting</td>
<td></td>
</tr>
<tr>
<td>o Launch planning – scheduled for Friday 31st Oct – 5 to 7pm</td>
<td></td>
</tr>
<tr>
<td>• Weeroona Island outdoor fitness equipment install</td>
<td></td>
</tr>
<tr>
<td>o Met installers on site and selected install site</td>
<td></td>
</tr>
<tr>
<td>• Gladstone High School Health &amp; Wellbeing Hub</td>
<td></td>
</tr>
<tr>
<td>o Community consultation for hub progress</td>
<td></td>
</tr>
<tr>
<td>o Supported by ICAN program</td>
<td></td>
</tr>
<tr>
<td>• Jamestown Health Promotion officer</td>
<td></td>
</tr>
<tr>
<td>o Program update and planning of partnered initiatives</td>
<td></td>
</tr>
<tr>
<td>• Peterborough &amp; Environment Community Network Meeting</td>
<td></td>
</tr>
<tr>
<td>o Network and program updates</td>
<td></td>
</tr>
<tr>
<td>o Future planning including integrated services</td>
<td></td>
</tr>
<tr>
<td>• CEO DCMR</td>
<td></td>
</tr>
<tr>
<td>o Program update and future planning</td>
<td></td>
</tr>
<tr>
<td><strong>Programs/Workshops</strong></td>
<td></td>
</tr>
<tr>
<td>• Maximum Power – OPAL theatre performance</td>
<td></td>
</tr>
<tr>
<td>o Interactive theatre performance promoting OPAL themes of</td>
<td></td>
</tr>
<tr>
<td>▪ fresh snacks and nutritious breakfasts</td>
<td></td>
</tr>
<tr>
<td>▪ outdoor activity and active travel</td>
<td></td>
</tr>
<tr>
<td>▪ sleep</td>
<td></td>
</tr>
</tbody>
</table>
Projects

- **Peterborough Skate Park**
  - Work currently underway – anticipated completion late Sept
  - OPAL organising official launch to be held
    - Friday 31st Oct between 5pm and 7pm
    - Collaborative launch with youth, Council and service providers

- **NAC, DCMR & DCPB Playground Amazing Race**
  - Initially cancelled due to program cuts, but the amazing race will now go ahead during 27/9 and 7/11.
  - Encouraging families to visit local playgrounds and find answers to questions about the playgrounds

- **OPAL Newsletter Social Marketing**
  - Regular monthly features in all Council, community, school and print media options

- **DCMR, Melrose Drinking Fountain**
  - Planning currently underway with EHO, MCDA and Rough Riders Club for the installation of a drinking fountain in Melrose. Unit will be funded through the OPAL program and installation costs will be covered by community partners.

- **Peterborough Community Garden - Kids Corner**
  - Water Fountain project being planned for end 2014

- **Mobile Activity Kit**
  - Launch being planned – proposed date Sun 16th Nov.
  - Marketing of the availability commencing July.
  - School holiday ‘playground fun’ to be held Tuesday 30th Sept

- **Breakfast Pack Student project**
  - Project ongoing – expected delivery timeframe May due to unexpected delays
    - Project on hold due to budget cuts and in discussion about UCW capacity to take over the project.

- **Youth Advisory Committee – DCMR**
  - Preliminary proposal drafted and shared with CEO, DCEO and Mayor for feedback

- **Mid North Healthy Sports Club project**
  - BMW netball/football club successful recipients of $1000.00 review and implement grant.
  - Meeting with canteen convenors scheduled in June to review and discuss possible 2015 outcomes
  - Review progressing with planning initiatives for 2015 to occur in July
    - Draft sports club resource sent to clubs for final feedback and consultation

- **Booleroo Centre Playground**
  - $6000 funding provided to the playground committee for nature based playground inclusions
  - Equipment ordered and awaiting install date
  - Launch planning will commence once install dates confirmed
    - Final design meeting to be help upon OPAL return to clarify community concerns regarding equipment placement. Meeting to occur week beginning 27th Oct

- **Jamestown Walking Trail Loop**
  - Planning continuing
  - Design drafts received – meeting with James and Peter scheduled for early Nov to scope potential costings
<table>
<thead>
<tr>
<th>Future Planning</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Jamestown Children’s Bike Trail</td>
</tr>
<tr>
<td>o Preliminary discussions to be held with MCD NAC in Dec</td>
</tr>
<tr>
<td>• Geocaching in the Mid North</td>
</tr>
<tr>
<td>o School holiday planning for the introduction and promotion of Geocaching</td>
</tr>
<tr>
<td>• Peterborough Skate Park sign design competition</td>
</tr>
<tr>
<td>o to be organised upon completion of the Skate Park</td>
</tr>
<tr>
<td>• Peterborough Shared Activity Trail Arts Project</td>
</tr>
<tr>
<td>o to be organised upon completion of the trail</td>
</tr>
<tr>
<td>• Mid North Kids Cuisine project</td>
</tr>
<tr>
<td>o Presentation provided and awaiting progression from the Southern Flinders</td>
</tr>
<tr>
<td>Tourism &amp; Taste group if enough interest for 2015</td>
</tr>
<tr>
<td>• Public Health Act – regional Council planning</td>
</tr>
<tr>
<td>o Meeting with EHO, HCI and OPAL to brainstorm the Public Health Planning</td>
</tr>
<tr>
<td>and possible projects for collaborative focus in 2014</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Forums/Networks</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Healthy Lifestyle Network</td>
</tr>
<tr>
<td>o In recess due to program cuts</td>
</tr>
<tr>
<td>• Peterborough Health and Wellbeing Committee</td>
</tr>
<tr>
<td>o Committee membership</td>
</tr>
<tr>
<td>• Healthy Programs Network</td>
</tr>
<tr>
<td>o Regular fortnightly updates</td>
</tr>
<tr>
<td>• ICAN</td>
</tr>
<tr>
<td>o Regular quarterly Meetings</td>
</tr>
<tr>
<td>• Mid North Cluster Prevention Committee</td>
</tr>
<tr>
<td>o Bi-yearly meetings</td>
</tr>
<tr>
<td>• Peterborough Skate Park Committee</td>
</tr>
<tr>
<td>o Monthly meeting</td>
</tr>
<tr>
<td>• Peterborough Community Garden - Kids Corner</td>
</tr>
<tr>
<td>o Monthly meetings</td>
</tr>
<tr>
<td>• NACYAC</td>
</tr>
<tr>
<td>o Monthly Meetings</td>
</tr>
</tbody>
</table>

| • New .5 FTE OPAL Support Officer position to be advertised 8th Oct to 24th Oct closing. Short listing to occur upon Managers return pamphlet – week beginning 27th Oct. |
16. ADMINISTRATION MATTERS (CONT.):

16.8 OTHER ADMINISTRATION REPORTS

16.8.1 CQI REPORTING

<table>
<thead>
<tr>
<th>Subject:</th>
<th>CQI Reports</th>
</tr>
</thead>
<tbody>
<tr>
<td>Report By:</td>
<td>Chief Executive Officer</td>
</tr>
<tr>
<td>Report Date:</td>
<td>01/10/2014</td>
</tr>
<tr>
<td>File Reference:</td>
<td>No File</td>
</tr>
<tr>
<td>Action:</td>
<td>No - Information Only</td>
</tr>
<tr>
<td>Attachments:</td>
<td>Yes</td>
</tr>
</tbody>
</table>

SMP Reference:

Objective 2: Administration and Finance - Accountable, Secure and Sustainable Organisation

Strategy 1: Develop, implement and foster a Continuous Improvement philosophy throughout the Council

Action 1: Generate greater awareness and accountability by all Council employees and in all activities

The attached reports provide details of Continuous Quality Improvement (CQI) Reports that have been completed during the course of the month and those that are presently showing as open within the CQI database.
17. CORRESPONDENCE:

17.1 PRÉCIS OF CORRESPONDENCE

Subject: September 2014
Report By: Personal Assistant to the Executive
Report Date: 01/10/2014
File Reference: No file
Action: No - Information Only
Attachments: Yes

SMP Reference:
Objective  2  Administration and Finance - Accountable, Secure and Sustainable Organisation
Strategy  1  Develop, implement and foster a Continuous Improvement philosophy throughout the Council
Action  1  Generate greater awareness and accountability by all Council employees and in all activities

The précis of correspondence for the month of September 2014 is attached for the information and reference of Councillors.
17. OTHER CORRESPONDENCE CONT

17.2 BOOLEROO CENTRE CIVIC CENTRE

Subject: CWA Hall Electricity Charges  
Report By: Chief Executive Officer  
Report Date: 01/10/2014  
File Reference: DCMR0051  
Action: To Be Determined  
Attachments: Yes

SMP Reference:  
Objective  6 Infrastructure and Assets - Developing the Foundation for Our Future  
Strategy  1 Ensure that Council’s Land and Building Assets are appropriately managed and maintained  
Action  3 Ensure that an adequate level of maintenance is undertaken on Council Buildings

The attached correspondence asks if Council is prepared to take over the payment of AGL Charges received on the Booleroo CWA Hall.

~~ Options: ~~

Moved Cr / Seconded Cr
26 September 2014

Chief Executive Officer
District Council of Mt Remarkable
PO Box 94
MELROSE SA 5483

Dear Wayne

At our Committee meeting on 25 September 2015 we discussed the AGL charges which we are receiving for the CWA Hall. We had muted the possibility of paying to have the power disconnected from the building (see our minutes from 26 June 2014) but a member of Council staff suggested we write to you with the request that you take over the payment of this account rather than having it disconnected. We would appreciate a response to this request.

Yours sincerely

Betty Sparre
Secretary

enc
**17. CORRESPONDENCE CONT**

**17.2 OTHER CORRESPONDENCE CONT**

**17.2.2 WEEROONA ISLAND PROGRESS ASSOCIATION**

<table>
<thead>
<tr>
<th>Subject:</th>
<th>Brian Lane Shelter</th>
</tr>
</thead>
<tbody>
<tr>
<td>Report By:</td>
<td>Chief Executive Officer</td>
</tr>
<tr>
<td>Report Date:</td>
<td>01/10/2014</td>
</tr>
<tr>
<td>File Reference:</td>
<td>DCMR0051</td>
</tr>
<tr>
<td>Action:</td>
<td>To Be Determined</td>
</tr>
<tr>
<td>Attachments:</td>
<td>Yes</td>
</tr>
</tbody>
</table>

**SMP Reference:**
- **Objective 6** Infrastructure and Assets - Developing the Foundation for Our Future
- **Strategy 1** Ensure that Council’s Land and Building Assets are appropriately managed and maintained
- **Action 3** Ensure that an adequate level of maintenance is undertaken on Council Buildings

The attached correspondence provides a quote for Security Lights to be installed at the ‘Brian Lane Shelter’.

Council will need to consider how it wishes to proceed with this matter.

~~ **Options:** ~~

Moved Cr / Seconded Cr
To CEO
District Council of Mount Remarkable
PO Box 94
Melrose, SA 5483

Dear Sir,

I have been asked to write and inquire about Security Lights for the “Brian Lane Shelter” by our Chair Mr Den Kennedy, the quote he received states that it would cost $1487.01 the company is the DNM Security ABN 83 996 919 201, he also purposed that it might be a good idea to also place these at the play ground and other BBQ area as more people are coming out to these areas also we are having more campers.

From committee which is out going, we would like to say thank you for your help and support over the last 12 months, with appreciation for the painting of the “Brian Lane Shelter” and the Exercise Equipment also the help with the Blinds and the insurance, we believe as we have successfully worked with the Port Flinders Assoc. We hope that the good will of both committees will continue to improve the life of the residents of Weeroona Island with your support.

Yours sincerely

Zue Possingham  Sec. Out going

25th September 2014-09-25
7. CORRESPONDENCE CONT

17.2 OTHER CORRESPONDENCE CONT

17.2.3 SA HEALTH STRATEGIC DIRECTIONS FOR PUBLIC HEALTH REPORT

<table>
<thead>
<tr>
<th>Subject:</th>
<th>Response from Dr Stephen Christley, Chief Public Health Officer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Report By:</td>
<td>Chief Executive Officer</td>
</tr>
<tr>
<td>Report Date:</td>
<td>01/10/2014</td>
</tr>
<tr>
<td>File Reference:</td>
<td>DCMR0012</td>
</tr>
<tr>
<td>Action:</td>
<td>No - Information Only</td>
</tr>
<tr>
<td>Attachments:</td>
<td>Yes</td>
</tr>
</tbody>
</table>

The attached correspondence is attached for the information and reference of Councillors.
Mr Wayne Hart  
Chief Executive Officer  
The District Council of Mount Remarkable  
PO Box 94  
Melrose SA 5483

Dear Mr Hart

I am writing to thank you for the Strategic Directions for Public Health Report (the Report) developed by the District Council of Mount Remarkable to assist in integrating policy for public health at the strategic level which was received by me for consideration on the 10 September 2014.

I would like to take this opportunity to commend the District Council of Mount Remarkable and those involved in the development of this report. I acknowledge that the District Council of Mount Remarkable is moving to a full integration of public health planning as required under the South Australian Public Health Act 2011 (the Act) into your Council’s Strategic Plan in 2015.

The Report provides a thorough and detailed state of public health for the region, raising issues, priorities and risks specific to the community. I note the following issues raised as having particular impact on the public health of the community the District Council of Mount Remarkable serve.

- Markedly more people of the area were clients of community health services, with a rate of around 29% above non-metropolitan areas overall.
- Transport services across the Mid North Cluster are minimal with a bus service once a week for most service areas to Port Pirie. Public transport in and out of the region area is insufficient to service the large geographical spread of small townships. Private bus services are not financially viable leaving private coach lines as the main means of public transport in and out of the region. This circumstance impacts particularly vulnerable groups, such as elderly and disabled people in remote areas, potentially impacting on their access to health services, fresh food and other facilities.
- Limited access to services and decreased fresh food provided by local shops is a key issue in remote areas of the region.
- Current water resources of the regional area have already reached or are reaching their sustainable limits. Major water users (as identified in the Tonkin report) include agriculture, general industry, municipal watering, tourist facilities and domestic users. Overuse of water resources is resulting in falling groundwater levels and rising salinity.
The Report highlights the consideration of natural disasters and particularly the Bangor bushfire, which has had significant economic impact upon the community and the consequent solidarity arising during and following this event in strengthening social networks.

The issues and priorities the report has raised are reflective of the significant public health challenges South Australia faces, and if we are to meet these challenges, public health planning will require strategic, committed partnerships. SA Health is committed to working with you to develop and enable those partnerships and in the further development and implementation of public health actions. I would like to offer the assistance and support of the Public Health Partnerships Branch and the Local Government Relations Team. For any further information regarding the implementation of the South Australian Public Health Act, 2011, please contact the Office of the Chief Public Health Officer: Health.OCPHO@health.sa.gov.au who will direct your correspondence to the appropriate team for assistance.

My office is undertaking a synthesis of Regional Public Health Plans to inform both future state-wide regional public health planning and the revision of the State Public Health Plan to include identified regional public health issues and priorities. The resultant report will be provided to all Local Councils.

I look forward to working with you to further our mutual commitment to protect and promote the health and wellbeing of the South Australian community.

Yours sincerely

[Signature]

Dr Stephen Christley
CHIEF PUBLIC HEALTH OFFICER

29/9/2014

Cc Mr Mark Smith
Environmental Health Officer
District Council of Mount Remarkable
ehco@mtr.sa.gov.au
18. LOCAL GOVERNMENT DEPARTMENT AND ASSOCIATIONS:

18.1 LOCAL GOVERNMENT FINANCE AUTHORITY SA

Subject: Notice of Meeting & Election of Representative Board Members
Report By: Chief Executive Officer
Report Date: 10/10/2014
File Reference: No File
Action: Yes
Attachments: Yes

SMP Reference:
Objective 1 Promote a positive image of Council
Strategy 5 Maintain membership of and active involvement in the South Australian Local Government Association and associated state level activities and projects
Action 3

The attached information from the Local Government Finance Authority of South Australia advises Council that four (4) nominations were received for the two (2) positions of Member of the Board of Trustees and that as such, an election is being held by postal ballot to fill these positions.

Information pertaining to each of the candidates has also been attached for the reference of Elected Members.

Council will need to determine which candidates (2) it wishes to vote for and then authorise the Mayor and Chief Executive Officer to complete the formal voting process.

Recommendation:
That Council vote for ________________ and ________________ in the election for the positions of Members of the Board of Trustees of the Local Government Finance Authority of South Australia and authorise the Mayor and Chief Executive Officer to complete the formal voting process.

~~ Options: ~~

Moved Cr / Seconded Cr
TO:   CHIEF EXECUTIVE OFFICERS

FROM:   CHIEF EXECUTIVE OFFICER & RETURNING OFFICER

RE:   ELECTIONS FOR THE POSITIONS OF REPRESENTATIVE MEMBERS OF
THE BOARD OF TRUSTEES

Our circular of 2 July 2014 called for nominations to fill the two representative board
member positions (provided by Section 7(1)(a) of the Local Government Finance Authority
Act 1983) currently held by Cr John L Sanderson and Cr John W Frogley.

Five nominations have been received for the two positions and, as previously indicated in
the abovementioned circular, the election will be conducted by postal ballot.

Enclosed please find details supplied by each candidate to assist Councils in determining
the candidates for whom they wish to vote. If Councils wish to ascertain further details,
they may contact the individual candidates direct.

In order to comply with the Rules of the Authority, the casting of the vote by your Council
must be conducted as follows:-

1. The voting must be on the enclosed ballot paper which has all the candidates
   listed in alphabetical order together with the closing date for the election.

2. The Council must by Resolution determine which candidates (being not more
   than two) they wish to elect.

3. The Council's representative to the AGM of the Local Government Finance
   Authority of South Australia (or in his absence the councillor chairing the Council
   meeting) shall at the Council meeting in his own handwriting mark the ballot
   paper with an "x" next to the two candidates whom the Council wishes elected. Please
do not type in the "x" after the meeting or mark the ballot paper in any other way.

4. (a) The ballot paper should then be inserted in the attached white small envelope
   addressed to the Returning Officer which is marked "Confidential Ballot Paper".

4. (b) The "Confidential Ballot Paper" envelope should then be placed in the middle
   sized envelope addressed to the Returning Officer and the Council's name is to
   be recorded only on this particular envelope. It will be noted that the signature of
   the appointed AGM delegate should be added (if the delegate is absent the
   signature of the Chairman of the Council meeting).

C/... 2
4. (c) Finally, the middle sized envelope is to be returned to the Chief Executive Officer, Local Government Finance Authority of South Australia, PO Box 7050 Hutt Street, Adelaide, 5000, in the self addressed large envelope which is included for that purpose.

5. All votes must be received by the Returning Officer by 5.00 pm on Friday 17 October 2014.

6. Only use the ballot paper enclosed with the signature of R R Hardy on the reverse, and if an error is made, return the spoilt ballot paper to this office and another will be returned to you.

If you have any further queries on the matter, please contact the undersigned, or Robert Hardy at this office.

Kindly arrange for this circular to be included on the Council's next agenda for the information of the elected members.

P A SLATER
CHIEF EXECUTIVE OFFICER

5 September 2014

R R HARDY
RETURNING OFFICER
Ballot Paper to go into envelope -

**Small size**

A) CONFIDENTIAL BALLOT PAPER

The Returning Officer  
Local Government Finance Authority Of South Australia  
PO Box 7050  
Hutt Street  
ADELAIDE SA 5000

then small envelope into middle size envelope

B) The Returning Officer  
Local Government Finance Authority Of South Australia  
PO Box 7050  
Hutt Street  
ADELAIDE SA 5000

______________________________
COUNCIL NAME    SIGNATURE AGM REPRESENTATIVE

then POST to LGFA in large envelope provided

C) Chief Executive Officer  
Local Government Finance Authority Of South Australia  
PO Box 7050  
Hutt Street  
ADELAIDE SA 5000
LOCAL GOVERNMENT FINANCE AUTHORITY OF SOUTH AUSTRALIA

BALLOT PAPER

REPRESENTATIVE BOARD MEMBER

Two (2) Required:-

Place "X" next to two names you wish to vote for.

FROGLEY, J.W.  ☐

HEINRICH, M.A.  ☐

MARTIN, A.P.  ☐

PFEIFFER, T.G.  ☐

SANDERSON, J.L.  ☐

CLOSING DATE:  5.00 PM at the office of the LGFA, Friday 17 October 2014
NAME: JOHN WREDFORD FROGLEY

OCCUPATION: Semi-retired Company Director/
Chartered Accountant
Self-employed

QUALIFICATIONS & AWARDS: Bachelor of Economics (Adelaide University)
Chartered Accountant
Fellow Australian Institute of Company Directors

CURRENT POSITION IN LOCAL GOVERNMENT: Councillor, City of Norwood Payneham & St Peters

PERIOD IN LOCAL GOVERNMENT 8 years

OTHER COMMITTEES/ BODIES OF LOCAL GOVERNMENT INVOLVEMENT:

Past:
City of Norwood Payneham & St Peters
  Board Member, Eastside Business Enterprise Centre Inc

South Australian Government
  Trustee, SA Superannuation Investment Trust
  Director, Enterprise Investments Limited
  Director, various Government commercial entities
  Secretary, Industries Development Committee (SA Parliament)
  Executive Director, Department of State Development

Present:
Local Government Finance Authority of SA
  Deputy Chairman, Board of Trustees
  Chairman, Audit Committee

City of Norwood Payneham & St Peters
  Development Assessment Panel
  Business & Economic Development Committee
  Strategic Planning & Development Policy Committee
  Chairman, Audit Committee
  Payneham Road Precinct Committee

Waste Care SA
  Deputy Board Member
NAME: MARK ANTHONY HEINRICH

OCCUPATION: Manager, Finance and Community Services
District Council of Yankalilla

QUALIFICATIONS & AWARDS: N/A

CURRENT POSITION IN LOCAL GOVERNMENT:
Manager, Finance and Community Services
District Council of Yankalilla

PERIOD IN LOCAL GOVERNMENT 20 Months

OTHER COMMITTEES/ BODIES OF LOCAL GOVERNMENT INVOLVEMENT:

Past:
NIL

Present:
Audit
Caravan Park
NAME: ANNETTE PATRICIA MARTIN

OCCUPATION: Manager Financial Services
City of Charles Sturt

QUALIFICATIONS & AWARDS: Bachelor of Arts, Accountancy, CPA

CURRENT POSITION IN LOCAL GOVERNMENT:
Manager Financial Services
City of Charles Sturt

PERIOD IN LOCAL GOVERNMENT: 15 years

OTHER COMMITTEES/ BODIES OF LOCAL GOVERNMENT INVOLVEMENT:

Past:
South Australian Local Government Financial Management Group (SALGFMG)
   Executive of SALGFMG (2000 - present)
   Working groups SALGFMG –
   Financial Indicators, Financial Management and Grant Commission
   Supplementary Return

Present:
South Australian Local Government Financial Management Group (SALGFMG)
   President of SALGFMG (Aug 2010 – present)
   Working groups –
   Fees and Charges, Financial Management and Internal Controls
NAME: TIMOTHY GERALD PFEIFFER

OCCUPATION: Manager Strategic Planning & Performance SA Water

QUALIFICATIONS & AWARDS: Bachelor of Environmental Management (Honours)

CURRENT POSITION IN LOCAL GOVERNMENT: Deputy Mayor & Councillor, City of Marion

PERIOD IN LOCAL GOVERNMENT: 3.5 years

OTHER COMMITTEES/ BODIES OF LOCAL GOVERNMENT INVOLVEMENT:

Past:
City of Marion
Inaugural Chair of the City of Marion Strategic Directions
Member of the City of Marion Audit Committee (2012 & 2013)

Present:
Sunedan Special School
Council liaison member of Sunedan Special School Board (2010 – present)

Edwardstown Soldiers Memorial Recreation Ground
Council liaison member of Edwardstown Soldiers Memorial Recreation Ground Committee of Management (2010 to present)

City of Marion
Member of the City of Marion Strategic Directions Committee (2012 to present)

CURRENT EMPLOYMENT:

SA Water
Manager Strategic Planning & Performance (2010 to present)

Clear Decisions
Strategy Consultant (2012 to present)

PREVIOUS EMPLOYMENT:

City of Adelaide
Senior Policy Officer (2008 – 2010)
NAME: JOHN LIDDELL SANDESON

OCCUPATION: Retired Finance Consultant
(after 47 years in the Banking & Finance Sector)

QUALIFICATIONS & AWARDS: Land Managers Certificate

CURRENT POSITION IN LOCAL GOVERNMENT: Councillor, City of Mitcham

PERIOD IN LOCAL GOVERNMENT: 25 Years

OTHER COMMITTEES/ BODIES OF LOCAL GOVERNMENT INVOLVEMENT:

Past:
Local Government Finance Authority of South Australia
   Deputy Trustee

City of Mitcham
   Alderman
   Chairman, Planning Committee; Corporate & Community Services

Ashford Community Hospital Inc
   Deputy Treasurer, Board Member

Local Government Purchasing Co-operative
   Board Member

Present:
Local Government Finance Authority of South Australia
   Member Board of Trustees
   Member, Audit Committee

City of Mitcham
   Member, CEO Performance Review Committee,
   Member, Strategic Planning and Development Policy Committee
19. ENVIRONMENTAL HEALTH MATTERS:

19.1 ENVIRONMENTAL HEALTH & COMPLIANCE OFFICER

Subject: September 2014 Report
Report By: Environmental Health & Compliance Officer (Mr Mark Smith)
Report Date: 07/10/2014
File Reference: No File
Action: No - Information Only
Attachments: No

SMP Reference:
Objective  7 Public Health, Order & Safety - Improving Wellbeing
Strategy  3 Maintain Public, Health, Order & Safety

1. ENVIRONMENTAL HEALTH CONTROLS AND FOOD PREMISE ASSESSMENTS
Routine assessments, reports and actions undertaken during the month:

<table>
<thead>
<tr>
<th>Subject</th>
<th>Actions/Assessments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1 Wilmington - PEH CWMS Control and Operations as per SA Health Approvals</td>
<td>AWQC analysis and EH site assessments</td>
</tr>
<tr>
<td>1.2 Public Health Report reviewed and submitted to the Department of Health and Ageing</td>
<td>Submission of Public Health Plan September 2014</td>
</tr>
<tr>
<td>1.3 Presentation of the Food Safety Information Sessions held at Booleroo and District High School to assist food businesses in food safety understanding.</td>
<td>Undertaken 1-2 September 2014</td>
</tr>
<tr>
<td>1.4 Public Health Act assessments and enquiries including - On-site Wastewater Systems. Applications/Assessments received/approved for both new onsite installation or alteration to an existing system</td>
<td>Nine (9)</td>
</tr>
<tr>
<td>1.5 PEH and FSA- hotels, cafes, takeaways, and food manufactures/retailers</td>
<td>Nine (9)</td>
</tr>
<tr>
<td>1.6 PEH, EPA, DECD on-site assessments, enquiries including waste water, air quality, noise, odour, vermin, refuse etc.</td>
<td>On-going</td>
</tr>
<tr>
<td>1.7 Safe Drinking Water Regulations 2012. For the provision of safe drinking water - Installation of plant and equipment commenced.</td>
<td>Work commenced - completion due October</td>
</tr>
</tbody>
</table>
20. PLANNING & DEVELOPMENT MATTERS:

20.1 DEVELOPMENT APPLICATIONS

Subject: Monthly Activity List
Report By: Administration Officer
Report Date: 03/10/2014
File Reference: Development Register
Action: No - Information Only
Attachments: Yes

SMP Reference:
Objective 7  Public Health, Order & Safety - Improving Wellbeing
Strategy 3  Maintain Public, Health, Order & Safety
Action 10  Provide Development Control and inspection services that meet the needs and requirements of all stakeholders

An updated Development Applications Monthly Activity List has been attached for the information and reference of Councillors.
### District Council of Mount Remarkable

#### Activity Report - September 2014

**Month of September 2014**

#### Meeting 14/10/2014

**Legend**

- **Dev** = Development
- **LMA** = Land Management Agreement
- **RDAP** = Regional Development Assessment Panel

#### App No | Development Location | Description of Dev | Date of Registration | Dev Value | Additional Information Request | Statutory Consult | RDAP Agenda Date | Dev Plan Consent | Building Rules Consent | Dev Consent | Comments
---|---|---|---|---|---|---|---|---|---|---|---
830/0007/2012 | Hundred of Baroota | Driver Training Camping / Accommodation Complex | 8/02/2012 | 100,000 | 15/09/2013 | | | | | | Awaiting Further Information
830/0009/2013 | Hd Appila | New Dwelling and Garage | 30/01/2013 | 150,000 | 4/02/2013 | 18/05/2013 | | | | | Awaiting Private Certification
830/0024/2013 | Melrose | Single Story Dwelling | 4/03/2013 | 431,087 | 4/03/2013 | 10/09/2014 | | | | | Awaiting Payment of Fees
830/0053/2013 | Appila | Masonary Shed & Attached Leanto | 25/07/2013 | 4,500 | | | | | | | 
830/0054/2013 | Boat Ramp | | 25/07/2013 | 710,000 | | | | | | | Being held by CEO
830/0004/201 | Appila | Holiday House | 24/01/2014 | 90,000 | | 27/05/2014 | | | | | Awaiting Private Certification
830/0024/2014 | Wongyarra | New Dwelling | 28/04/2014 | 150,000 | | 19/06/2014 | | | | | 
830/0027/20041 | Port Germein | Verandah and carport | 12/05/2014 | 9,000 | | | | | | | Awaiting Further Information
830/0029/2014 | Port Germein | Toilet Block | 18/04/2014 | 1,000 | | | | | | | Awaiting Further Information
830/0037/2014 | Booleroo | Machinery Shed | | | | | | | | | Awaiting Further Information
830/0038/2014 | Hd Telowie | Free Range Poultry Eggs | 12/06/2014 | 2,500,000 | | 8/09/2014 | | | | | Awaiting Further Information
830/0040/2014 | Willochra | Unit for Poultry Use | 30/06/2014 | 8,000 | | | | | | | Awaiting Payment of Fees
830/0047/2014 | Darling | Rebuild bushfire affected home | 1/07/2014 | 50,000 | | | | | | | Awaiting Further Information
830/0054/2014 | Port Germein | Extension to Residence | 25/08/2014 | 40,000 | | | | | | | Being Processed
830/0055/2014 | Baroota | Swimming Pool | 25/08/2014 | 6,500 | 26/08/2014 | | | | | | Awaiting Further Information
830/0058/2014 | Telowie | Kit shed & Carport | 25/08/2014 | | 26/08/2014 | | | | | | Awaiting Further Information
830/0059/2014 | Willochra | Extension to Residence | 25/08/2014 | 133,537 | | | | | | | Awaiting Processing
830/0060/2014 | Wilmington | Relocate verandah and replace with new | 25/08/20104 | 25,000 | | | | | | | Awaiting Processing

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*Activity Report - September 2014*
<table>
<thead>
<tr>
<th>App No</th>
<th>Development Location</th>
<th>Description of Dev</th>
<th>Date of Registration</th>
<th>Dev Value</th>
<th>Additional Information Request</th>
<th>Statutory Consult</th>
<th>RDAP Agenda Date</th>
<th>Dev Plan Consent</th>
<th>Building Rules Consent</th>
<th>Dev Consent</th>
<th>Comments</th>
</tr>
</thead>
</table>

Activity Report - September 2014
21. COUNCIL POLICIES FOR REVIEW AND ADOPTION:

21.1 PRUDENTIAL MANAGEMENT POLICY

Subject: For Adoption
Report By: Deputy Chief Executive Officer
Report Date: 09/10/2014
Action: Yes
Attachments: Yes

SMP Reference:
Objective 1 Respected, Responsive, Open and Effective Leadership
Strategy 7 To not only meet, but to excel in satisfying the requirements of the Local Government Act
Action 3 Ensure that Council satisfactorily meets all legislative compliance requirements

A copy of the Prudential Management Policy is attached for the information and reference of Councillors.

Recommendation:
That the Prudential Management Policy as printed in the Agenda, be adopted by Council.

~~ Options: ~~

Moved Cr / Seconded Cr
Policy Manual

DRAFT PRUDENTIAL MANAGEMENT POLICY

Prepared by the District Council of Mount Remarkable
Adopted by Council at its meeting on
Tuesday 14th October 2014
Version 01.01

NOTE: The Electronic version in Council’s Record Management System is the controlled version. Printed copies are considered uncontrolled. Before using a printed copy, verify that it is the current version.
1 Introduction
This Policy is intended to provide further guidance to Council, the Community and Employees in regard to the management of prudential projects and issues. It is intended to enhance the legislative directions provided in the Act (Local Government Act 1999), rather than repeat or replace the existing requirements.

2 Project Definition
Council needs to follow prudential management legislation when it decides to undertake a project that has a greater than usual risk in regard to financial or corporate governance arrangements. The threshold for minimum prudential risk management is as defined within Section 48 of the Act.

3 Policy Objectives
This Policy has two objectives.
3.1 to ensure that a Council project is undertaken only after an appropriate level of “due diligence” is applied to the proposed project; and
3.2 to ensure that each Council project is:
   • managed during the project and
   • evaluated after the project, to achieve identified public benefits or needs; and to minimise financial risks.

The objectives of this Policy shall be considered in a report on any potential project, regardless of the financial impact or the size of the project.
4 Legislation
This Policy is made pursuant to Section 48(aa1) of the Local Government Act 1999 (“the Act”) which provides:

A Council must develop and maintain prudential management policies practices and procedures for the assessment of projects to ensure that the Council:
(a) acts with due care diligence and foresight; and
(b) identifies and manages risks associated with a project; and
(c) makes informed decisions; and
(d) is accountable for the use of Council and other public resources.

5 Policy
Section 48 of the Local Government Act 1999 provides that a report is required before a Council makes any decision on a large commercial or non-commercial project. Therefore, in accordance with Section 48, the Council will therefore obtain a report that addresses prudential issues, in relation to a proposed project:
(i) where the expected expenditure of the Council over the ensuing five years is likely to exceed 20% of the council’s average operating expenses over the previous five financial years (as shown in the Council’s financial statements); or
(ii) where the expected capital cost of the project over the ensuing five years is likely to exceed $4 million (indexed); or
(iii) where the Council considers that it is necessary or appropriate.

6 Policy Objectives
6.1 Council will be guided by the requirements of Section 48 of the Act in regard to preparing and implementing prudential reports, commercial activities and projects.
6.2 Before Council engages in a prudential project, the Chief Executive Officer will engage the services of a suitably qualified independent person in accordance with Section 48(4), to prepare a prudential report that includes all issues listed in Section 48(2) of the Act.
6.3 Council will ensure that prudential projects are only undertaken after an appropriate level of due diligence has been applied to the proposed project.
6.3.1 Effective due diligence will be considered to have occurred where Council has devoted itself to how compliance, public interest benefits or needs, and financial risks associated with the project have been considered in the prudential report (before, during and after completion of the project).
6.3.2 Council will ensure that appropriate monitoring mechanisms are established for compliance, public interest benefits or needs, and financial risks during a prudential project.
6.3.3 On completion of a prudential project, Council will evaluate the project to confirm that it has:
   • Achieved the public benefits or needs identified within the adopted prudential report
   • Avoided or mitigated the financial risks identified within the adopted prudential report.
6.4 Except where information needs to be protected under Section 48(6) of the Act, adopted prudential reports will be available at the Council office and on Council’s website for inspection by members of the public within 5 working days of the Council meeting at which the report was adopted.
6.5 Adopted prudential reports will remain available for inspection by members of the public for at least one year beyond completion of the prudential project or activity.
6.6 Council will not call for the preparation of a prudential report during a local government election period (as defined in Section 91A(8) of the Local Government (Elections) Act 1999) nor commit an incoming Council to engaging in a prudential commercial activity or project during an election period.
7 Monitor and Review of Policy
This policy will be monitored and reviewed each two years. Public notice will be given of adopting or altering this policy. [see s.219(7) of the Act].

8 Further Information
This Policy is available for inspection at the Council Office, 3 Stuart Street Melrose, during ordinary business hours. It is also available for inspection, downloading or printing free of charge, from Council’s website: www.mtr.sa.gov.au.

Any grievance in relation to this policy or its application should be forwarded in writing to the Chief Executive Officer of Council.

Approved:

____________________
Chief Executive Officer

Date: / /2014
21. COUNCIL POLICIES FOR REVIEW AND ADOPTION CONT:

21.2 DRAFT TENDER OPENING AND EVALUATION PROCEDURE

Subject: For Adoption
Report By: Deputy Chief Executive Officer
Report Date: 09/10/2014
Action: Yes
Attachments: Yes

SMP Reference:
Objective 1 Respected, Responsive, Open and Effective Leadership
Strategy 7 To not only meet, but to excel in satisfying the requirements of the Local Government Act
Action 3 Ensure that Council satisfactorily meets all legislative compliance requirements

A copy of the Draft Tender Opening and Evaluation Procedure is attached for the information and reference of Councillors.

Recommendation:
That the Draft Tender Opening and Evaluation Procedure as printed in the Agenda, be adopted by Council.

~~ Options: ~~

Moved Cr / Seconded Cr
Policy Manual

DRAFT TENDER OPENING & EVALUATION PROCEDURE
1 Introduction

1.1 In compliance with Section 49 of the Local Government Act 1999 (Act), Council should refer to this policy (Policy) when acquiring goods and services.

1.2 Section 49 of the Act requires Council to prepare and adopt policies on contracts and tenders on:
   1.2.1 the contracting out of services; and
   1.2.2 competitive tendering and the use of other measures to ensure that services are delivered cost-effectively; and
   1.2.3 the use of local goods and services.

1.3 Furthermore, Section 49 (a1) of the Act requires Council to develop and maintain policies, practices and procedures directed towards:
   1.3.1 obtaining value in the expenditure of public money; and
   1.3.2 providing for ethical and fair treatment of participants; and
   1.3.3 ensuring probity, accountability and transparency in all operations.

1.4 This Policy seeks to:
   1.4.1 define the methods by which Council can acquire goods and services;
   1.4.2 demonstrate accountability and responsibility of Council to ratepayers;
   1.4.3 be fair and equitable to all parties involved;
   1.4.4 enable all processes to be monitored and recorded; and
   1.4.5 ensure that the best possible outcome is achieved for the Council.

1.5 However, this Policy does not cover:
   1.5.1 non-procurement expenditure such as sponsorships, grants, funding arrangements, donations and employment contracts; or
   1.5.2 the disposal of land and other assets owned by the Council; or
   1.5.3 the purchase of land by the Council.
2 Procedure Objectives

Council actively encourages competition in an endeavour to achieve the best cost/value ratio per dollar spent. In doing so Council will give fair and equitable consideration to all prospective suppliers wishing to do business with Council.

To assess best value, all price and non-price factors that are significant to the specific procurement activity need to be considered. Council aims to achieve advantageous procurement outcomes by:

2.1 enhancing value for money through fair, competitive, non-discriminatory procurement;
2.2 promoting the use of resources in an efficient, effective and ethical manner;
2.3 making decisions with probity, accountability and transparency;
2.4 advancing and/or working within Council’s economic, social and environmental policies;
2.5 providing reasonable opportunity for competitive local businesses to supply to Council;
2.6 appropriately managing risk; and
2.7 ensuring compliance with all relevant legislation.

Within the tender process, it is Council’s preference to assess best value through the use of a tender evaluation team approach combined with a weighted scored assessment criteria.

3 Tender Opening Procedure

3.1 A Tender Opening Panel must be established consisting of at least two Officers of Council appointed by the Chief Executive Officer.
3.2 All Panel members are required to complete the Declaration of No Conflict of Interest, if a panel member declares an interest then another panel member will be appointed by the Chief Executive Officer.
3.3 The unopened tenders must be kept in a locked tender box/safe to which no-one directly connected with the procurement project has any access, until the set date and time for opening.
3.4 Tenders must be opened in a secure area and as soon as possible after the final date and time set for their receipt
3.5 All tender forms, accompanying letters and schedule of prices must be initialled by each member of the Panel.
3.6 Tenders should be scheduled in the order of opening and recorded on the DCMR File Note sheet.
3.7 All members of the team will initial the DCMR File Note Sheet at the end of the opening exercise.
3.8 Copies of the signed original tender documents will then be taken. The originals together with the completed DCMR File Note Sheet will then be entered in Council’s electronic records system and stored in a secure place in case any issues arise at a future date. The copies will be used by staff for technical evaluation.

4 Tender Evaluation Procedure

4.1 The panel score each tender against the following criteria’s by completing the Tender Evaluation Report;
   ➢ Purpose
   ➢ Scope
   ➢ Type of Contract
   ➢ Term of Contract
   ➢ Budget
4.2 Where necessary, seek independent verification of the tenderer's capacity and capability.
4.3 Complete your Tender Response Report and submit to the Chief Executive Officer for final approval.
4.4 Once applicant has been approved, notify successful and unsuccessful tenderers.

5 Monitor and Review of Policy
This Policy will be monitored and reviewed each two years. Public notice will be given of adopting or altering this policy. [see s.219(7) of the Act].

6 Further Information
This Policy is available for inspection at the Council Office, 3 Stuart Street Melrose, during ordinary business hours. It is also available for inspection, downloading or printing free of charge, from Council’s website: www.mtr.sa.gov.au .

Any grievance in relation to this policy or its application should be forwarded in writing to the Chief Executive Officer of Council.

7 Attachments

<table>
<thead>
<tr>
<th>Attachment A</th>
<th>Declaration of No Conflict of Interest</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attachment B</td>
<td>DCMR File Note Sheet</td>
</tr>
<tr>
<td>Attachment C</td>
<td>Tender Evaluation Report</td>
</tr>
<tr>
<td>Attachment D</td>
<td>Tender Response Report</td>
</tr>
</tbody>
</table>

Approved:

____________________________________
Chief Executive Officer

Date: / /2014
Attachment A – Declaration of No Conflict of Interest

CONFLICT OF INTEREST DECLARATION


4 April 2014

Mr xxxx
Chief Executive Officer
District Council of Mount Remarkable

Dear Sir/Madam

RE: TENDER PANEL – PROJECT LANDSCAPE

I have been appointed to be a member of the Tender Panel for the purpose of the Project Landscape, and I hereby declare that I have no conflict of interest in being a member of this Panel.

Yours sincerely

XXXX
DEPUTY CHIEF EXECUTIVE OFFICER

XXXX
SENIOR FINANCE MANAGER
## District Council of Mount Remarkable
### File Note & Running Sheet

<table>
<thead>
<tr>
<th>Date:</th>
<th>Subject Matter:</th>
<th>PD File Ref:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Time:</td>
<td>Note Description:</td>
<td>GDS File Ref:</td>
</tr>
<tr>
<td>Location:</td>
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<td>RDS File Ref:</td>
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<td>In Attendance:</td>
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<thead>
<tr>
<th>Notes &amp; Particulars</th>
<th>Actions</th>
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<tbody>
<tr>
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</tbody>
</table>
TENDER EVALUATION REPORT

Tender Name:
Contract Name:
Date:
Panel Members:

1. DESCRIPTION OF CONTRACT
(Provide a brief description of the contract based upon the specification)
1.1 Purpose
1.2 Scope
1.3 Type of Contract
   This contract is a (insert lump sum or Schedule of Rates) contract.
1.4 Term of Contract
   (insert start date and duration of contract)
1.5 Budget
   • Current year budget
   • Anticipated total value of contract

2. TENDERERS
(Insert no.) tenders were received by the closing time/date of 2:00 pm (insert date).

<table>
<thead>
<tr>
<th>TENDERER</th>
<th>PRICE</th>
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</table>

All Tenderers indicated that their tenders conformed with the specification. State whether any tenders are non-conforming tender and why. If this was assessed as being sufficient to exclude the tender from further progress in the evaluation process this needs to be stated and the reasons given. (delete if not applicable).

No. of Tenders Conforming  No. of Tenders Non Conforming

3. EVALUATION PANEL
In accordance with Council’s Tendering and Evaluation Procedures & Guidelines, a Panel was formed to evaluate these tenders consisting of: (insert names and titles of persons who formed the Evaluation Panel).
4. EVALUATION CRITERIA

The tenders were evaluated according to the following criteria in order of priority and weighting:

1. Cost to Council
   - Direct
   - Indirect %
2. Response to Specification %
3. Experience and Qualifications %
4. Risk Management %
5. Business Capacity %
6. Financial Capacity %
7. Quality Management %

The criteria were listed and described in the tender documents as the criteria that would be used for tender evaluation purposes. The order is also the same as shown in the tender documents. The weighting is at the Tender Panel’s discretion but the weighting must reflect the order of priority. No subsequent criteria can be greater than the preceding criteria number (i.e. 2 must not have a higher rating than 1).

<table>
<thead>
<tr>
<th>NO.</th>
<th>Tenderer</th>
<th>Comments</th>
<th>Score out of</th>
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<td>1.</td>
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### SELECTION CRITERIA 2 - RESPONSE TO SPECIFICATION

A specification is a clear, complete and accurate statement of the description and technical requirements of a material, an item or a service. It may include the procedure to be followed to determine if the requirements are met.

The tender submissions should incorporate a statement noting compliance or non compliance with the specification requirements. The tenders should also detail their proposed methodology to comply with the specification.

<table>
<thead>
<tr>
<th>NO.</th>
<th>TENDERER</th>
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<th>SCORE</th>
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### SELECTION CRITERIA 3 - EXPERIENCE AND QUALIFICATIONS

Details of the tenderer’s previous experience with similar projects together with the qualifications of the tenderer’s proposed staffing.

<table>
<thead>
<tr>
<th>NO.</th>
<th>TENDERER</th>
<th>COMMENTS</th>
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</table>
**SELECTION CRITERIA 4 - RISK MANAGEMENT**

The risk management process and system must as a minimum demonstrate compliance with all duties specified in the OHS Act 2004, or other relevant legislation as may apply from time to time. The OHS system may take the form of OHS quality management system or documented safety plan (JSA).

Risk management also includes all insurance and Workcover requirements.

<table>
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**SELECTION CRITERIA 5 - BUSINESS CAPACITY**

The tenderer should demonstrate suitable business capacity to fulfill its contractual requirements. The level of resources includes infrastructure and business considerations relevant to the supply.

<table>
<thead>
<tr>
<th>NO.</th>
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</table>
### SELECTION CRITERIA 6 - FINANCIAL CAPACITY

An assessment of the financial viability of each tenderer. The tenderer must provide supporting information in order to verify its capacity to fulfill their tender requirements. The level of financial scrutiny shall be contingent on the value and perceived risk of the tender.

<table>
<thead>
<tr>
<th>NO.</th>
<th>TENDERER</th>
<th>COMMENTS</th>
<th>SCORE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Score</td>
<td>out of</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Score</td>
<td>out of</td>
<td></td>
</tr>
</tbody>
</table>

### SELECTION CRITERIA 7 - QUALITY MANAGEMENT

The commitment of the tenderer towards a quality system or process.

<table>
<thead>
<tr>
<th>NO.</th>
<th>TENDERER</th>
<th>COMMENTS</th>
<th>SCORE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Score</td>
<td>out of</td>
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</tr>
<tr>
<td>2.</td>
<td>Score</td>
<td>out of</td>
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</table>

### TOTAL SCORES

<table>
<thead>
<tr>
<th>NO.</th>
<th>TENDERER</th>
<th>TOTAL SCORE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
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<td>out of 100</td>
</tr>
<tr>
<td>2.</td>
<td>Score</td>
<td>out of 100</td>
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</tbody>
</table>
Attachment D – Tender Evaluation Report

XXXXX
COUNCIL LEADER HEAD

From: Tender Panel for Project Landscape
To: Chief Executive Officer
Date: xx/xx/20xx
Subject: Recommendations regarding Project Landscape

Background:

At its special meeting of August 2013, Council has included in the 2013/2014 Annual Budget an allocation of $xxx,xxx for Project Landscape.

Invitation to tenders for the project were published on the SA Tenders website.

In addition, an e-mail was sent to three larger businesses.

Assessment:

A panel consisting of three (3) members was formed to assess the tender submissions and make recommendations to the Chief Executive Officer, namely

xxxx, Deputy Chief Executive Officer
xxxx, Deputy Manager Works and Technical Services
xxxx, Senior Finance Manager

Panel Report and Recommendations:

At the close of tender, a total of four (4) submissions were received, namely:

<table>
<thead>
<tr>
<th>Company</th>
<th>Location</th>
<th>Tender price (ex GST)</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sample:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. ABC Landscaping</td>
<td>Melrose</td>
<td>$120,000</td>
<td>Recommended</td>
</tr>
<tr>
<td>2. xxxx</td>
<td>xxx</td>
<td>$xxx,xxx</td>
<td></td>
</tr>
<tr>
<td>3. xxxx</td>
<td>xxx</td>
<td>$xxx,xxx</td>
<td></td>
</tr>
<tr>
<td>4. xxxx</td>
<td>xxx</td>
<td>$xxx,xxx</td>
<td></td>
</tr>
</tbody>
</table>

Evaluation

Evaluation Summary
Recommendation

The panel recommend xxx contract of for the following reasons…..

....................  ....................
Officer 1           Officer 2

Approval

....................
xxxxxx
Chief Executive Officer
Date:
21.3  **DRAFT WORK HEALTH & SAFETY COMMITTEE TERMS OF REFERENCE**

**Subject:** For Adoption  
**Report By:** Deputy Chief Executive Officer  
**Report Date:** 09/10/2014  
**File Reference:** Policy Manual  
**Action:** Yes  
**Attachments:** Yes

**SMP Reference:**

**Objective 1**  
Respected, Responsive, Open and Effective Leadership  

**Strategy 7**  
To not only meet, but to excel in satisfying the requirements of the Local Government Act  

**Action 3**  
Ensure that Council satisfactorily meets all legislative compliance requirements

🔗 A copy of the Draft Work Health & Safety Committee Terms of Reference is attached for the information and reference of Councillors.

💡 **Recommendation:**

That the Draft Work Health & Safety Committee Terms of Reference as printed in the Agenda, be adopted by Council.

~~ **Options: ~~

Moved Cr / Seconded Cr
1. **TITLE**
   The name of the Committee shall be Worker Health & Safety (WHS) Committee, previously known as Occupational Health and Safety (OHS&W) Committee.

2. **PURPOSE**
   To provide a consultative forum that can effectively facilitate co-operation between the person conducting a business or undertaking and workers in instigating, developing and carrying out measures designed to ensure the workers' health and safety at work. Also to assist in developing standards, rules and procedures relating to health and safety that are to be followed and complied with at the workplace with particular reference to the requirements of the relevant Acts and Regulations.

3. **MEMBERSHIP**
   3.1 Workers must have equal or greater representation than the Employer. Management representatives will be appointed by the Chief Executive Officer.
   
   The composition of management representation shall be:
   
   - 1 Administration, and
   - 1 Works

   Worker representatives shall be nominated and elected from the following areas:
   - 2 Administration
   - 2 Works

   The Work Health and Safety Coordinator attends meetings as an advisor to committee members and has no voting rights. Health & Safety representatives shall be nominated and elected in accordance with the WHS Consultation and Communication Procedure (4.2.2)

   3.2 Management and worker committee members have a three (3) year term of office. Any committee member will cease to be a member of the WHS Committee if they:
   - Resign from the committee
   - Fail to attend three (3) consecutive meetings without providing apologies to the chairperson
   - Resign from their employment
   - Breach confidentiality

4. **VACANT POSITIONS**
   Any vacant positions will be filled on a casual basis until the term of office has expired or by calling an election as determined by consensus of the Committee.

5. **CHAIRPERSON**
   The Chairperson shall be elected by the committee for a period of 12 months. Their responsibilities include:
   - Scheduling meetings and notifying committee members;
   - Inviting specialists to attend meetings when required by the committee;
   - Guiding the meeting according to the agenda and time available;
• Ensuring all discussion items end with a decision, action or definite outcome;
• Review and approve the draft minutes before distribution;
• In all matters of urgency the Chairperson shall consult members and act on behalf of the Committee. This situation may occur where time constraints prevent the calling of a special meeting. All such actions are to be reported to the next Committee meeting for ratification.

6. **WHS COORDINATOR**

The WHS Coordinators role will include the responsibility of Secretary and this includes:

- Prepare agendas and issuing notices for meetings, and ensuring all necessary documents requiring discussion or comment are attached to the agenda.
- Distributing the Agenda one week prior to the meeting
- Taking notes of proceedings and preparing minutes of meeting.
- Distributing the minutes to all committee members one week after the meeting and be made available to all staff.
- The minutes shall be checked by the chairperson and accepted by committee members as a true and accurate record at the commencement of the next meeting.

7. **MEETING REQUIREMENTS**

7.1 **Frequency**

Meetings shall be held at least quarterly. A special or extraordinary meeting may be called by:

- half the committee members;
- an elected health and safety representative; or
- the employer

7.2 **Quorum**

A quorum of members must be present before a meeting can proceed. A quorum shall consist of not less than half committee members plus one. The Chairperson may be considered as a member in a quorum count. In the quorum count there must be more worker representatives than management representatives for the meeting to proceed.

7.3 **Guests or Observers**

Internal or external persons may be invited to attend the meetings at the request of the Chairperson on behalf of the committee or interested members of the respective workgroup to provide advice and assistance where necessary. They have no voting rights and may be requested to leave the meeting at any time by the chairperson.

7.4 **Decision making and Powers**

Decisions will be made by a consensus vote.
8. **FUNCTIONS**

8.1 The functions of a Health and safety Committee are;

- **a)** Consider all matters relevant to worker safety, health, welfare and rehabilitation

- **b)** Monitor adherence to worker health and safety rules and appropriate Acts, Regulations (legislation)

- **c)** Encourage, promote cooperation and consultation between management and workers on safety and health matters

- **d)** Promote and engage workers interest in health and safety

- **e)** Assist in resolution of Worker Health and Safety issues

- **f)** Ensure appropriate review of Councils Plan with Programs and Projects, calendar of events whilst monitoring and measuring its effective implementation

- **g)** Encourage worker participation in planning and implementation of Worker Health and safety initiatives and activities

- **h)** Formulate worker health and safety and rehabilitation policy, procedure proposals for consideration and approval by the Management team

- **i)** Promote timely implementation of recommendations approved by Management Team

- **j)** Promote and review training requirements for workers in health and safety

- **k)** Ensure analysis of incident / accident, hazard and near miss reports, monitoring safety and health in worksites and that appropriate recommendations are made to management

- **l)** With due regard to confidential requirements, monitor progress of injured workers and their rehabilitation

- **m)** Such other functions as are prescribed or agreed upon by the employer and the health and safety committee.

8.2 A health and safety committee may establish such sub-committees to provide advice or to assist it in the performance of its functions.

8.3 A health and safety committee may delegate any of its functions to a subcommittee established under subsection (2).
9. **AMENDMENTS**

The terms of reference shall be reviewed biennially from the date of approval. They may be altered to meet the current needs of all committee members, by agreement of the majority of employer and worker representatives.

Signed______________________   Signed_______________________

Chief Executive Officer          Chairperson WHS Committee

Date                                                                Review Date

Non English translations of the policy can be made available if required
21. COUNCIL POLICIES FOR REVIEW AND ADOPTION CONT:

21.4 DRAFT POLICY - MEAL ALLOWANCE FOR VOLUNTEERS

Subject: For Adoption  
Report By: Manager Northern Passenger Transport Network  
Report Date: 09/10/2014  
Action: Yes  
Attachments: Yes

SMP Reference:
Objective 1 Respected, Responsive, Open and Effective Leadership  
Strategy 7 To not only meet, but to excel in satisfying the requirements of the Local Government Act  
Action 3 Ensure that Council satisfactorily meets all legislative compliance requirements

A copy of the Draft Meal Allowance for Volunteers is attached for the information and reference of Councillors.

Recommendation:
That the Draft Meal Allowance for Volunteers as printed in the Agenda, be adopted by Council.

~~ Options: ~~

Moved Cr / Seconded Cr
Policy Manual

MEAL ALLOWANCE FOR VOLUNTEERS

Prepared by the District Council of Mount Remarkable
Adopted by Council at its meeting on
Tuesday 12 August 2014
Version 01.01

NOTE: The Electronic version in Council's Record Management System is the controlled version. Printed copies are considered uncontrolled. Before using a printed copy, verify that it is the current version.
<table>
<thead>
<tr>
<th>Policy Document Number:</th>
<th>04.32</th>
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</thead>
<tbody>
<tr>
<td>Policy Document Title:</td>
<td>Meal Allowance for Volunteers</td>
</tr>
<tr>
<td>Version:</td>
<td>01.01</td>
</tr>
<tr>
<td>Strategic Plan Reference:</td>
<td>01.07.03</td>
</tr>
<tr>
<td>Responsibility:</td>
<td>Deputy Chief Executive Officer</td>
</tr>
<tr>
<td>Date Implemented:</td>
<td></td>
</tr>
<tr>
<td>Last Revised Date:</td>
<td></td>
</tr>
<tr>
<td>Minute Reference:</td>
<td></td>
</tr>
<tr>
<td>Next Review Date:</td>
<td>01.09.15</td>
</tr>
<tr>
<td>Date Revoked:</td>
<td>Nil</td>
</tr>
<tr>
<td>Applicable Legislation:</td>
<td>Local Government Act 1999 (SA); Council’s Private Policy; Independent Commissioner Against Corruption Act 2012 (SA); ICAC Act; Work Health and Safety Act 2012 (SA) (WHS Act); Volunteering Australia National Standards for Involving Volunteers in Not for profit Organisations (2001); Volunteer Protection Act (2001)</td>
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<tr>
<td>Related Policies:</td>
<td></td>
</tr>
<tr>
<td>Related Procedures:</td>
<td></td>
</tr>
<tr>
<td>Policy Document Status:</td>
<td>Unrestricted</td>
</tr>
</tbody>
</table>

1. **Background**
   1.1 Volunteers, like paid employees are a public face of the Council they represent and even though they give their time freely, they are still a part of the overall structure of the Council they work within.
   1.2 Rights and responsibilities set the standards of a volunteer program within any Council and assist both the Council and each volunteer to abide by the philosophy and ethos of the Council.
   1.3 The Council has a significant commitment to its volunteers and has substantial responsibilities towards them including recognising the *National Standards for Involving Volunteers in Not for Profit Organisations*. Volunteers also have rights which are contained in legislation.
   1.4 Volunteers have the same level of responsibility as the paid workforce with regard to their behaviour and activities while carrying out their duties for the Council.
   1.5 Volunteering is work which is:
   - Of benefit to the community;
   - Done of one’s own free will; and
   - Done without monetary reward.
   Volunteers play an integral role within society in general by initiating and enhancing the services provided by employed staff, without being a substitute for paid work.

2. **Purpose**
   This document sets out that Volunteers can expect to be reimbursed for their meal with a meal allowance for all volunteers registered with the Council.

3. **Scope**
   The standards outlined in this document relate to all volunteers registered with the Council and are in addition to any statutory requirements of the Local Government Act.

4. **Definition**
   Volunteer means a person who willingly provides unpaid help in the form of time, service or skills through the Council's volunteer program.

5. **Meal Allowance**

*NOTE: The Electronic version in Council's Record Management System is the controlled version. Printed copies are considered uncontrolled. Before using a printed copy, verify that it is the current version.*
5.1 General duty of volunteers
In addition to all legislative requirements and any specific directions or guidance provided by the Council, volunteers are reimbursed for meal allowances as the standards to be adopted in the performance of their role.

5.2 Principles for meal allowance
There are three broad principles that underpin the ethics and standards for meal allowance for volunteers engaged in Local Government:
5.2.1 Accountability
5.2.2 Receipts received
5.2.3 Hours taken

5.3 Accountability
Volunteers understand that:
5.3.1 One meal allowance will apply for more than four hours, capped at $10.00.
5.3.2 The second meal for over eight hours will be capped at $15.00.
5.3.3 Reimbursements based on actual cost occurred on the day will be paid if receipts are attached to the volunteer claim form but the reimbursement rate will be capped per meal.

7. Monitor and review of policy
This policy will be monitored and reviewed each two years. Public notice will be given of adopting or altering this policy. [see s.219(7) of the Act].

8. Further information
This Policy is available for inspection at the Council Office, 3 Stuart Street Melrose, during ordinary business hours. It is also available for inspection, downloading or printing free of charge, from Council’s website: www.mtr.sa.gov.au.

Any grievance in relation to this policy or its application should be forwarded in writing to the Chief Executive Officer of Council.

Approved:

_________________________  ________________________
Chief Executive Officer      Mayor

Date:    / /2014

NOTE: The Electronic version in Council's Record Management System is the controlled version. Printed copies are considered uncontrolled. Before using a printed copy, verify that it is the current version.
### 21. COUNCIL POLICIES FOR REVIEW AND ADOPTION CONT:

#### 21.5 DRAFT NORTHERN PASSENGER TRANSPORT NETWORK TRANSPORT ON FIRE RISK DAYS POLICY

<table>
<thead>
<tr>
<th>Subject:</th>
<th>For Adoption</th>
</tr>
</thead>
<tbody>
<tr>
<td>Report By:</td>
<td>Manager Northern Passenger Transport Network</td>
</tr>
<tr>
<td>Report Date:</td>
<td>09/10/2014</td>
</tr>
<tr>
<td>Action:</td>
<td>Yes</td>
</tr>
<tr>
<td>Attachments:</td>
<td>Yes</td>
</tr>
</tbody>
</table>

**SMP Reference:**
- **Objective 1** Respected, Responsive, Open and Effective Leadership
- **Strategy 7** To not only meet, but to excel in satisfying the requirements of the Local Government Act
- **Action 3** Ensure that Council satisfactorily meets all legislative compliance requirements


**Recommendation:**
That the Draft Northern Passenger Transport Network - Transport on Fire Risk Days Policy as printed in the Agenda, be adopted by Council.

~~ Options: ~~

Moved Cr / Seconded Cr
Policy Manual

Northern Passenger Transport Network (NPTN)

Transport on Fire Risk Days
1 Purpose

1.1 Bushfires can occur without warning and can quickly impact travel routes. In South Australia, bushfires occur regularly. Being out on the road during a bushfire is extremely dangerous as cars offer little protection from radiant heat and driving conditions are often difficult and stressful.

1.2 Recognising the Northern Passenger Transport Network (NPTN) provides volunteer services across a number of Fire Ban Districts: Yorke Peninsula, Mid North, Flinders, Mount Lofty Ranges and Adelaide Metro, the NPTN Board has implemented this policy / work procedure with the following considerations:

- Distance
- Frailty of consumer group
- Loss or limits communication in emergency situations
- Recognition that it could be catastrophic for any consumer or volunteer caught in a fire situation during transport.

All volunteers and consumers will be notified of these guidelines in general ongoing communication and specifically when trips are planned to occur on high risk days. NPTN will assist to monitor daily events through media outlets, and will direct this information accordingly should a situation become apparent.
Catastrophic Fire Rating

2.1 The Board has determined that NO VOLUNTEER TRANSPORT will be provided on any day where a fire danger rating of CATSTOPHIC is expected, within the regions of origin or destination and / or within a region that the transport will travel through to access the appointment, regardless on the distance travelled. Trips may be cancelled or rescheduled prior to or on the day of travel.

2.1.1 NPTN staff will provide customer support to reschedule appointments for those who find this difficult.

2.2 On a CATASTROPHIC FIRE RATING day the only volunteer transport that will be provided will be INTRA-TOWN transport: servicing customers that are located within townships, providing volunteer transport within that town only and utilising available volunteers who are based in that same town. If no volunteer from within that town are available, no transport will be provided but deferred to another day or cancelled.

2.3 A Volunteer Bus Companion will NOT be provided to support and travel on the Health / Medical Bus Service on a Catastrophic Fire Day.

Extreme / Severe Fire Ratings

3.1 Volunteer drivers have the right to withdraw from any commitment to ensure their own welfare and wellbeing. Volunteer drivers are to contact any of the options below to communicate this withdrawal either prior to the day of travel or on the day of travel by contacting:

3.1.1 NPTN office (during 8.30am – 5pm) on 8666 2014 or 1300 726 252
3.1.2 After hours support as included on the office phone message

3.2 During days of EXTREME or SEVERE fire danger rating the NPTN office will collate all information to ensure that all volunteer driven vehicles, customers and volunteers return safely. This data will also provide an approximate location of all vehicles should a fire occur.

3.2.1 All Volunteers are asked to ensure that mobile phones are switched on as a priority upon leaving and until the vehicle is returned. Within some hospital areas, mobile phones are requested to be switched off due to sensitive medical equipment, in which case it is mandated compulsory that phones are switched back on and checked for messages before volunteer transport recommences.

3.2.2 All volunteers providing transport are asked to ring the NPTN office to confirm their safety status by speaking to a staff member or if outside office hours record a message including volunteer name, time and current location.

3.2.2.1 Contact must occur when leaving location of origin, arriving at and leaving from destination and finally when arriving at origin later that day, regardless of office hours.

3.2.2.2 The NPTN office will record all information to determine an approximate location should an incident occur and monitor that all vehicles have returned.

3.2.2.3 Should an incident occur – the NPTN office will remain open until all volunteers and customers are deemed safe.

3.2.3 Drivers must listen to the ABC radio for fire updates or warnings: Band AM 891 or 639, as other channels do not provide the same level of support and it is important that you remain aware of any situation and the possible impact to your travel.

3.2.4 Communication to/from the NPTN office will be high priority during a fire situation, but the CFS warn that Mobile Phone services can be cut during fire situations.

3.2.5 During a fire situation, some roads may be closed restricting NPTN vehicles form returning ‘Home’ should accommodation be needed to support customers and volunteers overnight this will be arranged with NPTN covering associated costs.
3.3 Drivers are to ensure they take adequate water for themselves to stay hydrated and ensure customers are comfortable and reassured, and bring their own water.

4 Related Polices and Documents
Volunteer means a person who willingly provides unpaid help in the form of time, service or skills through the Council's volunteer program.

5 Monitor and Review of Policy
This policy will be monitored and reviewed each two years. Public notice will be given of adopting or altering this policy. [see s.219(7) of the Act].

6 Further Information
This Policy is available for inspection at the Council Office, 3 Stuart Street Melrose, during ordinary business hours. It is also available for inspection, downloading or printing free of charge, from Council’s website: www.mtr.sa.gov.au.

Any grievance in relation to this policy or its application should be forwarded in writing to the Chief Executive Officer of Council.

Approved:

______________________  
Chief Executive Officer

Date: / /2014
22. **REPORTS AND CORRESPONDENCE:**

Subject: Receiving of All  
Report By: Chief Executive Officer  
Report Date: 10/10/2014  
File Reference: Nil  
Action: Yes  
Attachments: No

**Recommendation:**

That Reports and Correspondence as listed in:
10. MAYOR'S REPORT  
11. COUNCILLOR'S COMMUNICATIONS  
14. BUSINESS ARISING FROM PREVIOUS MEETING  
15. FINANCE BUSINESS  
16. ADMINISTRATION MATTERS  
17. CORRESPONDENCE  
18. LOCAL GOVERNMENT DEPARTMENT AND ASSOCIATIONS  
19. ENVIRONMENTAL HEALTH MATTERS  
20. PLANNING & DEVELOPMENT MATTERS  
21. POLICIES FOR REVIEW & ADOPTION  
be received.

~~Options:~~

(i) Cr / Cr  
(ii) Cr / Cr
23. **URGENT BUSINESS:**

24. **NEXT MEETING:**
   
   The next Ordinary Meeting of the District Council of Mount Remarkable is scheduled to be held at 9.30 am, Tuesday 25th November 2014, in the Council Chambers, Stuart Street, Melrose.

25. **CLOSE:**